

Holroyd City Council



Ordinary Council Meeting 1 March 2016

NOTE: THE REPORTS PRESENTED IN THIS BUSINESS PAPER FOR COUNCIL'S CONSIDERATION ONLY CONTAIN THE RECOMMENDATION. COUNCIL'S FINAL DECISION (THE RESOLUTION) MAY BE DIFFERENT.

RESOLUTIONS OF COUNCIL ARE SUBJECT TO RESCISSION.

A NOTICE OF MOTION OF RESCISSION CAN BE SUBMITTED ANY TIME UP TO 12 NOON ON THE THIRD BUSINESS DAY FOLLOWING A COUNCIL MEETING AT WHICH THE RESOLUTION WAS PASSED. RESOLUTION(S) WILL NOT BE CARRIED INTO EFFECT UNTIL ANY RESCISSION MOTION IS DEALT WITH AT THE NEXT COUNCIL MEETING.

26 February 2016

I have the honour to notify you that the Ordinary Meeting of the Council of the City of Holroyd will be held at 6.30 p.m. in the Council Chambers, Memorial Ave, Merrylands on Tuesday, 1 March 2016.

Business as below:

Yours faithfully

(Merv Ismay)
GENERAL MANAGER

BUSINESS

1. Opening Prayer / Acknowledgement of Country / National Anthem
2. Apologies
3. Confirmation of Minutes
4. Mayor's Minutes
5. Public Forum
6. Declaration of Interest and Political Donations Received
7. Reports of Development/Community Services Committee
8. Reports of Finance and Works Committee
9. Reports of Library Committee
10. Reports of Floodplain Management Committee
11. Correspondence and Officers' Reports
12. Questions on Notice
13. Petitions
14. Response to Public Forum Questions
15. Corporate Briefing

*Minutes of the Ordinary Meeting of Holroyd City Council
Held on 1 March 2016*

General Manager

Mayor

Index

DEVELOPMENT/COMMUNITY SERVICES COMMITTEE

DCS008-16	DRAFT PLANNING AGREEMENT - 7 MILDRED STREET AND 31- 37B GARFIELD STREET, WENTWORTHVILLE	13
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FINANCE AND WORKS COMMITTEE

FW006-16	JANUARY 2016 INVESTMENT REPORT	21
FW007-16	56TH FLOODPLAIN MANAGEMENT AUSTRALIA CONFERENCE 2016 - ATTENDANCE BY COUNCILLORS	29
FW008-16	AUSTRALIAN GOVERNMENT'S STRONGER COMMUNITIES PROGRAMME 2015-16	33

LIBRARY COMMITTEE

LIB001-16	LIBRARY COMMITTEE MEETING - 10 FEBRUARY 2016.....	41
LIB002-16	ITEM 1602/01 - PUBLIC LIBRARIES COMPARATIVE STATISTICS 2013/2014 - FOLLOW-UP REPORT	45
LIB003-16	ITEM 1602/02 - ONLINE PROMOTIONS.....	49
LIB004-16	ITEM 1602/03 - LIBRARY STATISTICAL REPORT	55
LIB005-16	ITEM 1602/04 - LIBRARY USAGE BY CATEGORY.....	67
LIB006-16	ITEM 1602/05 - RADIO FREQUENCY IDENTIFICATION (RFID) IMPLEMENTATION - PROGRESS REPORT	81
LIB007-16	ITEM 1602/06 - ADULT LIBRARY ACTIVITIES	85
LIB008-16	ITEM 1602/07 - CHILDREN'S AND YOUNG ADULTS' LIBRARY ACTIVITIES	93
LIB009-16	ITEM 1602/08 - LIBRARY CUSTOMER COMMENTS	101

FLOODPLAIN MANAGEMENT COMMITTEE

FM001-16	FLOODPLAIN MANAGEMENT COMMITTEE - MEETING NO. 37 – 17 FEBRUARY 2016	109
FM002-16	ITEM 1602/01 – MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE - MEETING NO. 36, 4 NOVEMBER 2015, CONSIDERED BY COUNCIL AT ITS MEETING HELD ON 17 NOVEMBER 2015.	111
FM003-16	ITEM 1602/02 - FLOOD STUDIES – UPDATE ON COUNCIL'S OVERLAND FLOOD STUDIES	113
FM004-16	ITEM 1602/03 – PROPOSED POLICY DIRECTION FOR THE TREATMENT OF PRIVATE DRAINAGE THROUGH PUBLIC LANDS	115
FM005-16	ITEM 1602/04 – HOLROYD CITY RAINFALL FOR 2015	119
FM006-16	ITEM 1602/05 – GENERAL BUSINESS	123

COUNCIL

CCL008-16	PHASE 1 AMENDMENT TO THE LOCAL GOVERNMENT ACT	129
CCL009-16	MERRYLANDS STATION AND MCFARLANE STREET PRECINCT REVIEW	131
CCL010-16	2016 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - 19 TO 22 JUNE 2016	149
CCL011-16	REGISTRATION OF RESTRICTION ON THE USE OF LAND AND POSITIVE COVENANT ON VARIOUS DEVELOPMENT SITES	155
CCL012-16	REGISTER OF REPORTS TO BE CONSIDERED BY COUNCIL.....	157

HOLROYD CITY COUNCIL
16 Memorial Avenue, Merrylands (8.00am to 4.30pm)
Telephone: 9840 9840
TTY: 9840 9988
HCC@holroyd.nsw.gov.au

AGED AND DISABILITY SERVICES

Aged/Disability Team Leader.....	9840.9977
Disability Services Officer & Holroyd Peer Support Program.....	9840.9913
Holroyd Nutrition Services	
- CALD Centre Based Meals	
- Centre Based Meals	
- Meals on Wheels	
- Social Support Dementia – Supported Meals Program	
17 Miller Street, Merrylands	9840.9944
Holroyd Social Inclusion Services	
- Holroyd Neighbour Aid	
- Aboriginal & Torres Strait Islander Social Support	
- Centre Based Activities	
- Hall Hire	
90 O'Neill Street, Guildford	9632.2765
Information, Intake, Service and Volunteer Enquiries	
42 Lane Street, Wentworthville	9688 4751

ALL NSW EMERGENCY SERVICES000

CENTRAL GARDENS PARK (No Tennis Court Bookings)

Thames Street, Merrylands West (Ranger's Office).....	9636.8280
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CHILD PROTECTION HELPLINE132.111

CHILDREN'S SERVICES

Guildford West Children's Centre,	
50 Princes Street, Guildford West	9681.3793
Guildford West Out of School Hours Care,	
50 Princess Street, Guildford West	9721.2257
Holroyd Children's Centre, Banksia Babes,	
1 Goodlet Street, Merrylands.....	9637.3606
Holroyd Children's Centre, Gumnut Grove,	
13 Windsor Road, Merrylands	9637.9716
Merrylands / Family Day Care,	
74 Military Road, Guildford	9681.6511
Parramatta West Out of School Hours Care,	
57 Auburn Street, Parramatta West	9633.5246
Pemulwuy Children's Centre,	
1 Newport Street, Pemulwuy	9896.6118
Pemulwuy Out of School Hours Care,	
1 Newport Street, Pemulwuy	9896.6129
Pendle Hill Out of School Hours Care,	
Pendle Way, Pendle Hill	9631.8063
Ringrose Out of School Hours Care,	
18-36, Block K, Ringrose Avenue, Greystanes	9636.6586
Sherwood Grange Out of School Hours Care,	
50 Bruce Street, Merrylands.....	9892.4207
The Sometime Centre,	
54 Neil Street, Merrylands	9682.4918

The Sometime Centre, Pre School 3a McKern Street, Wentworthville	9631.6066
Wenty Children's Centre, 100 Damien Avenue, Greystanes	9896.1365
Widemere Out of School Hours Care, Nemesia Street, Greystanes	9757 1904
COMMUNITY BUS BOOKINGS	9840.9840
COMMUNITY FACILITIES	
Domain Community Rooms, 1 Oakes Street, Westmead	9840.9840
Greystanes Community Centre, 732 Merrylands Road	9631.0408
(Bookings)	9631.3544
Guildford Community Centre, Cnr Guildford Road & O'Neill Street.....	9632.2765
Holroyd Centre, Miller Street, Merrylands	9840.9900
Jones Park Hall, Burnett Street, Mays Hill (Bookings)	9840.9840
Merrylands Community Centre, 17 Miller Street, Merrylands	9840.9840
Red Gum Function Centre (Cnr Lane & Veron Streets), Wentworthville Bookings – Mr Dean Savetta.....	9840.9900
Toongabbie Community Centre, Cnr. Targo & Toongabbie Roads (Bookings)	9840.9840
Wentworthville Community Centre, 2 Lane Street (Bookings)	9840.9840
Westmead Progress Hall, Cnr Priddle & Hassall Streets, Westmead (Bookings)	9840.9840
EARLY CHILDHOOD CENTRES	
Greystanes, 732 Merrylands Road	9631.1862
Guildford, Stimson Street (Karitane).....	9632.9762
Wentworthville, Friend Park 3a McKern Street	9631.8258
EMERGENCIES (AFTER 4.30PM)	
Household Garbage Service	9721.2290
Animal Impounding Contractor	0412.064.676
HOLROYD COMMUNITY AID & INFORMATION SERVICE INC.	9637.7391
HOLROYD LOCAL AREA COMMAND	
Merrylands, 15-17 Memorial Avenue.....	9897.4899
LIBRARIES	
Greystanes, 732 Merrylands Road	9636.4160
Merrylands Central, Miller Street	9840.9960
Wentworthville, Lane Street	9631.7564
MERRYLANDS FIRE STATION	
Merrylands, 340 Merrylands Road	9682.4408
ORDINANCE INSPECTORS.....	9840.9840
Note: Calls to 9840.9840 after hours divert to Council's Paging Service and in cases of emergency to the Ordinance Inspector on Duty.	
PARRAMATTA AMBULANCE STATION	000
Parramatta, 153-155 Railway Street	
SENIOR CITIZENS' ORGANISATIONS	
Greystanes Over 50's Club.....	9636.3245

Merrylands, 17 Miller Street	9633.1103
Toongabbie, cnr Toongabbie & Targo Road	9631.1863
“Wenty” Club (RSL Day Care Club).....	9631.5452
Wentworthville Pensioners Welfare Inc.....	9631.4171

STATE EMERGENCY SERVICES

Foray Street, Guildford West.....	9892.1144
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SWIMMING CENTRES

Guildford (Heated Pool), Guildford Road	9632.1491
Merrylands, Burnett Street.....	9637.6618
Wentworthville, Dunmore Street	9631.9439

WORKS DEPOT

Duty Overseer, Fairfield Road, Guildford	8724.8652
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YOUTH CENTRES

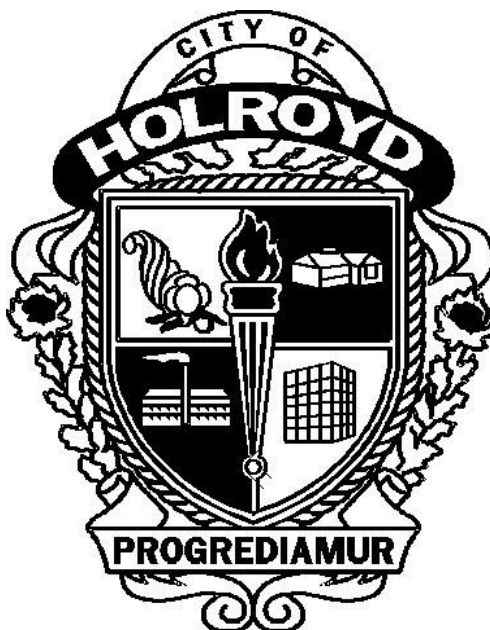
Guildford, 367 Guildford Road, Guildford.....	9681.3316
Merrylands, 289 Merrylands Road	9637.1535
Wentworthville (behind Wenty Pool, Dunmore Street).....	9636.4969

COUNCILLOR CONTACT DETAILS

NORTH WARD	E-MAIL	FAX	MOBILE
Clr. Lake, Lisa	[clrlisalake@bigpond.com]		0427 955 589
Clr. Rahme, Joseph	[clrrahme@bigpond.com]		0427 855 693
Clr. Whitfield, Yvette	[clrwhitfield@bigpond.com]	9896 3271	0419 254 855
SOUTH WARD			
Clr. Dr. Brodie, John	[cldrbrodie@bigpond.com]	9681 4824	0477 210 155
Clr. Colman, Pam	[clrcolman@bigpond.com]	9632 6750	0400 554 959
Clr. Kafrouni, Nasr	[clrkafrouni@bigpond.com]	9636 9273	0428 464 776
EAST WARD			
Clr. Monaghan, Peter	[clrmonaghan@bigpond.com]	9682 3608	0416 550 890
Clr. Sarkis, Eddy	[clrsarkis@bigpond.com]	9896 5599	0425 348 000
Clr. Zaiter, Michael	[clrzaiter@bigpond.com]		0427 824 969
WEST WARD			
Clr. Cummings, Greg (Mayor)	[clrcummings@bigpond.com]	9631 6159	0404 081 397
Clr. Grove, Ross	[clrgrove@bigpond.com]	9756 1728	0412 897 130
Clr. Kafrouni, Nadima (Deputy Mayor)	[clrnadimakafrouni@bigpond.com]	9636 9273	0427 806 877



DEVELOPMENT/COMMUNITY SERVICES COMMITTEE



DEVELOPMENT/COMMUNITY SERVICES COMMITTEE

Index of the Meeting of the Development and
Community Services Committee of the Council
of the City of Holroyd, held in Council
Chambers, Memorial Ave, Merrylands on
Tuesday, 1 March 2016.

Summary:

DCS008-16	SUBJECT: DRAFT PLANNING AGREEMENT - 7 MILDRED STREET AND 31- 37B GARFIELD STREET, WENTWORTHVILLE BP16/5	13
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Draft Planning Agreement - 7 Mildred Street and 31- 37B Garfield Street, Wentworthville

Responsible Department: Environmental and Planning Services
 Executive Officer: Director of Environmental & Planning Services
 File Number: INFOC/19 - BP16/5
 Delivery Program Code: 6.2.1 Oversee and implement infrastructure strategies and Development Contributions Plans to ensure local public facilities and infrastructure can be provided to meet the needs of a growing population.

DCS008-16

Summary:

The Planning Agreement is to provide public pedestrian access between Mildred Street and Garfield Street, Wentworthville. It will benefit residents of Mildred Street, Garfield Street and the development sites by providing convenient access to the Wentworthville Centre and surrounding recreation areas.

Public access is proposed to be in two sections. The first, a public footpath (approximately 33 metres in length) to be constructed and dedicated to Council from Mildred Street and between 5 Mildred Street and the approved development at 7 Mildred Street. Secondly, a public easement between the dedicated footpath through the private residential development at 31 - 37B Garfield St (Wentworthville Bowling Club site), to Garfield Street (refer to Annexure 1 and 2 in the draft Planning Agreement).

This report recommends the endorsement from Council of the draft Planning Agreement. This will allow Council and Universal Property Group Pty Ltd to formalise the document.

Report:

Background

During the drafting of the Holroyd LEP, Council received a submission from residents of Mildred Street, Wentworthville regarding the proposed zoning of the Wentworthville Bowling Club site to R4 High Density Residential (CCL082-12 item 3.46 dated 10 April 2012). The submission stated the proposed zoning was supported on the basis of the maintenance of public access from Mildred Street through to Garfield Street, Wentworthville. Council resolved to proceed with the R4 zone.

In December 2014, a development application was registered for the site at 7 Mildred Street, Wentworthville. During the notification stage, Council received a further email

from residents of Mildred Street enquiring about the retention of public access through the existing private driveway into the Wentworthville Bowling Club site. At that time, it was realised that 7 Mildred Street and the adjacent Bowling Club site were in the joint ownership of Universal Property Group Pty Ltd (UPG). The developer had also approached Council regarding a proposed development for the Bowling Club site. A meeting between representatives from UPG and Council officers, to discuss opportunities for public access was arranged in February 2015.

The Planning Agreement

UPG were generally receptive to the proposed public access in recognition of the benefits to the surrounding residents and their own future developments. However, there is no formal requirement in the Holroyd DCP or Holroyd Development Contributions Plan for the provision of public access at this location. Consequently, the only legal way to formalise such an arrangement is entering into a Planning Agreement. A letter of offer from the developer, for an Agreement was received on 20 July 2015.

The Bowling Club site redevelopment was assessed by the Joint Regional Planning Panel (JRPP) in November 2015. The following comment was made in the assessment report in relation to the Planning Agreement:

"The purpose of the public walkway is to provide a more direct pedestrian connection between the residential properties to the south of the site and the Wentworthville commercial centre and railway station. As agreed to in discussions between Council and the proponent, the 3m wide public walkway is to be constructed and lit (using bollard style lighting) by the proponent. However, the walkway will be covered by a right-of-carriageway and will be maintained by the developer."

As part of the above assessment, the following comments were received from the Police in relation to their Crime Prevention Through Environmental Design (CPTED) report:

"In regards to the pathway, police recommended that it be well lit and trees and landscaping be kept to a minimal height as not to obstruct the natural surveillance from the complex."

To clarify, the easement through private land (37B Garfield Street) is to be maintained by the future strata management of the 'apartment' development. The dedicated land and works (approximately 83m²) adjacent to the 7 Mildred Street 'townhouse' development is to be maintained by Council.

In consultation with Council's Contributions Committee and UPG, the details of the offer were transcribed into a draft Planning Agreement. The agreement was then exhibited for a period of 28 days between 18 November and 24 December 2015.

Submission and Issues

One submission was received from a resident in Station Street, Wentworthville. The submission requested a change in zoning to properties in Station Street, commented on the clarity of plans showing the location of the access and commented on the proposed offset to the developer for the provision of the access.

Response

The zoning of property in Station Street is outside the scope of the proposed Planning Agreement and as such could not be considered as part of this process.

The clarity of the diagrams contained within the draft Agreement was noted. Consequently, the diagrams have been revised and replaced within the document.

As mentioned above, there is no legally binding requirement for the developer to provide continuous public access through private land. For example, should a footpath be constructed without a binding arrangement, there would be little Council could do in the event that the access was subsequently closed. The offset proposed in the Planning Agreement is in recognition of a considerable community benefit, to be provided in perpetuity. UPG is proposing to construct and dedicate approximately 82.5sqm of public footpath and permit public access (over an easement) through a considerable length of private residential property. It is considered unreasonable and unlikely that such provision would be made without some agreed compensation. The offset amount was determined by Council's Contributions Coordinator and agreed to by the developer.

Conclusion:

The proposed Planning Agreement is to provide public pedestrian access between Mildred Street and Garfield Street, Wentworthville. It will benefit residents of Mildred Street, Garfield Street and the development sites by providing a convenient pedestrian thoroughfare to the Wentworthville Centre and surrounding recreation areas.

Consultation:

The proposed agreement was discussed at Council's Contributions Committee meeting of 26 February 2015. At this time, the Committee agreed that there would be benefits to providing on-going public access. A letter of offer from the developer was not received until 20 July 2015.

Council's Engineering Services Department was consulted separately on the standard requirements for the construction of the public footpath to be dedicated to Council.

The draft Planning Agreement was publicly exhibited for one month between 18 November 2015 and 24 December 2015. The draft agreement was able to be viewed on Council's website, at Merrylands Administration Building, Merrylands Library and Wentworthville Library.

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

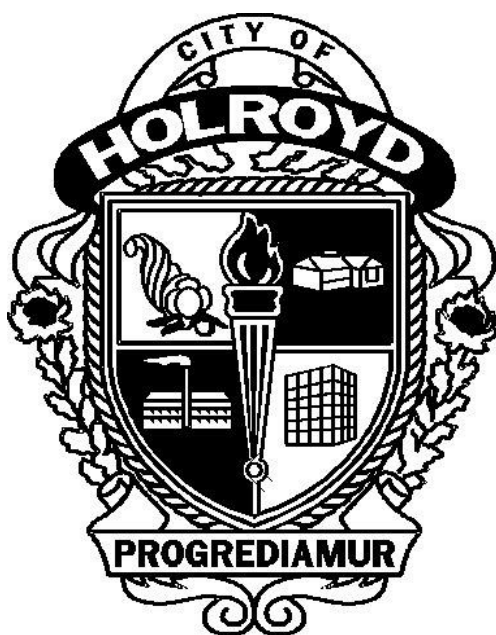
There are no communication / publication issues for Council associated with this report.

Report Recommendation:

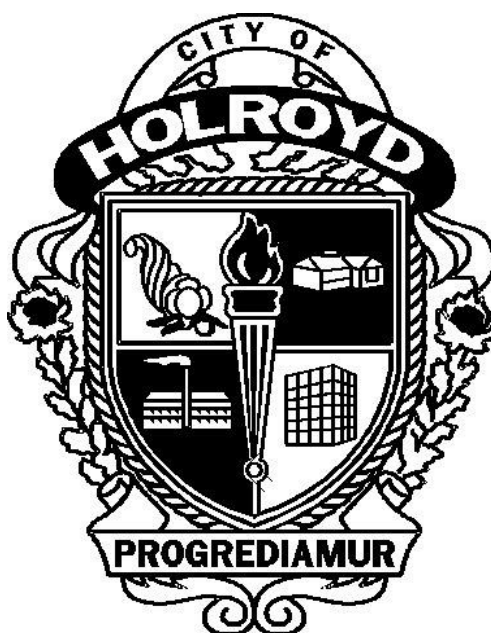
That Council endorse the draft Planning Agreement for 7 Mildred Street and 31 - 37B Garfield Street, Wentworthville.

Attachments:

1. Draft Planning Agreement Mildred and Garfield Street, Wentworthville



FINANCE AND WORKS COMMITTEE



FINANCE AND WORKS COMMITTEE

**Index of the Meeting of the Finance and Works
Committee of the Council of the City of Holroyd,
held in Council Chambers, Memorial Ave,
Merrylands on Tuesday, 1 March 2016.**

Summary:

FW006-16	SUBJECT: JANUARY 2016 INVESTMENT REPORT BP16/114.....	21
FW007-16	SUBJECT: 56TH FLOODPLAIN MANAGEMENT AUSTRALIA CONFERENCE 2016 - ATTENDANCE BY COUNCILLORS BP16/139	29
FW008-16	SUBJECT: AUSTRALIAN GOVERNMENT'S STRONGER COMMUNITIES PROGRAMME 2015-16 BP16/143	33

January 2016 Investment Report

Responsible Department: Corporate and Financial Services
Executive Officer: Director of Corporate & Financial Services
File Number: INFOC/16 - BP16/114
Delivery Program Code: 19.1.1 Maintain Council's Financial Position

Summary:

Regulation 212(1) of the Local Government (General) Regulation 2005 stipulates that a written report is to be presented each month at an ordinary meeting of the Council detailing all money that Council has invested under Section 625 of the Local Government Act.

Darrell Jefferys, Responsible Accounting Officer, has submitted the following report for the month of January 2016.

Records of Cash Investments

Cash Investments which are required to be reported under Regulation 212(1) of the Local Government (General) Regulation 2005 are attached to this report.

Graphical Representation of Funds Invested

The attachment to this report provides, on a monthly basis, a graphical representation of Council's current year's investment operations compared to the previous two years. The first chart shows Council's total funds invested. The second chart compares both the monthly and cumulative interest earned on the total funds invested, and finally, the third chart provides a comparison of the average interest rates received.

Record of Quotations

A separate record of quotations is kept.

Local Government (General) Regulation 2005 212(1)(b) Certificate

I, Darrell Jefferys, Responsible Accounting Officer, certify that investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

Financial Implications:

Council's return on investments will continue to be affected by global events. Finance staff are continually looking at ways to invest Council's funds in secure products less affected by worldwide impacts.

The following comments are supplied by Council's Investment Advisor – CPG Research:

“Council's Investment Portfolio

Council's Performance as at 31 January 2016

Performance	Council	AusBond BBI	Outperformance
1m (actual)	0.27%	0.19%	0.08%
1m % p.a.	3.23%	2.25%	0.98%
3m (actual)	0.80%	0.55%	0.25%
3m % p.a.	3.23%	2.19%	1.03%
FYTD % p.a.	3.48%	2.18%	1.30%
1 year	3.61%	2.27%	1.34%
2 years	3.89%	2.49%	1.39%
3 years	4.19%	2.60%	1.59%
5 years	4.85%	3.32%	1.54%

The total investment portfolio had another solid month, returning +0.27% (net actual) or +3.23% p.a. (annualised). It outperforming the AusBond Bank Bill Index¹, which returned +0.19% (actual) or +2.25% p.a. (annualised).

Council's returns, while lower in absolute terms than historically the case, remains very strong compared to short deposits rolling in the mid-high 2%'s. Even the majority of 5-year deposits are now in the mid-3%'s at best.

The portfolio's performance continues to be anchored by the longer-dated deposits, particularly those still yielding above 4%. Floating Rate Notes (FRNs) purchased at attractive margins, have also contributed positively to overall performance.

Cash continues to be a drag on performance following the RBA's multiple rate cuts in 2015.

¹ Previously UBS Bank Bill Index - the sale of the UBS index to Bloomberg, and subsequent change of names, is now effective.

Fixed Interest Market

In January, the global rout across equities grew as scepticism about the strength of the global economy intensified, as oil continued its collapse and a slowdown in China weighed heavily on sentiment. For the month of January, China's Shanghai Composite Index plunged 22.7%, leading global markets lower. Germany's DAX also plunged, falling 8.8% while in the US, the S&P 500 Index fell 5.1%. Japan's Nikkei Index fell 8.0% and is now in a bear market despite the Bank of Japan copying the ECB's policy of negative deposit rates. Australia was not immune to the broad selloff with the S&P ASX 200 Index dropping 5½%.

The US Federal Reserve (Fed) kept interest rates unchanged in January and said it was "closely monitoring" global economic and financial developments, but maintained its upbeat view of the US economy. On deciding on the future path of interest rates, the Fed said it was weighing how the global economy and financial markets could affect the outlook for employment and inflation.

The European Central Bank (ECB) left its key interest rates unchanged. The ECB's comments to the market were widely interpreted as dovish and led to speculation of more stimulus announcements. The central bank stated that it would "be necessary to review and possibly reconsider our monetary policy stance at our next meeting in early March".

The Bank of Japan adopted a negative interest rate policy while maintaining its record asset purchase plan. Governor Haruhiko Kuroda's board voted 5-4 to put an interest rate of -0.1% on current accounts held at the central bank.

Brent crude oil plunged to fresh 13-year lows in mid-January, trading as low as \$US26½ per barrel before recovering at month-end to trade above \$US33½.

