

## AUBURN CITY COUNCIL

REPORTS TO THE  
**ORDINARY MEETING OF COUNCIL**  
TO BE HELD IN THE COUNCIL CHAMBERS  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON WEDNESDAY, APRIL 20, 2016  
COMMENCING AT 5.00PM

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**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

General Manager's Report

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**061/16      Disclosure of Interests**

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C-27-08/03      MB : MW

The provisions of Chapter 14 of the Local Government Act, 1993 regulate the way in which Councillors, Administrators and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest and the reasons for declaring such interest must be disclosed as soon as practicable after the start of the meeting.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions or voting on that matter and further require that the member vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

**RECOMMENDATION**

***That where necessary any person now disclose any interest and the reason for declaring such interest in the matters under consideration by Council at this meeting.***

**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

General Manager's Report

**062/16      Address by Invited Speakers**

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C-28-02/03      MB : MW

**SUMMARY**

There have been no requests to address the Ordinary Meeting at the time of printing the Business Paper.

**RECOMMENDATION**

- 1. That the report on Invited Speakers be received and the information therein noted.***
- 2. That standing orders be varied to allow each item to be dealt with following the speaker's address.***

**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

General Manager's Report

**063/16      Public Question Time**

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C-28-02/03      MB : MW

**SUMMARY**

This agenda item arises from the Council's decision at its meeting on 17<sup>th</sup> June, 2015 (refer Minute 121/15 i. to iv.) to amend the Code of Meeting Practice to incorporate within the meeting agenda the 'Public Question Time' previously scheduled for 6.00pm prior to each Ordinary Council Meeting.

The criteria for such Questions from the Public are detailed on the Council's website and incorporate the necessity for questions to be submitted in writing by not later than 4.00pm on the Monday preceding the Council Meeting.

**RECOMMENDATION**

- 1. *That Standing Orders be suspended so as to deal with any duly submitted questions from the public;***
- 2. *That any member of the public who has submitted questions be invited to address the Council.***



**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

General Manager's Report

**064/16      Confirmation of the Minutes of Previous Ordinary Meeting - 16  
March 2016**

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C-28-02/03      MB : MW

**SUMMARY**

Confirmation of the minutes of the previous Ordinary Meeting of Council held on March 16, 2016.

**RECOMMENDATION**

***That the minutes of the previous Ordinary Meeting of Council held on March 16, 2016, be confirmed.***

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## **AUBURN CITY COUNCIL**

MINUTES OF THE  
**ORDINARY MEETING OF COUNCIL**  
HELD IN THE COUNCIL CHAMBERS  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON WEDNESDAY, MARCH 16, 2016  
COMMENCING AT 5.00PM

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### **PRESENT**

The Interim Administrator – Mr. V May.

### **IN ATTENDANCE**

General Manager, Deputy General Manager Indirect, Deputy General Manager Direct, Executive Manager Planning, Executive Manager Community Development, Acting Executive Manager Corporate, Manager Strategy and Governance Coordinator.

**037/16                      Disclosure of Interests**

C-27-08/03              MB : MW

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There were no disclosures of interest.

**038/16                      Address by Invited Speakers**

C-28-02/03              MB : MW

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The following person had made application to address the meeting of Council:

<u>Speakers</u>	<u>Item No./Subject</u>
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Mr T. Oldfield	049/16 – Submission to Boundaries Commission Regarding Proposed Mergers Involving Auburn City Council.
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***Moved and declared carried by the Interim Administrator:***

- 1. That the report on Invited Speakers be received and the information therein noted.***
- 2. That standing orders be varied to allow the item to be dealt with following the speaker's address.***

**039/16                      Public Question Time**

C-28-02/03              MB : MW

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No questions had been received.

**040/16                      Confirmation of the Minutes of Previous Ordinary Meeting - 17 February 2016**

C-28-02/03              MB : MW

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***Moved and declared carried by the Interim Administrator that the minutes of the previous Ordinary Meeting of Council held on February 17, 2016, be confirmed.***

**041/16                      Confirmation of the Minutes of Previous Extraordinary Meeting - 2 March 2016**

C-28-02/03              MB : MW

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***Moved and declared carried by the Interim Administrator that the minutes of the previous Ordinary Meeting of Council held on March 2, 2016, be confirmed.***

**042/16                      Joint Regional Planning Panel (JRPP) Membership Report**

C-28-26                      GF : MW

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***Moved and declared carried by the Interim Administrator:***

- 1. That Council receive and note the information in this report;***

2. ***That Council endorse the remuneration schedule attached to this report for the JRPP Panel members as they are reflective of the panel members skills and experience.***
3. ***That Council endorse a modified procedure for community consultation associated with “significant” development proposals (i.e. >\$20 million) and minor modifications as follows:***
  - a) ***That Council continue to hold public information meetings for significant development proposals with a sole focus on providing information to residents and interested parties.***
  - b) ***That amended design proposals received by Council under an application that has already been subject to the above community consultation process and/or S96 modifications, not require a further public meeting or extended exhibition, where the design amendments are not substantial or where the impacts of the development are reduced. Any such amended design proposals shall be exhibited and notified in accordance with the Notifications Chapter of the Auburn Development Control Plan.***
4. ***That a detailed report on the Notification of significant development applications (in the form of letters to surrounding owners and occupiers) be undertaken to review the effectiveness and cost benefits of the additional notification area for JRPP applications and the results and recommendations presented to Council .***

**043/16            Update on the Remuneration for the Auburn Independent Assessment Panel (AIAP)**

C-28-26            GF : EG

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***Moved and declared carried by the Interim Administrator:***

1. ***That Council receive and note the information in this report;***
2. ***That Council endorse the remuneration schedule attached to this report for the AIAP expert panel members as they are reflective of the panel members skills and experience.***
3. ***That Council endorse the remuneration for community representatives as a \$800 flat fee including GST.***

**044/16            Review of Investment Policy**

A-05-01/05            RS : MW

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***Moved and declared carried by the Interim Administrator:***

1. ***That no amendments be made to Council’s Investment Policy.***
2. ***That the recommendations included in Prudential Investment Service’s Investment Strategy Review be adopted and implemented.***
3. ***That the arrangement with Perpetual Investment Services Corp for ongoing investment advice to the Council be noted.***

**045/16 Internal Audit Function**  
C-29-40 BC : PV

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***Moved and declared carried by the Interim Administrator:***

- 1. That the General Manager be authorised to invite applications for the position of temporary Internal Auditor, either full or part time;***
- 2. That a draft Internal Audit Program be provided for consideration by the Governance Committee.***
- 3. That item 1. above be actioned following discussions with Holroyd City Council about participation on a shared basis.***
- 4. That an amount of \$100,000.00 be provide in the draft 2016/17 budget.***

**046/16 Auburn Lidcombe Lions Club Inc. Charity Golf Day - Waiving of Green Fees**  
G-10-06/06 MW : MW

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***Moved and declared carried by the Interim Administrator that the request to waive Council's green fees for participants attending the Auburn Lidcombe Lions Club Inc. Charity Golf Day on Sunday, 10 April 2016 be approved, conditional on the Club providing appropriate certification confirming the total funds raised on the day being forwarded to Council within 30 days of the Tournament.***

**047/16 T-2015-007 – Tender for Susan Street Car Park Lighting Retrofit**  
T-2015-007 MC : EG

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***Moved and declared carried by the Interim Administrator:***

- 1. That any funds received from The Independent Pricing and Regulatory Tribunal (IPART) by way of a reimbursement to Council associated with this project, be placed in Council's Green Bank fund for use on future energy and water saving initiatives, subject to approval by the General Manager.***
- 2. That pursuant to Section 10A(2)(d)(i) (ii) & (iii) of the Local Government Act, 1993, the Tender Assessment Evaluation and Recommendation of this matter be dealt with in Closed Session as it contains commercial information of a confidential nature that would, if disclosed:-***
  - (i) prejudice the commercial position of the person who supplied it; and***
  - (ii) confer a commercial advantage on a competitor of the council; and***
  - (iii) reveal a trade secret.***

**048/16                      Draft Submission: Review of The Local Government Act 1993 - Towards New Local Government Legislation**

L-22-09                      MC : MW

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***Moved and declared carried by the Interim Administrator that Council adopt the draft submission at Attachment 1 to this Report and authorise the General Manager to forward the submission to the NSW Office of Local Government, subject to the following amendments:***

- ***3.1 - The additional comment/implications for Council be deleted.***
- ***3.2 - The amendment be supported and comments be deleted.***
- ***3.3 - Further comment be added:- Consideration also be given to amending the provisions of Section 240 (1) of the Act to ensure the Local Government Remuneration Tribunal takes account the numbers of Councillors to residents ratio in determining fees.***
- ***3.4 - The amendment be supported.***
- ***3.7 - The comments be deleted.***
- ***4.1 - Supported and the comments be deleted and replaced with consideration being given to providing partial public funding when postal voting is adopted by Council to include the distribution on one occasion by post, of candidates or groups electoral material obviously with limitations to be determined e.g. one A4 brochure.***
- ***5.1 - The comments be deleted.***
- ***7.1 - The comments be deleted.***
- ***7.3 - The comments be deleted.***
- ***8.3 - Supported, the comments be deleted.***
- ***8.4 - Supported, delete qualified support comments.***
- ***8.5 - Supported, the comments be deleted.***
- ***8.8 - Supported, the comments be deleted.***

**049/16                      Submission to Boundaries Commission Regarding Proposed Mergers Involving Auburn City Council**

C-29-52                      HM : MP

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Mr T. Oldfield addressed the Council on this matter.

***Moved and declared carried by the Interim Administrator:***

- 1. That Council note the submission provided to the public inquiries into the merger proposal concerning Auburn (Part), Holroyd (Part) and Parramatta (Part) and the merger proposal concerning Parramatta (Part), Auburn (Part), The Hills (Part), Hornsby (Part) and Holroyd (Part).***
- 2. That Council note the additional information included in the submission at the request of the Interim Administrator regarding elected representation.***
- 3. That Council authorise the General Manager to commence the process of transition towards the proposed new Councils.***

**050/16                      Public Viewing of the ABC Compass Broadcast - The Auburn Giants Story**

PKA04-01                      PJF : MP

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***Moved and declared carried by the Interim Administrator:***

- 1. That Council support the request for use of the Amphitheatre within the Auburn Botanic Gardens for the public viewing of the ABC Compass story featuring the Auburn Giants.***
- 2. That Council waive the fees and charges associated with the use of Auburn Botanic Gardens associated with the public viewing.***
- 3. That Council waive the fees and charges with the use of the Auburn Town Hall Auditorium as a wet weather alternative to the Auburn Botanic Gardens.***

**051/16                      Proposed Name Change of Auburn Mayoral Art & Photography Awards**

C-32-29                      BE : PI

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***Moved and declared carried by the Interim Administrator:***

- 1. That Council change the name of the annual 'Auburn Mayoral Art and Photography Awards' to the 'Auburn City Art and Photography Awards'.***
- 2. That Council modify the title of the two key award categories from 'Mayoral Art Award' to 'Auburn City Art Award,' and 'Mayoral Photography Award' to 'Auburn City Photography Award'.***

**052/16                      Report on Auburn City Council Community Grants Program 2016/2017**

D-05-01/10                      BE : PI

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***Moved and declared carried by the Interim Administrator:***

- 1. That Council allocate a total of \$79,402.20 in grant funding from the 2016/2017 Community Grants Program budget to the following community organisations:***

<b><i>Regents Park Youth and Families</i></b>	<b><i>\$2,998.90</i></b>
<b><i>Refugee Advice and Casework Service</i></b>	<b><i>\$8,258.00</i></b>
<b><i>Police Citizens Youth Clubs NSW</i></b>	<b><i>\$8,469.00</i></b>
<b><i>Multiple Sclerosis Limited</i></b>	<b><i>\$5,044.00</i></b>
<b><i>Child Abuse Prevention Service</i></b>	<b><i>\$10,000.00</i></b>
<b><i>Rugby Youth Foundation</i></b>	<b><i>\$10,000.00</i></b>
<b><i>The Northcott Society</i></b>	<b><i>\$9,705.30</i></b>
<b><i>Learning Links</i></b>	<b><i>\$10,000.00</i></b>
<b><i>Auburn Islamic Community Centre</i></b>	<b><i>\$8,100.00</i></b>
<b><i>Auburn Youth Centre</i></b>	<b><i>\$6,827.00</i></b>

- 2. That Council allocate up to \$10,000.00 from the 2016/2017 Community Grants Program budget to Shakti Migrant & Refugee Women's Support Group for a partnership project with Council, to be negotiated under the delegated authority of the General Manager.***

3. ***That Council maintain the remaining unallocated funds in the 2016/2017 Community Grants Program budget, and returned funds from the 2014/2015 and 2015/2016 Community Grants Program budgets to implement an additional small grants program (a total funding pool \$38,845.00) to support local community building initiatives upon confirmation of amalgamation arrangements.***
4. ***That the Interim Administrator hold a Morning Tea for the recipients of funding at the Berala Community Centre on April 7, 2016.***

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**053/16**                      **Minutes of the Governance Committee held on February 26, 2016**  
C-29-40                      BC : MW

***Moved and declared carried by the Interim Administrator that the minutes of the Governance Committee held on February 26, 2016 be received and the recommendations contained therein, adopted.***

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**054/16**                      **Report on Berala Community Centre - Results for First Quarter of Operation**  
C-32-25                      BE : PI

***Moved and declared carried by the Interim Administrator that the report be received and the information therein noted.***

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**055/16**                      **Investment Portfolio Performance as at 29 February 2016**  
A-05-01/05                      RS : MW

***Moved and declared carried by the Interim Administrator that the report be received and the information therein noted.***

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**056/15**                      **CLOSED SESSION**  
C-28-02/03                      BC : MW

***Moved and declared carried by the Interim Administrator that the Council convene in Closed Session to consider the following item:***

**C002/16      T-2015-007 - Tender for Susan Street Car Park Lighting Retrofit - Tender Assessment Evaluation and Recommendation**

***The item contains commercial information of a confidential nature that would, if disclosed: (i) prejudice the commercial position of the person who supplied it, or (ii) confer a commercial advantage on a competitor of the council, or (iii) reveal a trade secret, in accordance with Section 10A(2)(d) of the Local Government Act, 1993.***

*The Council convened in Closed Session at 5.33pm. The public and media left the Chamber.*

*On completion of the consideration and determination of the matter Council resolved to reconvene in Open Session.*



***Moved and declared carried by the Interim Administrator that Council move out of Closed Session and reconvene in Open Session.***

*The Council reconvened in Open Session at 5.36pm.*

*On resumption of Open Session, the General Manager announced that the Council in Closed Session had made its determination as follows:*

**C002/16      T-2015-007 - Tender for Susan Street Car Park Lighting Retrofit - Tender Assessment Evaluation and Recommendation**

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T-2015-007      MC : MW

***Moved and declared carried by the Interim Administrator that Council accept and proceed with the tender from L&H Group (trading as Specialised Lighting Solutions) for the supply and installation of LED lighting technology, emergency lights with motion sensors, and a site audit for a fixed price totalling \$120,001.21 (including GST).***

There being no further matters, the meeting was closed at 5.38pm.

CONFIRMED:

\_\_\_\_\_  
**INTERIM ADMINISTRATOR**

DATE:

\_\_\_\_\_

**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

General Manager's Report

**065/16      Confirmation of the Minutes of Previous Extraordinary Meeting - 30  
March 2016**

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C-28-02/03      MB : MW

**SUMMARY**

Confirmation of the minutes of the previous Extraordinary Meeting of Council held on March 30, 2016.

**RECOMMENDATION**

***That the minutes of the previous Extraordinary Meeting of Council held on March 30, 2016, be confirmed.***

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**AUBURN CITY COUNCIL**

MINUTES OF THE  
**EXTRAORDINARY MEETING OF COUNCIL**  
HELD IN THE COUNCIL CHAMBERS  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON WEDNESDAY, MARCH 30, 2016  
COMMENCING AT 5.00PM

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**PRESENT**

The Interim Administrator – Mr. V May.

**IN ATTENDANCE**

General Manager, Deputy General Manager Indirect, Deputy General Manager Direct,  
Executive Manager Planning, Executive Manager Corporate and Governance Coordinator.

**059/16 Disclosure of Interests**

C-27-08/03

MB : MW

There were no disclosures of interest.

**060/16 Proposed Wentworth Point Library and Community Centre Update**

C-37-01/09

GF : MW

***Moved and declared carried by the Interim Administrator:***

- 1. That Council receive and note this report.***
- 2. That Council endorse the lodgment of the Development Application in accordance with the plans prepared by CK Design International for the new library and community centre at 3 Burroway Road, Wentworth Point and that the application be assessed by an independent town planner and determined by the Auburn Independent Assessment Panel (AIAP).***
- 3. That Council accept the dedication of the new public square in front of the library and confirm that the final dedication will be at the end of the project.***
- 4. That the proposed VPA affectation to the Lot 14 relating to a part basement car park for Block C be removed for the reasons identified in this report and that the General Manager be delegated to sign the relevant documents.***
- 5. That Council confirm that the endorsed base building changes will result in a total amount of \$1,190,000.00 (excluding GST) based on the Quantity Surveyors report prepared by Altus Page Kirkland dated 16 December 2015 and that this is fully funded from the 2007 Section 94 Contributions Plan – Homebush Bay – Community Facilities.***
- 6. That a comprehensive further report be prepared for Council's information detailing the outcomes of the community consultation process in the future centres services and programs.***

There being no further matters, the meeting was closed at 5.02pm.

CONFIRMED: \_\_\_\_\_

**INTERIM ADMINISTRATOR**

DATE: \_\_\_\_\_

## AUBURN CITY COUNCIL

April 20, 2016

Executive Manager Planning's  
Report

To the Ordinary Meeting of Council

**066/16      The Draft Operational Plan 2016/17**

C-37-01/09

MC : EG

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
4a.6.1.4	Comply with all statutory reporting requirements	Coordinate and compile the Schedule of Fees
4a.7.2.1	Integrated Planning and Reporting framework	Produce and publish Operational Plan performance reports
4a.7.3.6	Integrated Planning and Reporting framework	Improve utilisation and effectiveness of performance reporting

**SUMMARY**

This report is to seek approval to place the draft Operational Plan 2016/17 on public exhibition. The draft Operational Plan 2016/17 will form a foundation document which will assist the integration of amalgamation documents and the development of a combined Operational Plan for the new entity, once the amalgamation process is complete. It is also necessary, under the Office of Local Government Guidelines, to prepare a draft Operational Plan and any other Integrated Planning documents as normal, until the point of an amalgamation.

**RECOMMENDATION**

- 1. That the information contained in this report on the proposed public exhibition of draft Operational Plan 2016/17 and Delivery Program 2013-2017 be received; and***
- 2. That in accordance with the Local Government Act 1993 and Local Government (General) Regulation 2005, Council endorse the draft suite of integrated planning documents, for public exhibition; and***
- 3. That in accordance with the Local Government Act 1993 and Local Government (General) Regulation 2005, the documents, be placed on public exhibition for 28 days and***
- 4. That the draft documents, along with any submissions received and any additional input from further community consultations during the public exhibition period, be reported to Council for its consideration and adoption of the draft Operational Plan 2016/17 and draft Delivery Program 2013-2017.***

**REPORT**

As required by Sections 404 (3) and 405 (3) of the Local Government Act 1993 (the Act) the Delivery Program for the period 2013-2017 and an Operational Plan for the fourth year of the Delivery Program (2016/17) has been reviewed. In addition, the Community Strategic Plan

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Executive Manager Planning's  
Report

To the Ordinary Meeting of Council

#### The Draft Operational Plan 2016/17 (cont'd)

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(CSP) and associated Resourcing Strategy have been reviewed and no changes were necessary at this time.

The legislation requires the draft plans to be publicly exhibited for 28 days. Any submissions received must be considered by Council prior to the plan being adopted.

The draft plans are being reported to Council now, so as to comply with the required deadlines stipulated by the Act, including public exhibition of these documents, consideration of submissions, and reporting to Council for adoption, can be met.

As per the Office of Local Government guidance, Council has prepared this draft Operational Plan despite the upcoming amalgamation with Holroyd Council. The draft will provide a foundational document to assist with the integration process and inform the combined Operational Plan 2016-17 of the new entity.

### **1. Background**

As this is year 4 of the Delivery Program, only the Operational Plan underwent substantial review, as per the legislative requirement.

Extensive community consultation has been undertaken in the last 3 years to develop and review the full suite of integrated planning documents. Recent consultation includes:

- 1,000 residents participated in a Community Priorities Survey via telephone in December 2014 and November 2012;
- 45 residents participated in a Community Satisfaction Study via focus groups held at Council in February 2013;
- 109 community members participated in 3 Community and 1 Agency Forums held in February 2013;
- Councillors and Council Managers participated in targeted workshops held in December 2012 and February 2013;
- 19 Council staff residing within the Auburn LGA participated in a workshop held in February 2013;
- Community members also participated in Council's online community engagement hub at [www.iloveauburncity.com.au](http://www.iloveauburncity.com.au) (between 1 February 2013 to 8 March 2013) including 359 site visits, 678 page views, 239 visitors, 169 document downloads, 6 completed surveys and 4 comments.

The next comprehensive review of all the integrated planning suite of documents will be undertaken with amalgamation and subsequent Council elections in late 2016 or early 2017. At that point, major community engagement will take place to provide a clear picture of the community's vision for the future. Council will then present its commitments to the community vision in their four year Delivery Program, and supporting annual Operational Plans.

### **2. Review of Operational Plan 2016/17**

The Operational Plan sets out the actions for each Program and assigns the key performance indicators for each action. A schedule of fees and charges, the Annual Statement of Revenue Policy and budget are also included in the Operational Plan.