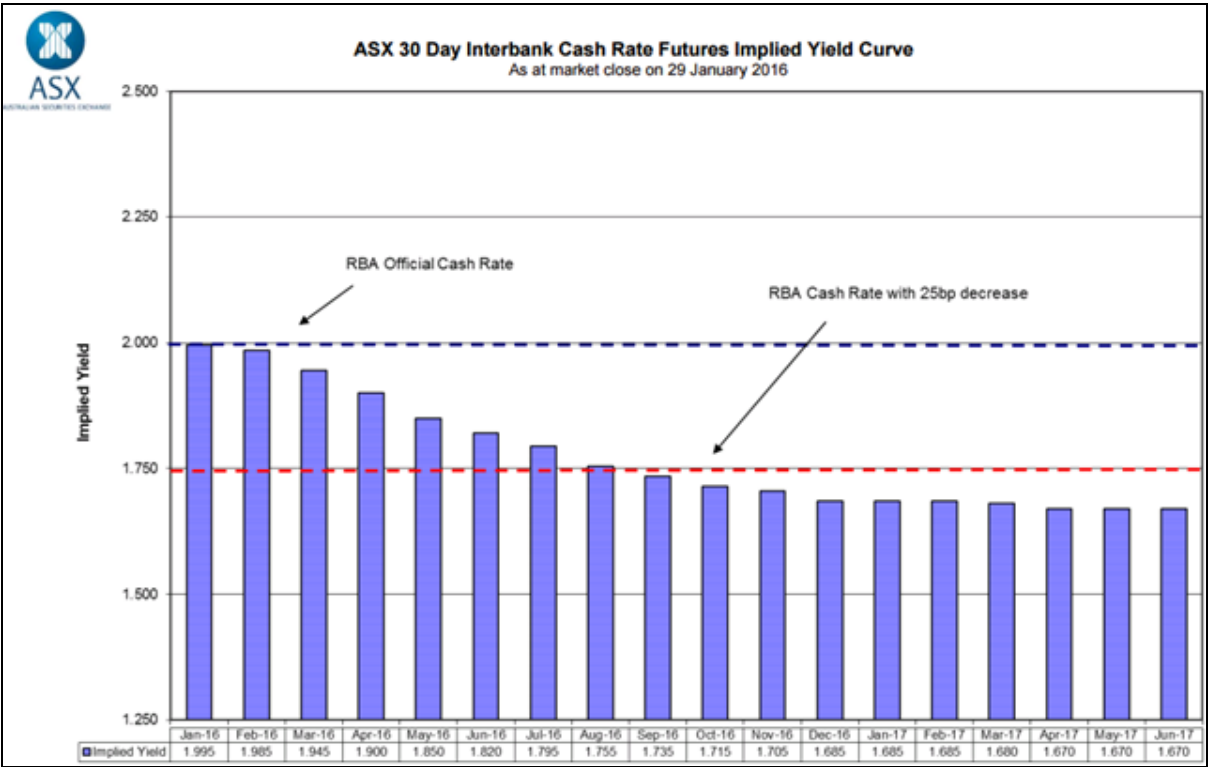
Domestically, the Australian Bureau of Statistics (ABS) indicated that headline consumer prices rose +0.4% in Q4 and 1.7% from a year earlier.

Market bets that the Reserve Bank of Australia (RBA) will cut interest rates again this year strengthened amid the global rout over January, although most economists are sticking to their "on-hold" forecasts for the foreseeable future unless domestic conditions deteriorate quickly.

Money markets are again pricing in another rate cut by Q3 2016.

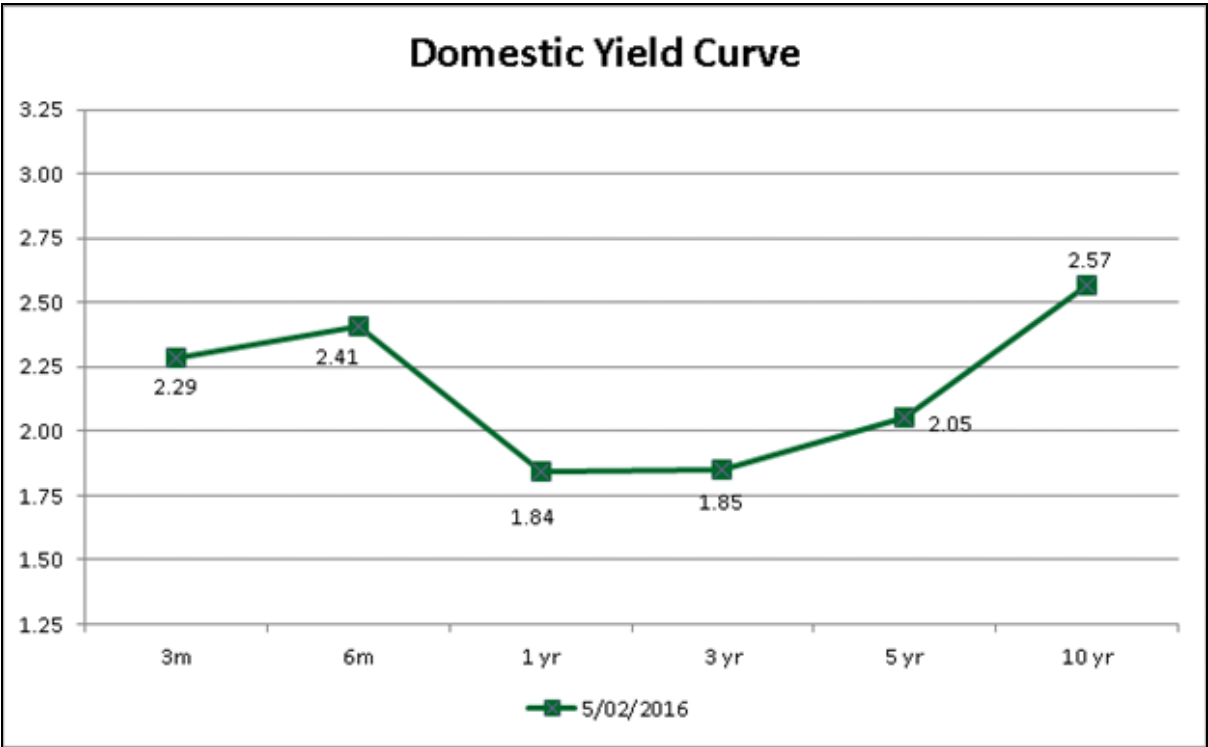
Chart 1: Futures Cash Rate

Source: ASX



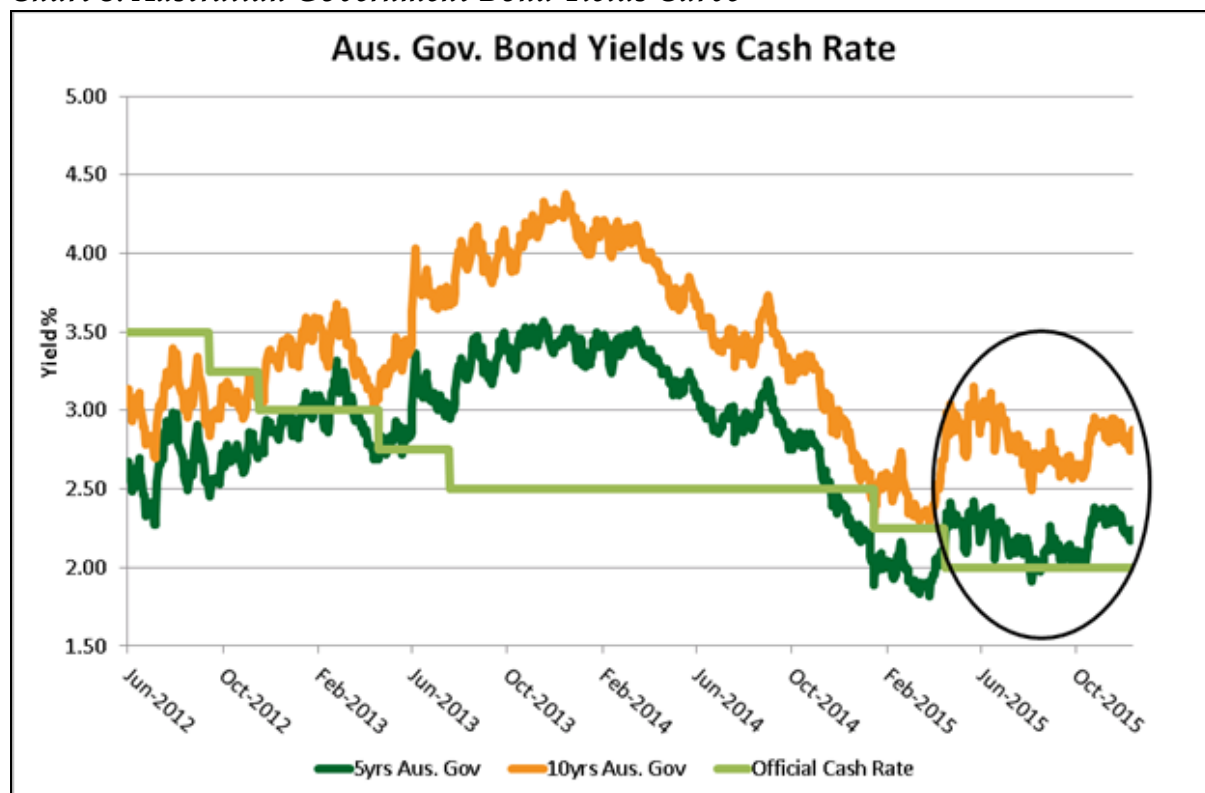
FW006-16

Chart 2: Domestic Yield Curve



The inverse yield curve reflects the market factoring in another chance of a rate cut within the next 6 months.

Chart 3: Australian Government Bond Yields Curve



Australian 10 year bond yields finished the month at 2.64%, down 24 basis point (bp) for the month, following global yields.

Term Deposit Recommendation

At month-end, deposits accounted for approximately 69% of the total investment portfolio. The weighted average duration of the deposit portfolio stood at approximately 11½ months - having been lengthened (compared to benchmark) during the RBA's easing cycle over the past few years.

This has produced a measurable uplift in yield at a time when deposit rates have plunged, and cushioned the RBA's rate cutting cycle.

It will provide strong protection to Council's budgeted income for the remainder of FY16, which we will be looking to support over the next 12 months. An average yield of 3.23% p.a. remains competitive against deposits even up to 3 years in today's market.

It is inevitable that returns will again ease from here, and this will accelerate as deposit margins continue to contract. Money markets have again fully priced in another rate cut in 2016, although it is largely data-dependent on further economic weakness.

The case for long deposits is now less compelling, and we expect to see further migration into a more balanced and liquid portfolio with FRNs offering excellent returns on a 2-year horizon.

Deposit margins continued to contract over the past year. Margins continue to be placed under significant pressure, now largely ranging from +95-110bp across short-medium terms (compared to +120bp over a year ago). Shorter-terms (less than a year) are now generally under +75bp.

Some above market rates ("specials") continue to be offered by the "BBB" and unrated ADIs, often through the broker intermediaries. Previously, A or AA banks tended to overpay relative to peers, providing a "free lunch" for yield and credit quality.

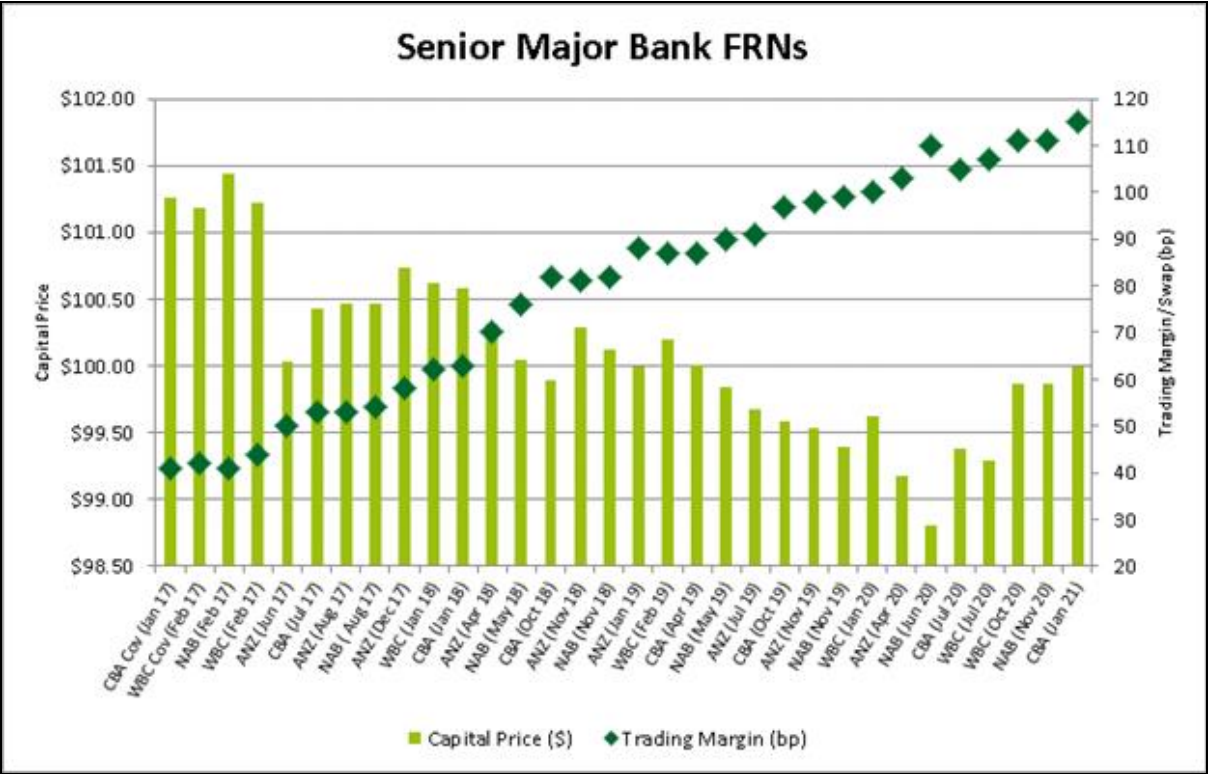
In previous years, we prioritised deposits over other longer-dated assets such as FRNs. However, at current margins, long T/Ds do not appear interesting in the mid 3%'s. If a steep curve brings some value through higher margins, deposits may be interesting again. Barring any one-off specials, we do not see any great value in deposits beyond 2 year terms in the current market place.

Market conditions are now much more favourable to FRN investments than at any time since 2012 – perhaps, since the immediate post-GFC period. This represents a significant reversal of what had been a long-standing theme for Council dating back to as early as 2010.

Credit and Bond Market

The wholesale senior major bank FRNs marginally widened in January following the global rout in financial markets and new issuances by CBA and ANZ. Given the relatively tight trading margins on deposits, we believe newly issued bank FRNs are likely to be the highest yielding (and complying) source of returns going forward.

Chart 4: Senior Bank FRNs as at 08/02/2016



Despite the recent widening in physical credit margins, we continue to recommend selling any senior major bank FRNs maturing on or before 2017 as most are marked less than +55 basis point (bp) and the curve remains relatively steep. 2018 FRNs are now generally saleable at the higher credit qualities; lower rated institutions tend to see spreads converge only as they shorten very close to maturity – we flag the final year as the likely exit point for those. Still, switching may well be recommended opportunistically.

Apart from providing diversification and additional liquidity in a portfolio, this strategy has been highly lucrative - more so than (even unrated) Authorised Deposit Taking Institutions (ADI) deposits over the past few years at times of most favourable pricing.

The gap between securities and deposits has now reversed from previous years - to a level which may see a prominent role for senior bank securities going forward, rather than an opportunistic / “satellite” allocation in a local government portfolio.”

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation

That the report be received.

Attachments:

1. January 2016 Council Investment Summary
2. January 2016 Council Investment Report

56th Floodplain Management Australia Conference 2016 - Attendance by Councillors

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/16 - BP16/139
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

FW007-16

Summary:

The purpose of this report is to provide details in relation to the Floodplain Management Association (FMA) National 56th Conference 2016 to be hosted by Shoalhaven City Council from Tuesday, 17 May 2016 to Friday, 20 May 2016.

Report:

The National Conference of the Floodplain Management Association (FMA) is designed to provide a combination of technical and non-technical papers that cater for the needs of both professional staff and Council elected representatives, respectively. The Conference theme for 2016 is "Rock n Roll, Innovation and Role in Flood Risk Management". The Flood Risk Management 101 Workshop will be held on Tuesday, 17 May 2016 for interested delegates and the Conference proceedings commence on Wednesday, 18 May 2016.

The FMA has a high profile within the Government sector, which includes both State and Federal interest. The Conference covers a wide range of interesting topics for both urban and rural Councils. The topics predominately target and that are of interest include: flood protection measures, design of flood levels, residential flood management and design flood estimation, and in recent years the impact of climate change in urban drainage design. A priority of the FMA recently has been to encourage attendance to the FMA Conference by town and strategic planners.

Holroyd City Council is a member of the FMA New South Wales (NSW) and Council is entitled to have two voting delegates attend the conference. They may also nominate alternate delegates/observers. Cllr. Dr Brodie and Cllr. Colman are the nominated FMA delegates for 2016.

This year's FMA Conference will be held at the Shoalhaven Entertainment Centre Shoalhaven, NSW. Approval is sought for Cllr. Dr Brodie and Cllr. Colman to attend the FMA Conference, which will then enable early bird registrations to be completed.

Table 1 shows the estimated cost per representative for attending the FMA Conference:

Table 1: Estimated Conference Expenditure

Type of Expenditure	Costing	Cost Per Delegate
Accommodation:	\$185.00 per night x 3 nights (additional \$185.00 for pre-conference workshop)	\$555.00 (\$740 – for 4 nights)
Travel:	Drive (approx. 2.5 hrs. – 145km) No airport in the vicinity of the venue.	
Registration:	Full Early Bird Registration (prior to 25 March 2016)	\$925.00
Pre-Conference Workshop (optional):		\$180.00

FW007-16

Provision has been made in Council's budget for this expenditure. Accommodation will be secured once the number of delegates is confirmed.

The Floodplain Management Association of New South Wales achieves a high profile of interest within the State and Federal Governments and has received significant support from Local Government in the past. It addresses many issues of concern to all interested parties in Floodplain Risk Management throughout the state. Therefore, support for the Conference in Shoalhaven is recommended.

Consultation:

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

Financial Implications:

Funding has been approved in the 2015/16 budget for the Conference.

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That Council approve attendance at the 56th National Floodplain Management Association Conference 2016 for Clr. Dr John Brodie and Clr. Pam Colman.

Attachments:

1. Floodplain Management Australia 2016-Conference-Program

Australian Government's Stronger Communities Programme 2015-16

Responsible Department:	Engineering Services
Executive Officer:	Director of Engineering Services
File Number:	INFOC/16 - BP16/143
Delivery Program Code:	2.4.1 Manage the range of grant funding programs 4.1.1 Provide parks and recreational facilities which meet the community needs and lifestyle priorities. 20.1.1 Council maintains effective working relationships with local MP's and their staff, government agencies and departments.

FW008-16

Summary:

Council at the meeting on 15 September 2015 (FW037-15) resolved to submit grant applications for projects under the Australian Government's Stronger Communities Programme 2015 -16.

The Australian Government advised that eight (8) of the grant applications in the federal electorates of Greenway and McMahon have been approved for funding and at the meeting on 2 February 2016 (FW003 -16) Council provided matching funds for the five (5) projects in Greenway and on 16 February 2016 (FW005 -16) Council provided matching funds for three (3) projects in McMahon.

The Australian Government has advised that the one (1) grant application in the federal electorate of Parramatta has also been approved for funding.

This report provides details of the successful small capital project and Council's allocation of matching funds for the grants from the Australian Government's Stronger Communities Programme 2015 - 16 for these projects.

Report:

The Australian Government's Department of Infrastructure and Regional Development announced that the Stronger Communities Programme (SCP) for 2015-16 to provide funding for community groups and local Councils to invest in small capital projects in each of the 150 Federal Electorates. A second round of the SCP is proposed for mid February 2016.

Applicants must seek a grant of at least \$5,000 and up to a maximum of \$20,000 and must match the SCP grant in cash or in-kind on at least a dollar for dollar basis grant funding recipients will be required to keep all evidence of expenditure for two years

after the completion of the project and provide this evidence upon request by the Department.

Council submitted grant applications to the Federal Members of Parliament (MPs) in Holroyd's electorates of Greenway, Parramatta, McMahon and Blaxland for the 2015-16 round of the Stronger Communities Program (SCP) in accordance Council's resolution at the meeting on 15 September 2015 (FW037-15).

Recommended applications were submitted by MPs to the Department of Infrastructure and Regional Development by 30 October 2015 and included five (5) in Greenway, one (1) in Parramatta and three (3) in McMahon. The three (3) nominated projects for Blaxland were unsuccessful and not submitted to the Department of Infrastructure and Regional Development.

Council has received advice from the Department of Infrastructure and Regional Development that the one (1) project in the federal electorate of Parramatta is successful. The funding amount is the same as the amount sought for all of the successful projects.

Successful Project

The following table lists Holroyd Council's successful project and the required Council matching funding:

Table 1 – Holroyd City Council's Successful Projects for the Stronger Communities Programme 2015 -16

Project	Estimated Cost \$	Successful Grant \$	Required Council Funding \$
Parramatta Electorate			
<i>Ted Burge Sportsground</i>			
<i>Centenary Road, Merrylands</i> Spectator seating on concrete surround	12,000	6,000	6,000
TOTALS	12,000	6,000	6,000

Funding for the Stronger Communities Programme 2015 -2016 is the same as the amount sought for all of the successful projects. The total estimated cost for the one (1) successful project is \$ 12,000 and Council require a contribution of \$6,000 of its share of the funding requirement.

The Engineering Services budget for 2015 - 2016 is a total amount of \$250,000. From this budget, Council has approved the matching funding of \$144,500 (FW052-15) for Community Building Partnership 2015 and matching funding of \$62,500 (FW003-16) and \$58,000 (FW005-16) for the Stronger Communities Programme 2015 – 2016 for a total amount of \$265,000. The \$250,000 has been allocated from the Engineering Services budget and \$15,000 from the Engineering Services budget savings. The funding of \$6,000 for the remaining project is available for Council's allocation from the Engineering Services budget savings.

Conclusion:

Council at the meeting on 15 September 2015 (FW037-15), in considering project submissions, resolved to provide matching funding for any grants obtained under the Australian Government's Stronger Communities Programme 2015 - 16.

At the meeting on 2 February 2016 (FW003 -16) Council provided matching funds for the five (5) projects in the electorate of Greenway and on 16 February 2016 (FW005 -16) Council provided matching funds for three (3) projects in McMahon.

The value of the Stronger Communities Programme 2015 – 16 grants for the federal electorate of Parramatta is \$6,000.

Funding for the amount of \$6,000 is to be allocated from the Engineering Services budget savings.

It should be noted that the projects funded under the Stronger Communities Programme 2015 – 16 should be ready to commence early 2016.

Consultation:

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

Financial Implications:

Council's share of funding will be allocated within the Engineering Services budget savings.

Policy Implications:

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

Communication / Publications:

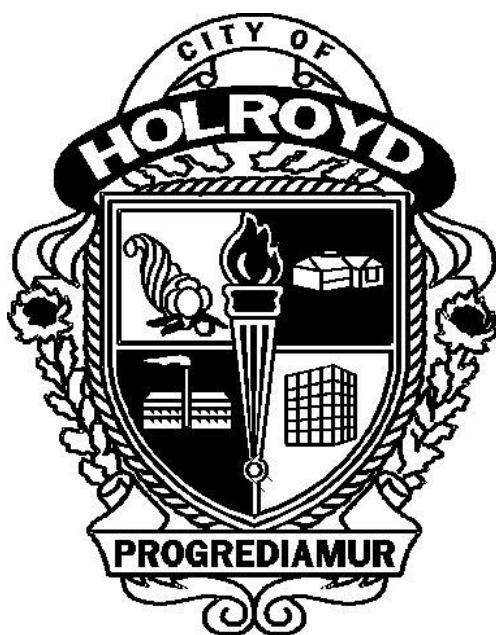
There are no communication / publication issues for Council associated with this report.

Report Recommendation:

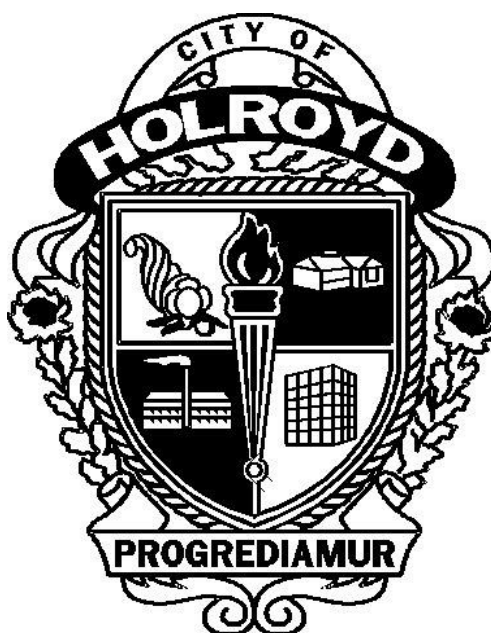
- i) That Council provide matching funds for the one (1) project under the Stronger Communities Programme 2015-16 as per the report.
- ii) That the Federal Member of Parliament for the electorate of Parramatta be thanked for the grants provided under the Stronger Communities Programme 2015-16.

Attachments:

Nil



LIBRARY COMMITTEE



LIBRARY COMMITTEE

**Index of the Meeting of the Library Committee
of the Council of the City of Holroyd, held in
Council Chambers, Memorial Ave, Merrylands
on Tuesday, 1 March 2016.**

Summary:

LIB001-16	SUBJECT: LIBRARY COMMITTEE MEETING - 10 FEBRUARY 2016 BP16/138	41
LIB002-16	SUBJECT: ITEM 1602/01 - PUBLIC LIBRARIES COMPARATIVE STATISTICS 2013/2014 - FOLLOW-UP REPORT BP16/103.....	45
LIB003-16	SUBJECT: ITEM 1602/02 - ONLINE PROMOTIONS BP16/102	49
LIB004-16	SUBJECT: ITEM 1602/03 - LIBRARY STATISTICAL REPORT BP16/101	55
LIB005-16	SUBJECT: ITEM 1602/04 - LIBRARY USAGE BY CATEGORY BP16/100	67
LIB006-16	SUBJECT: ITEM 1602/05 - RADIO FREQUENCY IDENTIFICATION (RFID) IMPLEMENTATION - PROGRESS REPORT BP16/99.....	81
LIB007-16	SUBJECT: ITEM 1602/06 - ADULT LIBRARY ACTIVITIES BP16/98	85

LIB008-16	SUBJECT: ITEM 1602/07 - CHILDREN'S AND YOUNG ADULTS' LIBRARY ACTIVITIES BP16/97	93
LIB009-16	SUBJECT: ITEM 1602/08 - LIBRARY CUSTOMER COMMENTS BP16/96	101

Library Committee Meeting - 10 February 2016

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/138
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

LIB001-16

Summary:

The following matters were considered by the Library Committee at its meeting on Wednesday, 10 February 2016, held at 6.30pm at Merrylands Central Library.

Report:

Present

Clr. Pam Colman	-	Council
Clr. Lisa Lake	-	Council
Ms. Maria Ciaccia	-	Community Representative
Ms. Diana Finch	-	Community Representative
Ms. Charina Kofod	-	Council
Mr. Manish Prasad	-	Community Representative
Ms. Sonya Railton	-	Community Representative
Ms. Samantha Rich	-	Community Representative
Ms. Margaret Simencic	-	Council
Ms. Sue Stenning	-	Community Representative
Ms. Zelda Stowers	-	Community Representative
Ms. Julie Thomas	-	Community Representative/Chair
Mr. Victor Vatner	-	Community Representative

Apologies

Ms. Danielle Achikian, Ms. Sawanthi Fernando, Ms. Connie Terzic

Recommendations

1602/01 Public Libraries Comparative Statistics 2013/2014 – Follow-up Report

The Library Committee recommends that the report be received.

1602/02 Online Promotions

The Library Committee recommends that the report be received.

1602/03 Library Statistical Report

The Library Committee recommends that the report be received.

1602/04 Library Usage by Category

The Library Committee recommends that the report be received.

1602/05 Radio Frequency IDentification (RFID) Implementation – Progress Report

The Library Committee recommends that the report be received.

1602/06 Adult Library Activities

The Library Committee recommends that the report be received.

1602/07 Children's and Young Adults' Library Activities

The Library Committee recommends that the report be received.

1602/08 Library Customer Comments

The Library Committee recommends that the report be received.

General Business

The following matters were discussed:

Correction to Previous Minutes (11 November 2015)

Apologies to Sue Stenning who was inadvertently omitted from the list of attendees for the 11 November 2015 meeting.

Meeting Notification Reminder Email

It was suggested that a reminder meeting notification email be sent to all Committee members prior to each Library Committee meeting. Manager, Library Services to organise.

Newspapers at Wentworthville Branch Library

One of the Committee members requested a follow-up to an enquiry made at the 12 August 2015 meeting, regarding newspapers at Wentworthville Library. At that meeting the following was discussed:

The question was asked why Wentworthville Library does not follow the same procedure as Merrylands Library in relation to newspapers. Merrylands Library users must surrender a Library card in order to read that day's newspaper. When the newspaper is brought back to the desk, the Library card is returned to the customer.

It was felt that this process should also be adopted by Wentworthville Library, where demand for newspapers was high, resulting in some customers missing out on reading them, as the 'papers tended to disappear throughout the course of the day.

This has as yet, not been initiated. Manager, Library Services to follow up with Wentworthville Branch Officer and to provide an update at the next Committee meeting in May 2016.

Photos of Library Events

A suggestion made in relation to the Online Promotions report, was that the Library could include more photos of Library specific events and activities on its Facebook page and other promotional tools.

Wentworthville Community Garden – Book Sale

The Committee was informed that Wentworthville Community Garden includes a pre-loved book sale as part of its annual Open Day activities. It was suggested that the Library could donate appropriate ex-stock material.

Next Meeting

The next meeting will be held at Merrylands Central Library on Wednesday, 11 May 2016, commencing 6.30pm.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/01 - Public Libraries Comparative Statistics 2013/2014 - Follow-up Report

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/103
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

LIB002-16

Summary:

A report that provided the percentage of the overall Council budget committed to library services was presented to the Library Committee meeting of 11 November 2015 (vide 1511/01). At this meeting, the following request was made by a Committee member:

That a further report be provided detailing per capita expenditure.

This report details the Council budget, library budget, percentage of library budget of overall Council budget and per capita expenditure for all UDL classified Councils.

Report:

Classification of Local Governments

There are 39 metropolitan Sydney public libraries, including the areas of Blue Mountains, Camden and Campbelltown.

The State Library of New South Wales utilises the Australian Classification of Local Governments to group Council areas and their public libraries. Holroyd has been categorised as UDL - Urban Developed Large, meaning that Holroyd has a population that falls within the category of "Large" - between 70,001 and 120,000 people. There are nine other public libraries in NSW that have the same classification. These are Auburn, Canada Bay, Hurstville, Ku-ring-gai, Marrickville, Rockdale, Ryde, Waverley and Willoughby.

This report will supply statistical data for the UDL libraries only, rather than all 39 metropolitan Sydney public libraries.

Per Capita Expenditure

The following tables outline the 2013/2014 per capita expenditure for library services' and overall Council budgets. This information has been sourced from the Office of

Local Government's publication "NSW Local Government Councils Comparative Information" and from the State Library of New South Wales' publication "Public Library Statistics".

Table 1 – Library Services and Overall Council Budget Per Capita Expenditure by Name of Council

Council	Population 2013	Library Budget 2013/2014 – Total Expenditure for Library Services	Council Budget 2013/2014 – Total Expenses From Continuing Operations	Percentage of Library Budget of Overall Council Budget	Library Services Per Capita Expenditure	Overall Council Budget Per Capita Expenditure
Auburn	83,367	\$3,537,142	\$60,103,000	5.9%	\$42.42	\$720.94
Canada Bay	84,906	\$3,677,345	\$72,653,000	5.1%	\$43.31	\$855.68
Holroyd	108,889	\$3,710,362	\$86,470,000	4.3%	\$34.07	\$794.11
Hurstville	84,859	\$5,600,390	\$66,255,000	8.5%	\$65.99	\$780.76
Ku-ring-gai	119,027	\$6,810,291	\$100,828,000	6.8%	\$57.21	\$847.10
Marrickville	82,367	\$4,456,519	\$94,495,000	4.7%	\$54.10	\$1147.24
Rockdale	106,712	\$3,783,402	\$82,867,000	4.6%	\$35.45	\$776.54
Ryde	127,036	\$6,580,220	\$94,781,000	6.9%	\$51.79	\$746.09
Waverley	70,706	\$6,085,078	\$113,026,000	5.4%	\$86.06	\$1598.53
Willoughby	73,155	\$6,702,593	\$96,411,000	7.0%	\$91.62	\$1317.90

Table 2 – Library Services Per Capita Expenditure

Position	Council	Population 2013	Library Budget 2013/2014 – Total Expenditure for Library Services	Library Services Per Capita Expenditure
1.	Willoughby	73,155	\$6,702,593	\$91.62
2.	Waverley	70,706	\$6,085,078	\$86.06
3.	Hurstville	84,859	\$5,600,390	\$65.99
4.	Ku-ring-gai	119,027	\$6,810,291	\$57.21
5.	Marrickville	82,367	\$4,456,519	\$54.10
6.	Ryde	127,036	\$6,580,220	\$51.79

Position	Council	Population 2013	Library Budget 2013/2014 – Total Expenditure for Library Services	Library Services Per Capita Expenditure
7.	Canada Bay	84,906	\$3,677,345	\$43.31
8.	Auburn	83,367	\$3,537,142	\$42.42
9.	Rockdale	106,712	\$3,783,402	\$35.45
10.	Holroyd	108,889	\$3,710,362	\$34.07

Table 3 – Overall Council Budget Per Capita Expenditure

Position	Council	Population 2013	Council Budget 2013/2014 – Total Expenses From Continuing Operations	Overall Council Budget Per Capita Expenditure
1.	Waverley	70,706	\$113,026,000	\$1598.53
2.	Willoughby	73,155	\$96,411,000	\$1317.90
3.	Marrickville	82,367	\$94,495,000	\$1147.24
4.	Canada Bay	84,906	\$72,653,000	\$855.68
5.	Ku-ring-gai	119,027	\$100,828,000	\$847.10
6.	Holroyd	108,889	\$86,470,000	\$794.11
7.	Hurstville	84,859	\$66,255,000	\$780.76
8.	Rockdale	106,712	\$82,867,000	\$776.54
9.	Ryde	127,036	\$94,781,000	\$746.09
10.	Auburn	83,367	\$60,103,000	\$720.94

Conclusion:

Despite the fact that the above statistical data indicates that Holroyd City Council Library Service's budget equates to the lowest percentage of the overall UDL Council budgets and lowest per capita expenditure, Holroyd continues to provide a relevant and dynamic service that is well utilised by the local community.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/02 - Online Promotions

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/102
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

LIB003-16

Summary:

This report outlines the usage of online tools by the Library Service for promotions during 2015. It only covers tools where content is under the direct control of the Library staff. At the request of the Library Committee, this report is produced annually.

Report:

Review of 2015

MailChimp

MailChimp is an online service that allows users to create, send and track email newsletters. The service is free for up to 2,000 subscribers. A monthly payment plan or the purchase of credits is required for over 2,000 subscribers. At the end of 2014, the Library had 5,988 subscribers across its two newsletters. At the end of 2015 this had risen to 7,039 subscribers, an increase of 1,051.

The Library currently has two distribution lists on MailChimp.

The Children's and Young Adults' Librarian distributes a quarterly newsletter to young children and their parents. The newsletter promotes upcoming children's events, recommends books for different age groups and contains fun information such as jokes and riddles.

The Client Services Librarian co-ordinates and designs online promotions sent to adult users. This includes the "Holroyd Library Newsletter" which advertises adult Library activities and promotions that highlight individual events such as author visits. Where applicable, links to external sources, such as the Library's Eventbrite page will be included.

Of the event promotions sent out during 2015, the three most popular campaigns were advertising the installation of new air conditioning units; RFID installation; Year 11 work experience program and the Sally Matterson author visit. The February issue of Poppy's Paper had the highest open rate by number of subscribers, and the Year 11 work experience program had the most number of links clicked.

Statistics for 2015 are as follows:

Edition	Number of subscribers	Email bounces	Unsubscribed	Opened	Links clicked
Poppy's Paper - Issue 11	1,625	87	6	944	No links provided
Adult Rewards Club #01 2015 (February)	4,362	33	12	2,007	45
Oliver Phommavanh - Adult List	4,335	27	12	1,471	18
Oliver Phommavanh - Poppy List	1,544	16	3	763	14
Adult Rewards Club #02 2015 (March)	4,487	41	6	1,748	41
Don't miss out! - April	4,624	36	8	1,825	96
Poppy's Paper - Issue 12	1,628	26	1	716	No links provided
Adult Rewards Club #03 2015 (April)	4,896	34	6	2,054	59
Peter Rees - promotional email	4,919	19	8	1,479	7
Adult Rewards Club #04 2015 (June)	1,897	8	9	1,834	85
Sally Matterson- promotional email	5,138	41	9	2,634	75
Poppy's Paper - Issue	1,614	26	4	503	No links provided

13					
Adult Rewards Club #04 2015 (August)	5,120	16	18	1,921	70
Job Seekers' Workshop	5,090	14	11	2,018	116
Ross Gittins - promotional email	5,404	49	12	1,825	78
Year 11 positions	5,354	5	2	2,758	172
Poppy's Paper – Issue 14	1,601	21	6	703	0
Job Seekers' Workshop	5,503	30	11	1,997	97
Disruptions @ all branches	5,472	4	5	2,957	53
Christmas Card Making Workshops	5,480	20	9	1,689	61
Tony Park – promotional email	5,466	4	11	1,550	35

Eventbrite

Eventbrite is an online service that allows users to create and manage bookings for events. The service is free as long as the event is free. People who book through Eventbrite require an email address, where they are sent an electronic ticket for the event. Organisers receive a list of attendees, and can send notifications about any changes to the event.

Bookings for all Library events are recorded manually on a paper booking sheet at each Library service desk. Some Library events may also be booked online using Eventbrite. This allows attendees to make bookings in person, over the 'phone and online. If events have a limited number of places, such as workshops, then most of the allocation is given to the Eventbrite bookings. Events with no limits, such as author talks, are given large allocations of 60-100 places. Allocation sizes can be adjusted if one booking method proves more popular than another. Events that are not currently being managed through Eventbrite include computer classes and children's activities.

41 events were created on Eventbrite during 2015. 19 of these events had limited places available. 838 places were allocated to Eventbrite. 383 of these places were booked.

The most number of online bookings was taken for the Ross Gittins author event. Events that exhausted their online allocation included job seekers' workshops, card making and chocolate making workshops, an arm knitting class at Greystanes and the Tech Talk for Android phones and tablets.

Facebook

The Library's Facebook page (www.facebook.com/holroydlibrary) is used to promote the Library's collections, services and events. It is also used to engage the community by providing useful or entertaining information. Popular posts include 'obscure word of the day', 'funny pics', 'new to the collection' and posts about Library events. At the time of writing the page had 935 followers.

Below is a table outlining people's interactions with the Library's Facebook page, as collected by Facebook's Page Insight service for October to December 2015. Data from Page Insight is only available for 180 days from the original post.

Facebook Page Insight Data (Page Level)	
The number of new people who have liked your Page	44 people for this quarter
The number of people who have unliked your Page	7 people for this quarter
The number of people who have seen any content associated with your Page	23,787 people for this quarter Average of 259 people per day
The number of people who engaged with your Page	1,918 people for this quarter Average of 21 people per day
Facebook Page Insight Data (Post Level)	
The number of people who have seen your post	25,935 people for this quarter Average 200 people per post
The number of people who clicked anywhere in your posts	1,473 people for this quarter Average 11 people per post
The number of people who have given negative feedback on your post	11 people for this quarter

The most popular post for this quarter was a news article from the ABC about the death of Harry Morgan who played Colonel Potter on MASH. <https://www.facebook.com/holroydlibrary/posts/10153097246927294>

The post was liked 78 times on the Library's Facebook page and, at the time of writing, had a "Lifetime Post Total Reach" of 1,951 unique users.

Conclusion:

Current online promotional tools used by Holroyd City Council Library Service have been successful in engaging the community and promoting Library services and events.

Consultation:

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

Financial Implications:

All associated costs are included in the existing Library budget.

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/03 - Library Statistical Report

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 Author: Margaret Simencic
 File Number: INFOC/28 - BP16/101
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

LIB004-16

Summary:

The following statistical report provides an overview of the progress of Library operations for the October to December 2015 quarter.

Report:

Issues

Loans for the October to December 2015 quarter decreased by 11.4%, when compared to the same quarter in 2014.

Branch	October – December 2014	October – December 2015	% Change
Merrylands	65,082	56,377	13.3% decrease
Greystanes	19,898	16,621	16.4% decrease
Wentworthville	66,125	60,821	8% decrease
TOTAL	151,105	133,819	11.4% decrease

As explained in previous reports, due to a change in borrowing patterns, a trend has now emerged where loan statistics decrease, but increases are depicted in other usage statistics, such as visitor numbers.

The 21st century public library has transformed into a community hub, a meeting space that offers free Wi-Fi, Internet, computer games, classes and a host of other community focussed activities, which attracts visitors who may not necessarily borrow items, hence the decrease in loans.

Registered Borrowers

On 31 December 2015, there were 75,588 members of whom 35,254 were active members (Library card used in the last three years) and 2,548 were Toy Library members.

On 31 December 2014, the Library had a total of 70,584 members of whom 36,784 were active members, and 2,369 were Toy Library members.

People Counter Figures

People counter figures for the October to December 2015 quarter depict a slight decrease of 1.9%, when compared to the same quarter in 2014.

Branch	October – December 2014	October – December 2015	% Change
Merrylands	70,645	69,622	1.4% decrease
Greystanes	10,122	9,394	7.1% decrease
Wentworthville	42,417	41,720	1.6% decrease
TOTAL	123,184	120,736	1.9% decrease

Due in part to many days of very hot and inclement weather, particularly during December, people counter figures have decreased this quarter. It is anticipated that footfall numbers will increase with a return to more favourable weather and resumption of school terms during the next quarter.

Library Web Page – Number of Views

This statistical category records Library usage not in the traditional sense where users physically enter the Library, but rather in a virtual sense, where the user can “visit” the Library from a remote location.

Month	2014	2015	% Change
October	23,745	16,356	31.1% decrease
November	21,777	13,994	35.7% decrease
December	19,687	13,087	33.5% decrease
TOTAL	65,209	43,437	33.3% decrease

Library Facebook Page

Similarly, social networking sites such as Facebook also denote Library usage. As at 31 December 2015, the Library Facebook page had 925 “Likes”.

Home Library Service

The Library Service currently delivers to 16 nursing homes and 154 individual clients, with the assistance of 26 volunteers. During the same period in 2014, the Library delivered to 15 nursing homes, 134 individual clients and had the help of 24 volunteers.

The following table depicts an overall increase of 7.7%, when compared to the 2014 quarter.

Issues	October – December 2014	October – December 2015	% Change
Loans to Nursing Homes	5,532	5,688	2.8% increase
Loans to Home Library Borrowers	5,151	5,822	13% increase
TOTAL	10,683	11,510	7.7% increase

The above increases can be attributed to the active and ongoing promotion of the Home Library Service by the Special Needs Librarian.

Information Services

Reference enquiries for the October to December 2015 quarter totalled 16,856. This is an increase of 2.5% when compared to the same quarter in 2014.

Branch	October – December 2014 Number of Enquiries	October – December 2015 Number of Enquiries	% Change
Merrylands	9,192	9,558	3.9% increase
Greystanes	1,863	2,680	43.8% increase
Wentworthville	5,382	4,618	14.1% decrease
TOTAL	16,437	16,856	2.5% increase

Reference statistics can be unpredictable. The provision of free internet and Wi-Fi access at each branch enables patrons to conduct their own research easily and comfortably, therefore bypassing the Reference Desk and resulting in decreased statistics.

Having said this, reference enquiry statistics have slightly increased in the past 12 months, indicating that some patrons still rely on the specialised skills of the Library staff to assist with their informational requests. This trend is most evident this quarter at Greystanes Branch Library.

Public Computer Centres

Public Computer Centre	Individual Bookings October – December 2014	Individual Bookings October – December 2015	Hours Used October - December 2014	Hours Used October - December 2015	Utilisation of Available Hours October – December 2014	Utilisation of Available Hours October – December 2015
Merrylands	10,853	10,206	7,852	7,256	66.52%	62.0
Greystanes	741	773	417	420	36.66%	36.8%
Wentworthville	4,221	4,306	2,812	2,758	75.59%	55.7%

Wentworthville and Greystanes both depict an increase in bookings. With the increase from six to eight PCs available at Wentworthville, their utilisation has dropped as patrons now find that a PC is more likely to be available immediately rather than having to book ahead.

Public Computer Centre - Individual Client Usage	Oct - Dec 2014	Oct - Dec 2015	% Change
Combined statistics for all three Public Computer Centres	2,835	2,884	1.7% increase

The number of individual patrons using the fixed PCs in the Public Computer Centres has increased by 1.7% when compared to the same quarter in 2014.

Quick Print Email Sessions	Individual Sessions October – December 2014	Individual Sessions October – December 2015	% Change
Merrylands (Three Stations)	3,845	3,631	5.5% decrease
Greystanes (One Station)	261	307	17.6% increase
Wentworthville (One Station)	1,126	580	48.4% decrease

The Quick Print/Email stations at Merrylands and Greystanes are well utilised, however, Wentworthville Branch Library has recorded a 48% decrease, attributable to the addition of two PCs in the Public Computer Centre.

Wi-Fi Usage

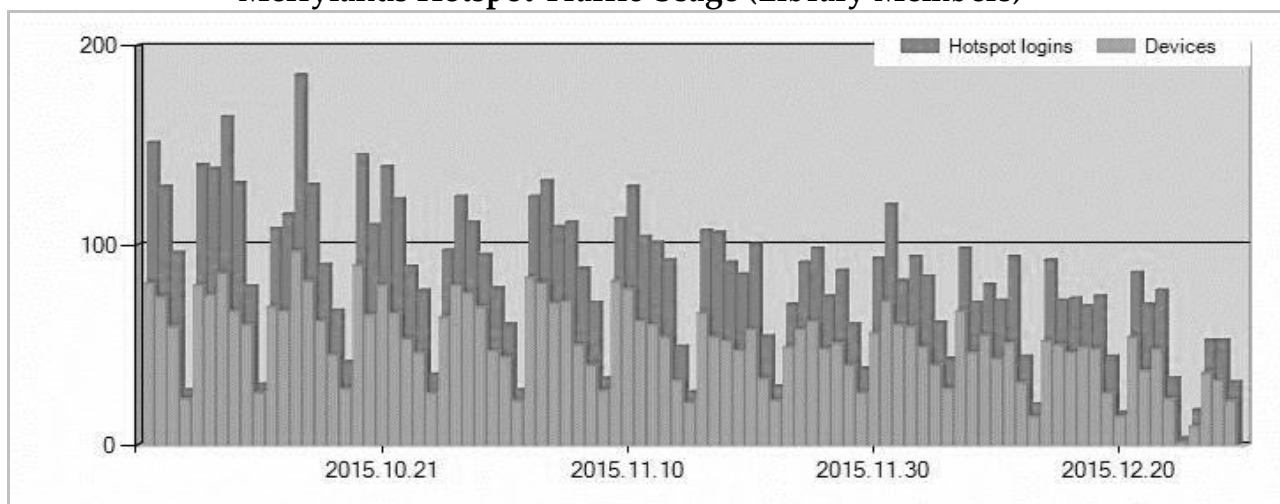
Wi-Fi Access	Hotspot Logins October – December 2014	Hotspot Logins October – December 2015	Individual Devices October – December 2014	Individual Devices October – December 2015
Merrylands Members	18,685*	7,420	3,998	1,312
Merrylands Visitors	N/A	7,564	N/A	2,878
Greystanes Members	697*	544	240	84
Greystanes Visitors	N/A	530	N/A	207
Wentworthville Members	3,625*	1,406	871	332
Wentworthville Visitors	N/A	1,368	N/A	607

* Please note that the 2014 data counts both Members and Visitors.

An upgrade to the Wireless Management System (WMS) was implemented at the three sites in the July to September 2015 quarter. Hardware and software upgrades allow casual visitor logins to the Wi-Fi services for one hour per day. Library members are able to log in using their Library card and PIN and are given access to the Wi-Fi and printing services for 7 hours per day.

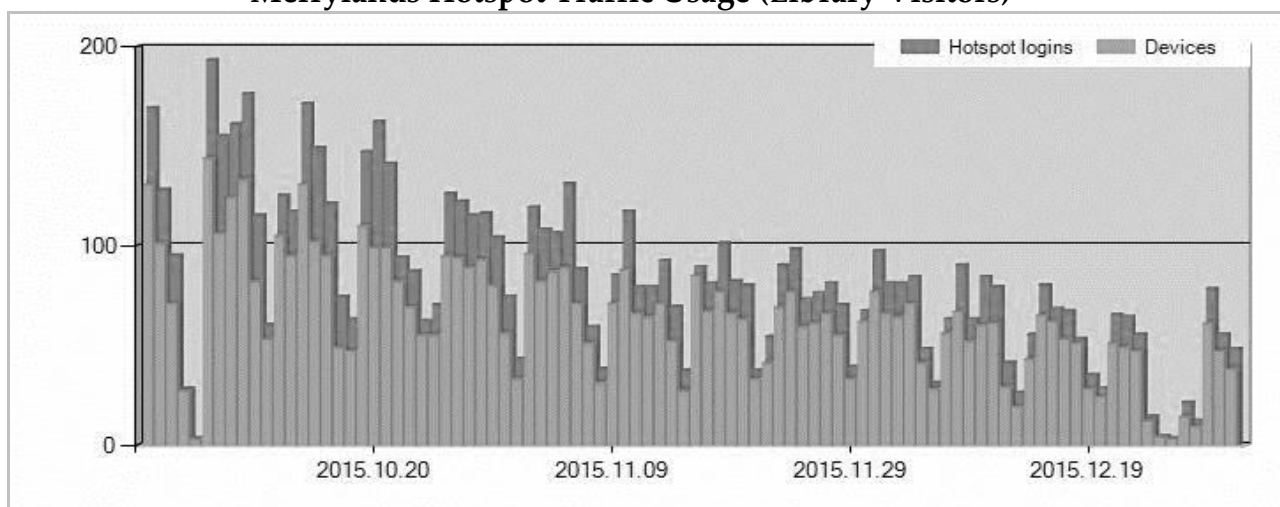
The statistics above now reflect the number of casual visitors and Library members using this service (although it is noted that some Library members use a visitor login for their second wireless device while simultaneously logging in with their primary wireless device using the member login portal).