In the 2016/17 Plan, the following alterations and additions have been made to programs carried over from the Operational Plan 2015/16:

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The Draft Operational Plan 2016/17 (cont'd)

Section	Type of change	Changes from Operational Plan 2015/16 to Operational Plan 2016/17
Introduction	Updated information	Updated General Manager's Message to reflect Council's current priorities for the coming financial year.
Our Community	Updated information	Updated demographical information to reflect 2016 statistics.
Our Organisation	Updated information	Updated organisational structure and other minor amendments.
Integrated Planning and Reporting Framework	Updated information	Updated key highlights to reflect actions that will occur in 2016/17.
Financial Information	Updated information	Consolidated financial information and included budget commentary.
Rolling and Capital Works Program	Updated information	Updated Rolling Works Program and Capital Works Program 2016/17 information. These two sections have been consolidated.
<b>In addition to the rolling over of dates for continuous or unfinished projects, the following changes were made to the Actions, KPI's and Responsible Managers:</b>		
1a.1.1.2	Delete KPI: <ul style="list-style-type: none"> <li>Council in the Community activities delivered per annum</li> </ul>	More streamlined reporting, program will be reported under other KPIs.
1a.1.1.3	KPIs deleted: <ul style="list-style-type: none"> <li>Annual Auburn Welcomes You program delivered</li> <li>Auburn Welcomes You participants</li> </ul>	Instead of an annual event, 'Auburn Welcomes You' will be delivered as a regular program, and will be reported on as such.
1a.3.3.1	KPIs deleted: <ul style="list-style-type: none"> <li>Number of Mayoral columns</li> <li>Number of radio segments</li> </ul>	More streamlined reporting, these activities will be reported under "Number of Media Releases".
1b.1.1.1	KPI deleted: <ul style="list-style-type: none"> <li>New volunteer applications from seniors per annum</li> </ul>	Not practical to record or monitor.
1b.1.2.1	Wording change to Action and KPI. "Mayoral Art Award" changed to "Auburn City Art Award".	Reflects the updated name of the award.
1b.3.1.1	4 KPIs deleted: <ul style="list-style-type: none"> <li>Triple P programs conducted</li> <li>Participants completing Triple P program</li> <li>Stepping Stone sessions conducted</li> <li>Participants completing Stepping Stones program</li> </ul>	All programs will now be reported under the remaining KPIs which streamlines the reporting process.
1b.3.3.3	1 KPI added: <ul style="list-style-type: none"> <li>Community education initiatives delivered per annum</li> </ul>	This data was not previously tracked.
1b.4.7.1	2 KPIs deleted: <ul style="list-style-type: none"> <li>Annual Expression of Interest process for Auburn Community Access Committee completed</li> <li>One new Town Centre Mobility Map completed by June 2016</li> </ul>	<ul style="list-style-type: none"> <li>Community Access Committee KPI will be reported on under other KPIs.</li> <li>The Town Centre Mobility Map project has been completed.</li> </ul>
1b.4.7.3	Reporting Responsibility changed from Manager Human Resources to Manager Finance.	Reflects the current organisational structure.
1b.4.11.1	1 KPI deleted: <ul style="list-style-type: none"> <li>Number of Wireless users per month.</li> </ul>	<ul style="list-style-type: none"> <li>Wireless user data is no longer available.</li> </ul>

April 20, 2016

Executive Manager Planning's  
Report

To the Ordinary Meeting of Council

## The Draft Operational Plan 2016/17 (cont'd)

Section	Type of change	Changes from Operational Plan 2015/16 to Operational Plan 2016/17
	1 KPI added: <ul style="list-style-type: none"> <li>Partnered programs / outreach services delivered onsite.</li> </ul>	<ul style="list-style-type: none"> <li>Programs delivered onsite was not previously reported.</li> </ul>
1b.4.11.4	1 KPI deleted: <ul style="list-style-type: none"> <li>Number of Wireless users per month.</li> </ul>	<ul style="list-style-type: none"> <li>Wireless user data is no longer available.</li> </ul>
1b.6.1.1	3 KPIs deleted: <ul style="list-style-type: none"> <li>Organise annual careers Advice Expo by June 2016</li> <li>Partners involved in Expo</li> <li>Expo participants</li> </ul>	This data will be reported under the remaining 'Employment initiatives' KPI under the same Action. This streamlines reporting.
1b.7.2.3	Responsible Manager changed from Manager Outdoor to Manager Corporate	Reflects internal changes that brought the function of this Activity from Outdoor Staff to Customer Service.
1c.1.2.1	2 KPIs deleted: <ul style="list-style-type: none"> <li>Deliver professional development activities for local artists per annum</li> <li>Complete project documenting Auburn's history and culture</li> </ul>	This change reflects the current priorities for the 2016/17 financial year under the Cultural Plan 2007-2017.
1c.1.3.1	Wording of the Action changed from "Develop calendar of events and coordinate their staging" to "Deliver Council 'community' and 'destination' events"  KPI deleted: <ul style="list-style-type: none"> <li>Sustainability initiatives implemented</li> </ul>	The new wording better reflects the intention of the Action and the services carried out.  <ul style="list-style-type: none"> <li>This will now be reported in the Sustainability section of the Operational Plan.</li> </ul>
1c.1.3.3	Slight change to the wording of the Action to include the phrase "planning and staging".	Better reflects the true intention of the Action.
1c.1.3.4	Action Deleted: <ul style="list-style-type: none"> <li>Develop and deliver a trial event management training program to community organisations</li> </ul>	This program will not be delivered in 2016/17.
1c.1.3.6	KPI deleted: <ul style="list-style-type: none"> <li>Satisfaction rating by participants</li> </ul>	This data is no longer captured.
1d.1.1.2	KPI deleted: <ul style="list-style-type: none"> <li>Monitoring of impact of CCTV completed per quarter</li> </ul>	Council's Audit functions now carry out this function and is reported as part of that process.
1d.1.4.1	KPI deleted <ul style="list-style-type: none"> <li>Review swimming pool safety barrier inspection program by June 2016.</li> </ul>	The swimming pool safety inspection program will be reviewed post-amalgamation.
2a.1.2.1	Action deleted: <ul style="list-style-type: none"> <li>Conduct proactive investigations relating to all illegal building works and land use</li> </ul>	This Actions intent was to carry out the Town Centre Awning program which is not a priority of Council in 2016/17.
2a.1.2.2	1 KPI deleted: <ul style="list-style-type: none"> <li>80% of complaints actioned</li> </ul> 2 KPIs added <ul style="list-style-type: none"> <li>Total Customer Requests received</li> <li>Total Customer Requests actioned</li> </ul>	The KPI existing as a percentage did not reflect the total number of Customer Requests received.



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## The Draft Operational Plan 2016/17 (cont'd)

Section	Type of change	Changes from Operational Plan 2015/16 to Operational Plan 2016/17
2a.1.3.7	2 KPIs deleted: <ul style="list-style-type: none"> <li>Requests for technical advice</li> <li>Requests for technical advice on environmental health</li> </ul>	These are no longer required to be measured as they are minor day to day tasks.
2a.2.2.2	KPI added: Number of applications reported to Auburn Independent Assessment Panel	Reflects the new process for applications.
2b.1.1.1	Action deleted: <ul style="list-style-type: none"> <li>Renew and upgrade pathway network within the Japanese Garden</li> </ul>	This project is no longer planned for 2016/17.
2b.2.1.2	Action deleted: <ul style="list-style-type: none"> <li>Construct new district playground, exercise and picnic facilities at Auburn Park</li> </ul>	Project complete.
2d.1.1.1	KPI deleted: <ul style="list-style-type: none"> <li>Service operating 6 days a week</li> </ul>	As the bus service is currently operating at this level, the KPI is no longer required.
2d.1.1.2	Wording of the Action changed to include the words "to other agencies as required".	This reflects that the Action cannot always be carried out, and is only needed as required.
2a.2.1.1	1 KPI deleted: <ul style="list-style-type: none"> <li>Design traffic facilities</li> </ul> 2 KPIs added <ul style="list-style-type: none"> <li>Make Black Spot Submission</li> <li>Design traffic facilities pending approved submission</li> </ul>	These changes reflect the nature of the Action depending on funding received from the State Government.
2e.3.3.1	Reporting Responsibility changed from City Engineer to Deputy General Manager (Direct)	Reflects current organisational structure.
2e.4.1.2	Action Added: <ul style="list-style-type: none"> <li>Implement recommendations of adopted Auburn City Bicycle Plan</li> </ul>	This additional Action is for the implementation of the Plan once the Plan is complete and adopted.
2f.1.1.1	Action deleted: <ul style="list-style-type: none"> <li>Develop proposals for Lidcombe RSL into a new community facility</li> </ul>	The old Lidcombe RSL building has been demolished.
2f.5.4.1	1 KPI deleted: <ul style="list-style-type: none"> <li>Prepare Oriole Park master plan brief by April 2016</li> </ul> 2 KPIs added: <ul style="list-style-type: none"> <li>Prepare Master Plan options for discussion with Council</li> <li>Prepare draft Oriole Park Master Plan</li> </ul>	These changes reflect the expected progress of this project through the amalgamation process.
2f.5.4.3	1 KPI deleted: <ul style="list-style-type: none"> <li>Report Playground Strategy to Council for adoption by April 2016</li> </ul> 2 KPIs added: <ul style="list-style-type: none"> <li>Prepare draft Playground Strategy</li> <li>Draft Playground Strategy reported to Council for exhibition</li> </ul>	These changes reflect the expected progress of this project through the amalgamation process.
2f.5.5.1	Reporting Responsibility changed from City Engineer to Deputy Manager (Direct)	Reflects current organisational structure

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## The Draft Operational Plan 2016/17 (cont'd)

Section	Type of change	Changes from Operational Plan 2015/16 to Operational Plan 2016/17
3a.2.1.1	1 KPI deleted: <ul style="list-style-type: none"> <li>Develop environmental improvement projects by June 2016</li> </ul>	This project will not be continuing in 2016/17.
3a.3.2.5	Action deleted <ul style="list-style-type: none"> <li>Collect condition data and analyse drainage system</li> </ul>	Project completed.
3c.1.3.1	Action deleted: <ul style="list-style-type: none"> <li>Prepare a sustainable awareness program for local business</li> </ul>	Project completed.
3d.1.3.1	Reporting Responsibility changed from Manager Outdoor to Manager Development Assessment.	Reflects current organisational structure.
4a.3.1.1	Action deleted: <ul style="list-style-type: none"> <li>Prepare Communication Plan</li> </ul>	Project completed.
4a.4.1.1 4a.4.1.2 4a.4.1.3 4a.4.5.1	Responsible Manager changed from Manager Human Resources to Manager Outdoor.	Reflects the movement of the WHS function from Human Resources to Outdoor.
4a.4.5.2	6 KPIs deleted: <ul style="list-style-type: none"> <li>Premium target not to exceed premium paid</li> <li>Premium impacting claims per 100,000 wages</li> <li>Claims reported within 5 days</li> <li>Average GIC for all claims</li> <li>Claims closed within 12 weeks</li> <li>Reduction in number of muscular stress claims</li> </ul>	The workers compensation provider has changes, as such this data cannot be provided.
4a.5.6.2	Action deleted: <ul style="list-style-type: none"> <li>Hold Risk Management Panel meetings</li> </ul>	The Governance Committee performs this function.
4a.7.3.3	Action deleted: <ul style="list-style-type: none"> <li>Seek staff input in relation to internal culture and climate</li> </ul>	This program will recommence under the new organisation.
4c.1.3.1	Manage the Waste and Sustainability Improvement Program (WaSIP) Project Delivery Program	Project completed.
4d.1.1.4 4d.1.1.5	Reporting Responsibility changed from Manager Strategy to Manager Human Resources	Reflects current organisational structure.
4d.1.1.6	Reporting Responsibility changed from Manager Strategy to Manager Finance	Reflects current organisational structure.
4d.1.2.1 4d.1.3.1	Reporting Responsibility changed from Manager Strategy to Manager Human Resources	Reflects current organisational structure.
4d.1.4.1	Reporting Responsibility changed from Manager Human Resources to Manager Finance	Reflects current organisational structure.
4d.1.6.1	Reporting Responsibility changed from Manager Human Resources to Manager Community Development	Reflects current organisational structure.
4d.1.7.1	Action deleted: <ul style="list-style-type: none"> <li>Engage trainees as business conditions permit</li> </ul>	Trainees are not currently engaged by the organisation.
4e.1.5.1	Action deleted: <ul style="list-style-type: none"> <li>Maintain information for centralised management of GIS maps.</li> </ul>	Action was not accurate.

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The Draft Operational Plan 2016/17 (cont'd)

Section	Type of change	Changes from Operational Plan 2015/16 to Operational Plan 2016/17
4e.1.5.3	Action deleted: <ul style="list-style-type: none"> <li>Improve management of maps</li> </ul>	Project complete.
4e.1.6.1	Action deleted: <ul style="list-style-type: none"> <li>Implement Corporate Application</li> </ul>	Project complete.
4e.1.6.3	Action deleted: <ul style="list-style-type: none"> <li>Implement additional Enterprise Asset Management classes</li> </ul>	Project complete.
Schedule of Fees and Charges	Aside from the annual review and increases the following new fees have been introduced for: <ul style="list-style-type: none"> <li>Mail out with Rates Notices</li> <li>Change of existing street number and addresses</li> <li>Aggregation of Land Values</li> <li>Statement of Account</li> <li>Credit Card payments</li> <li>Community Centre booking amendments (applicable from the second change)</li> <li>Town Centre Pavers</li> </ul>	<ul style="list-style-type: none"> <li>\$0.70 (Community), \$1.00 (Government) and \$1.50(Commercial)</li> <li>\$750.00</li> <li>\$100.00</li> <li>\$50.00</li> <li>1% of payment value</li> <li>\$50.00</li> <li>\$500/sqm</li> </ul>

**3. Public exhibition**

In accordance with the Act, these Plans are intended to be publically exhibited for a minimum 28 day period spanning 21 April to 17 May 2016. Copies of the Plan will be on exhibition during this period at the Council's Administration Centre and Council's libraries at Auburn, Lidcombe, Regents Park and Newington. It will also be available on Council's website.

Two public information sessions will be held at the Civic Centre during the exhibition period, where Council staff will be available to answer questions and take submissions.

Following the exhibition period, the Plans will be amended after consideration of comments and put to Council for adoption at the 15 June Council Meeting. This will allow Council to meet the **legislative deadline of adoption by 30 June 2016**.

**ATTACHMENTS (to be circulated to the Interim Administrator and Executive Team under separate cover)**

1. Draft Delivery Program 2013-2017 and Draft Operational Plan 2016/17, Including the Schedule of Fees and Charges - T035186/2016

## AUBURN CITY COUNCIL

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Executive Manager Planning's  
Report

To the Ordinary Meeting of Council

**067/16 Post Exhibition Report - Adoption of Draft Carter Street Precinct Development Contributions Plan 2016**

T-10-55

MC : EG

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
1B.4.1.1	Promotion of community wellbeing and social inclusion	Prepare new Section 94 Developer Contributions Plan

**SUMMARY**

At its meeting of 17 February 2016, Council's Interim Administrator resolved to publicly exhibit the *Draft Carter Street Precinct Contributions Plan 2016* (the draft plan). The purpose of this report is to report back following the exhibition of the draft plan.

The public exhibition was held between 23 February 2016 and 22 March 2016. Council also endorsed the scope of the draft Works Program for local and district community infrastructure with the indicative cost estimates shown in Schedule 4 of the draft plan.

No submissions were received by Council during the exhibition period or afterwards. It is recommended that the Interim Administrator resolve to adopt the *Carter Street Precinct Development Contributions Plan 2016* at Attachment 1 to this report.

**RECOMMENDATION**

- 1. That the Draft Carter Street Development Contributions Plan 2016 at Attachment 1 be adopted, with the minor amendments described in this report.***
- 2. That the adoption and date of coming into effect be advertised in accordance with clause 31 of the Environmental Planning and Assessment Regulation 2000.***
- 3. That the Executive Manager Planning be authorised to make any further minor modifications to any numerical, typographical, interpretation and formatting errors, if required, in the finalisation of the draft plan.***
- 4. That Part D of the Auburn Development Contributions Plan 2007 be repealed.***
- 5. That any unspent funds collected through the previous Carter Street Section 94 and Section 94A Plans be expended as if they were funds received under the adopted Carter Street Development Contributions Plan 2016.***

**REPORT****Background**

The Department of Planning and Environment has rezoned the Carter Street Precinct for future residential and commercial uses with potentially over 5,500 new residential dwellings and about 204,000 m<sup>2</sup> GFA commercial floor space for an estimated 6,785 jobs.

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Post Exhibition Report - Adoption of Draft Carter Street Precinct Development Contributions  
Plan 2016 (cont'd)

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The current *Auburn Development Contributions Plan 2007*, Part D for Carter Street is now outdated, and requires urgent revision to reflect the new Carter Street development provisions, and the need for expected new development applications to be levied contributions to fund future Council-provided community infrastructure for the projected Carter Street population.

The Draft Contributions Plan for Carter Street proposes a S94A contribution of 1% of the construction cost of all new development to fund a draft 10 to 20 year works program for a range of new local parks, district park upgrades and additional sporting facilities, a community centre within the precinct, a proposed indoor recreation centre and other additional active recreational facilities, a Haslams Creek cycle /pedestrian shared link and local traffic management works.

Section 94A, known as indirect contributions, based on a percentage of the cost of development, were introduced into the *Environmental Planning and Assessment Act 1979* in the 2005 amendments. Indirect contributions plans allow the calculation and levying of a contribution that relates to a set percentage of the Capital Investment Value (CIV) of the proposed development. While there is a generalised indirect nexus outlined in this type of contributions plan, it does not need to relate specifically and directly to a literal increase in people or traffic.

The proposed Carter Street contributions plan is in the preferred form of a S94A plan requiring a levy based on 1% of the construction cost of future commercial and residential development. This form of contributions plan is commonly applied to large scale urban renewal projects, and is appropriate for the Carter Street Precinct where nexus details of the future population, such as dwelling mix, occupancy rates, population and demographic details are not known.

As noted previously, the cost estimates for the Schedule 4 works were the preliminary estimates to be further investigated and refined during the exhibition period, and have now been finalised.

### **Rollover of current Plans**

The new contributions planning framework will replace the current plans which will need to be formally repealed by Council. Further, a Council resolution will also be required, at the time of adopting the new plans, regarding any unspent funds collected under the current plans. Council currently holds funds from the Auburn Development Section 94 and S94A Contributions Plan 2007. It is recommended that unspent funds collected through previous s94 and s94A Plans be expended as if they were funds received under any new s94 and s94A Plans.

### **Public Consultation**

The draft plan 2016 was publicly exhibited between 23 February 2016 and 22 March 2016 via the following means:

- Information on Council's webpage, including links to Council's 17 February 2016 report and a copy of draft Carter Street Precinct Development Contributions Plan 2016.
- Advertisement in the Auburn Review (23 February 2016 & 8 March 2016).

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To the Ordinary Meeting of Council

Post Exhibition Report - Adoption of Draft Carter Street Precinct Development Contributions Plan 2016 (cont'd)

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- Copies of all documents for viewing at local libraries (Auburn, Lidcombe and Newington).
- Copy of all documents for viewing at Council's Administration Centre.

No submissions were received during the exhibition period nor afterwards.

### **Adoption of draft Contributions Plan**

Clause 31 of the *Environmental Planning and Assessment Regulation 2000*, outlines the responsibilities of Council in adopting a draft contributions plan:

#### ***Approval of contributions plan by council***

1. *After considering any submissions about the draft contributions plan that have been duly made, the council:*
  - (a) *may approve the plan in the form in which it was publicly exhibited, or*
  - (b) *may approve the plan with such alterations as the council thinks fit, or*
  - (c) *may decide not to proceed with the plan.*
2. *The council must give public notice of its decision in a local newspaper within 28 days after the decision is made.*
3. *Notice of a decision not to proceed with a contributions plan must include the council's reasons for the decision.*
4. *A contributions plan comes into effect on the date that public notice of its approval is given in a local newspaper, or on a later date specified in the notice.*

It is not considered that the adoption of an exhibited indirect s94A contributions plan is inconsistent with the *Council Decision Making During the Merger Proposals Period Guidelines* issued in December 2015.

### **Amendments to draft plan**

Internal consultations also took place during the public exhibition period. A few minor amendments have been made as a result of this consultation to improve the clarity of the document. These do not alter the nature or intent of the s94A Contributions Plan but add clarity to existing clauses.

The Executive Manager Planning and Council's Specialist Contributions Planner have recommended several minor amendments be made to the draft plan 2016. These amendments are predominantly to correct omissions or amend wording to add clarity, as follows:

- Amendments to the wording in Part A Schedule 1 to maintain consistency with the wording contained within the *Carter Street Precinct DCP 2016*, particularly in relation to categorisation of development types and references to the zoning of planning precincts,

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Post Exhibition Report - Adoption of Draft Carter Street Precinct Development Contributions Plan 2016 (cont'd)

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- Amendments to the wording in Part A Schedule 2 to remove the word "acquisition" included in error from *Local Parks*,
- Inclusion of a note in Section 9 clarifying consistency with the rates shown in Schedule 1, and clarification in Section 14 that the plan will not impose a development contribution where the cost of carrying out the development is \$200,000 or less as shown in Schedule 1,
- Deletion of last sentence in Section 17 paragraph (1)c which is repeated in the following clause 17(2),
- Inclusion in Section 17 of required additional provisions contained in Clause 25J of the *EP&A Regulation 2000* (j), (k), (l), and (m) in Clause 17(3) (while also already listed in Section 14) regarding disabled access, costs of energy and water efficiency measures, affordable housing and adaptive reuse of a heritage item,
- Insertion in Section 18 at first dot point after Project Manager "...and who in the opinion of the Council is suitably qualified to provide a cost summary report",
- Correction to Section 22 – to remove duplication of methods of payments and to remove the option of paying contributions by credit card,
- Revision of Section 26 for methods of contributions payments,
- Inclusion and variation of Costs of Works for items B.2-7 and A.3-5 provided by Council's Landscape Architect and other consultants, while the total aggregate costs have remained unchanged,
- The removal from Schedule 4C of the intersection (10)7 Intersection of Carter St and Uhrig Rd and numerical correction to Cost Estimate in Part A Schedule 1, and
- A map showing the locations of Wilson Park and the Silverwater / Newington area for District Sport and Leisure Infrastructure Facilities has been added at page 29.

### **Governance Matters**

The draft indirect s94A contributions plan has been prepared with regard to:

- guidelines published by the Department of Planning;
- current relevant s94E Directions by the Minister;
- the Environmental Planning and Assessment Act and Regulation thereunder; as well as
- reference to best practice examples from other local government entities.

### **ATTACHMENTS (to be circulated to the Interim Administrator and Executive Team under separate cover)**

1. Carter Street Precinct Development Contributions Plan 2016 - T032803/2016

## AUBURN CITY COUNCIL

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Executive Manager Planning's  
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To the Ordinary Meeting of Council

**068/16 Acquisition of Open Space in the Carter Street Precinct**

S-57-37

MC : EG

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
2f.1.1	Manage community assets	Not specifically included at the time of preparation of the Operational Plan

**SUMMARY**

This report outlines the implications of the Land Reservation Acquisition Map in Auburn LEP 2010 amended by the Department of Planning and Environment for the Carter Street precinct. The map and associated clause requires Council to acquire parks and likely part of a road in the precinct. This was never part of the exhibited documentation and was not part of any discussion with the department during the planning phase.

This has significant unanticipated implications for Council's financial management. Placing such a great burden on Council is an inappropriate way to seek to provide for the amenity of the new precinct, especially as the precinct is a state government undertaking. This report recommends that Council write to the Department to address the issue.

**RECOMMENDATION**

***That Council write to the Department of Planning and Environment and request that:***

- i. The Department amend the Land Reservation Acquisition Map No. 6 of the Auburn LEP 2010 by deleting the sites shown hatched on the map at Attachment 3.***
- ii. The Department amend Clause 5.1(2) of Auburn LEP 2010 to identify Roads and Maritime Services as the relevant acquisition authority for the item identified as 'classified road'.***
- iii. The Department revise the final Infrastructure Summary to put a greater onus on the developer to fund infrastructure and improvements in the Carter St Precinct and to clarify exactly which party or funding source is to be used for each infrastructure item or improvement.***

**REPORT*****Expectations from the exhibition phase***

Council did not expect that it would be required to purchase lands for open space in the precinct for a number of reasons. The plans for the Carter St precinct, as exhibited in April 2014, included:

- A number of draft LEP maps, but not a draft land reservation acquisition map



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#### Acquisition of Open Space in the Carter Street Precinct (cont'd)

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- An infrastructure schedule, identifying the developer as responsible for the majority of the infrastructure items, from cycleways and intersections to public open space and community facilities.

As outlined above, the notified (gazetted) plans include an acquisition map and related clause. The Department's final report notes the inclusion of the map, stating that it will alert landowners to the acquisition requirements.

This report also includes an Infrastructure Summary however, this summary refers to the 'developer/s.94' as the funding source for many of the items, rather than 'developer' as exhibited. This includes all of the new local open space, the community facility and some of the intersection improvements. A comparison of the exhibited and final infrastructure summaries is provided at Attachment 4.

Note the widening of Hill Rd for the M4 off ramp was not included in the infrastructure schedule.

#### ***Comments provided to the Department***

Council was given an opportunity to comment on the infrastructure summary in July 2015. Council's comments generally related only to the rationale provided, however, in the case of the open space areas, the comments made it clear that Council expected dedication of the land and funding for embellishment, based on discussions with the Department of Planning and Environment during the planning phase and exhibition materials. For the community facility, Council sought a cold shell with capped services dedicated to Council. The Department did not indicate that Council would need to fund any public infrastructure (other than the fit-out of the community centre) or purchase any lands to provide it. Council has always understood that land for open space and the community facility would be dedicated to Council at no cost to Council, and that intersection upgrades would not require a contribution from Council. The funding source for park embellishments was less clear, with an expectation of a VPA to address this.

#### ***Precinct rezoning***

With the precinct rezoning, Goodmans informed Council that they had sold part of the land, and a precinct wide VPA would not be possible. Accordingly Council prepared a Draft Contributions Plan for the precinct, based on a Section 94A levy. The draft plan is expected to be considered for adoption at the April Council meeting. The draft plan does not include the cost of any land acquisition as this would result in the need for a plan well beyond the scope of a 1% levy.

The up-zoning of the Carter St Precinct by the State government enables substantial residential and commercial growth. However, this growth needs funding to provide the infrastructure and improvements to support the new community. It may be reasonable to anticipate that contributions or a VPA could provide funding in a timely manner enabling the funding of some of the improvements. However, it must also be recognised that the main landholder(s) in the precinct are likely to have made a substantial profit from the up-zoning of the precinct, and should therefore be required to fund the substantial public infrastructure required to support the new community, by passing on these costs to the developer.

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Acquisition of Open Space in the Carter Street Precinct (cont'd)

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Further, a number of small sites at the south eastern end of the precinct are currently owned by Sydney Water. The current provisions would mean that Council could be required to purchase land already in public ownership.

***Conclusion***

While Council has worked with the Department of Planning and Environment during the planning phase of the project, it must be recognised that Carter St Precinct is a priority precinct driven by the Department. In these circumstances it is particularly unreasonable to place so much of the infrastructure burden on Council. The fact that this was not part of the exhibited documentation nor discussed with Council during the planning phase exacerbates the issue.

Accordingly, it is recommended that Council write to the Department of Planning and Environment requesting that the items identified as 'local open space' and 'school' on the Land Reservation Acquisition Map for the Carter St precinct be deleted (see Attachment 3); that Clause 5.1(2) be amended to identify RMS as the relevant acquisition authority for the item identified as 'classified road'; and that the Infrastructure Summary be revised to put a greater onus on the developer to fund infrastructure and improvements and to clarify exactly which party or funding source is to be used for each infrastructure item or improvement.

**ATTACHMENTS**

1. Carter St Precinct - Open Space Map - T029646/2016
2. Carter St Precinct - Extract of Land Reservation Acquisition Map - T029646/2016
3. Sites recommended for deletion from the Land Reservation Acquisition Map - T032204/2016
4. Comparison of Infrastructure Summaries - T029805/2016

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Acquisition of Open Space in the Carter Street Precinct (cont'd)

ATTACHMENT 1



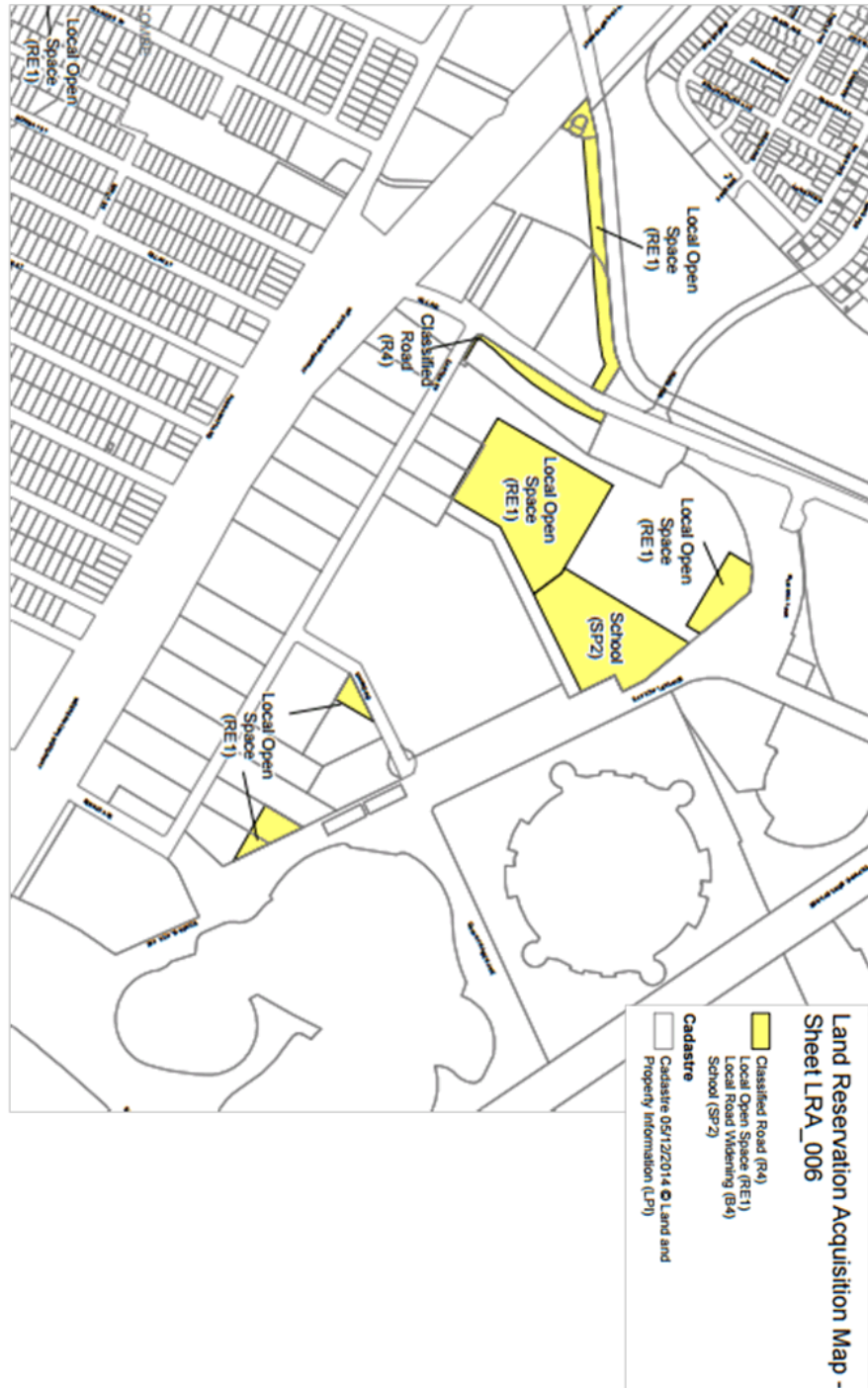
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Acquisition of Open Space in the Carter Street Precinct (cont'd)

**ATTACHMENT 2**

**ATTACHMENT 2**



Extract from Land Reservation Acquisition Map, Auburn LEP 2010 – Carter St Amendment

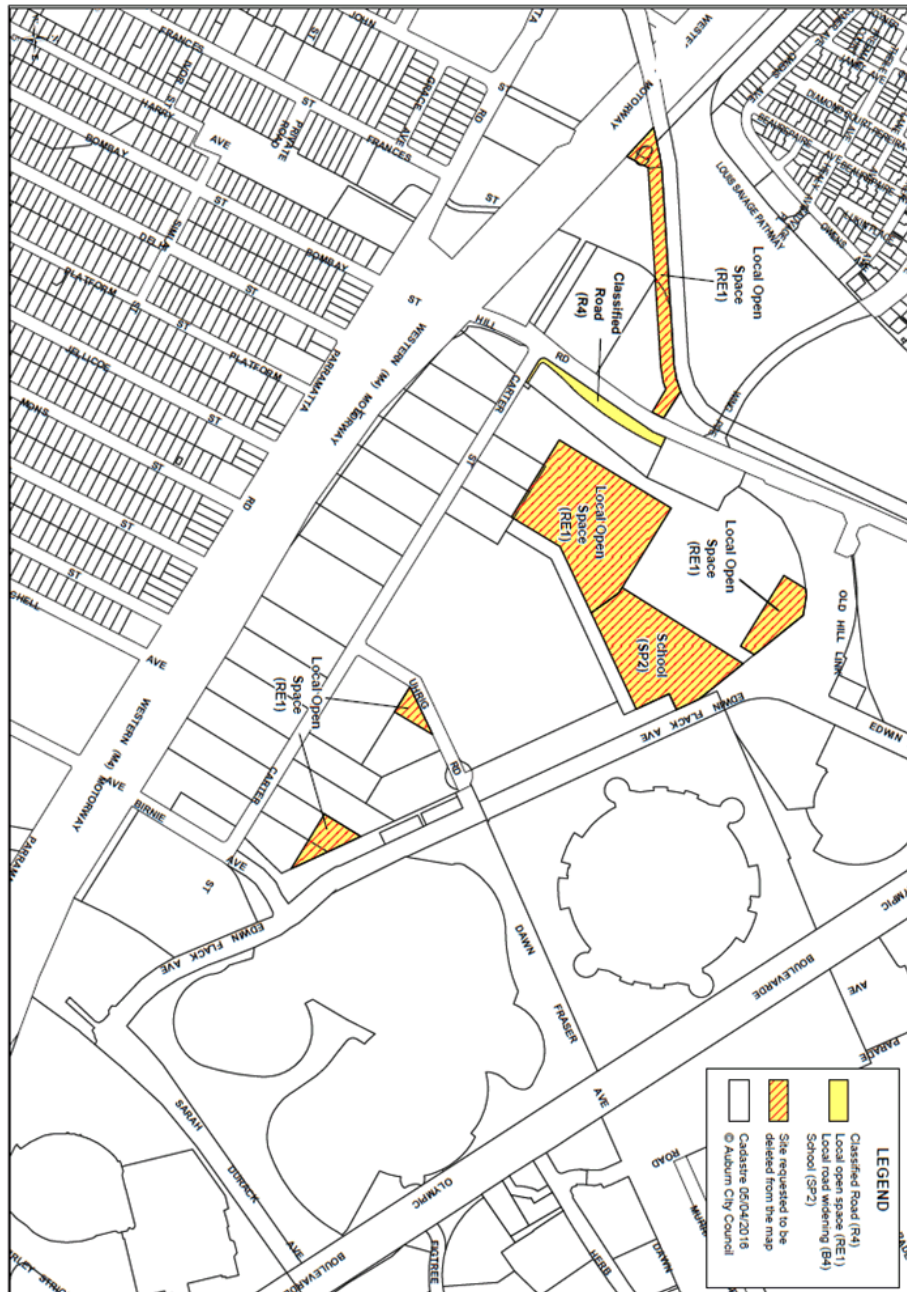
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Acquisition of Open Space in the Carter Street Precinct (cont'd)

**ATTACHMENT 3**

**ATTACHMENT 3**



Sites recommended for deletion from the Land Reservation Acquisition Map



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Acquisition of Open Space in the Carter Street Precinct (cont'd)

**ATTACHMENT 4****ATTACHMENT 4****COMPARISON - SUMMARY FROM EXHIBITED AND FINAL INFRASTRUCTURE SUMMARY**

The following table identifies all improvements and infrastructure identified in the draft Infrastructure Summary as being the responsibility of the developer to fund, and compares the party/method of funding identified in the final Revised Infrastructure Summary for these items.

Item	Measure	Who <i>As exhibited</i>	Who <i>Final</i>
<b>Local traffic improvements</b>			
1.	Access intersection improvements <ul style="list-style-type: none"> <li>Hill Rd/Carter St</li> <li>Hill Rd/John Ian Wing Pde</li> <li>Edwin Flack Ave, Dawn Fraser Ave/Uhrig Rd</li> <li>Birnie Ave/Carter St</li> </ul>	Developer	Developer/s.94
2.	Internal intersection improvements <ul style="list-style-type: none"> <li>Carter St/Uhrig Rd</li> <li>John Ian Wing Pde extension</li> </ul>	Developer	Developer
4.	Car share scheme	Developer	Developer/s.94
5.	Bus stop infrastructure	Developer	Developer/s.94
6.	Cycle links, public bike parking	Developer	Developer/s.94
7.	Pedestrian improvements	Developer	Developer/s.94
8.	Resident travel information packs	Developer	Developer
9.	Workplace travel plans	Developer	Developer
10.	Wayfinding and directional signage	Developer	Developer
<b>Regional traffic improvement</b>			
12.	Investigate design solutions for access to precinct to accommodate WestConnex	TfNSW/Developer	TfNSW /Developer
13.	Investigate intersection improvements when funding available for 4 regional intersections	TfNSW /Developer	TfNSW /Developer
<b>Public transport improvements</b>			
16.	Cycle connection along Carter St	Developer	Developer/s.94
<b>Community infrastructure</b>			
18.	Community centre	Developer	Developer/s.94
19.	Child care centre	Developer	Developer
20.	Primary school	DEC/Developer	DEC/Developer
21.	<i>Draft</i> - New 1.8 ha park at Hill Rd <i>Final</i> – 2.98 ha park adjacent to extension to John Wing Pde	Developer	Developer/s.94
22.	<i>Draft</i> -Village park UhrigRd/Carter St <i>Final</i> - 0.52 ha park at northern edge of precinct	Developer	Developer/s.94
23.	Village Square –Uhrig Rd	Developer	Developer/s.94
24/25.	Public access along Haslam's Ck & construction of bank	Developer	Developer/s.94
24.	<i>Final only</i> - 0.2ha park near Birnie Ave		Developer/s.94

## AUBURN CITY COUNCIL

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**069/16      Status Update on the Review of Auburn Local Environmental Plan  
2010**

S-57-41

MC : EG

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
2a.2.2.3	Prepare strategic land use plans and policies that improve the urban environment	Prepare Planning Proposals and amend the LEP

**SUMMARY**

This report provides a status update on the review of the Auburn LEP 2010 to the Interim Administrator.

**RECOMMENDATION**

- 1. That the Interim Administrator receive and note this report;***
- 2. That no further action be taken to progress the strategic review of the Auburn LEP 2010 until the new Council administrative entities are in place; and***
- 3. That the remaining technical studies already underway be completed but not reported to Council to be adopted until the new council administrative entities are in place.***

**REPORT****1. BACKGROUND**

On 20 May 2015, [item 086/15], Auburn Council resolved amongst other matters, to prepare a planning proposal to comprehensively review the Auburn Local Environmental Plan (LEP) 2010.

One of the key aims of the planning proposal was to implement the outcomes of *the Auburn Employment Lands Strategy* (2015), the *Auburn City Residential Development Strategy* (2015) and the *Berala Village Study*.

The planning proposal also aimed to address administrative matters, consolidate housekeeping amendments to the LEP and incorporate relevant State or regional planning provisions consistent with the requirements of the *Environmental Planning and Assessment (EP&A) Act 1979*. Council had further resolved that a report be prepared for its consideration once the other relevant strategic and technical studies had been completed and prior to submission of the planning proposal to the Department of Planning and Environment for a Gateway Determination.

A number of issues were considered strategically significant for the revised LEP and the outcomes of a range of technical studies addressing these matters were necessary to

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To the Ordinary Meeting of Council

Status Update on the Review of Auburn Local Environmental Plan 2010 (cont'd)

underpin the strategic direction of the new LEP. The list of primary matters that were proposed to be incorporated into the planning proposal for the LEP is set out in Attachment 1.

Prior to the appointment of the Interim Administrator on 10 February 2016, a number of technical studies had already been prepared and adopted by council. These include the *Auburn Residential Development Strategy 2015*, the *Auburn Employment Lands Strategy 2015* and the *Berala Village Study*. Other studies were either underway or scheduled to commence in 2016 while a third suite of studies was scheduled to be prepared after the Gateway process in time for public exhibition.

The status of the technical studies scheduled to be prepared to underpin the LEP is set out in Table 1 and the policies, strategies and studies adopted by Council continue to provide the basis for the evaluation of planning proposals currently lodged with council. The planning proposal for the new LEP was to incorporate the findings of the studies that had been adopted by Council as well as those that were complete once council had adopted them.

Study	Status
Auburn City Residential Development Strategy 2015	Adopted by council
Auburn Employment Lands Strategy 2015	Adopted by council
Berala Village Study 2014	Adopted by council
Duck River Overland Flood Study	Completed but not yet adopted by Council
Auburn Traffic and Transport Study 2013 (but further update required – see * below)	Completed but not yet adopted by Council
Investigation into height of building controls and zoning in Auburn and Lidcombe	Completed but not yet adopted by Council
Open Space, Recreation and Contributions Strategy	Underway
Haslams Creek Overland Flow Study	Underway
Duck River Overland Flow Study	Underway
Significant tree register update	Underway
Investigation into appropriate planning controls for Regents Park Bowling Club	Not commenced
*Traffic and Transport Study Update	Not commenced
Contamination Study (if required)	Not commenced
Local Contributions Plan Review	Not commenced (preliminary/background work has commenced)

**Table 1: Status of technical studies required for the strategic review of the Auburn LEP.**

### Reasons the LEP review should not progress at this time

In January 2016, the Minister for Local Government announced the NSW Government's proposals relating to council amalgamations. As part of this process, both the land and community within the boundary of the Auburn LGA are impacted by two State Government merger proposals. These merger proposals are set out in Figure 1.



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Status Update on the Review of Auburn Local Environmental Plan 2010 (cont'd)

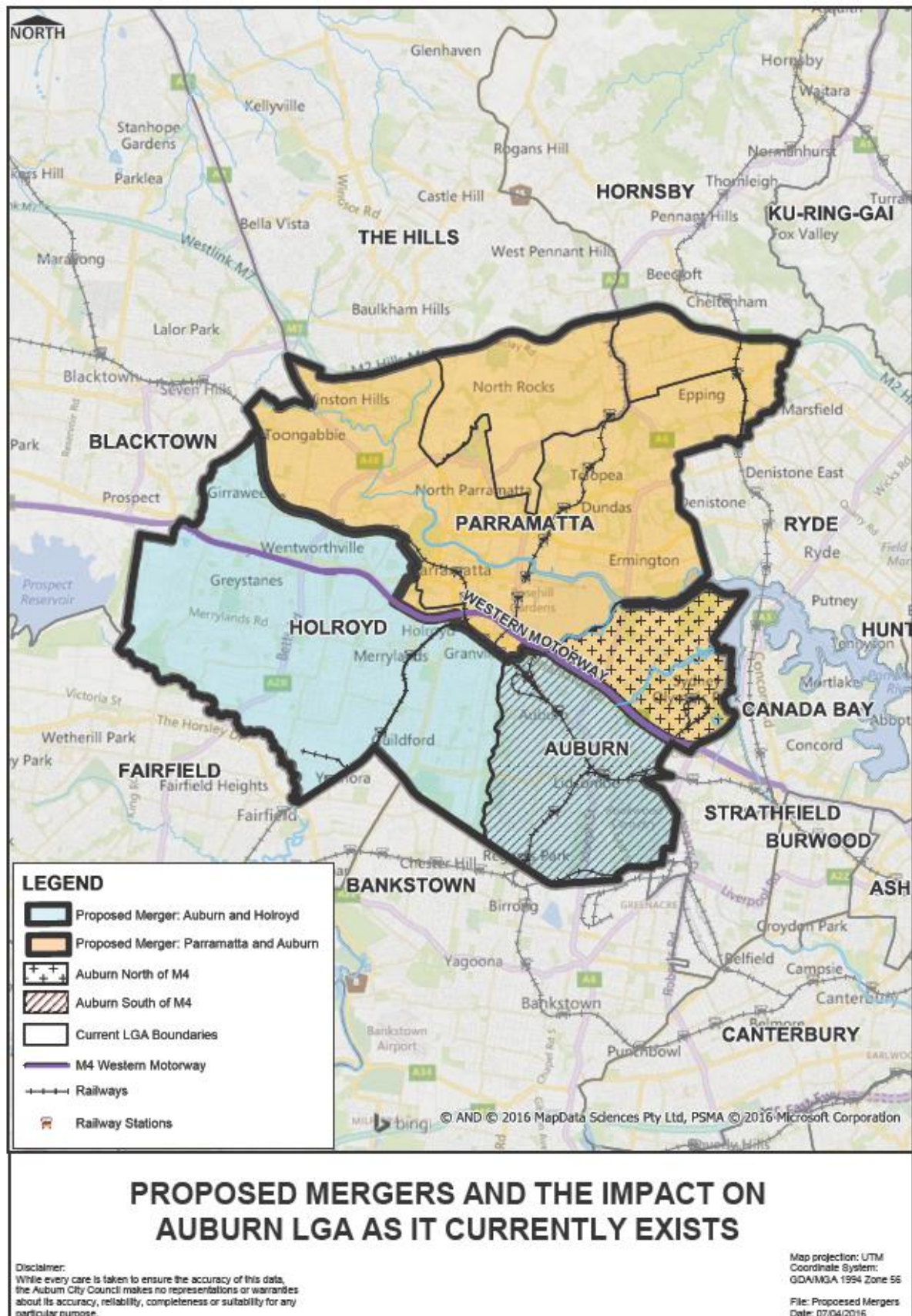


Figure 1: Proposed council mergers affecting the land and community in Auburn LGA.