Merrylands Hotspot Traffic Usage (Library Members)



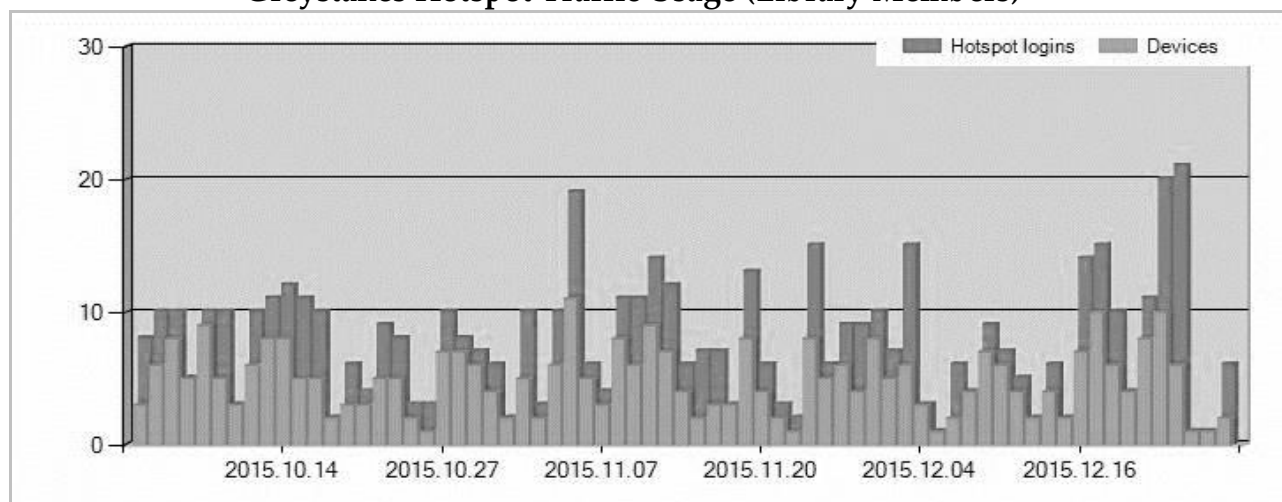
	Total	Daily Average	Weekly Average
Hotspot Logins	7,420	80.70	530.00
Devices	1,312	50.10	329.10
Downloaded	487,933.1 MB	5,303.6 MB	34,852.4 MB
Uploaded	44,958.9 MB	488.7MB	3,211.4 MB

Merrylands Hotspot Traffic Usage (Library Visitors)



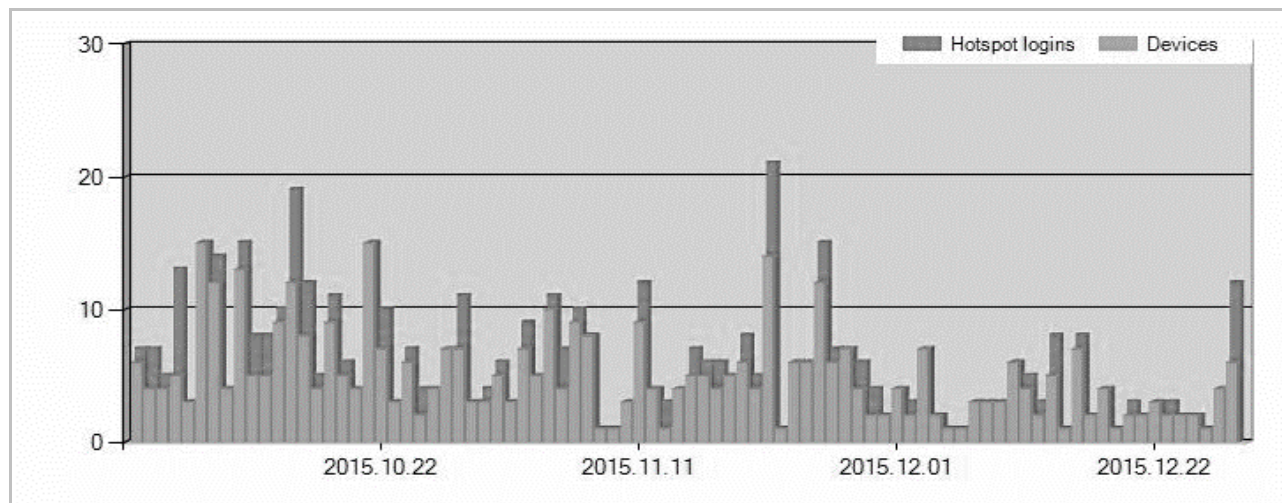
	Total	Daily average	Weekly average
Hotspot logins	7,564	82.20	540.30
Devices	2,878	64.30	422.90
Downloaded	151,037.3 MB	1,641.7 MB	10,788.4 MB
Uploaded	17,564.1 MB	190.9 MB	1,254.6 MB

Greystanes Hotspot Traffic Usage (Library Members)



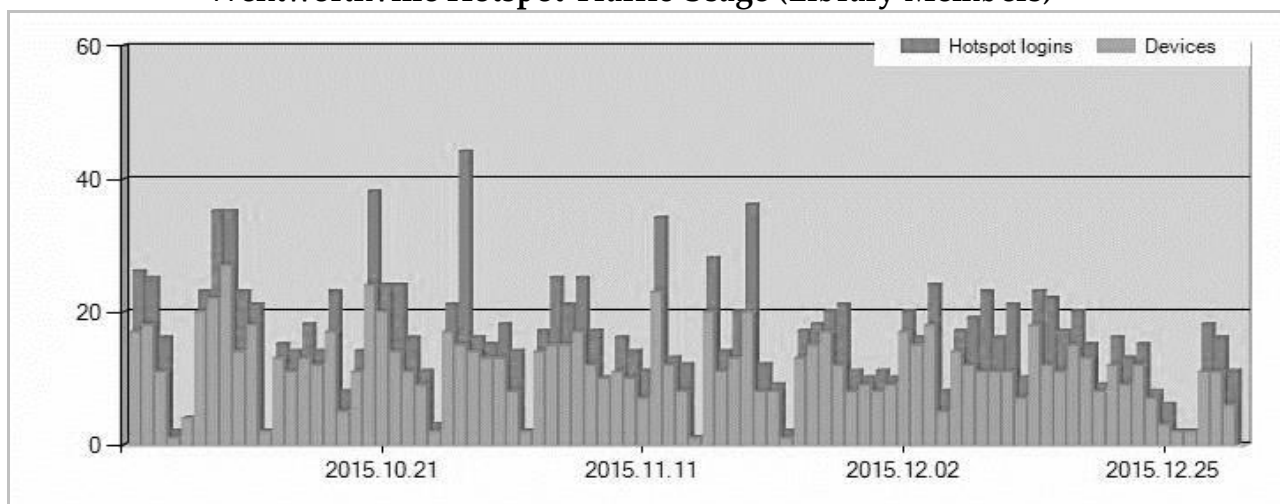
	Total	Daily Average	Weekly Average
Hotspot Logins	544	5.90	38.90
Devices	84	3.70	24.20
Downloaded	25,352.7 MB	275.6 MB	1,810.9 MB
Uploaded	2,417.9 MB	26.3 MB	172.7 MB

Greystanes Hotspot Traffic Usage (Library Visitors)



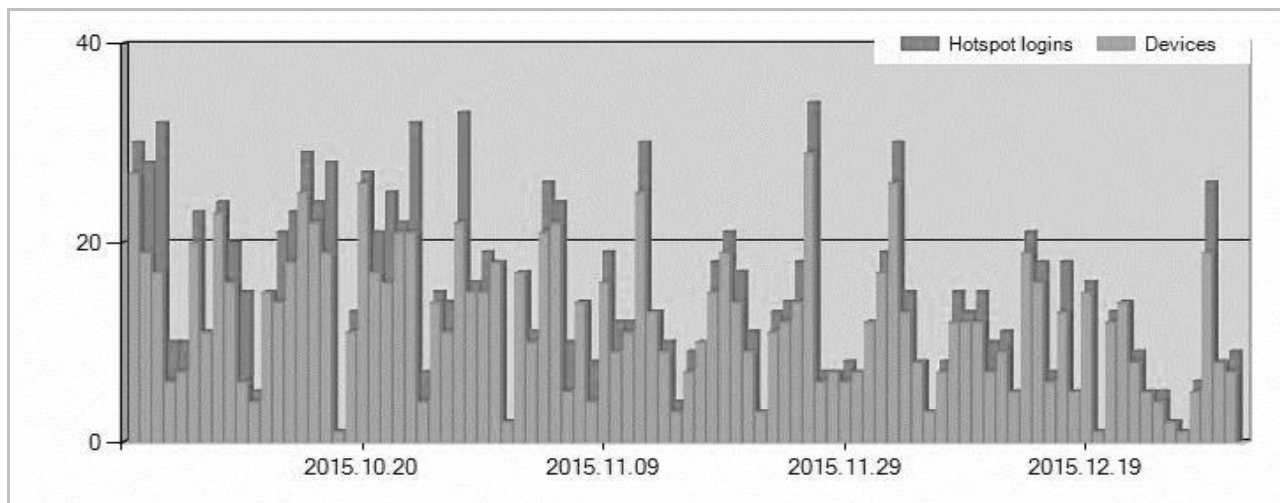
	Total	Daily average	Weekly average
Hotspot logins	530	5.80	37.90
Devices	207	70	30.60
Downloaded	8,477.9 MB	92.2 MB	605.6 MB
Uploaded	993.5 MB	10.8 MB	71.0 MB

Wentworthville Hotspot Traffic Usage (Library Members)



	Total	Daily Average	Weekly Average
Hotspot Logins	1,406	15.30	100.40
Devices	332	10.80	71.30
Downloaded	128,856.9 MB	1,378.9 MB	9,061.2 MB
Uploaded	10,773.3 MB	117.1 MB	759.5 MB

Wentworthville Hotspot Traffic Usage (Library Visitors)



	Total	Daily average	Weekly average
Hotspot logins	1,368	14.90	97.70
Devices	607	12.30	81.00
Downloaded	27,281.5 MB	296.5 MB	1,948.7 MB
Uploaded	3,064.1 MB	33.3 MB	218.9 MB

A summary of Public Computer Centre activity and Wireless usage is attached.

SelfCheck Usage

SelfCheck Location	Patron Sessions October – December 2014	Patron Sessions October – December 2015	Items Issued October – December 2014	Items Issued October – December 2015
Merrylands	1,858	1,716	6,131	5,513
Greystanes	552	597	1,868	2,014
Wentworthville	1,369	1,441	5,462	6,330

LIB004-16

Greystanes and Wentworthville Branches saw an increase in both patron usage and items issued, with Merrylands slightly decreasing this quarter. The Wentworthville increase may be attributable to the increased hours of opening on Saturdays.

Charts for the SelfCheck issues and patron usage by day of week are attached.

Computer Courses

Ten courses were conducted over the quarter with 68 trainees attending.

Further information on these training courses including charts and patrons' comments, can be found in the attached Computer Class Statistics October - December 2015 document.

Date / Name of Course	Number of Places Available	Number of Places Booked	Number of Attendees
2 October 1) Tech Talk - Android Tablets & Phones (Wentworthville)	6	6	5
14 October Computer Basics	8	8	11
21 October Microsoft Word basics	8	8	11
28 October Tech Talk – iPads & iPhones	8	8	9
5 November (Greystanes) Tech Talk – iPads & iPhones	6	6	5
11 November eBook Class	6	3	2
18 November Computer Basics	8	8	5
25 November Internet Basics	8	8	6
9 December Email Basics	8	8	7
16 December Facebook for Beginners	8	8	7

Computer Upgrades

No upgrades occurred this quarter.

Conclusion:

Holroyd City Council Library Service continues to strive to provide a relevant and efficient service to the community, as demonstrated in the Library's usage statistics above.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

1. Items and Patrons by Day of Week October to December 2014- 2015 - SelfChecks
2. Computer Class Statistics October to December 2015

Item 1602/04 - Library Usage by Category

Responsible Department:	Library and Community Services
Executive Officer:	Director of Library & Community Services
File Number:	INFOC/28 - BP16/100
Delivery Program Code:	2.1.5 Provide quality Library Services and programs to all members of the community

LIB005-16

Summary:

This report provides a summary of the usage of Library material for the October to December quarters of 2014 and 2015, organised by category of material. The report indicates the level of usage of particular categories available for loan, and where extra resources or strategies may be required to increase the awareness and usage of the Library Service by the Holroyd community.

This is only one of many tools that can be used to evaluate the business of the Library Service. In 2016 the community expects a public library service to offer more than a collection of printed books. With user emphasis on online resources available 24 hours a day, 7 days a week; a focus on technology, education, support and resources; more requests for power outlets, quiet study and reading spaces; more targeted programs for all ages and interests, increasing expectations of social media and mobile and digital integration for services, and an enjoyable social and cultural experience, the Library Service must be reviewed as a whole to enable a big-picture perspective.

Report:

This report indicates the number of items held in a particular category (for example, Adult Fiction) at the end of the reporting quarter, the number of loans within this period and the percentage of the category that was borrowed during this time.

New additions to the report are the number of items in each category that have been withdrawn from the collection during the reporting period, and the number of items added.

Items may be removed from the collection for one or more of the following reasons:

- poor condition of the item
- out-dated or misleading information
- title has been superseded by a new edition
- material has been circulated 80 times or more
- items have not been borrowed during the past two years

The number of items borrowed in each category is shown broken down by Library branch. As the Library Service operates a floating collection, the percentages given reflect the numbers borrowed at each branch as a percentage of the whole category.

A floating collection means that most of the items available for loan do not have a permanent location, but rotate according to the borrowing patterns of the Holroyd community. For example, if an item is borrowed from Merrylands Central Library and returned to Greystanes Branch Library, it will remain at Greystanes until borrowed. It may then be returned to Greystanes or either of the other service points, where it will remain until borrowed again.

This report also includes separate tables for “OverDrive” – the Library’s eBook and eAudioBook collections, as well as subscription online databases.

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
Adult Fiction (Including paperbacks)	19,632 (62.1%)	5,888 (30%)	2,319 (11.8%)	3,983 (20.3%)	17,722 (65.1%) Added 609 Withdrawn 1,336	6,054 (34.2%)	2,248 (12.7%)	3,231 (18.2%)
Adult Non-Fiction	23,215 (39.2%)	3,985 (17.2%)	1,633 (7%)	3,483 (15%)	22,931 (36.1%) Added 406 Withdrawn 414	3,965 (17.3%)	1,255 (5.5%)	3,048 (13.3%)
Adult CDs (Music)	3,905 (80.9%)	1,998 (51.2%)	404 (10.3%)	759 (19.4%)	3,721 (68.3%) Added 19 Withdrawn 8	1,648 (44.3%)	399 (10.7%)	496 (13.3%)
Adult Blu-rays	674 (483%)	1,569 (232.8%)	384 (57%)	1,302 (193.2%)	743 (318.3%) Added 9 Withdrawn 3	1,132 (152.4%)	357 (48%)	876 (117.9%)
Adult DVDs	6,608 (230.9%)	8,938 (135.7%)	1,710 (25.9%)	4,604 (69.7%)	6,694 (162.5%) Added 68	6,697 (100%)	1,251 (18.7%)	2,929 (43.8%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
					Withdrawn 34			
HSC for Loan	481 (133.3%)	253 (52.6%)	27 (5.6%)	361 (75.1%)	602 (144.9%) Added 1 Withdrawn 1	430 (71.4%)	37 (6.2%)	405 (67.3%)
Indigenous Collection	673 (13.1%)	44 (6.5%)	12 (1.8%)	32 (4.8%)	652 (8%) Added 7 Withdrawn 1	22 (3.4%)	16 (2.5%)	14 (2.1%)
Language Kits	85 (75.3%)	44 (51.8%)	4 (4.7%)	10 (18.8%)	77 (105.2%) Added 2 Withdrawn 3	57 (74%)	12 (15.6%)	12 (15.6%)
Large Print	10,560 (85.1%)	6,004 (56.9%)	1,285 (12.2%)	1,701 (16%)	9,700 (99.6%) Added 262 Withdrawn 559	7,045 (72.6%)	992 (10.2%)	1,632 (16.8%)
Magazines (excluding Non-English language titles)	1,837 (149%)	1,320 (71.9%)	421 (22.9%)	995 (54.2%)	1,847 (153.1%) Added 387 Withdrawn 256	1,510 (81.8%)	335 (18.1%)	982 (53.2%)
Sheet Music (Housed at Merrylands Central Library)	704 (15.5%)	86 (12.2%)	5 (0.7%)	18 (2.6%)	553 (24.2%) Added 0 Withdrawn 1	127 (23%)	4 (0.7%)	3 (0.5%)
Adult Talking Books	1,316 (110.6%)	969 (73.6%)	130 (9.9%)	357 (27.1%)	1,332 (103.7%) Added 22 Withdrawn 66	1,058 (79.4%)	105 (7.9%)	218 (16.4%)
Easies (Picture Books)	8,341 (235.2%)	5,659 (67.8%)	3,593 (43.1%)	10,365 (124.3%)	8,324 (231.3%) Added	5,157 (62%)	3,008 (36.1%)	11,091 (133.2%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
					377 Withdrawn 288			
Junior Fiction (Including paperbacks)	8,987 (192.1%)	5,412 (60.2%)	2,571 (28.6%)	9,282 (103.3%)	9,177 (170.4%) Added 385 Withdrawn 214	4,418 (48.1%)	2,320 (25.3%)	8,897 (97%)
Junior Non-Fiction	8,659 (44.6%)	1,279 (14.8%)	608 (7%)	1,972 (22.8%)	9,184 (48.3%) Added 102 Withdrawn 35	1,472 (16%)	554 (6%)	2,413 (26.3%)
Junior CDs (Music)	316 (191.8%)	226 (71.5%)	111 (35.1%)	269 (85.1%)	322 (137.9%) Added 4 Withdrawn 5	225 (69.4%)	109 (33.6%)	229 (70.7%)
Junior CD-ROMs	261 (90%)	80 (30.7%)	12 (4.6%)	143 (54.7%)	217 (119.8%) Added 0 Withdrawn 14	117 (53.9%)	12 (5.5%)	131 (60.4%)
Junior Blu-rays	164 (570.7%)	408 (248.8%)	165 (100.6%)	363 (226.3%)	175 (361.7%) Added 0 Withdrawn 3	210 (120%)	105 (60%)	318 (181.7%)
Junior DVDs	2,246 (471.3%)	4,180 (186.1%)	1,583 (70.5%)	4,822 (214.7%)	2,222 (285%) Added 87 Withdrawn 54	2,189 (98.5%)	1,143 (51.4%)	3,003 (135.1%)
Junior Easy Readers	2,290 (328.1%)	2,183 (95.3%)	1,173 (51.2%)	4,159 (181.6%)	2,355 (330%) Added 39 Withdrawn 62	2,135 (90.6%)	1,040 (44.1%)	4,599 (195.3)
Junior Graphic	<i>New collection</i>	<i>New collection</i>	<i>New collection</i>	<i>New collection</i>	83 (237.3%)	101 (121.6%)	63 (75.9%)	33 (39.8%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
Novels					Added 6 Withdrawn 0			
Junior iPads (Poppy's iPad2)	5 (240%)	6 (120%)	3 (60%)	5 (100%)	6 (116.6%) Added 0 Withdrawn 0	2 (33.3%)	1 (16.7%)	4 (66.6%)
Junior Kits	256 (120.3%)	94 (36.7%)	78 (30.5%)	136 (53.1%)	263 (89%) Added 9 Withdrawn 5	58 (22.1%)	41 (15.6%)	135 (51.3%)
Junior Language Kits	4 (100%)	2 (50%)	0 (0%)	2 (50%)	4 (100%) Added 0 Withdrawn 0	2 (50%)	0 (0%)	2 (50%)
Junior Talking Books	159 (95.5%)	60 (37.7%)	36 (22.6%)	56 (35.2%)	171 (94.7%) Added 0 Withdrawn 1	30 (17.5%)	34 (19.9%)	98 (57.3%)
Toys (Housed at Wentworthville Branch Library)	1,237 (312.8%)	49 (3.9%)	0 (0%)	3,821 (308.9%)	1,279 (329.2%) Added 13 Withdrawn 14	71 (5.6%)	17 (1.3%)	4,123 (322.4%)
Graphic Novels	2,854 (97.2%)	1,530 (53.6%)	176 (6.2%)	1,068 (37.4%)	2,850 (79.6%) Added 13 Withdrawn 22	1,257 (44.1%)	284 (10%)	727 (25.5%)
Young Adult Fiction (Including paperbacks)	3,048 (92.8%)	1,437 (47.2%)	256 (11.7%)	1,034 (33.9%)	3,169 (81.8%) Added 110 Withdrawn 179	992 (33.1%)	365 (11.5%)	1,236 (39%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
Young Adult Non-Fiction	396 (28.5%)	49 (12.4%)	22 (5.5%)	42 (10.6%)	395 (21.3%) Added 3 Withdrawn 3	29 (7.3%)	24 (6.1%)	31 (7.9%)
Young Adult Blu-rays	13 (461.5%)	20 (153.9%)	11 (84.6%)	29 (223%)	13 (300%) Added 0 Withdrawn 0	10 (77%)	2 (15.3%)	27 (207.7%)
Young Adult DVDs	154 (277.9%)	173 (112.3%)	28 (18.2%)	227 (147.4%)	153 (196.7%) Added 0 Withdrawn 1	103 (67.3%)	41 (26.8%)	157 (102.6%)
Young Adult Talking Books	67 (32.8%)	16 (23.9%)	1 (1.5%)	5 (7.4%)	88 (54.6%) Added 0 Withdrawn 1	29 (33%)	8 (9.1%)	11 (12.5%)
Wii Games	216 (343.9%)	189 (87.5%)	61 (28.2%)	493 (228.2%)	193 (228.5%) Added 0 Withdrawn 2	115 (59.6%)	57 (29.5%)	269 (139.4%)
Arabic Resources (Including print, CD, DVD, magazines)	1,464 (97.4%)	1,319 (90.1%)	37 (2.5%)	71 (4.8%)	1,261 (77.2%) Added 0 Withdrawn 63	924 (73.3%)	14 (1.1%)	36 (2.8%)
Chinese Resources (Including print, CD, DVD, magazines)	4,203 (123.4%)	3,259 (77.5%)	529 (12.6%)	1,398 (33.3%)	3,733 (102.8%) Added 1 Withdrawn 243	2,633 (70.5%)	253 (6.8%)	953 (25.5%)
Gujarati Resources (Including print, CD, DVD)	1,433 (159.8%)	149 (10.4%)	125 (8.7%)	2,016 (140.7%)	1,698 (142.3%) Added 72 Withdrawn	129 (7.6%)	25 (1.5%)	2,262 (133.2%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
					35			
Hindi Resources (Including print, CD, CD-ROM, DVD, magazines)	1,538 (137.7%)	430 (27.9%)	33 (2.2%)	1,655 (107.6%)	1,693 (149.7%) Added 36 Withdrawn 50	581 (34.3%)	55 (3.3%)	1,898 (112.1%)
Persian Resources (Including print, CD, DVD)	1,729 (60%)	983 (56.9%)	22 (1.3%)	31 (1.8%)	1,544 (61.3%) Added 13 Withdrawn 23	917 (59.4%)	15 (1%)	14 (0.9%)
Tamil Resources (Including print, CD, DVD, video)	1,955 (230%)	320 (16.4%)	37 (1.9%)	4,140 (211.7%)	2,056 (119.5%) Added 79 Withdrawn 53	197 (9.6%)	22 (1.1%)	2,237 (108.8%)
Vietnamese Resources (Including print, CD, DVD, video)	747 (81.4%)	588 (78.7%)	6 (0.8%)	14 (1.9%)	868 (51.8%) Added 16 Withdrawn 4	439 (50.6%)	5 (0.6%)	6 (0.6%)
Basic English Resources (Including print, CD, DVD)	2,402 (74.7%)	923 (38.4%)	91 (3.8%)	780 (32.5%)	1,514 (92.5%) Added 47 Withdrawn 22	564 (37.3%)	16 (1.1%)	820 (54.1%)
Chess sets	13 (169.2%)	21 (161.5%)	0 (0%)	1 (7.7%)	12 (158.3%) Added 0 Withdrawn 0	19 (158.3%)	0 (0%)	0 (0%)
eBook Readers	5 (80%)	2 (40%)	0 (0%)	2 (40%)	4 (25%) Added 0 Withdrawn 0	0 (0%)	1 (25%)	0 (0%)

Category	Items held at 31 December 2014 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2014 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2014 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2014 (% of category)	Items held at 31 December 2015 (% of whole category borrowed this quarter)	Loans from Merrylands Central Library for Oct-Dec 2015 (% of category)	Loans from Greystanes Branch Library for Oct-Dec 2015 (% of category)	Loans from Wentworthville Branch Library for Oct-Dec 2015 (% of category)
					0			
Save Power Kits	14 (71.4%)	3 (21.4%)	0 (0%)	7 (50%)	13 (15.4%) Added 0 Withdrawn 0	0 (0%)	0 (0%)	2 (15.4%)

LIB005-16

OverDrive	Items held at 31 October 2015 (% of collection borrowed)	Items issued October 2015 (% of collection borrowed)	Items held at 30 November 2015 (% of collection borrowed)	Items issued November 2015 (% of collection borrowed)	Items held at 31 December 2015 (% of collection borrowed)	Items issued December 2015 (% of collection borrowed)
Audiobooks (OverDrive downloadable Talking Books)	342 (18.7%) This is an increase of 0.8 % when compared to the same period of 2014	64 (18.7%)	342 (24.6%) This is an increase of 11.2% when compared to the same period of 2014	84 (24.6%)	342 (18.1%) This is an decrease of 3.6% when compared to the same period of 2014	62 (18.1%)
eBooks (OverDrive electronic books)	1,188 (22.3%) This is a decrease of 13.7% when compared to the same period of 2014	265 (22.3%)	1,188 (15.4%) This is a decrease of 8.7% when compared to the same period of 2014	183 (15.4%)	1,188 (15.4%) This is an increase of 1.3% when compared to the same period of 2014	183 (15.4%)
Project Gutenberg Downloads		4		0		0
Total issues for April to June 2015	<i>AudioBooks</i> 210 <i>eBooks</i> 631 <i>Project Gutenberg</i> 4					

Project Gutenberg titles comprise titles by authors who died before 1955, and whose work is in the public domain. There is no cost to the Library for these titles.

Online Databases

Database	Number of searches October to December 2015
Academic Search Elite (Free database made available through a State Library of NSW consortia)	111 searches This is an increase of 54 searches when compared to the same period in 2014.
Ancestry (Genealogy database)	3,905 searches This is an increase of 1,120 searches when compared to the same period in 2014.
Ancient and Medieval History Online (Facts on File database)	44 searches This is a decrease of 17 searches when compared to the same period in 2014.
Australia/New Zealand Points of View Reference Centre (Free database made available through a State Library of NSW consortia)	6 searches This is a decrease of 8 searches when compared to the same period in 2014.
Australia/New Zealand Reference Centre (Free database made available through a State Library of NSW consortia)	27 searches This is a decrease of 49 searches when compared to the same period in 2014.
Bloom's Literary Reference Online (Facts on File database)	5 searches This is a decrease of 49 searches when compared to the same period in 2014.
Consumer Health Complete (Free database made available through a State Library of NSW consortia)	5 searches This is a decrease of 3 searches when compared to the same period in 2014.
Encyclopaedia Britannica	1,834 searches This is an increase of 1,440 searches when compared to the same period in 2014.
Find My Past (Genealogical database)	3,924 searches This is an increase of 1,913 searches when compared to the same period in 2014.
Global Issues in Context (Gale database)	13 searches This is an increase of 2 searches when compared to the same period in 2014.
GreenFILE ((Free database made available through a State Library of NSW consortia)	2 searches This is a decrease of 8 searches when compared to the same period in 2014.
Issues in English 2 (Tailored for learners 12 and over)	6 sessions This is an increase of 3 sessions when compared to the same period in 2014.
Literary Reference Centre (Free database made available through a State Library of NSW consortia)	1 searches 2014 quarter data not available.
Macquarie Dictionary	129 searches This is an increase of 115 searches when compared to the same period in 2014.
Mango languages (Online language learning centre)	23 sessions This is a decrease of 34 sessions when compared to the same period in 2014.
MasterFILE Premier (Free database made available through a State Library of NSW consortia)	109 searches This is an increase of 8 searches when compared to the same period in 2014.
Modern World History Online (Facts on File)	65 searches This is an increase of 39 searches when compared to the same period in 2014.
Novelist Plus (Free database made available through a State Library of NSW consortia)	157 searches This is an increase of 135 searches when compared to the same period in 2014.
Road to IELTS - General	17 sessions

Database	Number of searches October to December 2015
	This is a decrease of 66 sessions when compared to the same period in 2014.
Road to IELTS - Academic	10 sessions This is an increase of 6 sessions when compared to the same period in 2014.
Science Online (Free database made available through a State Library of NSW consortia)	14 search This is a decrease of 26 searches when compared to the same period in 2014.
Science Reference Centre (Free database made available through a State Library of NSW consortia)	39 searches This is a decrease of 38 searches when compared to the same period in 2014.
World History in Context	9 searches This is a decrease of 3 searches when compared to the same period in 2014.
Your Tutor (Online tutoring service)	379 sessions This is an increase of 312 sessions when compared to the same period of 2014.
Zinio (Digital magazine download service)	193 issues This is an increase of 19 issues when compared to the same period in 2014.

Analysis:

Adult Fiction was borrowed 3% more in the October to December quarter than in the same period of 2014, with Merrylands loans increasing by 4% and Greystanes by 0.9%.

HSC for Loan items were 11.6% more popular this quarter than in the corresponding quarter of 2014, with an increase in use of 18.8% at Merrylands and 0.6% at Greystanes.

Loans of Language Kits increased by 29.9% across all service points, with the largest gains being at Merrylands with an increased use of 22.2% when compared to the same reporting period in 2014. Greystanes issued 10.9% more than the same period in 2014.

Large Print items increased their use by 14.5% across all service points in the reporting period. This may be partly attributed to the review undertaken of the age and condition of this collection, and the subsequent removal of items. The collection became more attractive to browse once these items were removed.

Loans of Sheet Music increased by 8.7% at Merrylands between October and December 2015.

Magazines were 4.1% more interesting in the current quarter than the same period in 2014.

Adult Talking Books circulated 5.8% more from Merrylands when compared to the same period in 2014. This collection is not only well used by borrowers who come to the Library Service, but also by the Home Library Service in deliveries to individual borrowers and nursing homes.

Issues of Easies increased by 8.9% at Merrylands compared to the same reporting period last year.

Junior CD-ROMs were relocated to a more prominent space at Merrylands, which may have contributed to a 29.8% increase in loans when compared to the same period of 2014.

Junior Easy Readers loans increased by 13.7% at Wentworthville when compared to the same quarter of 2014.

Junior Talking Books on CD and MP3 were issued from Wentworthville 22.1% more than in the same period of 2014.

The Toy collection increased the borrowing rate at Wentworthville by 13.5% when compared to the same quarter of 2014.

Graphic Novels were borrowed 3.8% more at Greystanes in this reporting period when compared to the same period of 2014.

Young Adult Fiction increase in use by 5.1% at Wentworthville compared to the October to December quarter of 2014.

Young Adult DVDs at Greystanes were borrowed 8.6% more than in the comparative quarter of 2014.

Loans of Young Adult Talking Books increased by 21.8% across all service points when compared to the same period of 2014.

The Basic English collection improved in performance at Wentworthville by 21.6% in 2015 when compared to the same period in 2014.

Hindi resources increased in use by 12% during the October to December quarter 2015 when compared to the corresponding 2014 quarter.

The OverDrive collection was introduced to the community at the beginning of November 2011. It consists of downloadable eBooks (electronic books) and eAudioBooks (electronic talking books), which supplement the traditional collections. This collection has proved very popular and has attracted new members who prefer these formats for their reading or listening. Non-members can join via the Library's website, which makes the process of borrowing an eBook easy and immediate.

The selected title can be downloaded to a user's chosen device such as a laptop, iPod, iPad or eBook Reader, making access portable and very convenient for commuters and

holiday makers. Access to additional eBooks is available through Project Gutenberg which offers more than 50,000 titles to download. New eTitles are purchased on a regular basis.

The Library Service subscribes to a variety of online databases. The table above indicates the measurable usage of some of these. Different databases may not register usage in the same way, but statistical analysis is now more meaningful with some comparative data available.

Zinio, a digital magazine download service, provides access to 99 digital magazines, and their back issues. The titles cover a wide range of subjects from health and parenting, film and photography to sports and general reading. Like the OverDrive collection, these digital magazines are portable for the commuter and holiday maker. During the quarter ending 31 December 2015, this service had 310 issues downloaded.

The growth areas in Merrylands during this quarter were Junior CD-ROMs with 23.2% increase and Language Kits (22.2% increase). The growth at Greystanes was Language Kits (10.9% increase) and Young Adult DVDs (8.6% increase). Wentworthville showed growth in Junior Talking Books by 22.1% and Basic English Resources by 21.6% when compared to the same period of 2014.

Constant review of all Library categories ensures that outdated and worn material is removed, keeping collections relevant and appealing to the Holroyd community. Statistics for material removed during this reporting period have been included in the table above. New items are added constantly. Some categories are prone to fluctuations in usage that may relate to exam times, current affairs, school assignments, school terms or even the weather. Such trends are not always predictable or traceable.

It should be noted that this report only addresses the use of categories available for loan. Many members of the Holroyd community visit the Library Service to attend storytime sessions or free computer classes, to use the free Wi-Fi or Internet, to conduct research and use collections that are not available for loan, such as Reference, Local Studies and Family History and the closed HSC collection. They may choose to read the Library's newspapers or magazines or play chess, but not actually borrow anything.

Conclusion:

The statistics presented in this report represent benchmarks for future collection development and management, marketing opportunities and allocation of budgetary funds. These benchmarks provide a guide to the Library staff for consideration of the balance and distribution of each category, in terms of the extra resources that may be required to meet the demands of the local community, but should be assessed in conjunction with other Library activities for a view of the Service as a whole.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/05 - Radio Frequency IDentification (RFID) Implementation - Progress Report

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/99
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

Summary:

The purpose of this report is to inform Council of the progress of implementation of the Radio Frequency Identification (RFID) system to be installed at all three Library service points.

Report:

The project commenced in June 2015, with orders placed with RFID supplier Bibliotheca for core RFID components, including self-loan kiosks, security gates, staff reader pads and RFID tags.

Stage One training by Bibliotheca staff commenced in early July, in tandem with the introduction of the tagging procedures for physical resources owned by Holroyd City Council Library Service, using laptops loaded with tagging software mounted on wheeled trolleys.

Stage Two: comprised the transfer of one tagging trolley to Greystanes to begin the process of tagging items located at that branch.

Stage Three: was begun with the transfer of the trolley at Greystanes to Wentworthville, once the bulk of the items at Greystanes were completed.

The tagging process will also constitute a stocktake of items, which will be reported separately to the Library Committee when the process is concluded.

The security gates and self-loan kiosks were delivered to their assigned locations in preparation for installation, with staff from Bibliotheca attending Greystanes and Wentworthville Branch Libraries on Wednesday 11 November. They installed security gates and the smartserve 1000 kiosks at both locations.

On Thursday 12 November Bibliotheca attended Merrylands Central Library to install three sets of security gates and two smartserve 1000 kiosks.

On Friday 13 November Bibliotheca staff completed the configuration and commenced train the trainer training with available Library staff. This training included how to issue items in all formats through the smartserve 1000, how to monitor the status of the equipment and how to issue and return using the liber8 connect software installed for staff use at the Circulation Desk.

Systems staff were also given an overview of the reporting module which also includes the ability to monitor and manage each device from a central point.

Smartserve 1000 kiosks are now available for use by customers and the security gates are turned on, not to alarm, but to monitor the footfall through each entry point for each location. This is acceptance testing, to ascertain where reconfiguration may be required.

A further progress report on the RFID project will be provided to the next Library Committee meeting in May 2016.

Conclusion:

Implementation of RFID will not only simplify the circulation process for users, but will also enable re-deployment of staff hours to other value-added services and programs that will ultimately benefit the community of Holroyd.

Consultation:

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

Financial Implications:

Funding for this project has been provided by grant funding from the Library Council of New South Wales, and from Council funds.

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/06 - Adult Library Activities

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/98
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community

LIB007-16

Summary:

This report outlines the adult Library activities for the October to December 2015 quarter and forthcoming activities for the period January to February 2016.

The purpose of Library activities is to increase public awareness of Holroyd City Council Library Service, promote its various collections and encourage the use of the facilities and services provided.

Report:

Review of October to December 2015 Quarter

Holroyd Book Club

Holroyd Library hosts three book clubs: 1st Monday Book Club members meet on the first Monday of each month; the Holroyd Book Club members meet on the third Friday of each month; and the Chinese Book Club meets on the fourth Tuesday of each month. Groups meet from 10.00am to 12.00pm at Merrylands Central Library. Currently there are 8-10 participants involved in the 1st Monday Book Club, 9-14 participants in the Holroyd Book Club and 16 participants in the Chinese Book Club.

Meetings held this quarter were:

Date	Title and Author
Friday 16 October	Top Cop : 'Emergency Man' : Some Amazing Experiences of Chief Inspector Gary Raymond APM, OAM (Rtd) by David R. Nicholas
Tuesday 20 October	Fu Sang by Geling Yang

Monday 2 November	The Reluctant Fundamentalist by Mohsin Hamid
Friday 20 November	Firestorm by Tara McKinley
Tuesday 24 November	Hui Wu Xie by Geling Yang
Monday 7 December	Shallow Breath by Sara Foster
Tuesday 15 December	Tie Li Hua by Ma Xiao
Friday 18 December	I am Nujood, Age 10 and Divorced by Nujood Ali

Holroyd Movie Club

The Movie Club meets at Merrylands Central Library on the last Thursday of each month, with an average of 10 participants. The Club watches and then discusses a movie borrowed from the National Screen and Sound Archive. Meetings held this quarter were:

Date	Title
Thursday 29 October	Adam's Rib
Thursday 26 November	The Sting
Thursday 17 December	Bran Nue Dae

Knitting Clubs

Holroyd Library hosts three knitting clubs. Helen's Knitting Hub meets every Wednesday at Greystanes Library during school terms. The Wentworthville Knitting Club meets every Thursday at Wentworthville Branch Library during school terms. The Merrylands Knitting Club meets every Saturday. Members assist each other in learning how to knit or crochet.

Numbers: Helen's Knitting Hub averages 6 people per meeting

Wenty Knitting Club averages 3 people per meeting

Merrylands Knitting Club averages 8 people per meeting

All Knitting Club participants are female

Cost: Refreshments are provided. These are taken from existing Library promotional supplies and incur no extra cost. Extra wool and needles are available to use during the meeting, but Club members are expected to bring their own materials

Evaluation: No comments received

Creative Writing Club

The Creative Writing Club provides the opportunity for writers to gather, write and discuss their work. The Club meets every third Sunday of the month at Merrylands Central Library. There was no session in December.

Numbers: 3-5 participants
66% of Writing Club members are female and 34% are male

Cost: Refreshments are provided. These are taken from existing Library promotional supplies and incur no extra cost

Evaluation: No comments received

Digital Dabblers – Technology Club

Digital Dabblers is a club where people can bring their tablets, laptops, smart phones or other devices to share knowledge and solve problems. A member of the Library's Systems Support team is assigned to the Club for assistance. Meetings are held on the last Friday of the month at Merrylands Central Library from 2.00pm to 4.00pm. The club did not meet during December.

Numbers: 17
53% of participants were female. 47% were male

Cost: Refreshments are provided. These are taken from existing Library promotional supplies and incur no extra cost

Evaluation: "Can Technology Club run more then [sic] once a month"

Osteoporosis Awareness in Mandarin

Health Information For Older People presented a talk on osteoporosis for the Mandarin speaking community. The talk was held on Friday 9 October 2015 in the Council Committee Rooms.

Numbers: 33

Cost: No costs incurred

Evaluation: "Very good talks"

Vegetarian Cooking

A vegetarian cooking demonstration was held on Friday 23 October 2015 in the Council Committee Rooms. Attendees were shown how to prepare meals using only vegetables and herbs and spices.

Numbers: 42

Cost: \$13.25 for ingredients

Evaluation: No comments received

Ross Gittins – Author Visit

One of Australia's most respected economic journalists, Ross Gittins, visited Merrylands Central Library on Thursday 29 October 2015. Ross spoke about his new book *Gittins : a Life Among Budgets, Bulldust and Bastardy*, which covers his 40 years as a journalist.

Numbers: 40

Cost: \$121.00

Evaluation: "Wonderful opportunity to hear Ross Gittins", "Articulate, entertaining, informative", "Very informative, the subject matter was highly relevant", "It was well presented by Ross Gittins"

Diwali Afternoon Tea

To celebrate Diwali, the Hindu festival of lights, Wentworthville Branch Library hosted an afternoon tea on Wednesday 11 November 2015. Staff brought traditional sweets to share with Library patrons.

Numbers: 48

Cost: \$50.00

Evaluation: No comments received

Crochet in Mandarin

On Thursday 19 November 2015 Library staff organised a crochet class for members from the Mandarin speaking community. The class was held in the Council Committee Rooms.

Numbers: 28

Cost: Nil

Evaluation: "Excellent workshop"

Hearing Tests

Australian Hearing conducted free hearing tests for the local community at Wentworthville Branch Library on Monday 26 October 2015.

Numbers: 14

Cost: Nil

Evaluation: No comments received

Artificial Flower Making

A class on how to make artificial flowers from silk and wire was held on Tuesday 1 December 2015 in the Council Committee Rooms.

Numbers: 43

Cost: Nil

Evaluation: No comments received

Chocolate Making

Library staff led a free class on making individual chocolates from moulds on Wednesday 9 December 2015 at Merrylands Central Library. Participants were shown how to make chocolates that could be presented as gifts, or created as personalised treats.

Numbers: 12

Cost: \$13.00 for chocolate and other ingredients

Evaluation: "Loved it"

Vegetarian Cooking

A free vegetarian cooking demonstration was held on Friday 11 December 2015 in the Council Committee Rooms. Participants were shown how to use vegetables and spices to create delicious meals.

Numbers: 38

Cost: \$20.80 for ingredients

Evaluation: No comments received

Tony Park – Author Visit

Fiction author Tony Park visited Merrylands Central Library on Tuesday 24 November 2015 to promote his new book *An Empty Coast*. Fellow author Chris Allen interviewed Tony Park about his books, his travels through Africa and his writing process. The event was presented by the Library in conjunction with Your Bookshop.

Numbers: 38

Cost: \$86.00 for refreshments

Evaluation: "Very entertaining. Loved the two authors together"

Christmas Morning Teas

Free morning teas were held at all branches from Thursday 17 December 2015 to Thursday 24 December 2015, excluding weekends. The morning teas were a way for the Library staff to thank their patrons for their support through the year. All branches offered Christmas cake and shortbread, while Merrylands Central Library provided coffee and tea as well.

Numbers: Approx. 450

Cost: \$250 for food and beverage supplies

Evaluation: Many favourable comments about Council and the Library Service were received

Planned Activities for January to March 2016 Quarter:

- Library Lovers' Day
- Chocolate making workshop
- Writing your C.V
- Seniors' Week activities
- Age Pension talk in Mandarin
- Free hearing tests
- Chinese New Year celebration
- Vegetarian cooking demonstration
- Harmony Week activities

Conclusion:

Activities for this quarter have been successful. Good attendance levels and positive feedback from participants are evidence that the users of the Library Service appreciate the content and presentation of the planned activities.

Consultation:

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

Financial Implications:

Adult Library activities are operating within the budget allocated for this purpose.

Policy Implications:

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

Communication / Publications:

Planned adult Library activities will be publicised through the Corporate Page, Council's website and the Library's social media accounts. Fliers and posters will be distributed to all Library service points as well as local community groups and organisations.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/07 - Children's and Young Adults' Library Activities

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/97
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all member of the community.

LIB008-16

Summary:

This report outlines the activities of the Library's Children's and Young Adults' section for the period October to December 2015. A total of 3,761 children and young adults participated in programs this quarter.

Report:

Bubba Time

Bubba Time sessions are held for babies 0-12 months. Five sessions are held each week across the three branches: two at Merrylands Central Library, two at Wentworthville Branch Library, and one at Greystanes Branch Library. Bubba Time is not conducted during the school holidays.

Branch	October – December 2014	October – December 2015	% Change
Merrylands	349	228	34.6% decrease
Greystanes	104	42	59.6% decrease
Wentworthville	246	170	30.9% decrease
Total	699	440	37.1% decrease

Bubba Time statistics have decreased significantly with the introduction of Toddler Time, as Bubba Time now targets a narrower demographic. The sessions are much more meaningful as staff are able to engage with each baby and parent/carer, when there is a smaller group.

Cost: \$5.00 per session

Evaluation: 'Good work. My baby enjoyed it'; 'I'm happy to have this service close to home'; 'It's great!'.

Toddler Time

In 2015 the Children's and Young Adults' team introduced a new early literacy program for children 1-3 years. Five sessions are held each week across the three branches: two at Merrylands Central Library, two at Wentworthville Branch Library and one at Greystanes Branch Library. Toddler Time is not conducted during the school holidays.

Branch	Bubba Time October – December 2014	October – December 2015	% Change
Merrylands	349	369	5.7% increase
Greystanes	104	102	1.9% decrease
Wentworthville	246	425	72.8% increase
Total	699	896	28.2% increase

Cost: \$5.00 per session

Evaluation: 'Thank you very much for these sessions, they are absolutely wonderful and entertaining and my son loves coming. Really appreciate the efforts you put in'; 'Great teacher'; 'Very good job'.

Preschool Storytime

Five storytime sessions for pre-schoolers are held at the Library Service each week: two at Merrylands Central Library, two at Wentworthville Branch Library and one at Greystanes Branch Library. These sessions are aimed at children of preschool age between 2 and 5 years. Storytime is not held during school holidays.

Branch	October – December 2014	October – December 2015	% Change
Merrylands	686	482	29.7% decrease
Greystanes	241	170	29.4% decrease
Wentworthville	886	856	3.3% decrease
Total	1,813	1,508	16.8 % decrease

Storytime attendance has decreased by 16.8% when compared with the same quarter last year. This can be partly attributed to some very rainy days in October and November, and the occurrence of the 'Paint Holroyd REaD – Community Reading Day' which cancelled sessions across the Library Service.

Cost: \$5.00 per session

Evaluation: 'I have four kids and this is my last year with our youngest. All my kids have really loved and enjoyed storytime. It has also helped them for when they start school – sitting quietly and their love of reading. Nine years of storytime! Thanks so much.'; 'We love it!'

Outreach

Children's and Young Adults' staff conducted the following sessions in the October – December 2015 quarter.

Date	Group	Branch	Attendance
21/10/15	Holroyd Family Day Carers	To centre	35
4/11/15	Merrylands East Public School	To school	40
6/11/15	Montessori Merrylands	Merrylands Central Library	17
18/11/15	Banksia Babes	Merrylands Central Library	14
Total			106

The attendance in the same quarter last year was 714. This year centres have been limited to one visit per year and this dramatically decreased the number of visit made by staff. This change was essential with the introduction of Toddler Time.

Cost: \$5.00 per session

Evaluation: 'Thanks for providing this service'; 'The children love Poppy'.

After-School Antics

After-School Antics is a program for primary school aged children. Three sessions of craft, Lego and games are conducted across the three Library Service points. The table below outlines the attendance for these sessions.

Date	Activity	Branch	Attendance
3/11/15	Bingo	Wentworthville Branch Library	8
4/11/15	Bingo	Merrylands Central Library	5
5/11/15	Bingo	Greystanes Branch Library	4

10/11/15	Lego	Wentworthville Branch Library	9
11/11/15	Lego	Merrylands Central Library	0
12/11/15	Lego	Greystanes Branch Library	20
17/11/15	Christmas Craft	Wentworthville Branch Library	7
18/11/15	Christmas Craft	Merrylands Central Library	17
19/11/15	Christmas Craft	Greystanes Branch Library	7
Total			77

Attendance for the same quarter last year was 50. This signifies an increase of 54% .

Cost: \$10.00 per session

Evaluation: 'Keep up the great work'; 'My kids love the Lego session. We have heaps of Lego at home but somehow it is more fun at the Library'.

October School Holidays

The theme for the October school holidays was 'Sports Spectacular'. Displays featuring children playing a variety of sports adorned the boards at all three Library service points.

Two craft sessions were prepared for school aged children on the theme, and were conducted at all three branches. In the first week of the holidays the children created a 'Kickin It Craft', where they made a hanging mobile with a tennis ball, soccer ball and a basketball. In the second week, the children participating in the 'Team Craft' session created a soccer ball man to take home.

Two story sessions were also presented to children of all ages during the school holidays, at all three Library service points. 'Winning Stories' was presented in week one and it featured games, songs and stories about sport. The 'Bear Tales' sessions were presented in week two, and included bear tales, songs and games.

Two sessions for young adults aged 10-18 years were conducted in the school holidays at Merrylands Central Library. A Wii gaming session was presented in week one, with participants playing to win a variety of prizes. In the second week, young people were invited to participate in the 'Minute To Win It' activity, where they faced a selection of mini challenges to win a prize.

Date	Branch	Activity	Attendance
22/9/15	Greystanes Branch Library	Winning Stories	12
22/9/15	Wentworthville Branch Library	Kickin It Craft	55
23/9/15	Wentworthville Branch Library	Winning Stories	41
23/9/15	Merrylands Central Library	Kickin It Craft	36
24/9/15	Merrylands Central Library	Winning Stories	18
24/9/15	Greystanes Branch Library	Kickin It Craft	17
25/9/15	Merrylands Central Library	Wii Competition (Youth)	6
29/9/15	Greystanes Branch Library	Bear Tales	26
29/9/15	Wentworthville Branch Library	Team Craft	45
30/9/15	Wentworthville Branch Library	Bear Tales	49
30/9/15	Merrylands Central Library	Team Craft	31
1/10/15	Merrylands Central Library	Bear Tales	22
1/10/15	Greystanes Branch Library	Team Craft	14
2/10/15	Merrylands Central Library	Minute To Win It (Youth)	9
Total			381

October school holiday attendance in 2014 numbered 417, which denotes a slight decrease of 8.6% in 2015.

Cost: \$10.00 per craft session; \$5.00 per story session; \$30 for Youth prizes

Evaluation: 'That was great fun'; 'My son really enjoyed the session today – thank you'.

HSC Quiet Study Room

A quiet study room for Year 12 students preparing for their HSC was once again offered prior to the HSC examinations. The Multi Purpose Room was made available from 2-5pm every Tuesday, Wednesday and Thursday afternoon from 29 September – 15 October. Every young person received a bottle of water or can of soft drink and access to lollies. A total of 68 students used this facility.

Paint Holroyd REaD Community Reading Day

On Tuesday 27 October, the Children's and Young Adults' staff were involved in the annual 'Community Reading Day' event that was held at The Holroyd Centre, Merrylands. The session was scheduled to be an outdoor event at King Park, Merrylands but was relocated due to inclement weather. School groups, preschool groups and the public were invited to attend, where they enjoyed a morning tea picnic, and a sharing of stories. Children's illustrator Sarah Davis shared some of her books and staff presented an interactive story session. The morning was a great success with over 250 children attending the celebration.

Evening Storytime – Spooky Stories

An evening storytime was held on Wednesday 28 October at Merrylands Central Library and on Thursday 29 October at Wentworthville Branch Library. Both sessions featured spooky songs, games and stories. The evening concluded with a special appearance by Poppy the Possum. Both sessions were well attended, with 37 children at the Merrylands session and 35 children at the Wentworthville session. These statistics have been included in the Preschool Storytime table above.

Bi-lingual Storytime – Spanish and English

On Thursday 5 November, 18 children at Merrylands Central Library were treated to a special storytime in Spanish and English. The staff shared stories and songs in both languages. At the end of the session the children created a paper doll in traditional dress to take home. The attendance figure has been added to the Preschool Storytime table above.

Holiday Reading Club – 'Lost Worlds'

The Library's annual Summer Holiday Reading Club was launched on Monday 30 November 2015. Each participant aged 5-18 years was presented with a 'Starter's Pack', which contained a Reading ID, lolly, sticker, bookmark and an activity book. Participants were asked to visit the Library each week of the holidays with their

Reading ID. When they borrowed, they won a lucky dip and an entry into the weekly prize draw.

Christmas Celebrations

The Library conducted its annual Christmas party at each branch during December 2015. Each session included stories, reader's theatre, carols and a visit from Santa Claus, who gave each child a lolly bag and a colouring sheet to take home. These statistics are included in the Preschool Storytime table above.

Poppy's Bedtime Stories – Progress Hall, Westmead

On Thursday 10 December, the Children's and Young Adults' staff were involved in a bedtime story session at Progress Hall, Westmead, as part of the Paint Holroyd REaD initiative. Staff presented an interactive story session for over 35 children that attended the event. Each child left the event with a lolly bag and Poppy the Possum book to take home

Planned Promotional Activities for the Quarter January – March 2016

- Holiday Reading Club – 'Lost Worlds'
- January School Holiday Activities – 'Lost Worlds'
- Bi-lingual Storytime – Persian and English
- Dentist Visits Storytime
- Evening Storytime – Beach Party
- Easter Celebrations

Conclusion:

Holroyd City Council Library Service has provided entertainment, education and high quality customer services to over 3,000 children and young people this quarter. Children's and Young Adults' activities encourage reading and promote the use of the Library and its resources.

Consultation:

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

Financial Implications:

Cost of all activities are included in the Library budget.

Policy Implications:

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

Communication / Publications:

Planned Children's and Young Adults' activities are promoted via Council's web page, the Holroyd City Council Library Service Facebook page, fliers and posters at all Library service points, and posters and fliers provided to local schools and community organisations.

Report Recommendation:

The Library Committee recommends that the report be received.

Attachments:

Nil

Item 1602/08 - Library Customer Comments

Responsible Department: Library and Community Services
 Executive Officer: Director of Library & Community Services
 File Number: INFOC/28 - BP16/96
 Delivery Program Code: 2.1.5 Provide quality Library services and programs to all members of the community.

LIB009-16

Summary:

The purpose of this report is to present a selection of comments received by the three Library Service points during the October to December 2015 quarter.

The Library encourages all clients to submit comments and suggestions to help improve the Library Service. Comment slips are available at all three branches, and can also be submitted electronically via the "Contact Us" form available through the Library's online catalogue. Any feedback received from clients is referred to a senior staff member or supervisor for action.

Report:

Comment	Action
Merrylands	
Laughter is the best medicine. Please more happy videos – books. Thank you.	Noted.
Two extra 60 minute computers needed due to workshops. How regular are workshops?	There are no plans at this stage to increase the number of public computers at Merrylands Library. Public Computer courses are regularly held on Wednesdays, 9.30am to 12.00pm. Comment passed on to Systems Support Coordinator.
This is a complaint. I came to the Library to prepare my assignment but I am really disappointed of the noise (sic) from the kids' corner, it sounds like you're walking into a bazaar. Kids and children should be at kindis (sic) or child care.	Children's activities are regularly conducted at all branches of Holroyd Library. These activities introduce children to their local Library and encourage early childhood literacy. There are times when noise from children's activities travels throughout the Library, however the sessions usually only last a maximum of one hour.
The disabled car park is often parked in by cars without the disabled sticker. Very inconvenient for people with a legitimate disability.	Noted.

Wentworthville	
Please order some more Blu-Ray movies. Thanks.	Comment passed on to Information Services Librarian.
Why is the air-conditioning so COLD? It is too uncomfortable. EXCESSIVELY COLD at Wentworthville and Merrylands.	The air-conditioning temperature at Wentworthville Library has been set by Council's Facilities staff. Library staff have been instructed to not alter these settings. Apart from two written comments from the same patron, no other customer complaints have been received.
The air-conditioning is too BLOODY COLD. Do something about it because if a patron falls ill due to excessively cold air-conditioning WorkCover will investigate. None of this crap that Council has set the temperature and it cannot be adjusted.	See comment above.
Security cameras!! To protect anyone in and near the Library. To report possible crimes.	Comment noted. Passed on to Manager Library Services.
Greystanes	
Love the TV display of the Book Week competition entries.	TV displays have been installed at all Libraries. They are being used to promote the Library's services and collections, and other thematic displays.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

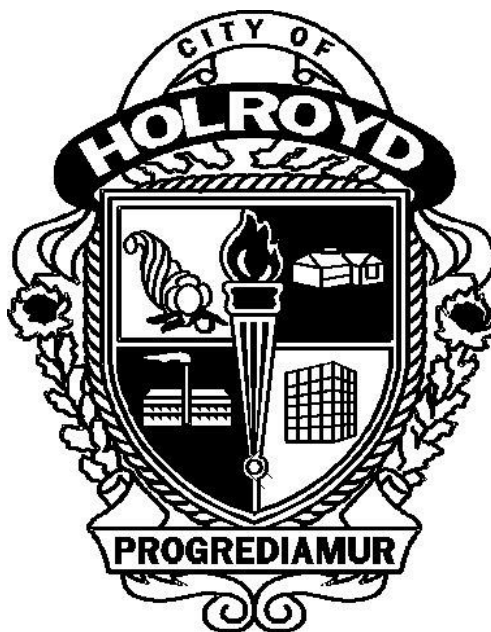
There are no communication / publication issues for Council associated with this report.