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**Status Update on the Review of Auburn Local Environmental Plan 2010 (cont'd)**

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1. The first merger proposal involves combining land within the LGA that is north of the M4 Motorway with land in the proposed new Parramatta City Council area.
2. The second merger proposal involves the annexing of the land south of the M4 Motorway and including it in a proposed new entity that also includes part of Holroyd LGA and the Woodville Ward of Parramatta LGA.

The council amalgamations process will have a significant impact on Auburn as it is known today and the LGA will cease to exist as an administrative unit under the *Local Government Act 1993*. This has major implications for long term strategic planning and place making under the provisions of the *Environmental Planning and Assessment Act 1979*. These implications include the following:

- **Demographic factors**

The current population forecasted at 90,249 in 2016 will be split between two new administrative local government entities. The resultant density, age structure, household size, employment status etc. will differ from the current situation for Auburn LGA. A review of the current demographic data and the application of this data to the new proposed council areas will be necessary as part of the strategic planning required to underpin future LEPs for the new entities.

- **Economic and social factors**

The proposed splitting of Auburn City Council is heavily weighted in terms of economic advantage and disadvantage for the northern and southern areas of the LGA respectively. The preparation of a new Principal LEP will require a holistic review of the economic and social factors affecting the new entities and the application of this data to the new LGAs.

- **Infrastructure**

The proposed mergers have implications for traffic and transport planning within the Auburn City Council area. At present, Auburn City experiences challenges due to the major arterials and regional roads that pass through the LGA and affect the functioning of the local road networks. The proposed mergers will result in further fragmentation of the planning and management roles for this infrastructure with a focus on the northern part of the LGA where additional State infrastructure including the Westconnex and M4 widening, the proposed Light Rail and additional water-based public transport infrastructure are planned. Preparation of a new Principal LEP will require a review of the studies to align the data with the new entities.

- **Open space and public recreation factors**

The majority of modern, good quality passive and active open space within Auburn City is located within the Millennium Parklands (under the management and control of the Sydney Olympic Park Authority) in the northern part of the LGA with the southern part of the City hosting the Auburn Botanic Gardens and the Duck River Corridor parklands as important active and passive recreation areas. This has implications for strategic planning due to the need to ensure an appropriate level and distribution of open space for the population for both active and passive recreation areas. The ongoing open

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Status Update on the Review of Auburn Local Environmental Plan 2010 (cont'd)

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space study will need to take into account the new entities and be structured in a manner that allows the data to be disaggregated.

- **Caretaker arrangements**

A further reason for not proceeding with the review of the Auburn LEP 2010 at this time is that it may bind the newly amalgamated Councils to planning policies with which they may not agree. A fair and equitable outcome would be to allow the new entities to make their own strategic planning decisions relating to their new areas. Council has informally adopted a caretaker role during this transition period to avoid this issue. Notwithstanding this, the technical studies and strategies prepared or underway for the land within Auburn LGA should be finalised so as to provide a solid evidence base that can inform the preparation of the LEPs for the new entities.

## **Conclusion**

This report provides a status update on the strategic review of Auburn LEP 2010. It notes that the *Auburn Residential Development Strategy 2015*, the *Auburn Employment Study 2015* and the *Berala Village Study* have been adopted by Council but all other relevant technical studies required to underpin a new LEP are either in progress or completed but not yet adopted by Council.

It also notes that given the foreshadowed amalgamation of parts of Auburn City Council with both Parramatta and Holroyd City Councils, a review of the package of strategic planning studies and associated data will be required. This will be necessary to ensure an appropriate level of strategic interrogation in the context of the new entities and the demographic, socio-economic and infrastructure profiles of these entities amongst other requirements.

This report recommends that no further action be taken to progress the strategic review of the Auburn LEP 2010 until the council amalgamation process has been finalised.

The report also recommends that preparation of the studies that are currently underway be progressed but not be put to Council to be adopted until the new council entities are in place. This will ensure robust and strategically sound Principal LEPs for the new entities can be prepared, across which the land and community within Auburn LGA will be distributed.

## **ATTACHMENT**

1. List of primary matters proposed to be incorporated into the planning proposal for the LEP

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Status Update on the Review of Auburn Local Environmental Plan 2010 (cont'd)

**ATTACHMENT 1****MATTERS INCLUDED IN THE REVIEW OF THE AUBURN LEP 2010**

Primary matters	Proposed action
Residential land and development	Review of the residential zones and associated development controls based on the outcomes of the <i>Residential Development Strategy 2015</i>
Employment lands	Review of land use zones and development controls based on the outcomes of the <i>Employment Lands Strategy 2015</i>
Open space, recreation and local contributions	Zoning, reservation and classification of land use and update/preparation of associated local contributions plans based on the <i>Open Space, Recreation and Contributions Study</i>
Height of buildings and zoning in Town Centres on land zoned B4 Mixed Use	Review of height of building controls, zoning, and floor space ratio for selected sites in the Town Centres based on the <i>Draft Investigation into Heights and FSR for Auburn and Lidcombe Town Centres</i>
Flood studies relating to the Duck River and Haslams Creek	Inclusion of mainstream flood study results and review of overland flows based on the <i>Duck River and Haslams Creek Studies</i> .
Height of building and floor space ratio controls for the Berala Local Centre	Increase the height of building and floor space ratio controls for the local centre in accordance with the <i>Berala Village Study</i>
Significant Trees Register	Listing and de-listing significant trees on the Heritage Schedule of the LEP based on an updated strategic review of the existing heritage schedule

**Table A: Key matters proposed for incorporation into the new Auburn LEP planning proposal.**

Stakeholder-identified matters	Proposed action
Relationship between the B4 Mixed Use zone in the Town Centres and the adjoining low density residential zone	Provide a transition between the higher density Town Centre forms of development within the B4 Mixed Use zone and adjoining R2 Low density residential land use
Permissibility of office premises and/or the extension of the B6 Enterprise Corridor along St Hilliers Road	Review the IN1 General industrial zoning on land at 67-73 St Hilliers Road, Auburn to B6 Enterprise Corridor consistent with adjoining land to the north
Retail and office space in the B4 Mixed Use zone in the Town Centres	Include appropriate provisions to incentivise the provision of retail and office space in the B4 Mixed Use zone, to provide balance between these uses and residential uses within the zone
Planning controls on the Regents Park Bowling Club land	Investigate and review planning controls for the Regents Park Bowling Club land
Excellence in urban design provisions	Investigate and include appropriate design excellence provisions in the LEP to improve design and built form outcomes particularly in town centres
Heritage listing of certain sites within the LGA	Identify additional sites for listing on the heritage schedule based on a heritage study
Administrative and house-keeping matters	Prepare a schedule of administrative and housekeeping amendments required to update the LEP and keep it current including relevant matters in State and regional planning policies and plans

**Table B: Additional matters identified through stakeholder engagement.**

## AUBURN CITY COUNCIL

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Executive Manager Planning's  
Report

To the Ordinary Meeting of Council

**070/16      Heavy Vehicle Approvals for Selected Roads - Request for Higher Mass Limits Access in Holker Street & Others**

T-28-22

SS : CJ

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
2e.5.1.1	Monitor and Manage the condition of local and regional roads and footpaths	Develop an Auburn Environmental Education Plan

**SUMMARY**

This report seeks Council to consider requests from the National Heavy Vehicle Regulator for the approval of heavy vehicle access under higher mass limits on to selected Council roads. This proposal is not expected to increase the amount of traffic rather it allows heavier vehicles to access the industrial areas.

**RECOMMENDATION**

***That Council approve access for heavy vehicles under Higher Mass Limits onto selected Council roads namely:***

- ***Newton Street North, Silverwater.***
- ***Beaconsfield Street, between Stubbs Street North and Newton Street North, Silverwater.***
- ***Skarratt Street North, Silverwater***

**BACKGROUND**

Council considered a report on "Heavy Vehicle National Law and Approval for Heavy Vehicle Access on to Auburn City Council Roads" at its meeting held on 15 October 2014 and resolved inter alia:

- *That Council delegate authority to the General Manager, after he receives a determination from Council, to approve heavy vehicle access requests from the National Heavy Vehicle Regulator based on individual road sections.*
- *That Council review higher mass limit sections over a period of 12 months with respect to accelerated pavement damage due to extra loads and consider whether to revoke consent to the use.*

Following the above, six reports were presented at Council meetings held on 17 December 2014, 15 April 2015, 20 May 2015, 15 July 2015, 7 October 2015 and 17 February 2016 with names of Council roads that were requested by the National Heavy Vehicle Regulator (NHVR) for heavy vehicle access.

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To the Ordinary Meeting of Council

Heavy Vehicle Approvals for Selected Roads - Request for Higher Mass Limits Access in  
Holker Street & Others (cont'd)

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At these meetings, Council approved access for heavy vehicles under Higher Mass Limits onto the following selected Council roads namely:

Auburn:

Adderley Street West  
Duck Street (from Parramatta Road to cul-de-sac end)  
Junction Street (from Parramatta Road to Short Street)  
Junction Street  
Highgate Street west of Rawson Street, Auburn  
Rawson Street (from Parramatta Road to Highgate Street)  
Short Street (west of Junction Street)  
Skarratt Street South  
Park Road, Auburn (between Vaughan Street and Helena Street)  
Hall Street (east of St Hilliers Road, Auburn.  
Percy Street (north of Boorea Street), Auburn.

Lidcombe:

Birnie Avenue, Lidcombe  
Carter Street, Lidcombe  
Hill Road, Lidcombe (From M4 ramp to Old Hill Link Road)  
Nyrang Street, Lidcombe  
Vaughan Street, Lidcombe (between Olympic Drive and Park Road)

Regents Park:

Park Road (from Sydney Water Pipelines to Commercial Drive)

Silverwater:

Carnarvon Street, Silverwater  
Churchill Street, Silverwater  
Clyde Street, Silverwater  
Derby Street, Silverwater (from Silverwater Road to 83 Derby Street)  
Fisher Street, Silverwater  
Stanley Street, Silverwater  
Stubbs Street (from Parramatta Road to Fisher Street), Silverwater  
Newington Road, Silverwater.  
Holker Street (between Silverwater Road & Newington Road), Silverwater.

## REPORT

Council has received new requests from the National Heavy Vehicle Regulator for higher mass limit access for the following road sections in Auburn and Silverwater:

1. Newton Street North, Silverwater.
2. Beaconsfield Street, between Stubbs Street North and Newton Street North, Silverwater.
3. Skarratt Street North, Silverwater



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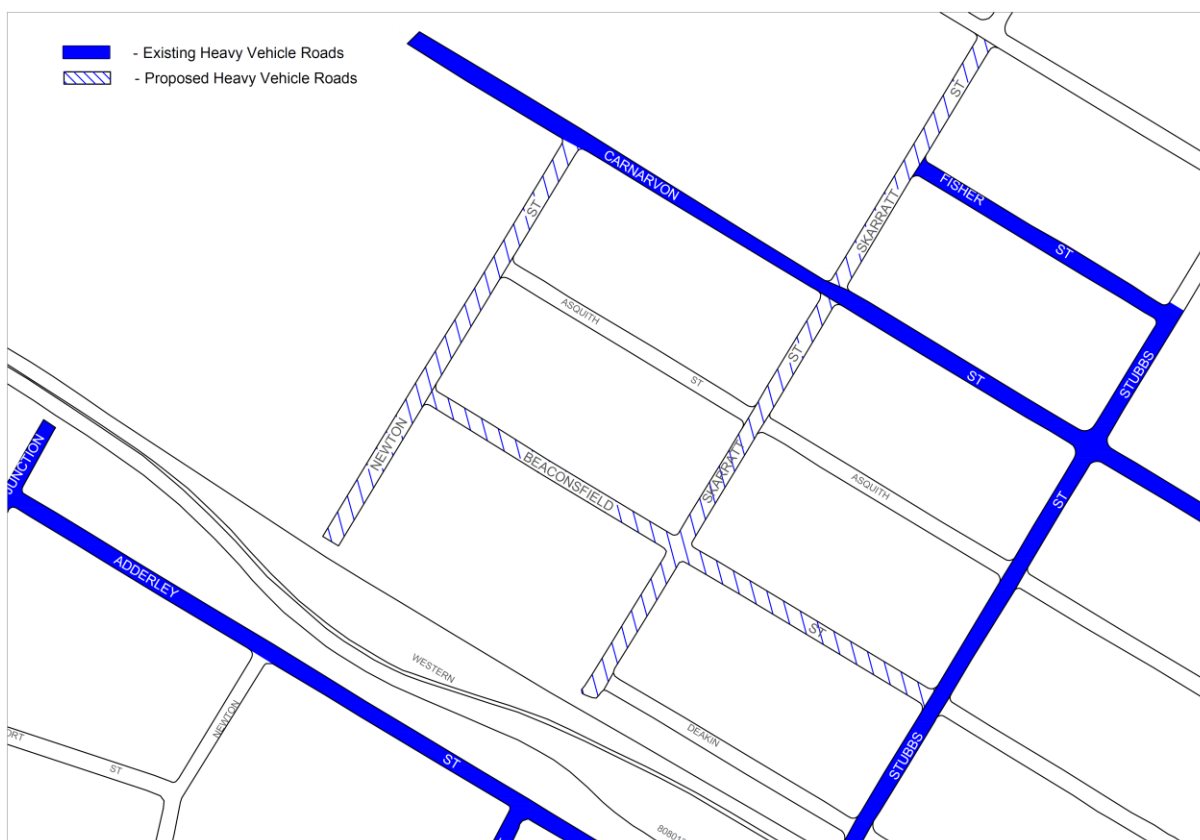
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**Heavy Vehicle Approvals for Selected Roads - Request for Higher Mass Limits Access in Holker Street & Others (cont'd)**

All the above roads are in "general Industrial" zones and currently have heavy vehicle access under the **general** mass limits and the proposed approval under the **higher mass** limits will not have any additional impact on the amenity of the area.

The plan below show the new road sections requested for access in the Auburn Local Government Area.

**Assessment**

The requests for the Higher Mass Limit (HML) applications have been assessed by Council's Engineers.

As stated in the previous council reports on HML access, should the Council provide approval for HML access in the requested Streets, Council officers will assess whether any pavement deterioration is accelerated due to the HML approval.

Council has completed "Pavement Condition Survey" of all roads in the LGA. The survey is a visual assessment and provides an indication of the road surface and pavement condition in terms of two indices "Surface Condition Index" (SCI) and "Pavement Condition Index" (PCI).

Both of the above are commonly used indices in Australian and International road management and Council will monitor the conditions of the HML approved pavements.

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To the Ordinary Meeting of Council

Heavy Vehicle Approvals for Selected Roads - Request for Higher Mass Limits Access in  
Holker Street & Others (cont'd)

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In this regard, the Pavement Condition Survey of the requested streets has been assessed. In general, the road segments are in good overall condition and accelerated deterioration is not expected. As a result of this, there is no objection to grant the HML requests on the subject streets.

**Conclusion**

The higher mass limit access requests in the following streets are considered acceptable and recommended for approval for

1. Newton Street North, Silverwater.
2. Beaconsfield Street, between Stubbs Street North and Newton Street North, Silverwater.
3. Skarratt Street North, Silverwater

As all of the proposed sections currently have heavy vehicle access under the general mass limits, the proposal for higher mass limits on these roads will not have any additional impact on the amenity of the area. Council officers will continue to monitor the road pavement conditions.



## AUBURN CITY COUNCIL

April 20, 2016

Deputy General Manager  
Indirect's Report

To the Ordinary Meeting of Council

**071/16 Information Security Policy Framework**

P-13-01/07

ID : MW

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
4e.1.4	Update/implement Information Security Policy	Continuous improvement and innovations

**SUMMARY**

An audit of Council's Information Security policies was recently undertaken. Council's agreement is required for the adoption of policies that are new or which have been significantly amended and for the deletion of a policy that is no longer required.

**RECOMMENDATION**

- 1. That Council adopt the Information Security Policy Framework.**
- 2. That Council adopt the associated policies that makeup the Information Security Policy Framework, namely:**
  - i. IT Resources Use Policy**
  - ii. IT User Administration Policy**
  - iii. Email Policy**
  - iv. Internet Policy**
  - v. IT Physical Security Policy**
  - vi. Computer System Security Policy**
  - vii. Data Security Policy**
  - viii. Cloud Computing Policy**
  - ix. Mobile Device Management Policy**
  - x. Wireless Access Policy**
  - xi. Disaster Recovery Policy**
- 3. That Council delete the Internet and Email Access Policy (T031471/2015) which is being replaced with 2.iii and 2.iv.**

**REPORT**

An audit on Auburn City Council's Information Security Framework was conducted in December 2015 which identified many opportunities for improvement. As a result the Information Security Policy Framework has been developed.

As part of the review, care has been taken to remove procedures from policy documents and include them in a separate document. This will ensure that the policy documents provide a clear and concise statement of Council's policy.

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Deputy General Manager  
Indirect's Report

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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The attached schedule highlights that the Information Security Policy Framework along with its associated 11 policies that require adoption by Council and the 2 policies that require agreement to be deleted.

**ATTACHMENTS**

1. Information Security Policy Framework – T056682/2012

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Deputy General Manager  
Indirect's Report

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**



# **INFORMATION SECURITY POLICY** **FRAMEWORK**

## **REVISION HISTORY**

<b>Version</b>	<b>Revision Date</b>	<b>Author</b>	<b>Comments</b>
1.0	2012	Sarju Sahu Information Technology Manager	New Document created. Did not progress to approval process.
2.0	05/01/2016	Trevor Brewty Manager, Information Services	Added Cloud Computing, Mobile Device Management and Wireless Communication Policies.  Updated document to reflect necessary changes to roles and responsibilities.

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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To the Ordinary Meeting of Council

## Information Security Policy Framework (cont'd)

**ATTACHMENT 1****1. EXECUTIVE SUMMARY**

Information is an asset that, like other important business assets, is essential to an organisation's business and consequently needs to be suitably protected. The information security policies are key foundation stones of all information security in any organisation.

The information security policies should fulfil many purposes. It should protect organisation's people and information from security threats; preserve confidentiality, integrity and availability of information; and set the rules for expected behaviour by users, IT security administrators and management; authorise IT security administrators to monitor, probe and investigate; define and outline the consequences of security violation; define the organisation baseline stance on information security; and help track compliance with regulations and legislation.

The IT policy currently available at Auburn City Council is the 'Internet and Email access policy' (T031471/2015). This document titled "Information Security Policy Framework" will replace the current policy and provide Auburn City Council a robust It is now appropriate to take a holistic approach towards information security and establish a framework document put comprehensive information security policies in place for the Council.

The information security policies of the Council will now encompass "Information Security Policy Framework" and a suite of policies which are relevant to the Council. A number of inter-related sub policies are included in one policy document to limit the number of policy documents.

The framework document includes an:

- a. Introduction
- b. Objective
- c. Scope
- d. Compliance
- e. Approval
- f. Ownership
- g. Obligations
- h. Roles and responsibilities
- i. Privacy
- j. Distribution
- k. Review Period
- l. Breaches of information security policies
- m. Monitoring of usage
- n. Disciplinary action
- o. Procedure to address breaches
- p. Documents as corporate records
- q. Related policies and documents
- r. IT resources user agreement
- s. Definitions
- t. Revision history and an
- u. IT Resources Use Agreement form.

Each of these sections are applicable the suite of policies that are under the Information Security Framework document. A number of inter-related sub policies are included in one policy document to limit the number of policy documents.

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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**ATTACHMENT 1****2. INTRODUCTION**

Information is the basis on which Council conduct its business. As the custodian of a large volume of information that is either commercially, personally or politically sensitive, Council has responsibility to protect the information from unauthorised or accidental modification, loss, release or impact on the safety and well-being of individuals. Furthermore, reliable information must be available for Council to undertake its day to day business.

Information plays a vital role in supporting business processes and customer services; in contributing to operational and strategic business decisions; and in conforming to legal and statutory requirements. Accordingly, information must be protected to a level commensurate with its value to the organisation.

Council's IT resources represent a sizeable investment by the organisation, and must be used in the manner for which they were intended to conserve valuable Council resources.

The Council is highly reliant on information that is captured, stored, processed and delivered by computers and their associated communication facilities.

Information security policies have been developed to include:

- a. Individual policies to address specific issues.
- b. Policies related with best practices in information security.