Report Recommendation:

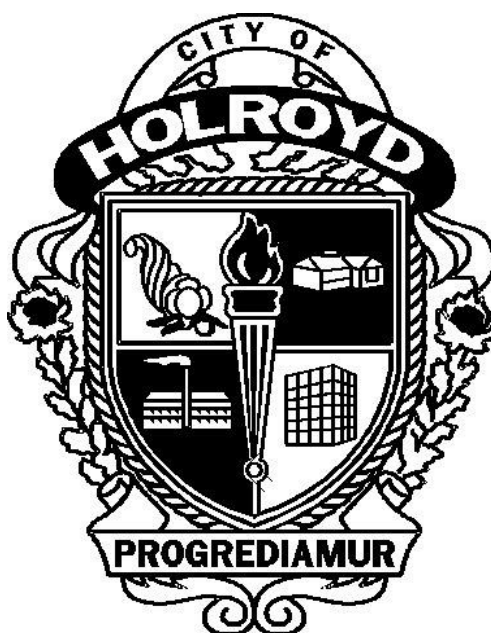
The Library Committee recommends that the report be received.

Attachments:

Nil



FLOODPLAIN MANAGEMENT COMMITTEE



FLOODPLAIN MANAGEMENT COMMITTEE

Index of the Meeting of the Floodplain

Management Committee of the Council of the
City of Holroyd, held in Council Chambers,
Memorial Ave, Merrylands on Tuesday, 1 March
2016.

Summary:

FM001-16	SUBJECT: FLOODPLAIN MANAGEMENT COMMITTEE - MEETING NO. 37 – 17 FEBRUARY 2016 BP16/132.....	109
FM002-16	SUBJECT: ITEM 1602/01 – MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE - MEETING NO. 36, 4 NOVEMBER 2015, CONSIDERED BY COUNCIL AT ITS MEETING HELD ON 17 NOVEMBER 2015. BP16/133.....	111
FM003-16	SUBJECT: ITEM 1602/02 - FLOOD STUDIES – UPDATE ON COUNCIL'S OVERLAND FLOOD STUDIES BP16/134	113
FM004-16	SUBJECT: ITEM 1602/03 – PROPOSED POLICY DIRECTION FOR THE TREATMENT OF PRIVATE DRAINAGE THROUGH PUBLIC LANDS BP16/135.....	115
FM005-16	SUBJECT: ITEM 1602/04 – HOLROYD CITY RAINFALL FOR 2015 BP16/136	119
FM006-16	SUBJECT: ITEM 1602/05 – GENERAL BUSINESS BP16/137	123

Floodplain Management Committee - Meeting No. 37 – 17 February 2016

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/34 - BP16/132
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

FM001-16

Summary:

The matters listed below were considered by the Holroyd Floodplain Management Committee held at 7:00pm on Wednesday, 17 February 2016, in the Holroyd Centre, Miller Street, Merrylands. Detailed comments for each item appear in separate reports.

Present:

Members:

Clr Dr J Brodie	(Chair)
Mayor Clr G Cummings	Council
Clr P Colman	Council
J Moncrieff	Community, North
K Morrisey	Community, West
S Rebikov	Community, North
R Parsell	Sydney Water Corporation
W Wasif	OE&H

Non- Members:

M Evens	Council
K Haddad	Council
Z Khan	Council

Apologies:

Members:

Clr R Grove	Council
Clr Nadima Kafrouni	Council
Clr Nasr Kafrouni	Council
Clr L Lake	Council
Clr P Monaghan	Council
Clr J Rahme	Council
Clr E Sarkis	Council
Clr Yvette Whitfield	Council
Clr M Zaiter	Council
R Dandridge	Community, West
A Ezzy	Community, West

A Couchman Community, South
R Gatt SES

Items:

1602/01- Minutes of the Floodplain Management Committee – Meeting No. 36, 4 November 2015, Considered by Council at its Meeting Held on 17 November 2015.

1602/02 - Flood Studies – Update on Council's Overland Flood Studies.

1602/03 - Proposed Policy Direction for the Treatment of Private Drainage through Public Lands.

1602/04 – Holroyd City Rainfall for 2015

1602/05 – General Business

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the Floodplain Management Committee recommends that the report be received.

Attachments:

Nil

Item 1602/01 – Minutes of the Floodplain Management Committee - Meeting No. 36, 4 November 2015, considered by Council at its Meeting held on 17 November 2015.

Responsible Department: Engineering Services
Executive Officer: Director of Engineering Services
File Number: INFOC/34 - BP16/133
Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

Summary:

The Minutes of the Floodplain Management Committee Meeting No. 36, held on 4 November 2015, were considered by Council at its meeting on 17 November 2015. Council resolutions are provided as an attachment to this Agenda.

Report:

There were no other matters arising from the minutes of the Floodplain Management Committee report.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the Floodplain Management Committee recommends that the report be received.

Attachments:

1. FMCNo37 - Council Resolutions 17 November 2015

Item 1602/02 - Flood Studies – Update on Council's Overland Flood Studies

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/34 - BP16/134
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

FM003-16

Summary:

This report provides an update on the overland flood studies being carried out by Lyall and Associates Pty Ltd for the nine creeks (Upper and Lower A'Becketts, Clay Cliff, Coopers, Domain, Duck, Finlaysons, Greystanes, Prospect and Westmead Creeks) for Holroyd City Council.

Background:

Council at its meeting on 9 August 2011 (vide COTW87-11) resolved, in part, *"i) That the tender submitted by Lyall & Associates Pty Ltd for a total sum of \$551,900 (excl GST) be accepted"*.



Map 1: Creek catchments

Council has engaged Lyall and Associates Pty Ltd to undertake overland flood studies for Upper and Lower A'Becketts, Clay Cliff, Coopers, Domain, Duck, Finlaysons, Greystanes, Prospect and Westmead Creek catchments.

The overland flood studies were completed in December 2015. However, the floor level surveys and average annual damages analysis (the annexure to the flood studies that estimates the potential value of damage to the community) is underway. As these studies progress, they will be reported to the Floodplain Management Committee (FMC) respectively.

Report:

Overland Flood Studies Update

Additional works were carried out since November 2015 which includes the following items:

- Additional flood data around the Merrylands CBD and the Neil Street precincts were presented to Council and incorporated into the flood maps.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the Floodplain Management Committee recommends that the report be received.

Attachments:

Nil

Item 1602/03 – Proposed Policy Direction for the Treatment of Private Drainage through Public Lands

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/34 - BP16/135
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

Summary:

This report discusses details of the proposed policies on the treatment of private stormwater drainage through public lands and recommends guidelines for private stormwater drainage easements and/or pipelines from development through public lands.

Background:

Current Council controls for the discharge of stormwater from development requires the applicant to pipe the flows from the site to the nearest downstream Council drainage system or roadway. In some instances, the private drainage system may traverse across public lands before it reaches Council's drainage infrastructure.

Historically, (more recently Council has "works as executed" drawings) these private drainage systems have been allowed to be built through parks with little or no documentation and now pose a problem to the park's redevelopment.

Public lands, such as pedestrian laneways (land included in the original subdivisions to allow movement of pedestrians between streets) are another instance where this can occur. Some laneways contain private drainage systems that extend to the downstream road kerbs and, over time, their location has been lost.

Problems arise when surplus laneways are sold to adjacent property owners and the re-discovered pipelines are in the way of development.

Council is receiving more applications to allow private drainage systems across community and public lands because of the difficulties developers are having in dealing with private owners of neighbouring properties.

Report:

There are three types of drainage disposals to consider when approving development adjacent to community and public lands. They include:

- Pipelines across public (passive and active) reserves

- Discharges on to public (passive and active) reserves and
- Pipelines through pedestrian laneways

Pipeline through public reserves

If Council required a drainage easement to be created across public lands, including laneways, these easements could be created to allow the benefitting properties a right to drain their stormwater through public lands. These drainage easements could be treated in the same way that a drainage easement is created on private property; including valuations, registration on land titles and compensation to the burdened property owner (Council). All costs to be borne by the beneficiary of the drainage easement. However this will mean that Council's land will be burdened by the easement which could potentially restrict Council in terms of future works and/or if the property is sold.

The route of the proposed easement is by negotiation. However, the common practise is to place the easement parallel to the exterior boundaries of the property(ies) to be burdened by the easement, to minimise the impact upon the property. Council should not allow new drainage easements to encroach upon park infrastructure such playfields, playgrounds, tennis courts, remanent Cumberland Plain forest and other sensitive areas.

Discharges on to public reserves

In some locations, not including active recreation lands, where piped drainage systems are impractical or not permitted, spreader discharge systems may be installed. These systems typically consist of an outlet device (on private property) that discharges piped stormwater from a development and spreads the flow over a wide surface so that the velocity and depth of flow will not cause erosion or other damage to the ground surfaces.

This could be the ideal solution to land where drainage impacts are not critical (natural lands, riparian zones, passive recreation areas, etc) and the area is not considered to be active recreation.

However, it is not suitable for drainage systems that collect sub-surface waters. Water moves through soils at a relatively slow constant rate and the drainage systems that capture these waters will direct the flow to the discharge point. The land downstream from these outlets may be continuously wet and will have an undesirable impact upon vegetation and public safety.

Pipelines through pedestrian laneways

There are a significant number of these laneway properties within the Council's local government area (LGA). Some of these properties are surplus to the community needs and Council is looking at ways to dispose of these lands.

Complications arise when the properties are sold and are found to be burden with private drainage systems that have not been documented.

For laneways that are surplus to Council's needs, it is proposed to allow the creation of private drainage easements down one side of the property.

For sites that are part of the road reserve, a separate title of the land needs to be created with the drainage easement noting that a drainage easement is not required over public road reserves.

The surfaces of the laneway vary. Typically, they consist of fully concreted or asphalt coating between private boundaries, some have a hardstand strip down through the site with the rest of the area occupied with grass or dirt strip(s) or are left as they were at the time of the creation of the subdivision.

These private drainage systems could be built within the created Drainage Easement (the small diameter pipelines can connect into the kerb and gutter (K&G) while the larger systems will need to be extended to the nearest Council pit or pipeline). In all cases, the applicant is required, at the completion of the drainage works, to restore the site to its original condition.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That The Floodplain Management Committee recommends that:

- i) Private drainage easements be allowed to be created over public lands.
- ii) All costs, including, registration, valuations and compensation associated with the creation of the private drainage easement, be borne by the applicant.
- iii) Where appropriate, Council allows the use of spreader outlets onto public passive reserves.
- iv) On pedestrian laneways private drainage easements be allowed to be created.
- v) A Council policy be formulated and reported to Council.

Attachments:

Nil

Item 1602/04 – Holroyd City Rainfall for 2015

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/34 - BP16/136
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

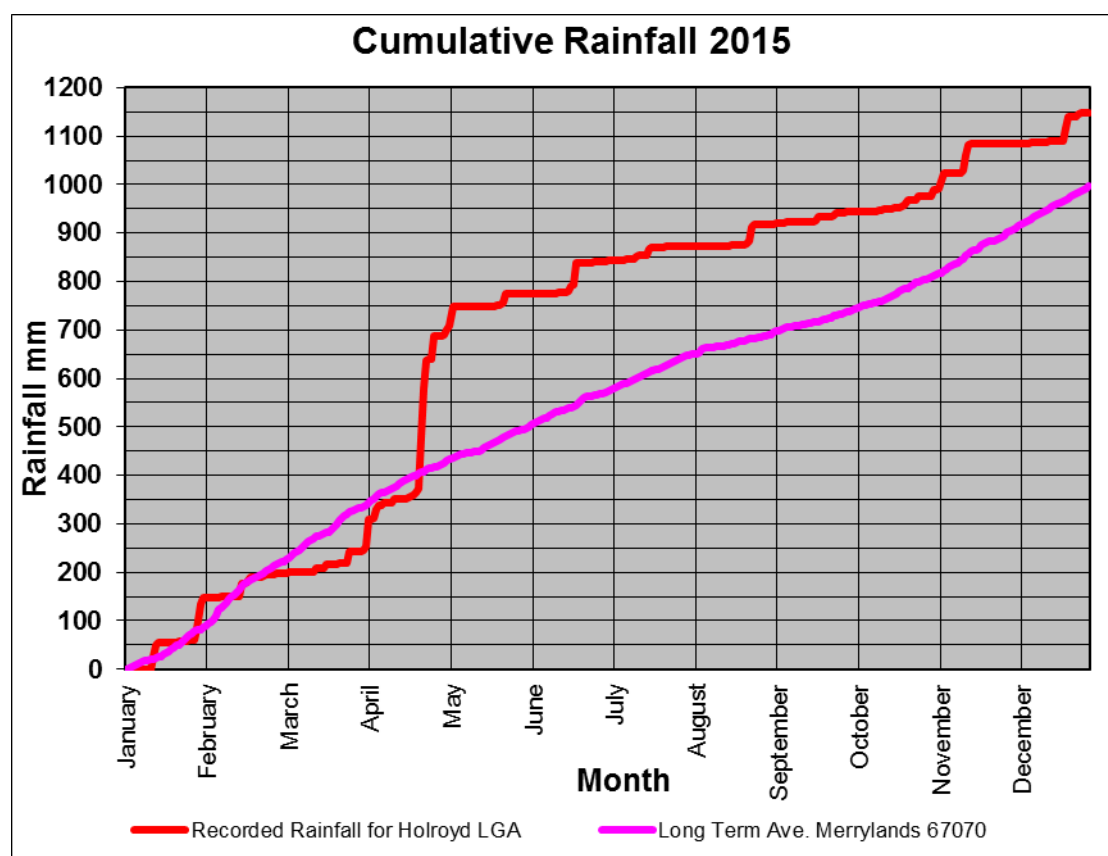
FM005-16

Summary:

This report provides the Floodplain Management Committee (FMC) with a summary of rainfall within Holroyd for 2015.

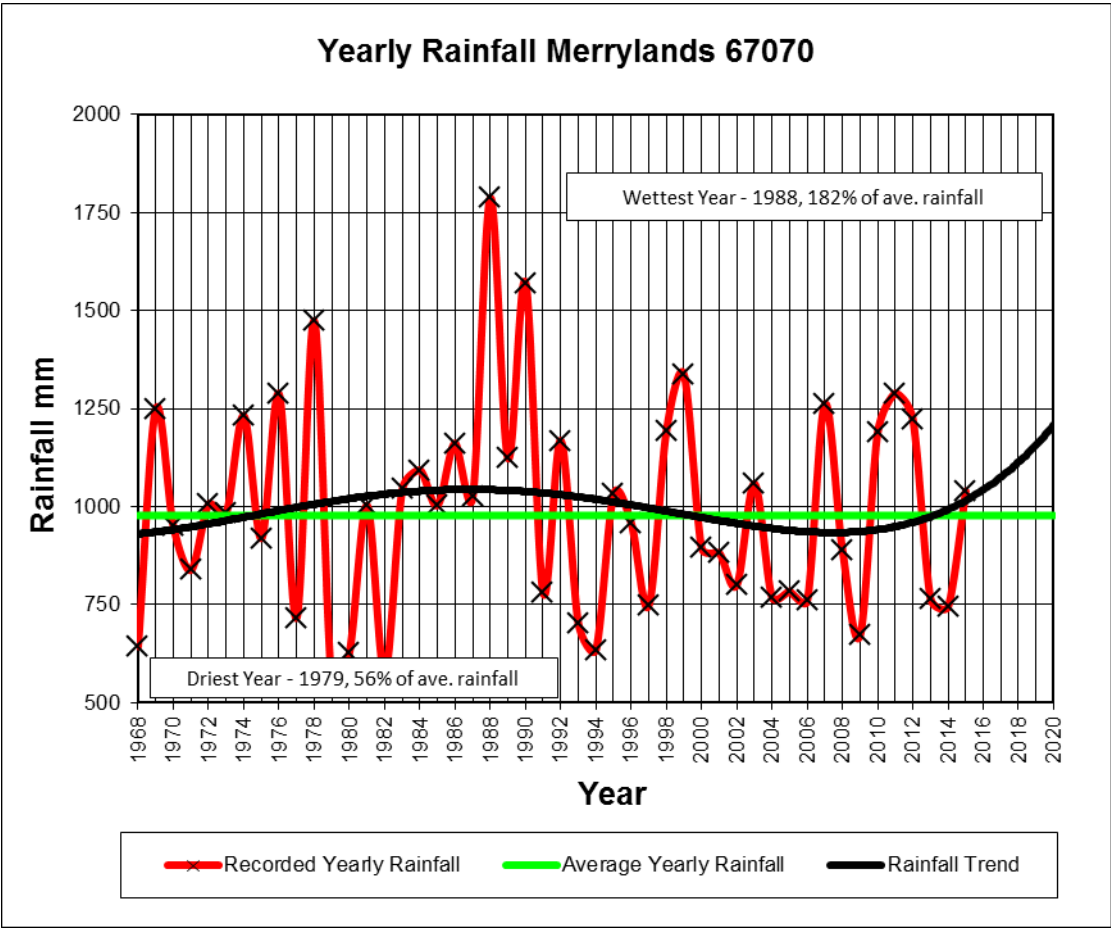
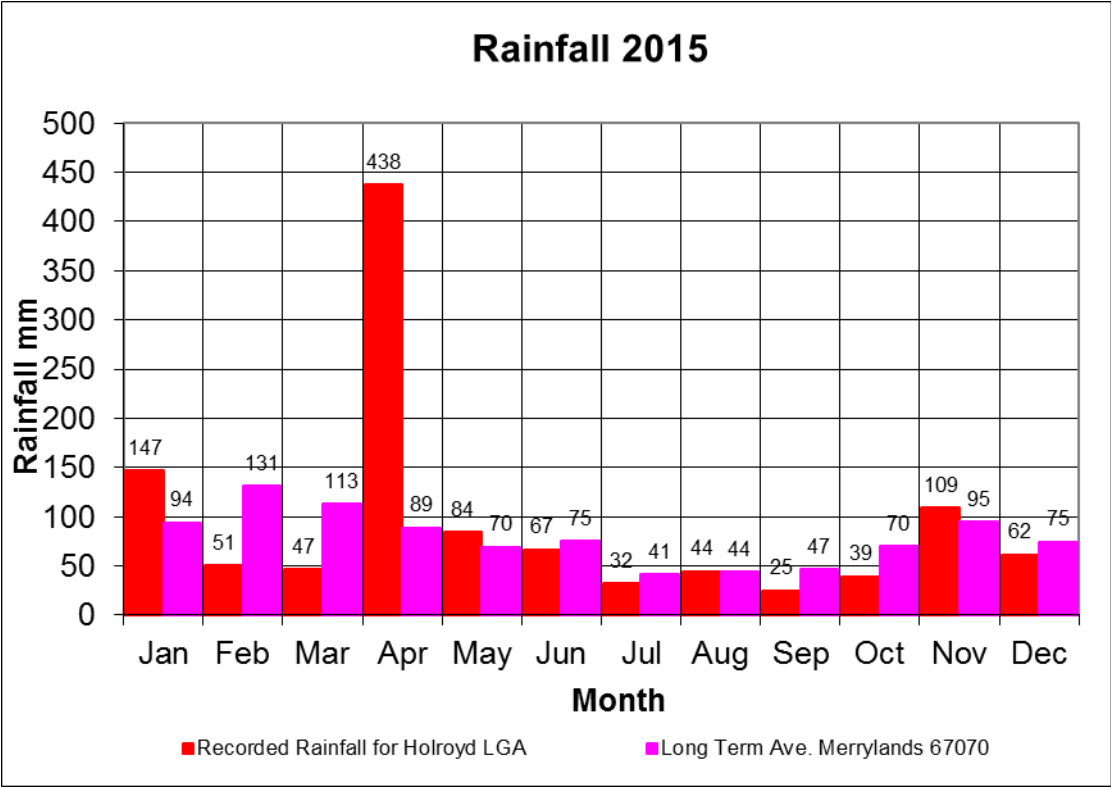
Report:

The FMC has been operating for the last four years since May 2007. From the first meeting, Council has been collecting daily rainfall data. On days where recorded daily rainfall was excessive, additional rainfall intensity data (which includes an indication of the severity of the storm) from the Bureau of Meteorology's (BoM) website, was also captured.



The collected daily rainfall data has suggested a wetter year (2015) than normal. Overall, the Holroyd Local Government Area (LGA) had received 15% more rainfall than an average year.

Based on the recorded data, the trend indicates that yearly rainfall may be increasing for 2016.



On 22 April 2015, 123mm of rainfall was recorded. However, the intensity of the measured rainfall was low, the storm produced 1 in 2-year flood event. This indicates that the local drainage system was able to capture and convey the runoff and not pose a serious problem to our residents.

The internet site where the rainfall intensity around the Sydney area could be viewed has now closed. This valuable data source is no longer available. Council officers will still continue to collect and correlate data and will report any significant findings to this Committee.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the Floodplain Management Committee recommends that the report be received.

Attachments:

Nil

Item 1602/05 – General Business

Responsible Department: Engineering Services
Executive Officer: Director of Engineering Services
File Number: INFOC/34 - BP16/137
Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

Report:

General Business

1. Civic Park Wetland options to be presented at a public meeting.
2. Detention basin requirements.
3. “Hardstand” areas on building blocks - pamphlet to be prepared – report to next Floodplain Management Committee meeting.

Next Meeting

The next meeting will be held on 8 June 2016.

Future meetings will be held on:

- 17 August 2016
- 16 November 2016
- 15 February 2017

Meeting Closure

The meeting closed at 7:30pm.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

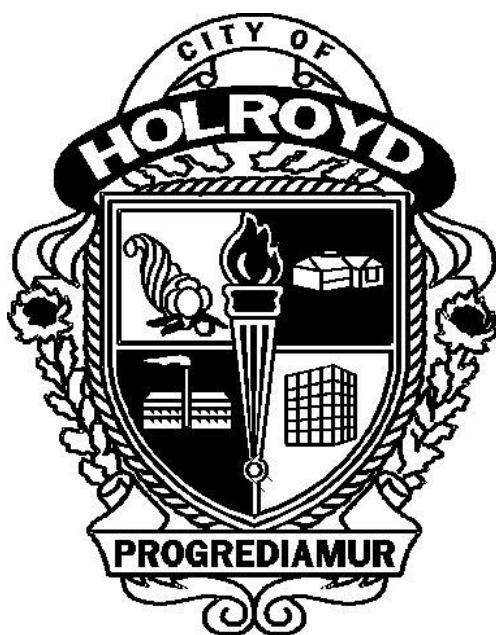
Report Recommendation:

That the Floodplain Management Committee recommends that the report be received.

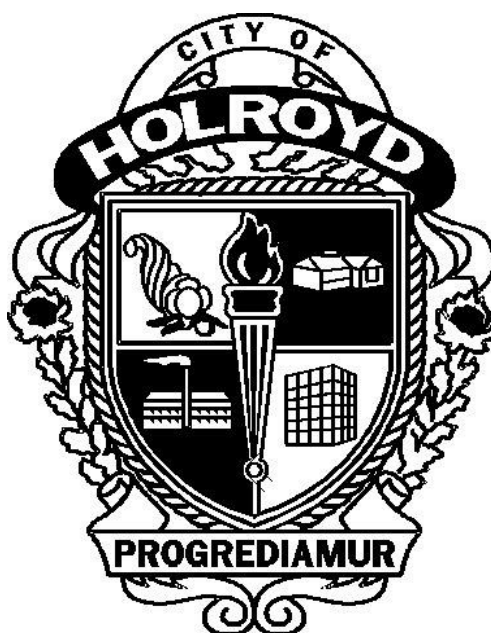
Attachments:

Nil

FM006-16



COUNCIL



COUNCIL

**Index of the Meeting of the Council of the City
of Holroyd, held in Council Chambers,
Memorial Ave, Merrylands on Tuesday, 1 March
2016.**

Summary:

CCL008-16	SUBJECT: PHASE 1 AMENDMENT TO THE LOCAL GOVERNMENT ACT BP16/144	129
CCL009-16	SUBJECT: MERRYLANDS STATION AND MCFARLANE STREET PRECINCT REVIEW BP16/129	131
CCL010-16	SUBJECT: 2016 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - 19 TO 22 JUNE 2016 BP16/207	149
CCL011-16	SUBJECT: REGISTRATION OF RESTRICTION ON THE USE OF LAND AND POSITIVE COVENANT ON VARIOUS DEVELOPMENT SITES BP16/131	155
CCL012-16	SUBJECT: REGISTER OF REPORTS TO BE CONSIDERED BY COUNCIL BP16/142	157

Phase 1 Amendment to the Local Government Act

Responsible Department: General Manager
 Executive Officer: General Manager
 File Number: INFOC/1 - BP16/144
 Delivery Program Code: 19.3.1 Ensure legislative requirements are met in a timely manner

Summary:

The purpose of this report is to permit Council to respond to the Office of Local Government in its Phase 1 Amendments to the Local Government Act 1993 which close on 15 March 2016.

Report:

In Circular 16-01, the Office of Local Government released an Explanatory Paper inviting responses to Phase 1 of a full review of the Local Government Act 1993.

Phase 1 of the amendments are intended to:

- Embed strategic business planning principals across the range of Council functions and practices;
- Promote independent and sustainable Councils engaged with and accountable to their local communities that have the capacity to deliver on local and regional needs; and
- Support a culture of continuous improvement in councils to ensure the effective and efficient delivery of the strategic goals agreed to with their local communities.

The Office of Local Government believes that while the fundamentals of the Local Government Act 1993 remain sound, both the Independent Local Government Review Panel and Local Government Acts Taskforce recommended changes to modernise the legislation and to ensure it meets the future needs of the Councils and communities.

Phase 1 of the amendments are intended to:

- Clarify roles and responsibilities of Councillors, Mayors, Administrators and General Managers;
- Introduce new guiding principles for Local Government;
- Improve governance of Councils and professional development of Councillors
- Expand on the framework for strategic business planning and reporting;
- Prioritise community engagement and financial accountability; and
- Streamline Council administrative processes, including in relation to delegations and community grants.

Opportunities have been given for Councillors and staff to respond to the draft amendments, and responses received are included in an attachment to this report.

Also included in the attachment are responses provided by the Audit and Governance Committee on amendments relating to auditing.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the draft response be submitted to the Office of Local Government on Phase 1 Amendments to the Local Government Act 1993.

Attachments:

1. Draft Response to Phase 1 Amendments to the Local Government Act 1993

Merrylands Station and McFarlane Street Precinct Review

Responsible Department:	Environmental and Planning Services
Executive Officer:	Director of Environmental & Planning Services
File Number:	INFOC/1 - BP16/129
Delivery Program Code:	5.1.1 Oversee the land use planning, design and compliance framework for managing and facilitating appropriate development 5.2.1 Identify strategies that support the development of local centres and business across the City 7.1.2 Ensure land use planning recognises and promotes business and employment centres 8.1.1 Oversee and implement Council's Residential Development Strategy and appropriate housing opportunities through land use planning 8.2.1 Ensure housing growth is focused around centres and planning controls do not compromise housing affordability 9.3.1 Ensure planning and development implements Environmentally Sustainable Design Principles 10.4.1 Maintain and enhance opportunities for community input into planning processes
Previous Items:	COTW018-15 - Merrylands Station and McFarlane Street Precinct Review - Closed Council - 20 Oct 2015 6.30 pm COTW009-15 - Planning Proposal - Land Reservation for Public Purposes - Closed Council - 17 Mar 2015 6.30 pm

Summary:

The purpose of this report is to present the findings of the *Structure and Building Height Review Report (SBHRR)*, recently completed by SJB Architects. The aim of the review was to assess Council's current building heights standards in the core of Merrylands centre and recommend changes that would provide greater flexibility in which to deliver the current floor space potential for improved building design and planning outcomes. The study area includes land bounded by McFarlane Street, Merrylands Road, Treves Street and Terminal Place. Refer to Figure 1.

Based on SJB's conclusions it is recommended that a Planning Proposal be prepared to amend the current building heights in the Holroyd LEP 2013 and introduce new design excellence provisions as an effective way of ensuring the most appropriate urban outcome is achieved for the Centre. The Planning Proposal would also include amendments to the LEP's land acquisition maps incorporating Council's resolution of

17 March 2015 as part of delivering the Holroyd Section 94 Development Contributions Plan 2013 works.

Report:

This matter was deferred from the Ordinary Council Meeting of 16 February 2016.

The gazettal of the Holroyd LEP 2013 introduced a new planning framework for Merrylands Centre increasing building heights up to 65m (20 storeys) and densities up to 9:1 in the B4 Mixed Use zone.

Since the introduction of these new heights, Council has become increasingly aware of the need to review the height controls to provide greater flexibility as a means of maximising the available floor space potential permissible under the Holroyd LEP 2013 (HLEP). The need has also been highlighted by the expected rate of growth and anticipated redevelopment potential that has been identified for the Merrylands Centre.

On 20 October 2015, Council resolved to undertake an independent review of the current building heights in the Merrylands Station and McFarlane Street precinct with the following three (3) considerations to be addressed:

1. The current building heights constrain the reasonable achievement of floor yields within the quality built form outcomes that may have an unnecessarily high impact on sunlight access to planned public spaces and future buildings on Merrylands Road;
2. The Urban Design Strategy for Merrylands Centre recommended by HBO+EMTB Urban and Landscape Design in 2012 included the principle of generally providing greater heights on the southern side of McFarlane Street reflecting its width and presentation to the north; and
3. The two key focal points within the Centre being Merrylands City Square and the Merrylands Rail Station should ideally be identified by more prominent landmark buildings.

On 13 November 2015, SJB Architects were appointed to undertake this review. Refer to Attachment 1 for a copy of their report.

On 22 December 2015, SJB presented their preliminary findings to a Councillor briefing with recommendations to increase building heights of varying standards across nominated sites within the study area. The initial project brief concentrated on all properties south of McFarlane Street including a small number of properties fronting Merrylands Road. At the conclusion of the Councillor briefing, SJB were requested to

expand their review to include all properties located on the northern side of Merrylands Road between Treves Street and Terminal Place. See Figure 1.

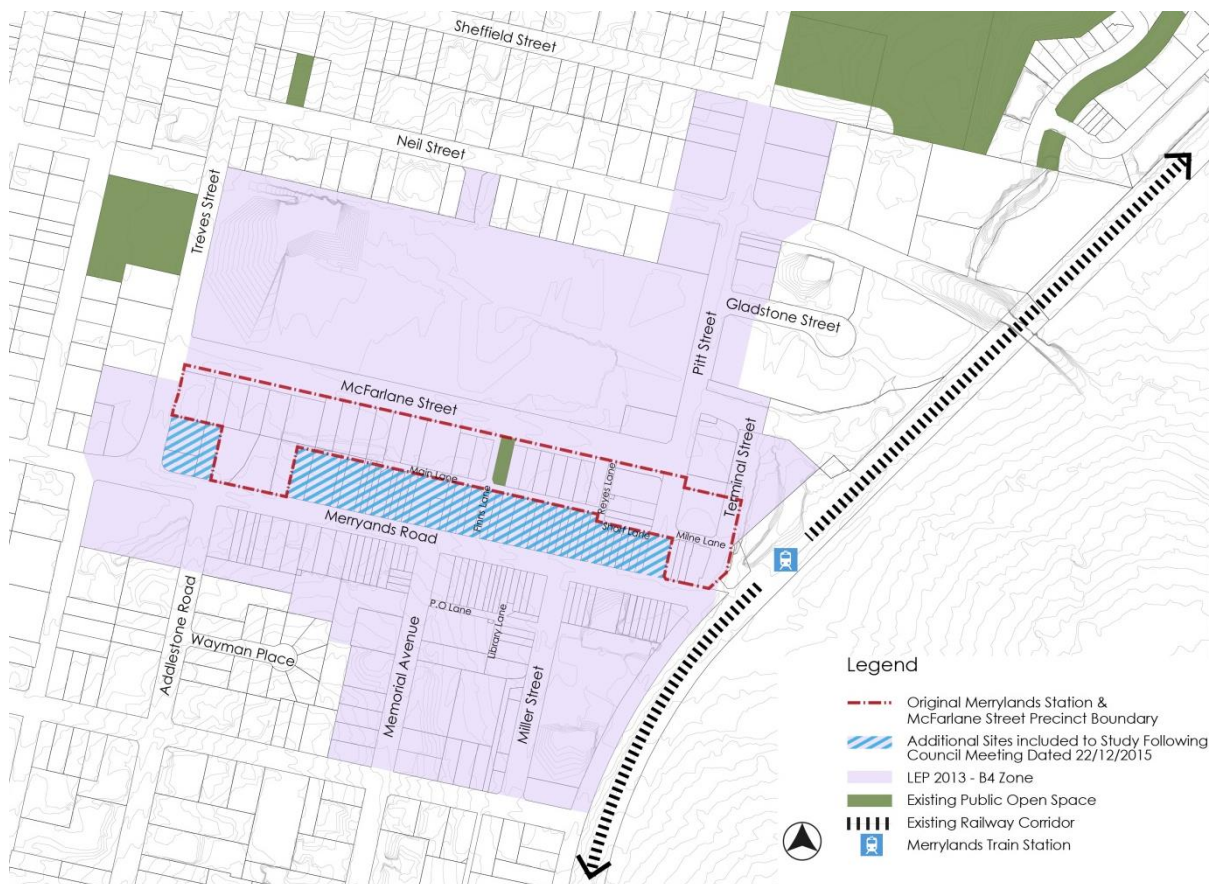


Figure 1 – Location Plan

As shown in Figure 1 above, the original study area is denoted by the broken red line and excludes approximately six amalgamated sites along Merrylands Road. The additional amalgamation sites are shaded in blue.

Current Planning Controls:

Zoning

The entire study area is zoned *B4 Mixed Use* as shown in Figure 2.

The objectives of a B4 zone are:

- To integrate suitable business, office, residential, retail and other development in accessible locations so as to maximise public transport patronage and encourage walking and cycling;
- To facilitate a vibrant, mixed-use centre with active retail, commercial and other non-residential uses at street level;

- To encourage the development and expansion of business activities that will strengthen the economic and employment role of the Merrylands town centre.

The proposed changes to building height will not hinder a land owner's ability to satisfy the B4 zone objectives, but rather are seen as a catalyst to encourage property owners to redevelop their properties with greater flexibility for quality design outcomes. A good example of this would be the redevelopment of the McFarlane Street car park.

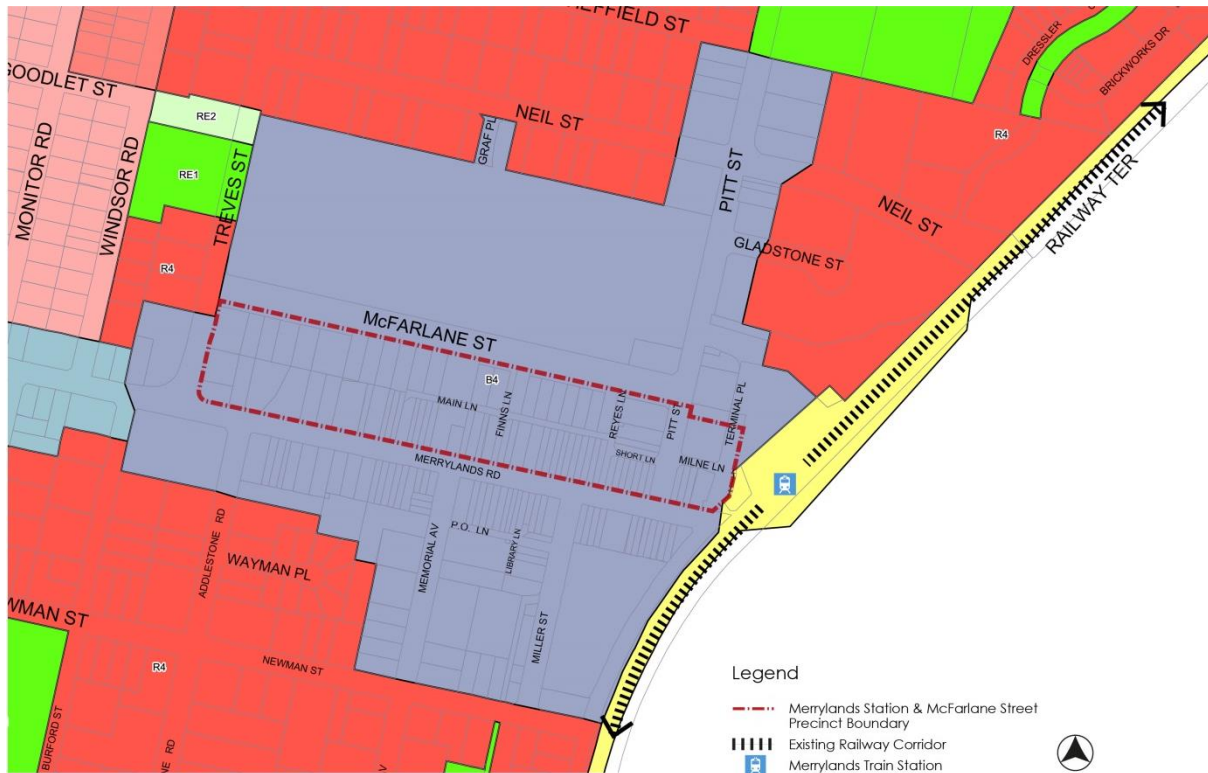


Figure 2 – LEP 2013 – Land Use Zoning

Building Height

Clause 4.3 of HLEP 2013 stipulates current building heights across the study area ranging between 41 metres and 65 metres (12 to 20 storeys). Refer to Figure 3.

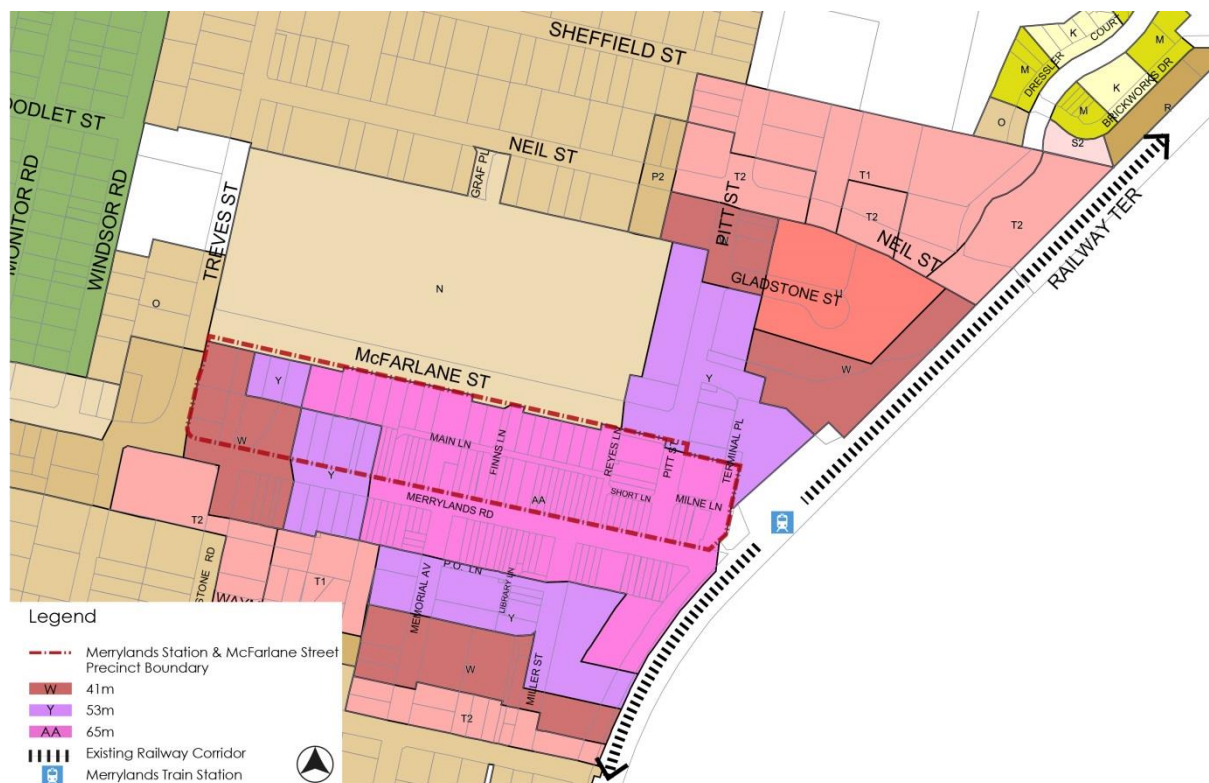


Figure 3 – LEP 2013 – Height of Building

Floor Space Ratio

Under Clause 4.4 of HLEP 2013, the floor space ratios for the study area range from 3.5:1 to a maximum of 9:1. Refer to Figure 4.

Current floor space ratios across the B4 Mixed Use zone remain unchanged as part of the building heights review with the exception of reallocation of floor space potential to account for the laneway extension LEP reservation, consistent with Council's resolution of 17 March 2015 relating to the implementation of Land Reservations.

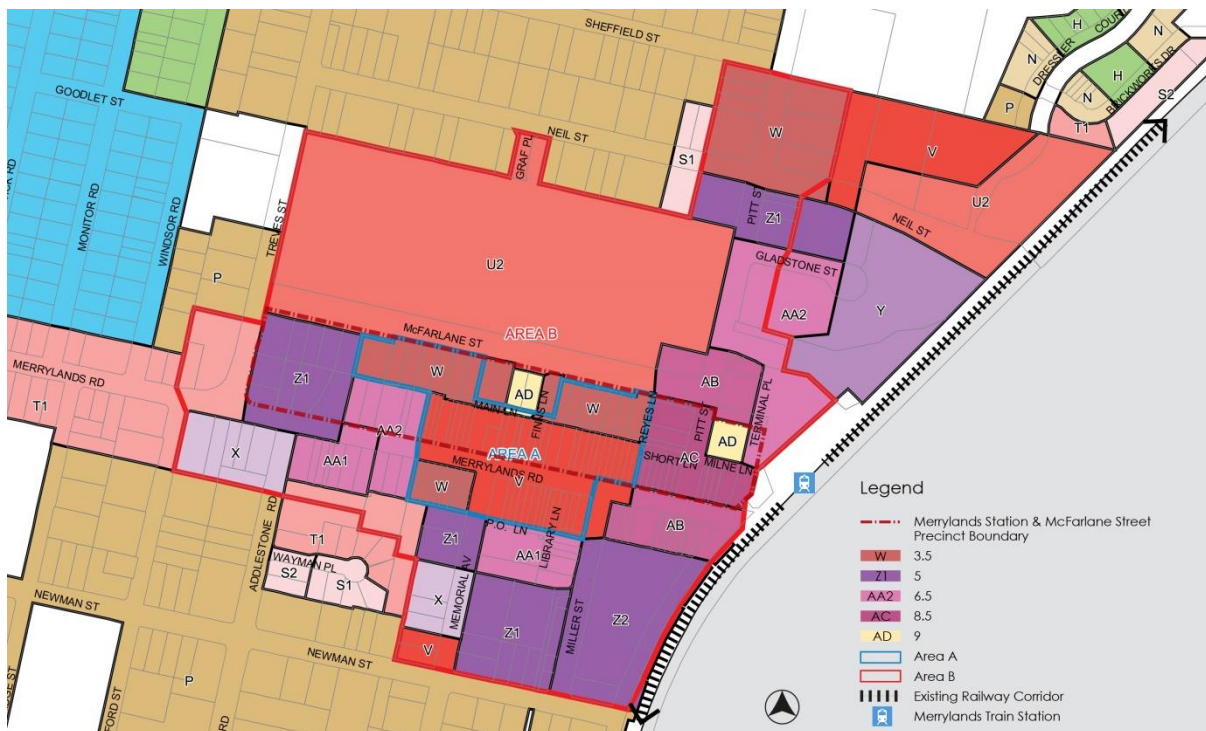


Figure 4 – LEP 2013 – Floor Space Ratio

Findings of SJB's Structure and Building Height Review Report

The key objective of SJB's report was to assess Council's current planning controls and identify opportunities to create appropriate built form outcomes that could contribute to achieving Council's strategic vision for the Merrylands Centre.

To successfully meet the project's objectives SJB were required to undertake the following tasks:

- Understand how the study area integrates with the broader Merrylands Centre and surrounding neighbourhoods, informed by understanding movement patterns, key destinations, open space and character areas;
- Identify where building height can be located to inform the legibility of the urban structure while also achieving a transition in building scale at the edge of the town centre;
- Establish a built form hierarchy that informs the legibility and quality of the public domain; and
- Ensure the built form hierarchy supports the quality of all spaces and streets connected with the position in the hierarchy.

Figure 5 below details existing land ownership patterns upon which SJB's amalgamated site controls were based. The amalgamated sites range in size from 1,199m² (Site 1 – 18/20 McFarlane Street) to 12,415m² (Site 9 – 52-54 McFarlane Street and 233-259 Merrylands Road).

Site 7 (Nos. 28-36 McFarlane Street) refers to the McFarlane Street car park (Merrylands City Central) property and includes the area designated for the new Merrylands City Square that will extend from McFarlane Street to Merrylands Road (5,422 m²).



Figure No. 5 – Amalgamation Plan

Assessment Criteria:

To assist in evaluating the most appropriate height controls, SJB needed to firstly establish a number of design principles for the Centre as the basis of their design testing analysis. These included:

- An open space/landscape plan with the City Square becoming the primary public open space for the Centre;
- A land use plan with Merrylands Road remaining as the primary retail street and McFarlane Street becoming the main 'Eat Street' of Merrylands;
- A vehicular and pedestrian movements plan; and
- A height/density plan which included transitioning heights from the study area to the surrounding residential neighbourhoods; focusing height around key destinations throughout the Centre, including the proposed City Square and the Station precinct (Merrylands Road and Pitt Street); and accommodating additional height and density in the Neil Street Precinct (outside the study area) to reinforce western entry into Merrylands Town Centre over the railway line.

These principles were based on the following assumptions:

- **FSR:** All sites comply with HLEP 2013 FSR controls including all relevant bonus provisions.
- **Sites with multiple FSR controls:** For amalgamated sites that contain multiple FSR controls, the relevant FSR correlating to the original lot boundaries apply to calculate the allowable Gross Floor Area (GFA).

- **Non residential FSR:** All sites assume a 1.7:1 non-residential FSR control with the balance of the GFA applied to residential.
- **Building Heights:** Building height requirements for sites with frontages greater than 30m were initially set aside to test whether each site can reasonably realise its permissible FSR.
- **Solar Access to City Square:** Overshadowing of the new City Square should be minimised between the hours of 11am-1pm on the winter solstice, and where possible, avoided.
- **Building orientations:** North-south oriented buildings were proposed to allow taller slender towers to address the east-west streets and improve solar access to buildings to the south (fronting Merrylands Road).
- **Building Depths:** Building depths to reflect the principles of the Apartment Design Guide (ADG).
- **Separations:** Building separations conform with the Apartment Design Guide requirements - on narrow sites less than 30m wide, non-habitable to habitable separation distances have been assumed on one elevation only.
- **GFA Calculations:** The building efficiency assumptions for the calculation of GFA were:
 - Podium Floor Commercial GFA = 65% of Gross Building Area
 - First Floor Commercial GFA = 90% of Gross Building Area
 - Residential GFA = 75% of Gross Building Area
 - Lift overrun: 1.2m
- **Floor to Floor Heights:**
 - Ground: 3.8m
 - First: 3.6m
 - Second: 3.6m
 - Tower residential: 3.1m

[Note: Floor to floor heights under the Apartment Design Guide are different to SJB's assumption mentioned above. This therefore results in slightly increased heights when measured in metres as demonstrated in Table 2]

Discussion of Options:

Based on the abovementioned assumptions, SJB modelled the current floor space into three (3) built form scenarios to evaluate proposed changes in height, which in SJB's opinion would be the realistic maximum envelopes needed. With the exception of Site 7 (McFarlane Street Car Park), all three scenarios result in the same buildings heights for the remaining nominated sites. A 3D building mass image of each option is shown in Figures 6, 7 and 8.

As detailed in SJB's report, each scenario contains a detailed analysis including:

- Building mass diagrams for each of the individual sites;
- Solar access analysis of the potential impacts of recommended building heights to the Merrylands City Square and surrounding buildings in the middle of winter; and
- Shadow impact analysis of the potential impacts of recommended building heights on the City Square and surrounding properties.

The following extract from SJB's report summarises the three scenarios:

"Option 1 features two 39-storey buildings to be delivered, whilst achieving the required building separation distances and allowing for sunlight to pass through the built form to the south. However, the location of the eastern tower will have a significant impact on Civic Square.

Option 2 features a single 37-storey building on Site 7 orientated on the east-west axis, which would have a considerable overshadowing impact on the amenity of the buildings, streets and space to the south, in addition to the visual impact of a 50m long building at this scale.

Option 3 features a number of positive characteristics, including two-towers at 33-storeys with no overshadowing impact on the Civic Square between 11am-1pm in midwinter. However, this option relies on amalgamation with an adjoining property (Site 8) and therefore faces a number of additional challenges for it to be delivered."

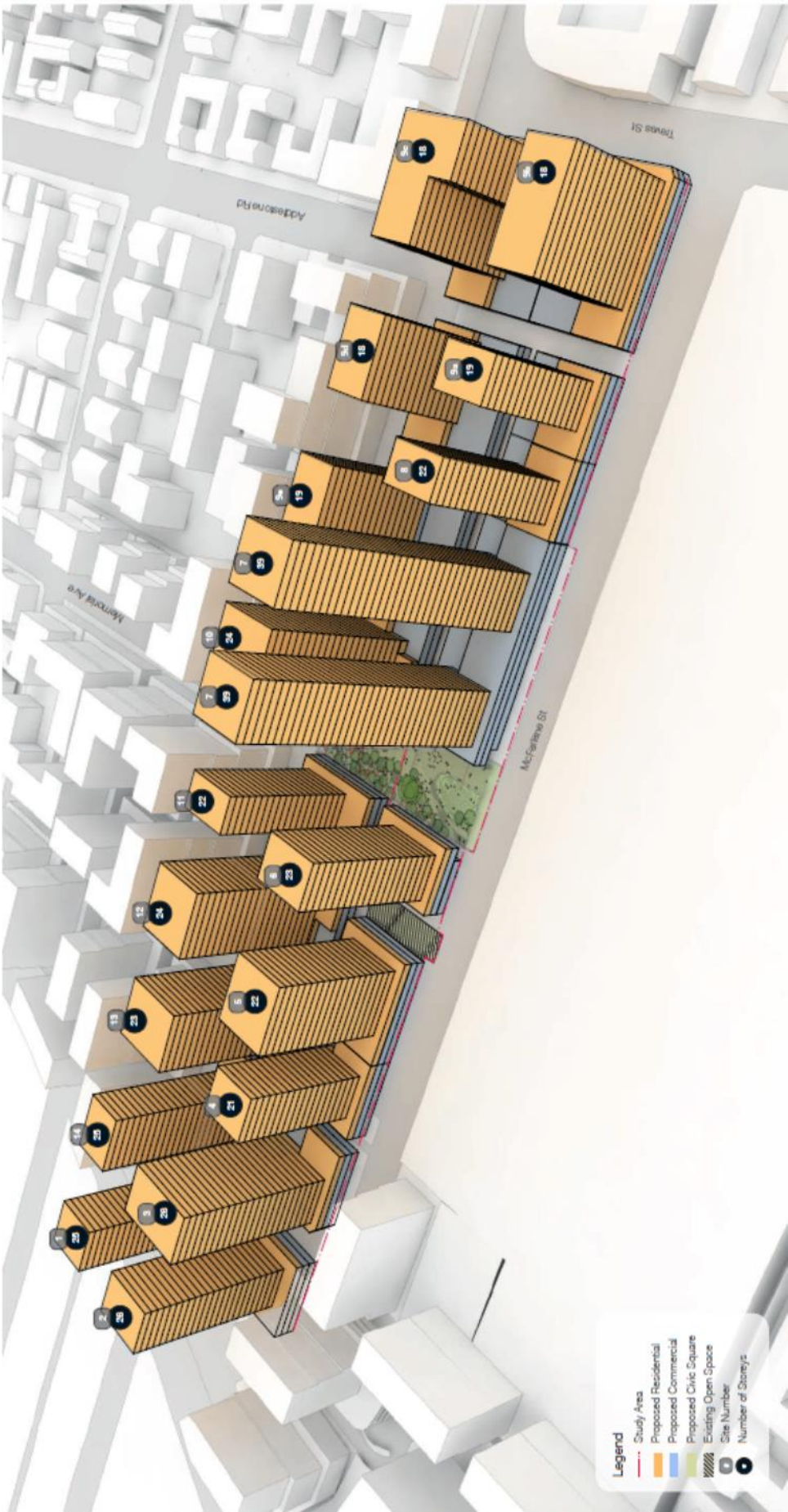
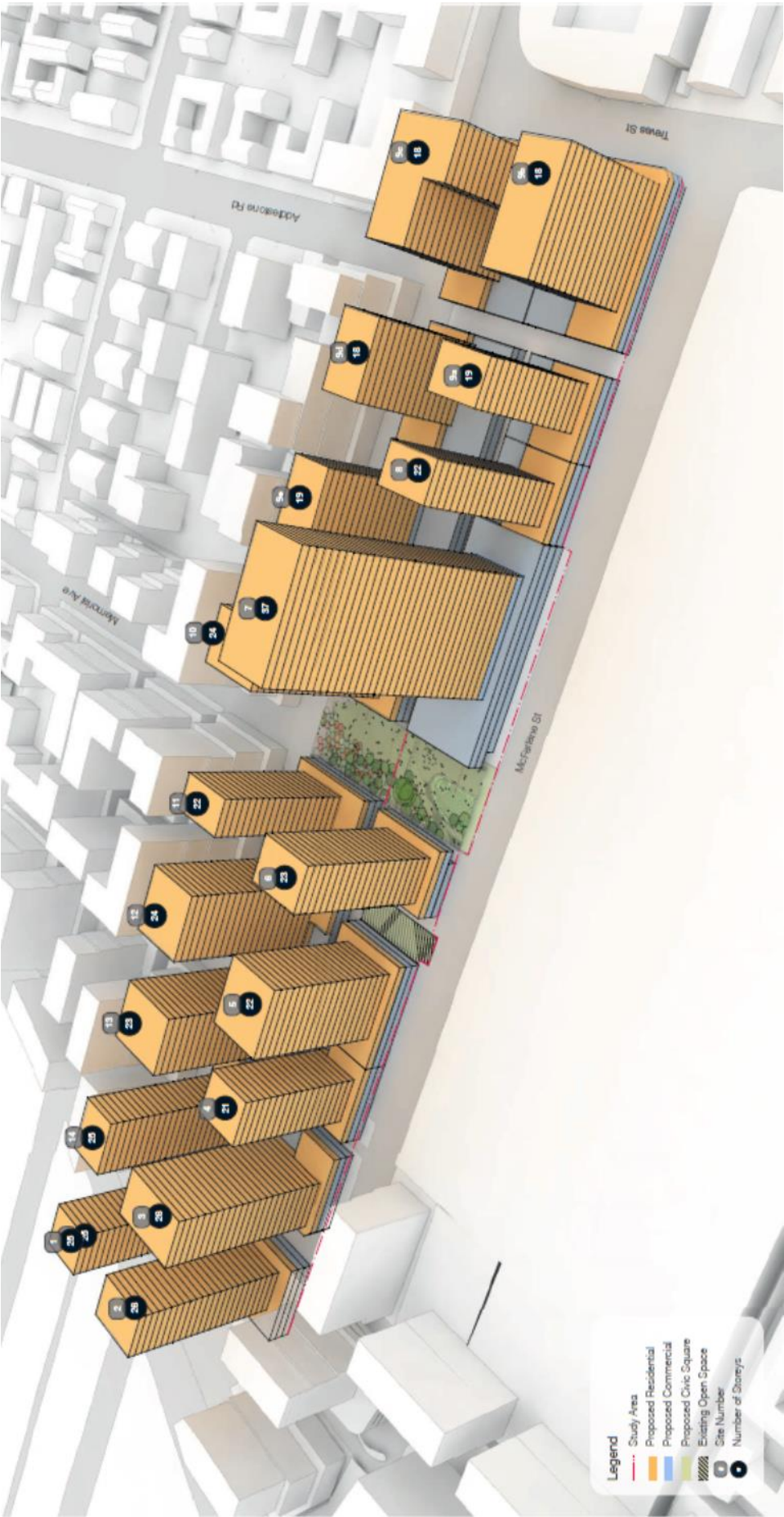