**3. OBJECTIVE**

The Objective of an Information Security Policy Framework is to:

- a. Protect Council from adverse impact on the reputation and operations that could result from failures of confidentiality, integrity and availability of information;
- b. Ensure the continuity of Council and its services to its customers and business partners;
- c. Ensure Council can survive threats to its information systems and environments;
- d. Minimise the possibility of a threat to information security causing loss or damage to Council, customers or business partners;
- e. Minimise the extent of loss or damage from an information security breach or exposure;
- f. Inform all users who have access to Council information of their responsibilities and obligations with respect to information security;
- g. Ensure that the information security policies for Council establish effective controls for all IT resources including computing, telecommunications, network and information systems;
- h. Ensure that adequate resources are applied to implement effective information security policies.

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

**4. SCOPE**

The policy applies to all users of Council IT resources, this includes:

- a. Employees
- b. Councillors
- c. Contractors
- d. Consultants
- e. Service providers
- f. Representatives of customers and other bodies that use the Council IT resources.

The policy is not applicable to public library patrons, visitors and guests.

**5. COMPLIANCE**

The terms and conditions of employment to the Council state that the employee is responsible for information security. New employees should be made aware of information security policies as part of the Induction Program.

Compliance with the information security policies is mandatory. Any breaches of information security policies may result in the suspension of access to Council's IT resources; and may lead to disciplinary action (up to, and including dismissal).

The Council may temporarily deny access or restrict access to the Council's IT resources to prevent a breach of the law or a breach of information security policies, or to conduct an investigation into such a breach, or to protect the integrity of the Council's Information System.

The Council may block emails/internet that threaten the security of the system, involve the dissemination of viruses, spam, or include content that is contrary to the expectations of information security policies.

Users should note that they may face the prospect of criminal charges for sending offensive, harassing, discriminatory, pornographic, sexually explicit or racially vilifying messages.

All users of Council IT resources are required to comply with the information security policies to play an active role in protecting the Information Assets of the organisation. They must not access or operate these resources without authority and must report security breaches or exposures coming to their attention to their managers.

**6. APPROVAL**

The new information security policies and major updates will be provided to the Executive and Management teams for review and acceptance. The policies will be approved by the General Manager.

## To the Ordinary Meeting of Council

## Information Security Policy Framework (cont'd)

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**ATTACHMENT 1****7. OWNERSHIP**

Ownership of the information security policies rests with the Manager Information Services and major changes will be made in consultation with the General Manager, Executive and Management teams.

**8. OBLIGATIONS**

The guiding principle of information security obligations is to protect Council from adverse impact on its reputation and operations by putting effective control measures in place.

These controls would be measured against security standards and the legislated compliance requirements that are of particular relevance to Council.

The controls should focus on the following requirements:

**a. Authenticity:**

Users of IT resources should be uniquely identified to the information being accessed.

**b. Integrity:**

There should be adequate protective controls / safeguards to ensure completeness and accuracy during the capture, storage, processing and presentation of information.

**c. Confidentiality:**

There should be adequate protective controls / safeguards to ensure that information is disclosed only to authorised users. The information will be protected by taking such security safeguards as are reasonable in the circumstances, against loss, unauthorised access, use, modification or disclosure, and against all other misuse.

**d. Availability:**

There should be adequate protective controls / safeguards to ensure that information can be delivered to Council activities when required. The information will be kept no longer than is necessary for the purposes for which the information can be lawfully used. The information will be disposed of securely and in accordance with any requirements for the retention and disposal of personal information.

**e. Reliability:**

There should be adequate protective controls / safeguards to ensure that information available is complete and accurate.

**f. Accountability:**

There should be adequate protective controls / safeguards to ensure the responsibility for information undertaken by providers and users of information. If it is necessary for the information to be given to a person in connection with the provision of a service to the Council, everything reasonably within the power of the



To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1**

Council should be done to prevent the unauthorised use or disclosure of the information.

**g. Conduct:**

Information resources owned, leased or rented by Council should be solely for the conduct of its business; no use for any other purpose shall be permitted, except as described within information security policies.

**h. Education and Training:**

The Council recognises the importance of continual briefing and education on information security policies for the users of Council IT resources.

User briefing of information security policies and the correct use of IT resources will ensure that users are aware of security threats and concerns.

Users will receive appropriate briefing and updates in Council information security policies as required. This will include security requirements, legal responsibilities, business controls, correct use of information processing facilities e.g. logon procedure, use of software packages before access to IT resources is granted, etc.

**9. ROLES AND RESPONSIBILITIES**

**a. Policy Management**

The Manager Information Services is the ultimate 'owner' of IT Security within the Council. In the event of a security incident, responsibility will rest with the Manger Information Services. As such, the Manager Information Services is responsible for the development, implementation and ongoing review of the information security policies.

The Executive and the Management team must ensure that all personnel within their area of responsibility are fully informed of their obligations and responsibilities with respect to these policies.

IT shall have a team member designated as IT Security Administrator, who shall be accountable to the Manager Information Services for the implementation of the information security policies. Currently, the designated IT Security Administrator is the Senior Infrastructure Support Officer. This role will be supported by the Infrastructure Support Officer role.

**b. The IT Security Administrator is responsible for:**

- i. Maintenance and distribution of the policies.
- ii. Monitoring the performance of the information security policies.
- iii. Assisting to develop and implement security mechanisms, procedures and guidelines to enforce the information security policies
- iv. Investigating suspected security breaches.
- v. Ensuring that Executives and Managers are kept informed of potential new threats and developments in information security.

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## Information Security Policy Framework (cont'd)

**ATTACHMENT 1**

- vi. Ensuring that no platform, application or security mechanism goes live without properly designed and thoroughly tested security systems and administration procedures.
- vii. Identifying requirements outlined in the latest published versions of other Council policies which may have implications for the Council information security policies. Tabling potential items for inclusion, amendment or deletion with the Manager Information Services.
- viii. Installing and configuring information technology platforms and server software in accordance with information security policies.

**c. Custodians**

Managers have a responsibility to support the business activities performed under their supervision and to ensure that the Council IT resources used during those activities are adequately secured. They must also ensure that the information security policies are observed in the performance of these activities.

The Manager Information Services will be the custodian of all Council strategic system platforms, corporate applications, communications systems including the Council Local and Wide Area Networks; and be responsible for the inventory of Information Technology assets.

Managers and their delegates will be the custodians of strategic data and sites under their control.

Individuals will be the custodians of desktop, laptop systems and mobile computing assets under their control.

**d. Individuals**

Users of Council IT resources:

- ix. Will operate under all the information security policies.
- x. Are responsible for the proper care and use of IT resources under their direct control.
- xi. Are responsible for reporting security breaches to their managers.

**e. Provision of External Specialist Information Security Advice**

Given the specialist nature of information security and the benefits of external objectivity, IT may utilise the services of external consultants, where deemed necessary by the Manager Information Services. The external consultant may be engaged to audit and assess information security, advice and assist in the implementation of improvements and provide support to ensure compliance with this document.

**10. COUNCIL SERVICES**

Various sections of Council provide services that relate to information security, both directly and indirectly. It is expected that there will be collaboration between these sections and the IT Services to implement and maintain the requirements of the policy. Some of these sections and their services are:

- a. Human Resources: Personnel recruitment, induction, and departure-processing.

## To the Ordinary Meeting of Council

## Information Security Policy Framework (cont'd)

**ATTACHMENT 1**

- b. General Managers Department: Governance and compliance
- c. Outdoor Department: Physical building security.
- d. Corporate Services: Policies concerning privacy, copyright, and internal Audit and Information Control.

**11. PRIVACY**

The Council is mindful of the guidelines of the New South Wales Government Privacy Principles and that some information is generally regarded as private (e.g. email). However, Council has the right to access, review, monitor and disclose information to:

- a. Ensure the IT resources are used appropriately.
- b. Ensure the protection of Council's information.
- c. Ensure that the legal responsibilities of Council are met.

IT resources will be evaluated for the purpose of determining their individual value to Council and for the selection of appropriate protection measures. The evaluation shall take into consideration the relevant legal and statutory compliance requirements.

All users should be aware of the need to keep records and information from disclosure. The Council and users have a duty of care to ensure safe keeping of all information entrusted to Council.

**12. DISTRIBUTION**

It is the managers' responsibility to explain the contents of information security policies to the users of IT resources. It is essential that all new employees are provided with a copy of the policy and directed to the online document repository (TRIM) location and Intranet link of the information security policies during induction as soon as they commence employment in Council. It is intended that the information security policies be accessible in their entirety via the Council document repository (TRIM) and the corporate Intranet. All users of Council IT resources are required to be familiar with these policies.

**13. REVIEW PERIOD**

Information security policies will be reviewed annually for relevance, completeness and effectiveness and to ensure that technology changes and security threats continue to be managed to ensure the protection of Council's IT resources.

The information security policies are "living" documents that will be altered as required to deal with changes in technology, applications, procedures, legal and social imperatives, perceived dangers, etc.

It is necessary to update and review the existing policies to ensure that Council's policies meet best practice for information security.

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Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

**14. INFORMATION SECURITY POLICIES**

The information security policies are key foundation stones of all information security in any organisation.

The information security policies listed below are an integral part of this Council's Information Security Framework.

The policies are:

1. IT Resources Use Policy
2. IT User Administration Policy
3. Email Policy
4. Internet Policy
5. IT Physical Security Policy
6. Computer System Security Policy
7. Data Security Policy
8. Cloud Computing Policy
9. Mobile Device Management Policy
10. Wireless Communication Policy
11. Disaster Recovery Policy

**15. BREACHES OF INFORMATION SECURITY POLICIES**

This will include:

- a. Access to Council data or system without authorisation
  - i. Such attempts may include:
    1. Unauthorised use of an account (privileged or otherwise);
    2. Unauthorised access to directories, files or media;
    3. Placement of "sniffing" hardware or software or network segment to capture data travelling across it;
    4. Abuse or trust relationships (e.g. inter-domain trust) to access data;
- b. Modification of council data without authorisation
  - ii. Such attempts may include:
    1. Placement of files – new data, malicious code e.g. Trojan Horse, Virus, Worm, etc;

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Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

2. Deletion of data;
3. Modification of data – change of file permissions; web page defacement; alteration of file content.
- c. Denial of service or disruption of system activity
  - iii. Such incidents include:
    1. Distributed denial of service attack (DDoS) causing loss of external network connections through packet flooding;
    2. Exploitation of vulnerabilities causing network outage;
    3. Causing system to crash;
    4. Causing system to lose connectivity;
    5. Causing system to partially or completely fail;
    6. Physical loss or damage to systems.
  - d. Change to Council system software, hardware or environment without approval
    - iv. Such incidents include:
      1. Installation of back door code without authorisation ( including violations by system developers);
      2. Modification of system code without authorisation;
      3. Modification to cabling (patching, rack connections etc.);
      4. Addition of software/hardware with malicious intent (e.g. keystroke logging or backdoor);
      5. Unauthorised removal, relocation, addition or replacement of equipment.
    - e. Use of Council systems for processing or storage of data without authorisation
      - v. Such incidents include:
        1. Use of systems to perform unauthorised work;
        2. Use of systems to perpetrate attacks on third parties (e.g. denial of Service);
        3. Use of systems to store unauthorised data (e.g. sound or movie files, illegal copies of software).
        4. Probe
      - f. Attempts to gain information that may be used to perpetrate an attack
        - vi. Such incidents include:

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Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

1. Automated scans;
2. Ping/portscan;
3. Traceroute;
4. Targeted scans across whole, or large parts of IP range;
5. Social engineering;
6. Unexpected inquiries into network capabilities/vulnerabilities;
7. Unauthorised password resets.

g. Physical damage or loss

vii. Rendering Council systems or data unavailable due to:

1. Theft, vandalism, fire and damage.

Any violation of Council information security policies implicitly or explicitly.

**16. PROCEDURE TO ADDRESS INFORMATION SECURITY BREACHES**

- a. The following procedure will be followed to address information security breaches:

## Information Security Policy Framework (cont'd)

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Information Security Policy Framework (cont'd)

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## **ATTACHMENT 1**

### **17. MONITORING OF USAGE**

Council reserves the right to monitor usage of Council IT resources at all times.

### **18. DISCIPLINARY ACTION**

Disciplinary action, according to Council's Disciplinary Procedures, up to and including dismissal, will be taken against any Council user found to be using the Council IT resources in a manner that is in contradiction to or in violation of information security policies.

Anyone suspecting misuse or attempted misuse of the Council IT resources is responsible for reporting such activity to their manager.

### **19. DOCUMENTS AS CORPORATE RECORDS**

Documents related to the transactions of Council's business are corporate records and must be registered to TRIM by the users to comply with the Council's Record Management policy (TRIM T091745/2008).

Users should read the Records User guide (TRIM T062737/2005). If unsure as to whether the information constitutes a business communication as defined in the Guide, it should be referred to the Manager or Team Leader - Corporate Information.

### **RELATED POLICIES AND DOCUMENTS**

Related policies and documents include:

- a. Code of Conduct policy
- b. NSW Privacy and Personal Information Protection Act 1998
- c. NSW Classification Enforcement Amendment Act 2001
- d. NSW Copyright Act 1897
- e. Commonwealth Copyright Act 1968
- f. Disability Discrimination Act 1992
- g. Sex Discrimination Act 1984
- h. State Records Act 1998
- i. Racial Discrimination Act 1975
- j. Government Information (Public Access) Act 2009 NSW (GIPA Act)



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Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

**IT RESOURCES USE AGREEMENT**

Prior to granting access to Council's IT resources, users will be provided with a hard copy of all information security policies and Internet/Intranet link during induction and will be required to sign an "IT Resources Use Agreement" that acknowledges compliance with all the information security policies.

Users are required to agree on the following conditions of use of IT resources before logging on to the system:

- I have read Council's all information security policies and agree to comply with all provisions and terms stated in the documents.
- I understand and acknowledge that my use of IT resources will be monitored according to the policy.
- I understand that failure to adhere to the information security policies may result in disciplinary action, up to and including dismissal.

**IT RESOURCES USE AGREEMENT**

I ----- have received and read Council's information security policies and agree to comply with all provisions and terms stated in the documents.

I understand and acknowledge that my use of IT resources will be monitored according to the policy.

I understand that failure to adhere to the policies may result in disciplinary action, up to and including dismissal.

**Name:** .....


**Signed:** .....

**Date:** .....

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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 1****IT RESOURCES USE POLICY**

		
<b>IT RESOURCES USE</b>		
<b>TRIM No:</b> T043189/2012	<b>REVISION No:</b> 1	<b>REVIEW DATE:</b> OCTOBER 2015
<b>AUTHOR:</b> MANAGER, INFORMATION SERVICES	<b>AUTHORISATION:</b> GENERAL MANAGER	<b>DATE ADOPTED:</b> TBA

**OBJECTIVE**

The IT Resources Use Policy is a part of the Information Security Policy Framework.

Users of Council's IT resources are to ensure that they do follow the usage and security requirements set out in the General Procedure IT Resources Use as amended from time to time.

**SCOPE**

This Policy applies to all users of Council IT resources which include employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources (Users). The Policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Users of Council's IT resources are to ensure they:

- Protect the Council and Users from the risk posed by illegal or improper use of Council IT resources;
- Ensure appropriate use of Council IT resources for Council related business;
- Manage Council IT resources in a way that is sensitive to the needs of the Council; and avoids waste of time and/or resources;
- Advise Users of their responsibilities in the use of Council IT resources;
- Ensure compliance with relevant legislation;
- Ensure Users use the Council IT resources in a manner that does not breach information security policies;
- Ensure that best practice is followed in the use of Council IT resources.


**RELATED DOCUMENTS**

Auburn City Council                      General Procedure IT Resources Use (T043498/2012)  
Auburn City Council                      Information Security Policy Framework  
NSW Classification Enforcement Amendment Act 2010  
Local Government Act 1993

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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 2****IT USER ADMINISTRATION POLICY**

		
<b>INFORMATION TECHNOLOGY (IT) USER ADMINISTRATION</b>		
<b>TRIM No:</b> T043190/2012	<b>REVISION No:</b> 1	<b>REVIEW DATE:</b> OCTOBER 2015
<b>AUTHOR:</b> MANAGER, INFORMATION SERVICES	<b>AUTHORISATION:</b> GENERAL MANAGER	<b>DATE ADOPTED:</b> TBA

**OBJECTIVE**

The IT User Administration Policy is a part of the Information Security Policy Framework.

Users of Council's IT resources are to ensure that they do follow the usage and security requirements set out in the General Procedure IT Resources User Administration as amended from time to time.

**SCOPE**

This Policy applies to all Users of Council's IT resources which includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The Policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Council's Information Technology (IT) Service Unit is to ensure they:

- Establish the mechanisms used to administer the Users of Council's IT resources;
- Prevent unauthorised access to Council's IT resources;
- Protect the Council and Users from the risk posed by illegal or improper use of Council's IT resources;
- Ensure compliance with relevant legislations;
- Ensure that Users are aware of security threats and concerns;
- Ensure all Users use the Council's IT resources in a manner that does not breach Council's information security policies,
- Ensure that best practice is followed in the use of IT resources;

**RELATED DOCUMENTS**

Auburn City Council                      General Procedure IT User Administration (T043525/2012)


NSW Classification Enforcement Amendment Act 2010

Local Government Act 1993

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 3****EMAIL POLICY**

		
<b>USE OF E-MAIL</b>		
<b>TRIM No: T043197/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER, INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The E-mail Policy is a part of the Information Security Policy Framework.

Councillors and staff (Users) using the Council's e-mail (internal and external) network are to ensure they do so in compliance with the Council's General Procedure on the Use of E-mail and Information Security Policy Framework.

**SCOPE**

This policy applies to all users of Council's IT resources and includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Before Users are permitted access to and use of the Council's e-mail system they are required to complete and submit to Council's IT Service Unit an "IT Resources Use Agreement" and their use of the e-mail system will be required to comply with the conditions set out in the General Procedure for Use of E-mail.

Where a Councillor has been suspended under Section 440K of the Local Government Act 1993, that Councillor is not entitled to any fee or other remuneration to which he or she would otherwise be entitled as the holder of a Civic Office and Internet use will therefore be terminated for the period of the suspension.

All e-mail use will comply with the Appropriate and Inappropriate use provisions in the General Procedure Use of E-mail as amended from time to time

Access to e-mail facilities is strictly limited to designated users and not to be extended to family members, friends or any member of the public and must protect their access and not allow others to use their passwords to access the e-mail system.

Access to e-mail will be terminated as a result of breach of the Council's IT Information Security Policies


**RELATED DOCUMENTS**

Auburn City Council	General Procedure Use of Email (T048650/2012)
Auburn City Council	Information Security Policy Framework

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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 4****INTERNET POLICY**

		
<b>USE OF THE INTERNET</b>		
<b>TRIM No: T043198/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The internet Policy is a part of the Information Security Policy Framework.

Councillors and staff (Users) using the Internet through Council's network are to ensure they do so in compliance with the Council's General Procedure on the Use of the Internet and Information Security Policy Framework.

**SCOPE**

This policy applies to all users of Council IT resources and includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Before Users are permitted access to the Internet through Council's network they are required to complete and submit to Council's IT Service Unit an "IT Resources Use Agreement" and their use of the Internet will be required to comply with the conditions set out in the General Procedure for Use of the Internet and Information Security Policy Framework.

Council's IT Service Unit will block certain non-work related Websites from user access with the approval of the General Manager.

Where a Councillor has been suspended under Section 440K of the Local Government Act 1993, that Councillor is not entitled to any fee or other remuneration to which he or she would otherwise be entitled as the holder of a Civic Office and Internet use will therefore be terminated for the period of the suspension.

All Internet use will comply with the Appropriate and Inappropriate use provisions in the General Procedure Use of the Internet as amended from time to time

Requests for links to Council's website will be required to be approved by the Director, Business and Finance. Consideration will only be given to requests that are consistent with Council's Charter as outlined in Section 8 of Local Government Act, 1993.


**RELATED DOCUMENTS**

Auburn City Council	General Procedure Use of the Internet (T056308/2012)
Auburn City Council	Information Security Policy Framework

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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 5****IT PHYSICAL SECURITY POLICY**

		
<b>IT PHYSICAL SECURITY</b>		
<b>TRIM No: T043199/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER INFORMATION TECHNOLOGY</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The IT Physical Security Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Establish the mechanisms to secure and control security of IT physical resources;
- Safeguard the integrity of computers, networks, and data at the Council;
- Ensure that best practice is followed in the use of IT resources;

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Auburn City Council will develop, implement and maintain procedures that will ensure the physical security of Council's information technology equipment and the data stored on this equipment.

The procedure will relate to access to Council's computer room and to safe use and maintaining of security of data on desktop PCs and laptops used by Councillors and staff.

Access to Council's data from illegal access requires vigilance by the Information Technology (IT) staff and by Councillors and staff in their business activities via the Internet.

Security and safer guard provisions are required for guests and visitors, other than Library guests and visitors, who may require access to Council's computer network. Access is only to be available to properly authorised persons.

**RELATED DOCUMENTS**


Auburn City Council	General Procedure – IT Physical Security (T048697/2012)
Auburn City Council	Information Security Policy Framework



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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 6****COMPUTER SYSTEM SECURITY POLICY**

		
<b>COMPUTER SYSTEM SECURITY</b>		
<b>TRIM No: T043203/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The Computer System Security Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Establish the mechanisms to secure and control security of computer system;
- Protect the integrity of software;
- Ensure all employees use the IT resources in a manner that does not breach information security policies;
- Safeguard the integrity of computers and networks at the Council;
- Ensure that best practice is followed in the use of IT resources.

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Auburn City Council will develop, implement and maintain appropriate procedures that will ensure the security of Council's IT networks and operating system and appropriate access restrictions to data and applications.

The procedure/s will contain provisions relating to management of password and patches to software and controls against malicious code and viruses.

Access to Council's data from illegal access requires vigilance by the Information Technology (IT) staff and by Councillors and other staff in their business activities via the Internet.

IT staff will use its best endeavours to ensure Councillors and staff of Auburn City Council use Council's IT resources (hardware, software, data etc) in a manner that does not breach information security policies


**RELATED DOCUMENTS**

Auburn City Council	General Procedure – Computer System Security (T050834/2012)
Auburn City Council	Information Security Policy Framework

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Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 7****DATA SECURITY POLICY**

		
<b>DATA SECURITY</b>		
<b>TRIM No: T043201/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The Data Security Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Establish the mechanisms to ensure that Council databases and data files are appropriated protected;
- Safeguard the integrity of database and data files;
- Ensure all employees use the IT resources in a manner that does not breach information security policies;
- Ensure data security complies with relevant Local, State and Commonwealth Government legislations;
- Ensure that best practice is followed in the use of IT resources.

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Auburn City Council will develop, implement and maintain procedures that will ensure the security of Council's data stored on its computer systems and computer network.

The procedure will relate to classification of information, confidentiality, security and maintaining of the data's security.

The procedure will also contain provisions for labelling and handling of data stored on computers; the network and storage devices and the correct and proper disposal of data.

Access to Council's data from illegal access requires vigilance by the Information Technology (IT) staff and by Councillors and other staff in their business activities via the Internet.

IT staff will use its best endeavours to ensure Councillors and staff of Auburn City Council use Council's IT resources in a manner that does not breach information security policies

**RELATED DOCUMENTS**


Auburn City Council	General Procedure – Computer Systems Security (T050834/2012)
Auburn City Council	Information Security Policy Framework



To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 8****CLOUD COMPUTING POLICY**

		
<b>CLOUD COMPUTING</b>		
<b>TRIM No: T012103/2016</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: JANUARY 2016</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The Cloud Computing Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Ensure that cloud services are not used without the Information Services Manager's knowledge.
- Ensure employees not open cloud services accounts or enter into cloud service contracts for the storage, manipulation or exchange of company-related communications or company-owned data without the Information Services Manager's input.
- Protect the integrity and confidentiality of Auburn City Council's data and the security of the corporate network.
- Establish a process whereby users can use cloud services without jeopardizing company data and computing resources.

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Use of cloud computing services for work purposes must be formally authorised by the Information Services Manager. The Information Services Manager will certify that security, privacy and all other IT management requirements will be adequately addressed by the cloud computing vendor.

Employees must not share log-in credentials with co-workers. The IT department will keep a confidential document containing account information for business continuity purposes.

The use of such services must comply with all laws and regulations governing the handling of personally identifiable information, corporate financial data or any other data owned or collected by Auburn City Council.

Personal cloud services accounts may not be used for the storage, manipulation or exchange of company-related communications or company-owned data.


**RELATED DOCUMENTS**

Auburn City Council Information Security Policy Framework

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 9****MOBILE DEVICE MANAGEMENT POLICY**

		
<b>MOBILE DEVICE MANAGEMENT</b>		
<b>TRIM No: T018411/2016</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: JANUARY 2016</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The Mobile Device Management Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Ensure Auburn City Council's protects its information assets in order to safeguard its customers, intellectual property and reputation.
- Outlines a set of practices and requirements for the safe use of mobile devices and applications.
- Protect Council from adverse impact on the reputation and operations that could result from failures of confidentiality, integrity and availability of information;
- Ensure that best practice is followed in the use of IT resources;

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

All mobile devices, whether owned by Auburn City Council or owned by employees, inclusive of smartphones, tablet and/or laptop computers, that have access to corporate networks, data and systems are governed by this mobile device security policy. Devices must comply with the following:

- Minimum Operating System requirements are: Android 5.0, iOS 9.0.
- Devices must be encrypted
- Devices must be configured with a minimum 4 digit PIN.
- Devices cannot be jailbroken or rooted
- Cloud Backups will be disabled
- Mobile Application Management for Office 365 will require a corporate password to be entered

Only devices managed by IT will be allowed to connect directly to the internal corporate network. These devices will be subject to the valid compliance rules on security features such as encryption, password, key lock, etc. These policies will be enforced by the IT department using Mobile Device Management software


**RELATED DOCUMENTS**

Auburn City Council General Procedure – Mobile Device Management (TBA)

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 10****WIRELESS COMMUNICATION POLICY**

		
<b>WIRELESS COMMUNICATION POLICY</b>		
<b>TRIM No: T018398/2016</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: JANUARY 2016</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

This policy specifies the conditions that wireless infrastructure devices must satisfy to connect to Auburn City Council's network. Only those wireless infrastructure devices that meet the standards specified in this policy or are granted an exception by the Information Services Manager are approved for connectivity to a Councils network.

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

All wireless infrastructure devices that reside at Auburn City Council sites and connect to Auburn City Councils network, or provide access to information classified as Councils Confidential, or above must:

- Abide by the standards specified in the Wireless Communication Standard.
- Be installed, supported, and maintained by an approved support team.
- Use Auburn City Councils approved authentication protocols and infrastructure.
- Use Auburn City Councils approved encryption protocols.
- Maintain a hardware address (MAC address) that can be registered and tracked.
- Not interfere with wireless access deployments maintained by other support

**Home Wireless Device Requirements**

- Wireless infrastructure devices that provide direct access to the Auburn City Councils corporate network, must conform to the Home Wireless Device Requirements as detailed in the Wireless Communication Standard.
- Wireless infrastructure devices that fail to conform to the Home Wireless Device requirements must be installed in a manner that prohibits direct access to the Auburn City Councils corporate network. Access to the Councils corporate network through this device must use standard remote access authentication.

**RELATED DOCUMENTS**


Auburn City Council General Procedure – Wireless Communication Standard (T018332/2016)

Auburn City Council Information Security Policy Framework

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

**ATTACHMENT 1****POLICY NUMBER – 11****DISASTER RECOVERY POLICY**

		
<b>DISASTER RECOVERY</b>		
<b>TRIM No: T043202/2012</b>	<b>REVISION No: 1</b>	<b>REVIEW DATE: OCTOBER 2015</b>
<b>AUTHOR: MANAGER INFORMATION SERVICES</b>	<b>AUTHORISATION: GENERAL MANAGER</b>	<b>DATE ADOPTED: TBA</b>

**OBJECTIVE**

The Disaster Recovery Policy is a part of the Information Security Policy Framework.

The objective of this policy is to:

- Counteract interruptions to business activities and critical business processes from the effect of major failures of corporate systems and ensure their timely resumption;
- Protect Council from adverse impact on the reputation and operations that could result from failures of confidentiality, integrity and availability of information;
- Ensure continuity of Council IT services to its customers and business partners;
- Safeguard the integrity of computers, networks and data at Council;
- Ensure that best practice is followed in the use of IT resources;

**SCOPE**

This policy applies to all users of Council IT resources: Includes employees, Councillors, contractors, consultants, service providers, representatives of customers and other bodies that uses the Council IT resources. The policy is not applicable to public library patrons, visitors and guests.

**POLICY**

Auburn City Council will develop, implement, test and maintain procedures that will ensure the security of Council's data stored on its computer systems and computer network by having an effective Disaster Recovery Plan in place, which will be reviewed on a regular basis.

The procedure will relate to assessing the risk exposure of Auburn City Council's stored data and computer network prior to developing the Disaster Recovery Plan. When developed, the Disaster Recovery Plan will be tested, reviewed and updated as necessary on an ongoing basis.

The procedure will provide for the backup and recovery processes following a disaster.

**RELATED DOCUMENTS**

Auburn City Council General Procedure – Framework for Developing a Disaster Recovery Plan (T095498/2012)

Auburn City Council Business Continuity Plans

Auburn City Council Information Security Policy Framework

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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**ATTACHMENT 1****19. DEFINITIONS**

- a. **Account** – Account is an access control mechanism to identify and authenticate an individual. This commonly takes the form of username and password. An account may have associated with it access to resources, such as, access to equipment or file storage.
- b. **Council** – Auburn City Council
- c. **Computer System:** Means all computers, networks, servers and other similar devices that are administered by the Council and for which the Council is responsible.
- d. **Database** – A collection of related electronic information items and files stored in a structured manner that support different representations for different purpose.
- e. **Data Integrity** – The quality or condition of being accurate, complete and valid, and not altered or destroyed in an unauthorised manner.
- f. **Denial of Service** – The prevention of authorised access to IT resources or denying of time critical operations.
- g. **Domain** – A group of entities subject to the same security policy and under the jurisdiction of a domain authority that is responsible for enforcing that policy.
- h. **Electronic Communications:** Means the use of computers and network systems in the communication or posting of information or material by way of electronic mail, bulletin boards, or other electronic tools
- i. **Email** – A message, including any attachments, sent in an electronic format from one user to one or many users via a computer network, using an email protocol.
- j. **Encryption** – The process by which plain text data is transformed to conceal its meaning. Encryption is a reversible process affected by using a cryptographic algorithm and key.
- k. **Information Resources** - databases and data files, contracts and agreements, system documentation, research information, user manuals, training material, operational or support procedures, disaster recovery plans, fallback arrangements, audit trails, and archived information.
- l. **Internet** – A global system of interconnected computer networks that use the standard Internet Protocol Suite (TCP/IP) to serve billions of users worldwide. It is a network of networks that consists of millions of private, public, academic, business and government networks that are linked by a broad array of electronic, wireless and optical networking technologies.
- m. **IT** – Information Technology.
- n. **IT Resources** – Includes Information resources, software resources, IT physical resources and services used in connection with the provision of information technology services by Council.
- o. **IT Security Administrators:** This is a security administration role undertaken by Senior Infrastructure Support Officer and supported by the Infrastructure Support Officer. They have full access to all the systems.
- p. **IT Systems Administrator:** Means an employee responsible for managing the operation or operating system environments of computer and network systems.
- q. **Network Systems:** Includes voice, video and data networks, switches, routers and storage devices

To the Ordinary Meeting of Council

Information Security Policy Framework (cont'd)

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**ATTACHMENT 1**

- r. **IT Physical Resources** – Includes computer equipment (desktops, monitors, laptops, modems), peripherals, communications equipment (routers, network switches, PABXs), removable media (tapes, disks, CDs), and other equipment (power supplies, air conditioning units).
- s. **IT Services** – Means the network systems, computer systems, electronic communications and all applications, software and peripherals used in connection with the provision of IT services by Council.
- t. **Malicious Code** – A piece of computer software introduced into another program for malicious purposes.
- u. **Software Resources** - Application software, system software, development tools, and utilities.
- v. **Services** - IT services, general utilities, e.g. heating, lighting, power, and air-conditioning.
- w. **TRIM**: Means the Council's document management software system.
- x. **Users** - Includes employees, councillors, contractors, consultants, service providers, representatives of customers and other bodies that access the Council IT resources onsite and offsite. This does not include public library patrons, visitors and guests.
- y. **VPN** – A Virtual Private Network (VPN) is a network of secure connections over public telecommunications infrastructure.

## AUBURN CITY COUNCIL

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

**072/16      Quarterly Budget Review Statements for March 31, 2016**

L-22-04/05

RS : MW

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
4a.6.1.3	Comply with all statutory reporting requirements	Co-ordinate budget quarterly review across business service units

**SUMMARY**

The Quarterly Budget Review Statement (QBRS) has been prepared for the period ended 31 March 2016. QBRS indicates that Council's financial position is satisfactory having regard to the actual year to date income and expenditure and the original and proposed revised estimates of income and expenditure.

**RECOMMENDATION**

- 1. That the Quarterly Budget Review Statement for the quarter ended 31 March 2016 be received and the information therein noted.***
- 2. That the 31 March 2016 Quarter Budget Review of revised estimates of income and expenditure for 2015/2016 be hereby noted and approved.***

**REPORT**

Clause 203(2) of the Local Government (General) Regulation 2005 (the Regulation) requires Council's Responsible Accounting Officer to prepare and submit a Quarterly Budget Review Statement (QBRS) that shows, by reference to the estimate of income and expenditure set out in the Operational Plan adopted by Council for the relevant year, a revised estimate of the income and expenditure for that year.

QBRS provides a summary of Council's financial position at the end of each quarter, information to the Council and the community, in respect of Council's progress against the Operational Plan's original budget and the last revised budget, as well as recommended revisions identified as part of the budget review process.

QBRS for the period ended 31 March 2016 is attached to this report.

Significant material budget revisions proposed in the March 2016 quarter budget review for the period, from 1 January 2016 to 31 March 2016, are as follows:

- The projected net operating result for 2015/16 has decreased by \$2.269m (3% of total income) due to the following budget variations effecting income and expenses:

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

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*Income*

- Operating income is expected to reduce by \$1.7m from the current budget of \$69.4m to \$67.7m. Lower than budgeted Fines income (\$1.2m) and Restorations revenue (\$0.285m) are the main contributing factors to the variance.
- Capital income is also expected to reduce by \$0.6m, from the current budget of \$5.5m to \$4.9m, mainly due to the delay in the collection of S94 Contributions.

*Expenditure*

- Operating expenses were forecast to reduce by \$80k, attributable to savings in staff costs (\$519k). Most of the savings were offset by an increase in legal and professional fees associated with the recent Public Enquiry to Auburn City Council.
- The projected total capital expenditure for the year has decreased by \$9.8 million, mainly due to the following:
    - \$3.0m deferral of the Ruth Everuss Aquatic Centre project;
    - \$3.1m deferral of Auburn and Bardot park upgrades;
    - \$1.8m savings from Staff Vehicles' purchase budget;
    - \$0.9m budget for Open Space not spent;
    - \$0.6m deferral of Books purchase for Wentworth Point Library and
    - \$0.5m savings from Corporate Application (TechOne Implementation) project.
  - The projected Cash and Investments position of \$55.172 million is considered adequate for the year ending 30 June 2016.

**ATTACHMENTS**

1. Consolidated Quarterly Budget Review Statement for 31 March 2016 - T034447/2016



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Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

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**ATTACHMENT 1**



# AUBURN CITY COUNCIL

**QUATERLY BUDGET REVIEW STATEMENT**  
For the period 01 January 2016 to 31 March 2016

April 20, 2016

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

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**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16

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April 20, 2016

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

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**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Auburn City Council for the quarter ended 31/03/16 indicates that Council's projected financial position at 30/6/16 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** \_\_\_\_\_

**date:**

Richard Sheridan  
Responsible Accounting Officer

April 20, 2016

To the Ordinary Meeting of Council

## Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

## Auburn City Council

**Income & Expenses Budget Review Statement****Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16

Budget review for the quarter ended 31 March 2016

**Income & Expenses - Council Consolidated**

	Original Budget		Approved Changes				Revised Budget		Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
	2015/16	Carry Forwards	QBRs	Sep QBRs	Dec QBRs	Mar QBRs	2015/16	Mar Qtr				
<b>((\$000's))</b>												
<b>Income</b>												
Rates and Annual Charges	47,400		207	207	200		47,807	(274)	1		47,807	47,708
User Charges and Fees	6,933		(20)	(20)	(90)		6,823	(120)	2		6,549	4,734
Interest and Investment Revenues	2,370		50	50			2,420	(145)	3		2,300	924
Grants & Contributions - Operating	6,810	635	1,008	227			8,453	(649)	4		8,308	5,716
Grants & Contributions - Capital	7,320	(1,976)	227				5,571	(1,160)	5		4,922	4,485
Other Revenues	1,995	1,931	(23)				3,903				2,743	2,052
Sale of Assets	-						-				-	187
<b>Total Income from Continuing Operations</b>	<b>72,828</b>	<b>590</b>	<b>1,449</b>	<b>110</b>	<b>-</b>	<b>-</b>	<b>74,978</b>	<b>(2,348)</b>			<b>72,629</b>	<b>65,807</b>
<b>Expenses</b>												
Employee Costs	25,663	13	1	92			25,769	(373)	6		25,396	12,502
Borrowing Costs	1,237			(237)			1,000	(58)	7		1,000	591
Materials & Contracts	15,413	520	596	422			16,951	(131)	8		16,904	13,727
Depreciation	13,385		(1,911)				11,474	538	9		11,343	8,496
Legal Costs	298		(43)				255	2	10		793	159
Consultants	489		122				611	(58)			613	529
Other Expenses	8,152	57	(50)	18			8,177				8,119	7,819
Interest & Investment Losses							-				-	-
Net Loss from disposal of assets							-				-	-
Share of interests in Joint Ventures							-				-	-
<b>Total Expenses from Continuing Operations</b>	<b>64,637</b>	<b>590</b>	<b>(1,285)</b>	<b>295</b>	<b>-</b>	<b>-</b>	<b>64,237</b>	<b>(80)</b>			<b>64,168</b>	<b>43,823</b>
<b>Net Operating Result from Continuing Operations</b>	<b>8,191</b>	<b>-</b>	<b>2,734</b>	<b>(185)</b>	<b>-</b>	<b>-</b>	<b>10,741</b>	<b>(2,268)</b>			<b>8,461</b>	<b>21,983</b>
Discontinued Operations - Surplus/(Deficit)							-				-	
<b>Net Operating Result from All Operations</b>	<b>8,191</b>	<b>-</b>	<b>2,734</b>	<b>(185)</b>	<b>-</b>	<b>-</b>	<b>10,741</b>	<b>(2,268)</b>			<b>8,461</b>	<b>21,983</b>
<b>Net Operating Result before Capital Items</b>	<b>871</b>	<b>1,976</b>	<b>2,507</b>	<b>(185)</b>	<b>-</b>	<b>-</b>	<b>5,170</b>	<b>(1,619)</b>			<b>3,539</b>	<b>17,498</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xxxxxx and should be read in conjunction with the total QBRs report

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

1	Bring to accounts lower than budgeted Restorations revenue (\$285k), partly compensated by increase in Childcare fees.
2	Bring to accounts lower than expected Investment revenue (\$120k).
3	Bring to accounts budget correction for a one-off Grant received last financial year (\$207k), partly compensated by increase in Hoarding Fees (\$50k).
4	Bring to accounts a further reduction in Section 94 Development Application (\$649k), mainly contributed by the delay in the collection scheme.
5	Bring to accounts lower Fines income from Ranger Services (\$1.159m), partly due to vacancies in Ranger/ Parking Officer positions.
6	Savings from staff costs (\$519k) were partly offset by additional staffing for the Auburn Long Day Care Centre (Legislation change) and overtime expenses for community events (\$75k).
7	Bring to accounts anticipated increase in Tree Maintenance (\$400k), Internal Audit (\$100k) and Independent Planning Panel (\$50k) expenses, partly compensated by a reduction in Park & Recreation (\$260k), Planning contractors (\$144k) and Footpaths maintenance (160k).
8	Depreciation expenditure was lower than anticipated due to the deferrals of some Capital Works expenditure (\$131k).
9	Anticipated increase in Legal and Professional fees, attributable to Auburn Council Public Enquiry (\$500k).
10	Savings in Councillor expenses (\$48k) and advertising costs (\$25k) contributed to the favourable variance.

April 20, 2016

To the Ordinary Meeting of Council

## Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

## Auburn City Council

**Capital Budget Review Statement****Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16

Budget review for the quarter ended 31 March 2016

**Capital Budget - Council Consolidated**

	Original Budget 2015/16	Approved Changes				Revised Budget 2015/16	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures	
		Carry Forwards	Sep QBRS	Dec QBRS	Mar QBRS						
(\$000's)											
Capital Expenditure											
New Assets											
New Asset - Plant & Equipment	2,418	2,314	43	345	5,120	(1,623)	1		3,497	2,799	
New Asset - Land & Building	15,408	3,627	780	(919)	18,896	(3,825)	2		15,071	8,374	
New Asset - Road, Bridges, Footpaths	6,064	-	-	(1,406)	4,658	(555)	3		4,103	2,089	
New Asset - Stormwater Drainage	-	-	-	80	80	150	4		230	70	
New Asset - Other	2,679	913	(128)	824	4,288	(1,968)	5		2,320	1,132	
Renewal Assets (Replacement)											
Renewal Asset - Plant & Equipment	795	-	-	-	795	(755)	6		40	19	
Renewal Asset - Land & Building	2,237	1,340	1,000	-	4,577	(1,598)	7		2,979	1,089	
Renewal Asset - Road, Bridges, Footpaths	6,004	-	1,671	173	7,848	541	8		8,389	1,384	
Renewal Asset - Stormwater Drainage	400	-	-	18	418	(5)			413	354	
Renewal Asset - Other	120	323	48	117	608	44	9		652	486	
Total Capital Expenditure	36,125	8,517	3,414	(768)	47,289	(9,594)			37,694	17,796	
Capital Funding											
Rates and Other United Funding	413	-	8,818	(889)	8,342	(3,451)			5,115	4,038	
Capital Grants and Contributions	2,202	-	-	1,131	3,333	(1,084)			3,669	1,918	
Reserves:			-	-	-				-		
- External Restrictions/Reserves	10,886	1,664	1,969	(94)	14,425	145			10,109	6,686	
- Internal Restrictions/Reserves	16,475	6,853	(7,373)	(916)	15,039	(5,204)			12,652	5,154	
New Loans	6,149	-	-		6,149				6,149		
Receipts from Sale of Assets					-				-		
- Plant and Equipment					-				-		
- Land and Buildings					-				-		
Total Capital Funding	36,125	8,517	3,414	(768)	47,289	(9,594)			37,694	17,796	
Net Capital Funding - Surplus/(Deficit)	-	(0)	0	(0)	-	-			(0)	(0)	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

1. Bring to accounts savings in Staff Vehicles' purchase budget - \$1.623m.

2. Bring to accounts budget for Open Space not spent (\$905k) and deferral of Ruth Everuss Aquatic Centre project (\$3.0m).

3. Savings from various Roads projects (\$904k) were offset by increased Traffic Facilities construction works (\$350k).

4. Budget allocation for GPT Construction and Drainage works on Cumberland Roads - \$150k.

5. Bring to accounts the savings from Corporate Application project (TechnologyOne Implementation) (\$582k) and Auburn Town Centre upgrade (\$777k). Deferral of Books purchase for Wentworth Point Library (\$609k) also

6. Budget transferred to Sportgrounds Improvement Program (Coleman, Princes, Webb's Avenue and Wilson Parks (\$755k).

7. Deferrals of Auburn and Bardot park upgrades were the main contributors to the savings (\$2.4m). Part of the savings was re-allocated to Sportsground Improvement Program (\$558k) and Peacock Gallery expansion project (\$200k).