Figure 6 – Scenario 1 Massing Diagram



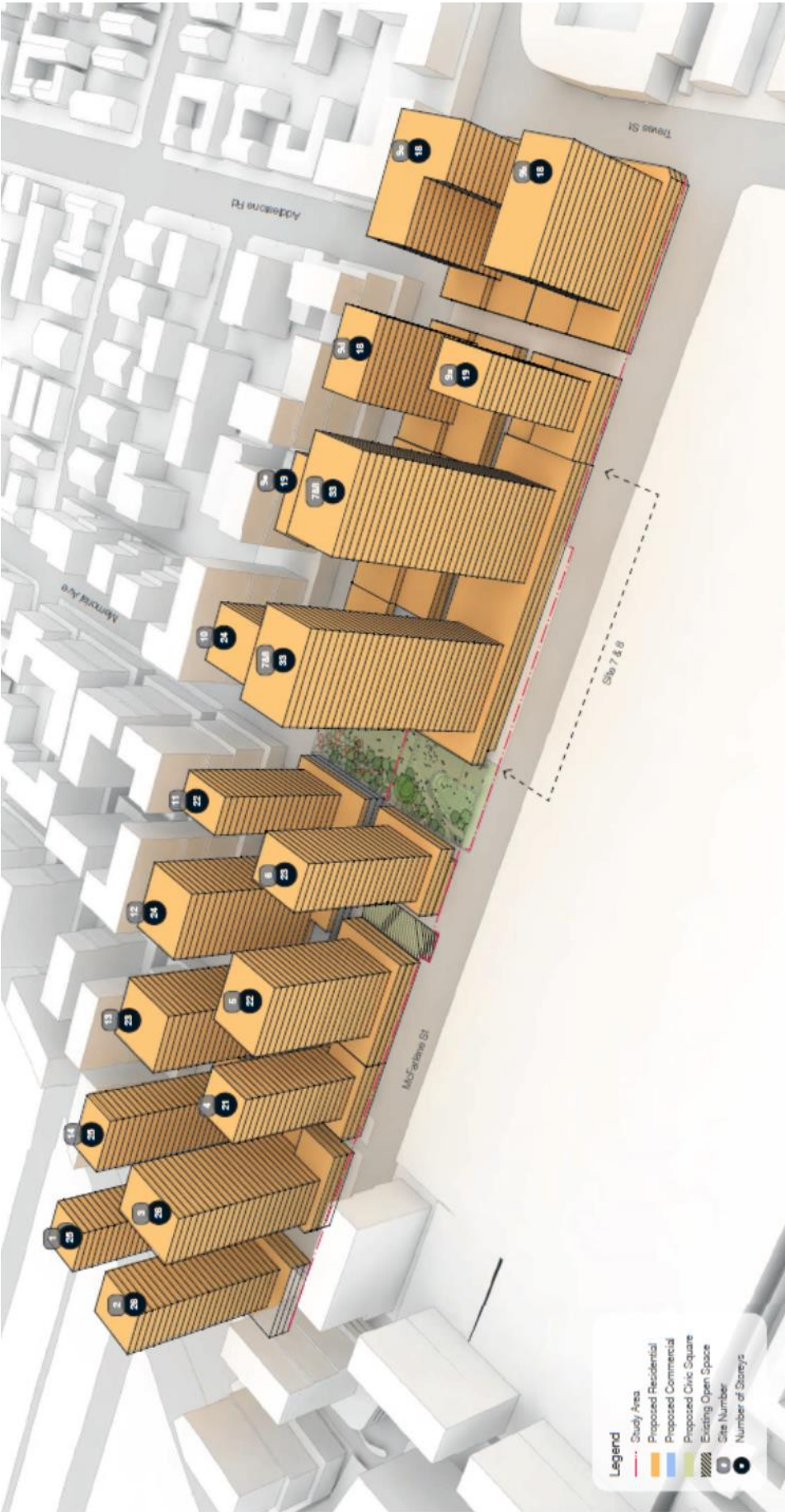


Figure 8 – Scenario 3 Massing Diagram

Recommended Building Heights:

The selection of a preferred built form scenario has been primarily informed by the capacity of Site 7 to delivery an optimal outcome for the broader Merrylands Centre context by creating a landmark development at the northern end of the proposed City Square that has an appropriate impact on the amenity of adjoining properties and public spaces (existing and proposed).

Based on this premise, it is SJB's recommendation that the preferred approach from a built form perspective is articulated in Scenario 1, but with a reduction in the height of buildings on Site 7 from 39 to 32 storeys to ensure its better aligned with the proposed scale of development on neighbouring properties within the Centre where the next tallest buildings are proposed to be 26-storeys closer to Merrylands Rail Station. Full details of SJB's recommended building heights are contained in Table 2 and Figure 9.

In selecting Scenario 1 as their preferred approach, careful consideration was also given to the likelihood of Scenario 3 (amalgamated Site 7 and 8) being delivered, and the considerable overshadowing impact a single tower form on Site 7 in Scenario 2 would have on properties to the south fronting Merrylands Road. Subsequently, it was SJB's opinion that the two-tower solution for Site 7 in Scenario 1, which includes adequate building separation without requiring further amalgamation, was considered the preferred outcome as summarised below:

- A built form that comprises of podium and tower high rise development on large consolidated lots within the core of Merrylands Centre;
- Heights which have been focused around key destinations including 26 storey towers at the intersection of Pitt and McFarlane Streets to reinforce the Merrylands Station as a gateway to Merrylands and two 32 storey towers adjacent the City Square to serve as an urban marker for the major public space;
- A three storey podium along McFarlane Street and Merrylands Road and two storey podium along the laneways to create human scale environment for pedestrian; and
- Gradual transitioning of heights (from 32 storeys to 18 storeys) down from the City Square to Treves Street to respect the lower scale residential development to the west of Treves Street.

Site No.	Address	Current Allowable Height (Storeys)	SJB's recommended Building Height (Storeys)	ADG Heights
1 [1,199m ²]	135-141 Merrylands Rd (incl 266 Pitt Street)	65m (20)	84m (26)	86m
2 [1,373m ²]	254 Pitt St	65m (20)	84m (26)	86m
3 [3,108m ²]	215-239 Pitt St	65m (20)	84m (26)	86m
4 [1,431m ²]	2-6 McFarlane St	65m (20)	75m (23)	77m
5 [1,827m ²]	8-14 McFarlane St	65m (20)	75m (23)	77m
6 [1,139m ²]	18-20 McFarlane St	65m (20)	75m (23)	77m
7 [5,422m ²]	28-36 McFarlane St	65m (20)	103m (32)	105m
8 [1,236m ²]	40 McFarlane St	65m (20)	75m (23)	77m
9 [12,415m ²]	52-54 McFarlane Street + 233 – 259 Merrylands Road Merrylands Rd	41m (12) & 53m (16)	41m (12) & 65m (20)	43m & 65m
10 [1,199m ²]	215-231 Merrylands Rd	65m (20)	75m (23)	77m
11 [1,335m ²]	193-201 Merrylands Rd	65m (20)	75m (23)	77m
12 [2,164.m ²]	177-191A Merrylands Rd	65m (20)	75m (23)	77m
13 [2,068m ²]	161-175 Merrylands Rd	65m (20)	75m (23)	77m
14 [1,298m ²]	153-159 Merrylands Rd	65m (20)	84m (26)	86m

Table 2: SJB's Preferred Building Heights

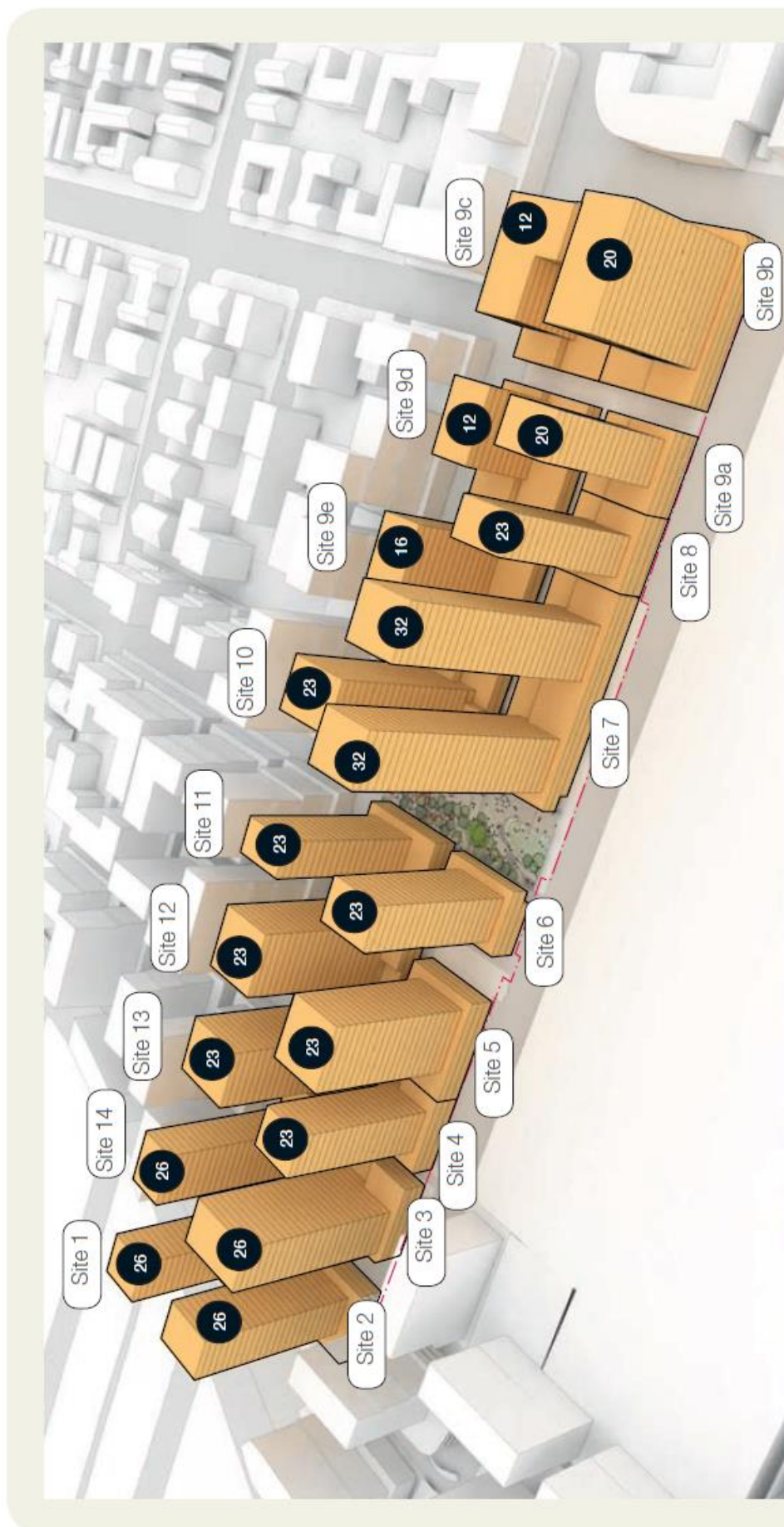


Figure 9 – Recommended Building Heights

Land Reservations and LEP Adjustments:

Council resolved on 17 March 2015 to endorse a planning proposal to reserve land required for infrastructure and public spaces through an amendment to the LEP. This included land within the study area that is the subject of this report. In particular, it included the Main Lane extension from the current end near the planned City Square to the Merrylands Court site where it would then extend back to Merrylands Road and McFarlane Street. Discussions have been held regarding the Merrylands Court site to re-evaluate the need for this extension as an LEP reservation. It is advised that the extension and the southern arm of the 'T' are essential to ensure that the service lane and drainage infrastructure can be delivered in a timely manner, and not be dependent upon any single development occurring. However, the infrastructure could function sufficiently with a single entrance as an interim arrangement and the northern arm of the 'T' could then be provided upon development of the Merrylands Court site. As such it is recommended that the northern arm of the Main Lane extension 'T' be excluded from the LEP amendment, but rather kept in the DCP for dedication upon development. With the exception of this northern arm, the reservations within the study area should be included in a planning proposal resulting from this report. This would include adjustments to FSR to account for laneway reservations.

Design Excellence:

SJB also recommend introducing new design excellence provisions into the Holroyd LEP 2013 to encourage new developments to contribute to the urban and public domain character of the Merrylands Centre. These new provisions would provide for a height 'bonus' on sites greater than 2,500m² where development proposals can address specific criteria. The recommended control is as follows:

Design excellence will be sought on sites that meet the following criteria:

- Sites larger than 2,500m² in site area
- Form and external appearance of the development will improve the quality and amenity of the public domain
- Where a high standard of architectural design, materials and detailing appropriate to the building type and design can be achieved
- The development may have a detrimental impacts on view corridors or visual character
- The relationship between the development and other neighbouring sites requires specific approaches to separation, setbacks, amenity and form
- The site can accommodate additional height (10% greater than LEP), without having an inappropriate impact on adjoining properties and space

The design excellence framework can be implemented through HLEP 2013.

Holroyd DCP 2013 Amendments:

Associated with amending HLEP 2013 height controls will be the need to amend Holroyd DCP 2013 in the following areas:

- Primary frontage requirements
- Street wall heights
- Upper level street setbacks
- Solar access to Merrylands City Square
- Building depth and length
- Maximum floor plates
- Colonnade dimensions

The respective changes to the DCP will be separately drafted to the formulation of the Planning Proposal.

Conclusion:

An independent review of building heights pertaining to the B4 Mixed Use zone in the Merrylands Centre has identified the need to increase building heights to provide greater flexibility in delivering the current floor space potential and improved building design. It is also recommended that new statutory planning provisions are introduced into the Holroyd LEP 2013 ensuring design excellence is paramount in promoting new innovative design as part of redeveloping the Merrylands Centre.

A Planning Proposal is required to be prepared and referred to the NSW Department of Planning and Environment seeking a Gateway determination prior to publicly exhibiting the proposed LEP amendments.

Consultation:

Upon receipt of the Gateway determination, the Planning Proposal will be publicly exhibited for 28 days, following which a report will be prepared for Council in response to any public submissions received.

Financial Implications:

Strategic Planning staff will be responsible for preparing the Planning Proposal. The recommended changes to the LEP height controls would result in a number of landowners being able to achieve more of their floor space potential. It is understood this would have positive financial implications across the Centre.

Policy Implications:

Following adoption of the Planning Proposal, relevant amendments will be made to the Holroyd LEP 2013 and the Building Height maps and Holroyd DCP 2013.

Communication / Publications:

The planning proposal would be notified in the local newspaper and on Council's website.

Report Recommendation:

- i) Council resolve to forward a Planning Proposal to amend Clause 4.3 Height of Buildings to the Holroyd Local Environmental Plan 2013 and associated maps as indicated in the last column of Table 2 in this report to the Department of Planning & Environment for Gateway Determination.
- ii) The Planning Proposal incorporate the resolution of 17 March 2015 in relation to Land Reservations in the study area, including adjustments to FSR maps with the exception of the northern arm of the Main Lane extension.
- iii) The Planning Proposal include an amendment to the Holroyd Local Environmental Plan 2013 to introduce the recommended design excellence controls.
- iv) Council advise the Department of Planning & Environment that it wishes to exercise its plan making delegations for the Planning Proposal.
- v) A further report be provided to Council following the exhibition of the Planning Proposal.

Attachments:

- 1. Merrylands Station and McFarlane Street Precinct Study - Sections 1-3
- 2. Merrylands Station and McFarlane Street Precinct Study - Section 4
- 3. Merrylands Station and McFarlane Street Precinct Study - Section 5

2016 National General Assembly of Local Government - 19 to 22 June 2016

Responsible Department: General Manager
 Executive Officer: General Manager
 File Number: INFOC/1 - BP16/207
 Delivery Program Code: 20.1.1 Council maintains effective working relationships with local MP's and their staff, government agencies and departments

CCL010-16

Summary:

The purpose of this report is to invite Councillors to nominate potential Motions for consideration by the National General Assembly Meeting in Canberra between 19 and 22 June 2016, for Councillors to indicate their intention to be appointed as delegates to represent Council at the General Assembly, and for Council to amend its Ordinary Council Meeting schedule in relation to the Council Meeting that is scheduled to take place on 21 June 2016.

Report:

The Australian Local Government Association has announced that the National General Assembly will be held in Canberra between 19 and 22 June 2016.

The theme of the Assembly is "Partners in an Innovative and Prosperous Australia", seeking to focus attention on the role that Local Government can play in creating a prosperous Australia. The Federation Discussion Paper notes that Australia today is very different from the country it was at the time of Federation and poses the fundamental question "... does [the Federation] provide the system of national governance that Australians need right now, and will it help or hinder efforts to adapt and thrive in the vastly different economic, political and social realities of the 21st Century?"

In December 2015 the Council of Australian Governments (COAG) reset the national political dialogue. COAG committed to:

- Close collaboration in areas of shared responsibility, including competition, tax, innovation, infrastructure, cities and regulation, as well as health and education.

COAG leaders agreed the principles for a new national economic reform agenda should be:

- To deliver for all Australians no matter where they live:

- A stronger, more productive and more innovative Australian economy, with more jobs, more opportunities and higher living standards;
- Fairness and equity, with protection for disadvantaged and lower income Australians; and
- More efficient and high quality services.

The 2016 theme invites Councils from across Australia to consider the role of Local Government in this agenda, and how Councils can play their role in the delivery of these objectives. Many of the services and infrastructure provided by Councils are not only critical to the social, cultural and environmental well-being of their communities, but also to the economic prosperity of their regions and the nation more broadly.

The National General Assembly debate on motions and associated discussions will seek to highlight how Local Government can be more agile in delivering those services to communities, as well as send a strong and unified message to the Commonwealth.

The following principles apply to ensure eligibility of all Motions:

- Be relevant to the work of Local Government nationally;
- Be consistent with the themes of the Assembly;
- Complement or build on the policy objectives of your state and territory Local Government Association;
- Propose a clear action and outcome; and
- Not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of Local Government.

The format of Motions has also been prescribed and all Motions must be submitted to the Australian Local Government Association (ALGA) by 22 April 2016.

Discussion Papers issued by the ALGA can be found at the following link http://alga.asn.au/site/misc/alga/downloads/events/2016NGA/Innov_Prod_Prosp_Disc_Paper.pdf and provides the following information on which to base Motions:

Local Government Role in National Productivity

Motions from Councils are asked to consider:

1. Given the importance of local and regional infrastructure, are there any national initiatives that could further assist Local Government to support local and regional productivity?

2. Are there areas of reform that Local Government can explore to enhance economic development and productivity?

Partnering

Motions from Council are asked to consider:

- Are there new opportunities for the Australian Government to partner with Local Government to delivery Commonwealth services at the local level? What would be the role of the Commonwealth in such a partnership? How would this benefit the community?
- Are there partnerships that could be developed to maximise the opportunities to innovate and provide simpler, smarter and more reliable services and infrastructure at the local level? If so, what are these opportunities and what would be the role of the Commonwealth in supporting these partnerships?
- Are there opportunities for the private sector to partner with Local Government to speed up and improve a Local Government service or function? What role could the Commonwealth play in facilitating these opportunities?

Innovation

Motions from Council are asked to consider:

- What is the role of Local Government in this innovation agenda?
- Are these objectives relevant to Local Government itself? For example, is its role in increasing collaboration between industry and researchers to find solutions to read-world problems and to create jobs and growth? If so, how can these solutions be shared to the benefit of all Councils and their communities? How could the Australian Government help this to occur?
- What can Local Government bring to the table as a partner? For example, does Local Government hold data that, having regard to privacy issues, could be shared with the private sector which could put it to innovative uses? How could the Australian Government support this?
- Are there digital innovations that could be introduced to Local Government that would increase the efficiency of businesses working with Local Government and vice-versa? How could the Australian Government support this?

- Is there a role for Local Government to help innovative start-ups to rapidly transform their ideas into globally competitive businesses by giving them mentorship, funding, resources, knowledge and access to business networks? If so, how could the Australian Government support this?

Resourcing

The 2014-15 Federal Budget committed to provide \$2.28 billion in Financial Assistance Grants (FAGs). However, the Government also announced it would pause the indexation of FAGs for three years following the budget.

Freezing of the indexation of FAGs will reduce Commonwealth expenditure (and grants to Councils) by more than \$925 million over the forward estimates. The freeze also means that the aggregate level of FAGs will be permanently reduced by almost 13%, unless there is a future Government decision to restore this base with a catch-up payment.

Councils are invited to submit motions to address this issue.

Staff are currently preparing draft Motions for Council's approval on 5 April 2016. Councillors are invited to nominate Motions for Council's consideration.

Costs of Attendance

	\$
Early Bird Registration Fees (by 6 May 2016)	929.00
Official Functions	230.00
Accommodation, 3 nights @\$300	900.00
Air Travel	<u>690.00</u>
 Cost per person (estimate)	 \$2,719.00

Ordinary Council Meeting Schedule

The Ordinary Council Meeting scheduled for Tuesday, 21 June 2016 falls within the dates for the National General Assembly. It is proposed that Council re-schedule the date of the Ordinary Council Meeting of 21 June 2016 to Tuesday, 28 June 2016.

Conclusion:

Councillors in previous years have found the National General Assembly to be of particular interest and value. Council is requested to nominate interested delegates to attend the 2016 National General Assembly of Local Government.

Consultation:

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

Financial Implications:

Funding for attendance by delegates, the General Manager and a Director are provided for within the 2016/2017 Budget.

Policy Implications:

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

Communication / Publications:

Council's motions will be placed on Council's website and if approved by the Australian Local Government Association Executive, will be included in the Business Paper issued for discussion at the National General Assembly.

Any amendments to Council's meeting schedule will be advertised on Council's website, included in Council's Corporate Page and in Council's Customer Service Foyer.

Report Recommendation:

- i) That Councillors forward any motions thought to be suitable for debate at the National General Assembly by 25 March 2016 for consideration by Council at its meeting of 5 April 2016.
- ii) That Council nominate any interested delegates to attend the National General Assembly to be held in Canberra from Sunday, 19 June 2016 to Wednesday, 22 June 2016.
- iii) That Council amend its Ordinary Council Meeting schedule to re-schedule the 21 June 2016 Council Meeting to Tuesday, 28 June 2016.

Attachments:

1. 2016 National General Assembly Discussion Paper

Registration of Restriction on the Use of Land and Positive Covenant on Various Development Sites

Responsible Department: Engineering Services
 Executive Officer: Director of Engineering Services
 File Number: INFOC/1 - BP16/131
 Delivery Program Code: 6.3.2 Implement floodplain management actions/plans

CCL011-16

Summary:

Approval is sought to affix the Common Seal of Council on the Restriction on the Use of Land and Positive Covenant relating to the Stormwater Management and overland flowpath.

Report:

A number of development sites require the provision of an On-site Stormwater Detention (OSD) system, Pollution Control Device (PCD), Overland Flowpath (OF) as a condition of consent. The following sites are:

Development Consent	Address	Stormwater Management (OSD, PCD, OF)	Lot and Deposited Plan
2012/136	51 Heath Street, Merrylands	OSD	Lot 196, DP 7742
2011/462	57 Hawksview Street, Merrylands	OSD	Lot 8, Section 7, DP 1857
2005/229	35 Carinya Road, Girraween	OSD	Lot 89, DP8768

As the detention systems are now complete, the owner of the properties listed above are required to lodge a Restriction on the Use of Land and Positive Covenant with the Department of Lands NSW, to ensure protection and ongoing maintenance of the detention systems.

These documents are required to be executed by Council under its Common Seal.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the Common Seal of Council be affixed to the "Request Forms (13RPA & 13PC)" in respect of the following properties:

Development Consent	Address	Stormwater Management (OSD, PCD, OF)	Lot and Deposited Plan
2012/136	51 Heath Street, Merrylands	OSD	Lot 196, DP 7742
2011/462	57 Hawksview Street, Merrylands	OSD	Lot 8, Section 7, DP 1857
2005/229	35 Carinya Road, Girraween	OSD	Lot 89, DP8768

Attachments:

Nil

Register of Reports to be Considered by Council

Responsible Department: Corporate and Financial Services
Executive Officer: Director of Corporate & Financial Services
File Number: INFOC/1 - BP16/142
Delivery Program Code: 17.2.1 Deliver efficient administrative support and governance on a corporate basis for Councillors, staff and community

Summary:

The purpose of this report is to provide Councillors with a Register of Reports to be considered by Council as at 1 March 2016.

Report:

The Register of Reports to be considered by Council for the period as at 1 March 2016 is attached to this report.

Consultation:

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

Financial Implications:

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

Policy Implications:

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

Communication / Publications:

There are no communication / publication issues for Council associated with this report.

Report Recommendation:

That the report be received.

Attachments:

1. Register of Outstanding Reports as at 1 March 2016