8. Bring forward budget for Regent Park Overbridge Redevelopment project - \$541k.

9. Allocation for Guilfoyle Park upgrade - \$44k.

April 20, 2016

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

## Auburn City Council

**Cash & Investments Budget Review Statement****Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16

Budget review for the quarter ended 31 March 2016

**Cash & Investments - Council Consolidated**

	Original				Approved Changes				Revised		Variations		Notes	Projected		Actual
	Budget 2015/16	Carry Forwards	Sep QBRS	Dec QBRS	Mar QBRS	Budget 2015/16	Mar Qtr		Budget 2015/16	Mar Qtr	for this Mar Qtr			Year End Result	YTD figures	
<b>(\$000's)</b>																
<b>Externally Restricted <sup>(1)</sup></b>																
Specific Purpose Unexpended Loans-Bridge	1,200			126		1,326	-		1,326		-			1,326	1,326	
Developer Contributions - General	16,140	503	(3,792)	2,990		15,841	884		17,667		884			15,146	15,146	
Specific Purpose Unexpended Grants	450		1,583	(572)		1,461	200		1,608		200			1,608	583	
Domestic Waste Management	881			1		882	(145)		882					882	3,643	
Stormwater Levy	1,289			(398)		891			746						8	
<b>Total Externally Restricted</b>	<b>19,960</b>	<b>503</b>	<b>(2,209)</b>	<b>2,147</b>	<b>-</b>	<b>20,401</b>	<b>939</b>		<b>22,229</b>					<b>20,706</b>	<b>20,706</b>	
<sup>(1)</sup> Funds that must be spent for a specific purpose																
<b>Internally Restricted <sup>(2)</sup></b>																
Plant & Vehicle Replacement	2,892			878		3,770	1,622		5,392					2,667	2,667	
Infrastructure Replacement	4,013			(1,500)		2,513			2,513					2,469	2,469	
Employees Leave Entitlement	2,825			0		2,825			2,825					2,313	2,313	
Insurance Recovery	738			0		738			738					738	738	
Organisation and System Development	741			215		956			956					702	702	
Parks and Gardens Amenities	2,892	651	(48)	(748)		2,747			2,747					1,700	1,700	
Sale of Land Unpaid Rates	121			0		121			121					121	121	
Aquatic Centre Development	4,511			2,213		6,724	3,000		9,724					6,097	6,097	
I.T Upgrades, Replacements	500			174		674	582		1,256					296	296	
Regents Park Overbridge	2,915			(2,815)		100	(20)		100					3,536	3,536	
Property Renewals and Upgrades	2,765	621	(43)	(789)		2,554	(20)		2,537					2,390	2,390	
Carry-over Works				2,200		2,200	20		1,721					1,166	1,166	
<b>Total Internally Restricted</b>	<b>24,912</b>	<b>1,272</b>	<b>(91)</b>	<b>(171)</b>	<b>-</b>	<b>25,922</b>	<b>5,204</b>		<b>30,630</b>					<b>24,195</b>	<b>24,195</b>	
<sup>(2)</sup> Funds that Council has earmarked for a specific purpose																
<b>Unrestricted (i.e., available after the above Restrict</b>	<b>10,826</b>		<b>-</b>		<b>-</b>	<b>11,167</b>			<b>8,313</b>					<b>20,002</b>	<b>20,002</b>	
<b>Total Cash &amp; Investments</b>	<b>55,697</b>	<b>1,775</b>	<b>(2,300)</b>	<b>2,318</b>		<b>57,490</b>	<b>3,682</b>		<b>61,172</b>					<b>64,903</b>	<b>64,903</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report



To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1****PROJECT SUMMARY REPORT - RUTH EVERUSS AQUATIC CENTRE****Commencement Date: FINAL PHASE;** August 2015**Estimated Completion Date: FINAL PHASE;** 15 December 2016**Total Project Cost:** \$23,272,727.27 EXCL.GST**Major Contractor:** Cockram Constructions Limited.**Project Status:**

As at the end of March 2016, the issue of contaminated material has been resolved and therefore should not pose any future concerns. Cockram has submitted a Prolongation Claim and also, an allied Claim for Delay, projecting completion until the end of January 2017. Council has requested Cockram to accelerate the Project and it appears at this juncture, completion will be brought forward to occur mid-December 2016. The reinforced concrete shells for the Program and 25M Pools have been completed. The shell for the Leisure Pool will be completed by the end of April, 2016. The reinforced concrete shells for the Water Polo and the 50M Pools has commenced and are envisaged to be completed by mid-July, 2016. The reinforced concrete Concourse and Amenities' areas around the Program and 25M Pools, will be completed by the end of April, 2016, with the erection of the structural s for the roof taking place within the 1st week of May, 2016. The refurbished and extended Amenities and Administration Buildings have around 75% of their internal and external structures and services completed. The Budget is projected to be totally expended upon completion of the Project.

Project costing are being managed and monitored on a fortnightly basis between Cockram and Council's Project superintendent through formal tracking procedures. To date there has been no significant change to estimated budgets.

	<b>Budget</b>	<b>Claimed to Date</b>	<b>% Complete</b>
<b>Original Contract Value</b>	22,814,397.00	7,025,869.30	
<b>Approved Variations</b>	- 55,462.89	109,660.04	
<b>Other Consultancies</b>	513,793.16	132,999.74	
<b>Total</b>	<b>23,272,727.27</b>	<b>7,268,529.08</b>	<b>31.23%</b>

Report updated: 31st March, 2016

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

### **MAJOR PROJECT SUMMARY REPORT - REGENTS PARK OVERBRIDGE REDEVELOPMENT**

**Commencement Date: FINAL PHASE;** 11/10/2013**Estimated Completion Date: FINAL PHASE;** 31/07/2016**Project Cost:** \$7,876,879 EXCL.GST**Major Contractor:** Abergeldie Contractors Pty Limited.**Project Status:**

The closure and the works on the Bridge are projected to commence on either Friday the 15th or Monday the 18th April, 2016, subject to RMS's final approval. The Traffic Management Plan, as amended by negotiations with RMS to suit RMS's specific requirements, will be submitted to RMS on Monday 11 April, 2016. RMS has indicated that approval will be issued on Tuesday 12 April, 2016, with the Traffic Committees approval to be received on Wednesday 13 April, 2016. Variable Message Signs (VMSs') notifying all vehicular and pedestrian Traffic of such closures and works, are expected to be put in positions on Wednesday the 13th April, 2016. Comprehensive advertising has been undertaken and is continuing.

The road closures will continue until the end of August, 2016. Expenditure to date, coupled with projected expenditures to completion is within budget.

	<b>Budget 15/16</b>	<b>Claim to Date</b>	<b>% Complete</b>
<b>Original Contract Value</b>	7,876,879.00	1,227,316.80	
<b>Other Consultancies</b>	-	5,614.20	
<b>Total</b>	7,876,879.00	1,232,931.00	15.65%

Report updated: 31st March, 2016

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16**Cash & Investments Budget Review Statement****Comment on Cash & Investments Position**

Council's Cash & Investments position for 2015-16 at the end of this quarter is projected at \$61.172 million, \$5.475 million higher than the original budgeted position. This was mainly attributable by deferrals of various capital works projects.

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$64,903

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 01/04/16

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

**\$ 000's**

Cash at Bank (as per bank statements)		49
Investments on Hand		64,948
less: Unpresented Cheques	(Timing Difference)	22
add: Undeposited Funds	(Timing Difference)	106
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	193
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	15
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	-
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
<b>Reconciled Cash at Bank &amp; Investments</b>		<b>64,903</b>
<b>Balance as per Review Statement:</b>		<b>64,903</b>
Difference:		-

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

Auburn City Council

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 March 2016

**Part A - Contracts Listing** - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
COLIN BIGGERS & PAISLEY	Legal Services	68,209	22/01/16	Ongoing subject to requirements	Y	
STATE ASPHALT SERVICES PTY LTD	Road Works	803,235	11/01/16	Ongoing subject to requirements	Y	
TGB & SON PTY LTD	Road Works	301,002	21/01/16	Ongoing subject to requirements	Y	
L&H GROUP T/A SPECIALISED LIGHT	Susan Street Car Park Lighting Retrofit	120,001	18/03/16	Completion of Project	Y	
TRANSPACIFIC WASTE SERVICES	Pre-booked Waste Collections / Bulk Waste (Kerbside clean-up)	107,800	24/03/16	Completion of Project	Y	
ABRAXA MANAGEMENT CONSULTING	review of Botanic Gardens	66,050	04/01/16	Completion of Project	Y	
BERNIPAVE PTY LTD	Concrete kerb & gutter repairs	273,965	04/02/16	Ongoing subject to requirements	Y	
GVC PTY LTD	Plant purchase	57,550	21/01/16	Completion of Project	Y	
MEGA FENCING	Fencing supplies	56,980	18/01/16	Ongoing subject to requirements	Y	
PHIL GILBERT MOTOR GROUP	Fleet	111,474	21/01/16	Ongoing subject to requirements	Y	
STATECOVER MUTUAL LIMITED	Insurances	86,776	22/01/16	Ongoing subject to requirements	Y	
STATEWIDE CIVIL PTY LTD	Auburn Town Centre works	149,997	19/01/16	Ongoing subject to requirements		
		<b>2,203,040</b>				

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xxxxxx and should be read in conjunction with the total QBRs report

To the Ordinary Meeting of Council

## Quarterly Budget Review Statements for March 31, 2016 (cont'd)

**ATTACHMENT 1**

Auburn City Council

**Quarterly Budget Review Statement**  
for the period 01/01/16 to 31/03/16**Consultancy & Legal Expenses Budget Review Statement**

Consultancy &amp; Legal Expenses Overview

<b>Expense</b>	<b>YTD Expenditure (Actual Dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	528,764	Y
Legal Fees	158,879	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

<b>Consultancies</b>	<b>Actual</b>	<b>YTD Budget</b>	<b>Full Budget</b>
1000 - Strategy Unit	177,854	168,750	225,000
1004 - Finance	0	0	0
1010 - Assessment	25,821	58,499	77,999
1060 - Domestic Waste	4,950	3,713	4,950
1120 - Administration	935	0	0
1160 - Finance	33,575	63,750	85,000
1190 - Technology Serv	38,015	63,750	85,000
1200 - Human Resources	19,237	11,250	15,000
1210 - Org Services	0	0	0
1220 - GM Department	51,126	0	0
1280 - Community Serv	58,108	54,716	72,955
1420 - Library	28,956	58,185	77,580
1500 - Parks and Rec	56,500	0	0
1990 - Building Engine	31,360	0	0
2290 - Traffic	1,720	0	0
2390 - Vehicles	607	0	0
	<b>528,764</b>	<b>482,613</b>	<b>643,484</b>

<b>Legal Fees</b>	<b>Actual</b>	<b>YTD Budget</b>	<b>Full Budget</b>
1000 - Strategy Unit	9,295	11,250	15,000
1010 - Assessment	42,675	75,000	100,000
1025 - Dev Compliance	0	28,125	37,500
1120 - Administration	11,180	20,317	27,089
1160 - Finance	0	3,750	5,000
1170 - Rates Admin	58,251	60,000	80,000
1200 - Human Resources	2,816	0	0
1220 - General Manager	0	0	500,000
1490 - Works & Service	0	7,497	9,996
1980 - Land and Build	3,441	0	0
1990 - Building Engine	31,222	13,499	17,999
	<b>158,879</b>	<b>219,438</b>	<b>792,584</b>

## AUBURN CITY COUNCIL

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

**073/16      Rescheduling of Ordinary Council Meeting - July 2016**

C-28-01/06

MW : MW

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
4a.5.1	Effective and accountable governance	Provide support to civic leadership

**SUMMARY**

A determination is sought of the proposed deferment for one week of the Ordinary Meeting in July 2016.

**RECOMMENDATION**

***That the holding of the Ordinary Meeting scheduled for July 20, 2016 be deferred for one week and it be held on Wednesday, July 27, 2016 commencing at 5.00pm.***

**REPORT**

Prior to his appointment, the Interim Administrator had made arrangements that meant he would be overseas at the time of the scheduled Ordinary Meeting of Council on July 20, 2016.

The General Manager and Executive have indicated that there would be no issues with a deferment of the abovementioned meeting and that a deferment would benefit the Planning and Governance staff's organisation of the Auburn Independent Assessment Panel Meeting schedule for July 13, 2016.

Accordingly, it is considered appropriate to defer the holding of the Ordinary Meeting scheduled for July 20, 2016 by one week so as to facilitate the Interim Administrator's prior arrangements.

## AUBURN CITY COUNCIL

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

**074/16 Long Term Licence Agreements for Progress Park and Webb's Avenue Sportsground**

S-10-60

PJF : MP

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
1b. 7	Provide access to community facilities to enable participation in a range of social and recreational opportunities	Provide licencing agreements to local organisations for the use of sportsground, amenity buildings and community facilities

**SUMMARY**

This report seeks Council approval to take no further action in relation to the Expression of Interest (EOI) process for the use of the Progress Park Sport and Community Centre and sportsground and the Webb's Avenue sportsground. Council commenced the EOI process in October 2015 with submissions being received by 4 February 2016.

In December 2015, the Office of Local Government issued guidelines to councils that are subject to merger proposals called 'Council Decision Making During Merger Proposal Periods'. Continuing with the EOI process would be in contravention of these guidelines.

**RECOMMENDATION**

- 1. That Council note the guidelines issued by the Office of Local Government for Councils subject to a merger proposal.***
- 2. That Council take no further action in relation to the Expression of Interest process for the use of the Progress Park Sport and Community Centre and sportsground and the Webb's Avenue sportsground and associated buildings.***
- 3. That Council notify respondents that the Expression of Interest process will not be progressed.***
- 4. That Council inform respondents that issues concerning the licencing or leasing of Council facilities would be considered at the discretion of the new council when elected.***

**REPORT**

At its meeting on the 7 October 2015, Council resolved:

- 1. That Council call for Expressions of Interest for the use of the Progress Park Sport and Community Centre and Sportsgrounds.*
- 2. That Council call for Expressions of Interest for the use of Webb's Avenue Sportsgrounds and associated buildings.*

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

Long Term Licence Agreements for Progress Park and Webb's Avenue Sportsground  
(cont'd)

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3. *That a report brought back to Council on the result of the Expression of Interest process.*

In accordance with Council's resolution, EOI documentation was prepared and invitations opened on the 22 December 2015. The advertised closing date for the submission of EOIs was Thursday 4 February 2016. By the closing date two EOIs had been received. These were from:

- Auburn Football Club – in relation to the use of the Webb's Avenue Sportsground and associated buildings.
- Auburn District Sports Club – in relation to the use of the Progress Park Sport and Community Centre and sportsgrounds.

Following the EOI assessment process it was Council's intention to negotiate with the successful respondents the terms and conditions of five (5) year licence agreements for the facilities in question.

In December 2015, local councils received guidelines from the NSW Office of Local Government called 'Council Decision Making During Merger Proposal Periods'. The Guidelines provided guidance to councils that are the subject of merger proposals on the appropriate exercise of their functions during the period in which a merger proposal is under consideration by the Chief Executive of the Office of Local Government under the Act.

The Guidelines stressed the importance of councils continuing to operate appropriately, effectively and efficiently to meet the needs of their communities during merger proposal periods. The Guidelines also sought to provide clear guidance on what is and is not permissible during the merger proposal period.

The Guidelines' General Principles state:

*In particular, councils and council officials should not make decisions during a merger proposal period for the following purposes:*

*To seek to damage or impede the operational effectiveness of a new council including by (but not limited to)*

- *Making other significant undertakings or commitments that will be binding on a new council.*

Clearly, continuing with the EOI process would be in contravention of these guidelines as negotiated five year licence agreements for the use of Council facilities would be binding on the new council and impact on its operational effectiveness.

Therefore, it would be appropriate that no further action be taken in relation to the EOI process. Issues concerning the licencing or leasing of Council facilities would be considered at the discretion of the new council when elected.



**AUBURN CITY COUNCIL**

April 20, 2016  
To the Ordinary Meeting of Council

Committee Report

**075/16      Minutes of the Auburn Independent Assessment Panel Meeting - 6  
April 2016**

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C-28-26      MW : MW

**SUMMARY**

Minutes of the Auburn Independent Assessment Panel held on April 06, 2016.

**RECOMMENDATION**

***That the minutes of the Auburn Independent Assessment Panel held on April 06, 2016 be received and information therein noted.***

**REPORT**

A meeting of the Auburn Independent Assessment Panel was held on April 06, 2016. The minutes of that meeting are attached.

**ATTACHMENTS**

1. Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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**ATTACHMENT 1**

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**AUBURN CITY COUNCIL**

MINUTES OF THE  
**AUBURN INDEPENDENT ASSESSMENT PANEL MEETING**  
HELD IN THE COUNCIL CHAMBERS  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON WEDNESDAY, APRIL 6, 2016  
COMMENCING AT 11.30AM

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**PRESENT**

The Hon. Paul Stein AM, QC (Chairperson), Mr B. Kirk, Mr B. McDonald and Ms E. Scott OAM.

**IN ATTENDANCE**

Ms J. Walsh (Deputy Chairperson), Executive Manager Planning, Manager Development Assessment, Manager Strategy, Team Leader Development Assessment and Governance Coordinator.

**APOLOGIES**

There were no apologies tendered.

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

AUBURN CITY COUNCIL  
MINUTES OF THE AUBURN INDEPENDENT ASSESSMENT PANEL MEETING HELD 6 APRIL 2016

**001/16 Disclosure of Interest**

C-28-26 MB : MW

There were no disclosures of interest.

**002/16 Address by Invited Speakers**

C-28-26 MB : MW

The following persons had made application to address the Auburn Independent Assessment Panel (AIAP) meeting:

<u>Speakers</u>	<u>Item No./Subject</u>
Mr K.K. Yuen	005/15 – DA-219/2015 - 172 South Parade, Auburn.
Ms P. Wehbe	006/15 – DA-373/2014 - 17 Amy Street, Regents Park.
Mr H. Hariri	006/15 – DA-373/2014 - 17 Amy Street, Regents Park.
Mr N. Lychenko	006/15 – DA-373/2014 - 17 Amy Street, Regents Park.

The Chairperson enquired to those present in the Gallery as to whether there was any further persons who would like to address the Panel on a matter listed on the Business Paper.

Mr A. Yaseen addressed the Panel and tabled documentation on behalf of the applicant for DA-232/2008F - 14 Frances Street, Lidcombe (refer Item No. 003/16). The Chairperson advised that the information provided would be considered during the deliberations on the matter.

Mr. K. K. Yuen addressed the Panel on Item No. 005/15 – DA-219/2015 - 172 South Parade, Auburn.

Ms P. Wehbe and Mr H. Hariri each in turn, addressed the Panel on Item No. 006/15 – DA-373/2014 - 17 Amy Street, Regents Park.

The public part of the Auburn Independent Assessment Panel meeting closed at 11.55am.

The Panel retired to the Jack Lang Room for consideration of the matters listed on the Business Paper and made its determinations as follows:

**003/16 14 Frances Street, Lidcombe**

DA-232/2008/F KO : MW

***RESOLVED unanimously by the Auburn Independent Assessment Panel that pursuant to the provisions of Section 96(1A) of the Environmental Planning and Assessment Act 1979 (as amended), the application to modify Development Consent No. DA-232/2008 on land at 14 Frances Street, Lidcombe be refused for the following reasons:***

- 1. The proposed artificial grass to Council's nature strip is not approved because:***
  - a. It detracts from the visual appearance of the street,***
  - b. It does not promote street planting,***
  - c. It does not promote water infiltration,***

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

AUBURN CITY COUNCIL  
MINUTES OF THE AUBURN INDEPENDENT ASSESSMENT PANEL MEETING HELD 6 APRIL 2016

- d. *It would set an undesirable precedent,*
        - e. *The grass verge is in Council's ownership.*
2. *The proposed increase in fence height is not approved because:*
  - a. *It creates an oppressive outlook for the adjoining residents,*
  - b. *It creates additional overshadowing,*
  - c. *It would set an undesirable precedent,*
  - d. *The side and rear fences do not comply with the Auburn DCP 2010 (refer 5.4 D4) which restricts the maximum height of fences to 1.8m.*

**Panel Advisory Note**

*The Panel understands that Council's Enforcement Officers are undertaking the following enforcement matters:*

1. *The artificial grass to Council's nature strip is replaced with grass.*
2. *The side and boundary fence is reduced in height to 1.8m.*
3. *The security lighting that affects the immediate neighbours is altered to reduce adverse impacts.*
4. *Council's Engineer noted that the installed kerb does not comply with Council's requirements. The kerb should be replaced with a complying kerb.*

For: The Hon. Paul Stein AM, QC , Mr B. Kirk, Mr B. McDonald and Ms E. Scott OAM.

Against: Nil.

**004/16          62 Gallipoli Street, Lidcombe**  
DA-26/2016      KO : MW

***RESOLVED unanimously by the Auburn Independent Assessment Panel that Development Application No. DA-26/2016 for Strata subdivision of a dual occupancy development into two Strata Title allotments on land at 62 Gallipoli Street, Lidcombe be approved subject to the following appropriate conditions:***

**a) *Standard Conditions as detailed in Council's Standard Conditions Book:***

<b>GE001</b>	<b>GE003</b>	<b>SE002</b>	<b>SE007</b>	<b>SS006</b>	<b>SS007</b>
<b>SS008</b>					

For: The Hon. Paul Stein AM, QC, Mr B. Kirk, Mr B. McDonald and Ms E. Scott OAM.

Against: Nil.

**005/16          172 South Parade, Auburn**  
DA-219/2015      KO : MW

***RESOLVED unanimously by the Auburn Independent Assessment Panel that the 4.6 variation relating to the height of the building is well founded and that Development Application No. DA-219/2015 for Demolition of existing bottle shop and construction of a mixed use development comprising ground floor commercial tenancy and eleven storey apartment building above (Twelve storey building) encompassing 47 apartments and five levels of basement car park on land at 172 South Parade, Auburn be granted deferred commencement approval as follows:***

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

AUBURN CITY COUNCIL  
MINUTES OF THE AUBURN INDEPENDENT ASSESSMENT PANEL MEETING HELD 6 APRIL 2016

**a) The following Deferred Commencement condition recommended by Sydney Trains:-**

***Prior to the commencement of any work on site, the Applicant shall prepare and provide to Sydney Trains for approval/certification the following items:***

- ***Geotechnical and Structural report/drawings that meet Sydney Trains requirements. The Geotechnical Report must be based on actual borehole testing conducting on the site closest to the rail corridor.***
- ***Construction methodology with construction details pertaining to structural support during excavation. The Applicant is to be aware that Sydney Trains will not permit any rock anchors/bolts (whether temporary or permanent) within its land or easements.***
- ***Cross sectional drawings showing the tunnel easement, tunnel location, sub soil profile, proposed basement excavation and structural design of sub ground support adjacent to the rail corridor. All measurements are to be verified by a Registered Surveyor.***
- ***Detailed Survey Plan showing the relationship of the proposed developed with respect to Sydney Trains easement and tunnel location.***
- ***If required by Sydney Trains, an FE analysis which assesses the different stages of loading-unloading of the site and its effect on the rock mass surrounding the rail corridor.***
- ***Documentation detailing the following items in relation to the Sydney Trains 11kV and 33kv High Tension Transmission Line located in close proximity to the site:***
  - ***blow-out design and calculations***
  - ***compliance with AS 7000***
  - ***compliance with ISSC 20, Guideline for the management of activities within Electrical Easements and Close to electrical Infrastructure.***
  - ***compliance with SMS-06-GD-0268 – Working around electrical equipment.***
  - ***compliance with relevant Transport for NSW Asset Standards Authority standards/guidelines***
  - ***construction management plan detailing as to the unloading of building material (including use of cranes) and equipment and method of construction in close proximity to power lines***

***Any conditions issued as part of Sydney Trains approval/certification of the above documents will also form part of the consent conditions that the Applicant is required to comply with.***

***Reason:- to identify any potential effects of the development and measures to address the potential effects to the existing railway corridor.***

***In accordance with Clause 95(3) of the Environmental Planning and Assessment Regulation 2000, you must produce evidence to the Council within a period of 2 years from the date of the consent, sufficient enough for Council to be able to be satisfied of the above matters.***

**b) The following Deferred Commencement conditions recommended by the Panel:**

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

AUBURN CITY COUNCIL  
MINUTES OF THE AUBURN INDEPENDENT ASSESSMENT PANEL MEETING HELD 6 APRIL 2016

- i) *A second lift shall be provided to ensure continuity of access for disabled persons from the ground floor to the roof in accordance with 9.3 of the ADCP 2010 Residential Flat Buildings and 4F(1) of the apartment design guide.*

*Amended plans be submitted to the Manager Development Assessment of the Council for approval.*

- ii) *An amended landscape plan for the roof top communal space shall be submitted.*

*The amended Landscape plan is to demonstrate a more functional facility for the occupants, including but not limited to shelter, shade, accessible toilets and facilities for communal gatherings, such as Barbeques, kitchenette, etc.*

*All structures are not to exceed 2.5m above the finished floor level.*

*Amended plans be submitted to the Manager Development Assessment of the Council for approval.*

- iii) *Amended plans be submitted to the Manager Development Assessment for approval that address the inconsistencies between the plans and the elevations of the treatments on the north east and north west corners of the residential part of the building.*

- iv) *An amended schedule of finishes be submitted to the Manager Development Assessment for approval in respect of the ground floor level.*

- v) *The entrance to the ground floor Loading Zone be secured with the addition of a roller shutter and appropriate enclosures on all open sides to ensure the safety and security of the residents living in the building.*

*Amended plans be submitted to the Manager Development Assessment of the Council for approval.*

- c) *Standard Conditions as detailed in Council's Standard Conditions Book:*

GE001	GE003	AD001	CM001	CM002	CM004A
CM006	CM008	CM009	CM010	CM021	CM025
CM026	CM041	CM042	CM043	CM045	CM046A
CM048	CM051	CM056	CN003	CN005	CP001
CP005	CP006	CP010	CP011	CP017	CP018
CP021	CP023	CP028	DM008	DM009	DM010
DM011	DM012	DM013	DM014	DM015	DM017
DS001	DS003	DS004	DS006	DS010	DS013
ED018	ED019	ED021	ED022	ED023	ED024
ED025	ED026	ED027	ED028	EG003	EG004
EG005	EG006	EG007	EG008	EN001	EN002
EN003	FS006	FS007	FS009	GE004	GE006
GE007	GE008	GE009	GE010	GE011	GE012A
GE014A	GE018	GE019	GE020	GE021	NP006
OC002	OC004	S94023	S94024	SE002	SE003
SE004	SE007	US016	US027	US028	US033
US035	WM001	WM004	WM007	WM010	WM011
SS010					

- c) *The following special conditions:*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

AUBURN CITY COUNCIL  
MINUTES OF THE AUBURN INDEPENDENT ASSESSMENT PANEL MEETING HELD 6 APRIL 2016

**1. Bicycle Storage Facility**

*Bicycle storage facility is provided on site and shall be designed in accordance with AS2890.3 – Bicycle Parking Facilities. Bicycle storage facility in safe and convenient locations shall be indicated on plan prior to the issue of the Construction Certificate.*

**Reason:-** to ensure compliance of Council's ADCP 2010 and AS2890.3.

**2. Compliance with Submitted Acoustic Report**

*All noise control measures specified in the acoustic assessment report prepared by Acoustic Logic dated 21 May 2015 reference 20150574.1/2105A/R)/JL shall be installed prior to the issuing of the Occupation Certificate. All noise reduction measures specified in the acoustic report shall be complied with at all times during the operation of the premises.*

**Reason:-** To ensure all measures recommended by the acoustic engineer to address the internal and external noise

**3. Sydney Trains Conditions**

- *If required by Sydney Trains, prior to the commencement of works, prior to the issue of the Occupation Certificate, or at any time during the excavation and construction period deemed necessary by Sydney Trains, a joint inspection of the rail infrastructure and property in the vicinity of the project is to be carried out by representatives from Sydney Trains and the Applicant. These dilapidation surveys will establish the extent of any existing damage and enable any deterioration during construction to be observed. The submission of a detailed dilapidation report will be required unless otherwise notified by Sydney Trains.*
- *An acoustic assessment is to be submitted to Council prior to the issue of a construction certificate demonstrating how the proposed development will comply with the Department of Planning's document titled "Development Near Rail Corridors and Busy Roads- Interim Guidelines".*
- *Prior to the issue of a Construction Certificate the Applicant is to engage an Electrolysis Expert to prepare a report on the Electrolysis Risk to the development from stray currents. The Applicant must incorporate in the development all the measures recommended in the report to control that risk. A copy of the report is to be provided to the Principal Certifying Authority with the application for a Construction Certificate.*
- *The design, installation and use of lights, signs and reflective materials, whether permanent or temporary, which are (or from which reflected light might be) visible from the rail corridor must limit glare and reflectivity to the satisfaction of Sydney Trains. The Principal Certifying Authority is not to issue the Construction Certificate until written confirmation has been received from Sydney Trains confirming that this condition has been satisfied.*
- *If required by Sydney Trains, prior to the issue of a Construction Certificate a Risk Assessment/Management Plan and detailed Safe Work Method Statements (SWMS) for the proposed works are to be submitted to Sydney Trains for review and comment on the impacts on rail corridor. The Principal Certifying Authority is not to issue the Construction Certificate*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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*until written confirmation has been received from Sydney Trains confirming that this condition has been satisfied.*

- *Prior to the issuing of a Construction Certificate the Applicant is to submit to Sydney Trains a plan showing all craneage and other aerial operations for the development and must comply with all Sydney Trains requirements. The Principal Certifying Authority is not to issue the Construction Certificate until written confirmation has been received from the Sydney Trains confirming that this condition has been satisfied.*
- *If required by Sydney Trains, a track monitoring plan (including instrumentation and the monitoring regime during excavation and construction phases) is to be submitted to Sydney Trains for review and endorsement prior to the issuing of a Construction Certificate. The Principal Certifying Authority is not to issue a Construction Certificate until written confirmation has been received from Sydney Trains advising of the need to undertake the track monitoring plan, and if required, that it has been endorsed.*
- *Unless advised by Sydney Trains in writing, all excavation, shoring and piling works within 25m of the rail corridor are to be supervised by a geotechnical engineer experienced with such excavation projects.*
- *No rock anchors/bolts are to be installed into Sydney Trains property or easements.*
- *Prior to the issuing of an Occupation Certificate the Applicant is to submit as-built drawings to Sydney Trains and Council. The as-built drawings are to be endorsed by a Registered Surveyor confirming that there has been no encroachment into Sydney Trains property or easements, unless agreed to be these authorities. The Principal Certifying Authority is not to issue the final Occupation Certificate until written confirmation has been received from Sydney Trains confirming that this condition has been satisfied*
- *Prior to the issue of a Construction Certificate the Applicant is to contact Sydney Trains Rail Corridor Management Group to determine the need for public liability insurance cover. If insurance cover is deemed necessary this insurance be for sum as determined by Sydney Trains and shall not contain any exclusion in relation to works on or near the rail corridor, rail infrastructure. The Applicant is to contact Sydney Trains Rail Corridor Management Group to obtain the level of insurance required for this particular proposal. Prior to issuing the Construction Certificate the Principal Certifying Authority must witness written proof of this insurance in conjunction with Sydney Trains written advice to the Applicant on the level of insurance required.*
- *Prior to the issue of a Construction Certificate the Applicant is to contact Sydney Trains Rail Corridor Management Group to determine the need for the lodgement of a Bond or Bank Guarantee for the duration of the works. The Bond/Bank Guarantee shall be for the sum determined by Sydney Trains. Prior to issuing the Construction Certificate the Principal Certifying Authority must witness written advice from Sydney Trains confirming the lodgement of this Bond/Bank Guarantee.*
- *Sydney Trains or Transport for NSW (TfNSW), and persons authorised by those entities for the purpose of this condition, are entitled to inspect the*



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*site of the development and all structures to enable it to consider whether those structures have been or are being constructed and maintained in accordance with the approved plans and these conditions of consent, on giving reasonable notice to the principal contractor for the development or the owner or occupier of the part of the site to which access is sought.*

- *Prior to the issuing of a Construction Certificate the Applicant is to submit to Sydney Trains a plan showing all craneage and other aerial operations for the development and must comply with all Sydney Trains requirements. If required by Sydney Trains, the Applicant must amend the plan showing all craneage and other aerial operations to comply with all Sydney Trains requirements. The Principal Certifying Authority is not to issue the Construction Certificate until written confirmation has been received from the Sydney Trains confirming that this condition has been satisfied.*
- *Copies of any certificates, drawings, approvals/certification or documents endorsed by, given to or issued by Sydney Trains must be submitted to Council for its records prior to the issuing of a Construction Certificate.*
- *Any conditions issued as part of Sydney Trains approval/certification of any documentation for compliance with the Sydney Trains conditions of consent, those approval/certification conditions will also form part of the consent conditions that the Applicant is required to comply with.*

**Reason:-** *to ensure that the proposal provides reasonable consideration and appropriate measures to reduce the likelihood of damaging the existing railway corridor and associated infrastructure.*

**4. Acoustic Certification**

*Within three months of the premises being occupied, an acoustic report prepared by a suitably qualified person, is to be submitted to the consent authority demonstrating that the noise emitted from the premises complies with the criteria contain in the acoustic assessment report prepared by Acoustic Logic dated 21 May 2015 reference 20150574.1/2105A/R)/JL. Where the criteria are not meet the acoustic report is to include recommendation of noise control measures that are to be implemented to ensure compliance with the criteria.*

**5. Decommissioning of Underground Storage Tanks**

*In the event that underground storage tanks are located and/or require removal. The decommissioning, removal and validation of the underground storage tank shall comply with the relevant requirements of the Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2008.*

**Reason:-** *ensure the removal of underground storage tanks will be in removed in accordance with the Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2008.*

**6. Future use of Commercial Tenancies**

*Mechanical ventilation systems are to be designed to be capable of accommodating exhaust requirements for all ground floor commercial units in accordance with relevant Australian Standards in order to allow for the event*

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*that any of the commercial units are approved for future use as food premises or other uses that require mechanical ventilation.*

**7. Ventilation of the Basement Car Park**

*The basement car park shall be naturally or mechanically ventilated. The ventilation system shall comply with the requirements of the Building Code of Australia and relevant standards including AS1668.1 – 1998 The Use of Ventilation and Air conditioning in Buildings Part 1: Fire and Smoke Control in Multi Compartment Buildings and/or AS 1668.2-2002; The Use of ventilation and Air conditioning in Buildings Part 2: Ventilation Design for Indoor Air Contaminant Control.*

*The system shall be certified by a suitably qualified and experienced engineer at the completion of installation prior to the issue of an Occupation Certificate. A copy of the certificate shall be provided to the Principal Certifying Authority (PCA). A copy shall also be provided to Council if Council is not the Principal Certifying Authority.*

*Any mechanical ventilation provided to the basement car park shall not create an offensive odour emission nor shall it creates an offensive noise and shall comply with the requirements of the Protection of Environment Operations Act 2000 and all subsequent relevant Regulations*

**8. Dedication of Splay Corner**

*A 3.5m splay shall be provided at the south eastern corner of the property as per approved architectural plans and shall be dedicated to Council at no cost to Council. In this regard, prior to the issue of any Occupation Certificate, the dedication plans shall be registered with Land and Property Information (LPI) to the satisfaction Council.*

*Reason:- to ensure splay area dedicated to Council.*

**9. Headroom Clearance for Medium Rigid Truck**

*Minimum 4.5m headroom clearance shall be provided for the medium rigid delivery truck access and manoeuvring. In this regard detail plan shall be submitted to and approved by Principal Certifying Authority as part of Construction Certificate and a copy shall be forwarded to Council as part of Construction Certificate if Council is not the Principal Certifying Authority.*

*Reason:- to ensure loading area headroom complies with Australian standard AS2890.1.*

**10. Driveway Realignment and Power Pole Relocation**

*Light pole shall be relocated, at no cost to Council, to provide appropriate clearance to the driveway as required by relevant service authority. In this regard,*

*a) Letters from relevant service authority shall be submitted for the relocation of the existing light pole to satisfy the above requirements.*

*b) Documents showing compliance of above requirements shall be submitted to and approved by Principal Certifying Authority as part of Construction certificate and a copy shall be forwarded to Council as part of construction certificate if Council is not the Principal Certifying Authority.*

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**Reason:-** to ensure service authority's consent is obtained for the relocation of light pole.

**11. On Street Drainage Design**

*Prior to the issue of any Construction Certificate a detail design for the proposed connection to existing Council's stormwater pipe shall be submitted and approved by Auburn City Council. In this regard,*

- a) A longitudinal section, of the proposed 375mm diameter and 150mm diameter pipes, showing the depth and location of all the services within the area of the proposed works shall be submitted.*
- b) A standard stormwater pit with butterfly grated cover shall be constructed at the kerb.*

**Reason:-** to ensure Council's assets are designed to Council's requirements.

**12. On Street Drainage Construction**

*Prior to the commencement of any works the street drainage works shall be completed to Council's satisfaction at no cost to Council. In this regard,*

- a) Inspections will be required for the works related to the proposed connection to Council's stormwater drainage system at following stages:
  - i) After the excavation of pipeline trenches.*
  - ii) After the laying of all pipes prior to backfilling.*
  - iii) After the completion of all pits and connection points.**
- b) A minimum of 48 hours' notice shall be given to Council to inspect works. Inspections may be arranged by telephoning Council's Works and Services Section during office hours.*

- c) Work is not to proceed until the works are inspected and approved by Council.*

**Reason:-** to ensure Council's assets are constructed to Council's requirements.

**13. Stormwater Disposal**

*All stormwater runoff generated from the proposed development shall be directed to the On Site Detention system prior to being discharged to Council's underground drainage system in Park Road.*

**Reason:-** to prevent localised flooding.

**14. Works within Council Controlled Lands**

- **For drainage works:**
  - *Within Council controlled lands.*
  - *Connecting to Council's stormwater drainage system.*
- **Inspections will be required:**
  - *After the excavation of pipeline trenches.*
  - *After the laying of all pipes prior to backfilling.*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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- *After the completion of all pits and connection points.*

- *A minimum of 48 hours notice shall be given to Council to inspect works. Inspections may be arranged by telephoning Council's Works and Services Section during office hours.*
- *Work is not to proceed until the works are inspected and approved by Council.*

**Reason:-** *to ensure works on public/Council controlled lands are carried out as per Council's requirements.*

**15. Traffic Management**

*A traffic management plan shall be submitted to and approved by Council for all demolition, excavation and construction activities associated with the development prior to commencement of work.*

**Reason:-** *to minimise the impact on street traffic.*

**16. Number of Car Parking Spaces**

*A minimum of 65 off-street car parking spaces are to be provided to the development as follows:-*

- *Residential - 58 spaces.*
- *Visitor - 4 spaces.*
- *Commercial - 3 spaces.*

*The spaces are to have minimum dimensions of 5.5 m x 2.4 m and be suitably sealed, marked, drained and freely accessible at all times. Visitor car parking spaces shall be a minimum width of 2.6m.*

*Car parking spaces are not to be enclosed by any device, such as a wire or mesh cage, walls or other similar fixtures unless there is a minimum clear internal width of 3m. Car parking spaces shall not be enclosed without the prior consent of council.*

**Reason:-** *to ensure there is sufficient car parking for the development and to comply with the Parking & Loading part of the ADCP 2010.*

For: The Hon. Paul Stein AM, QC, Mr B. Kirk, Mr B. McDonald and Ms E. Scott OAM.

Against: Nil.

**006/16 17 Amy Street, Regents Park**

DA-373/2014 KO : MW

***RESOLVED unanimously by the Auburn Independent Assessment Panel that Development Application No. DA-373/2014 for Demolition of the existing building structures & construction of a Part 3 storey and Part 4 storey mixed use building containing 2 commercial tenancies at ground level, 10 residential apartments above and a basement car park for 17 vehicles on land at 17 Amy Street, Regents Park be approved subject to the following appropriate conditions:***

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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**a) Standard Conditions as detailed in Council's Standard Conditions Book:**

GE001	GE003	GE004	GE006	GE007	GE008
GE009	GE010	GE011	GE012A	GE014A	GE018
GE019	GE020	GE021	AD001	CM001	CM002
CM004A	CM006	CM008	CM009	CM010	CM021
CM025	CM026	CM041	CM042	CM043	CM045
CM046A	CM048	CM051	CM056	CN003	CN005
CP001	CP005	CP006	CP010	CP011	CP017
CP018	CP021	CP023	CP028	DM002	DM008
DM009	DM012	DS001	DS003	DS004	DS006
DS010	DS013	ED018	ED020	ED021	ED022
ED023	ED024	ED025	ED026	ED027	ED028
EG003	EG004	EG005	EG006	EG007	EG008
EN001	EN002	EN003	FS006	FS007	FS009
NP006	OC002	OC004	S94023	S94024	SE002
SE003	SE006	SE007	US027	US028	US033
US035	WM001	WM004	WM010	WM011	LD019

**b) The following special conditions:**

**1. Bicycle Storage Facility**

*Bicycle storage facility is provided on site and shall be designed in accordance with AS2890.3 – Bicycle Parking Facilities. Bicycle storage facility in safe and convenient locations shall be indicated on plan prior to the issue of the Construction Certificate.*

**Reason:-** to ensure compliance of the Auburn Development Control Plan 2010 and AS2890.3.

**2. Future Use of Commercial Tenancies**

*Mechanical ventilation systems are to be designed to be capable of accommodating exhaust requirements for all ground floor commercial units in accordance with relevant Australian Standards in order to allow for the event that any of the commercial units are approved for future use as food premises or other uses that require mechanical ventilation.*

**3. Ventilation of the Basement Car Park**

*The basement car park shall be naturally or mechanically ventilated. The ventilation system shall comply with the requirements of the Building Code of Australia and relevant standards including AS1668.1 – 1998 The Use of Ventilation and Air conditioning in Buildings Part 1: Fire and Smoke Control in Multi Compartment Buildings and/or AS 1668.2-2002; The Use of ventilation and Air conditioning in Buildings Part 2: Ventilation Design for Indoor Air Contaminant Control.*

*The system shall be certified by a suitably qualified and experienced engineer at the completion of installation prior to the issue of an Occupation Certificate. A copy of the certificate shall be provided to the Principal Certifying Authority (PCA). A copy shall also be provided to Council if Council is not the Principal Certifying Authority.*

*Any mechanical ventilation provided to the basement car park shall not create an offensive odour emission nor shall it creates an offensive noise and shall*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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*comply with the requirements of the Protection of Environment Operations Act 2000 and all subsequent relevant Regulations.*

**4. Compliance with Submitted Acoustic Report**

*All noise control measures specified in the acoustic Assessment Report prepared by Acoustic Noise & Vibration Solutions Pty Ltd dated 7 April 2015 reference 2015-152 shall be installed prior to the issuing of the Occupation Certificate. All noise reduction measures specified in the acoustic report shall be complied with at all times during the operation of the premises.*

*Reason:- To ensure all measures recommended by the acoustic engineer to address the internal and external noise.*

**5. Acoustic Certification**

*Within three months of the premises being occupied, an acoustic report prepared by a suitably qualified person, is to be submitted to the consent authority demonstrating that the noise emitted from the premises complies with the criteria contain in the acoustic assessment report prepared by Acoustic Noise & Vibration Solutions Pty Ltd dated 7 April 2015 reference 2015-152. Where the criteria are not meet the acoustic report is to include recommendation of noise control measures that are to be implemented to ensure compliance with the criteria.*

**6. Decommissioning of Underground Storage Tanks**

*In the event that underground storage tanks are located and/or require removal. The decommissioning, removal and validation of the underground storage tank shall comply with the relevant requirements of the Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2008.*

*Reason:- ensure the removal of underground storage tanks will be in removed in accordance with the Protection of the Environment Operations (Underground Petroleum Storage System) Regulation 2008.*

**7. Street Signs Relocation/Removal Works and Auburn Local Traffic Committee Approval**

*Prior to the issue of any Construction Certificate,*

- a) A detailed plan showing the proposed changes to the existing street signs ('Bus Zone' and 'parking restriction sign') in Regent Street shall be prepared in consultation with Council and shall be submitted to Auburn Local Traffic Committee for consideration and approval.*
- b) The Auburn Local Traffic Committee approved plan shall be submitted and approved by Principal Certifying Authority.*

*Prior to the issue of any Occupation Certificate, relocation/removal of signs shall be completed as approved by the Auburn Traffic committee and all cost shall be borne by the applicant to the satisfaction of Council.*

*Note: In General Auburn Local Traffic Committee consideration requires minimum six (6) weeks.*

*Reason:- to sign relocation/removal comply with the regulatory requirements*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

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**8. Hydraulic Engineering Design Certificate.**

*A written verification from suitably qualified hydraulic engineer shall be obtained, stating that:*

- a) Construction certificate plans comply with Flood Risk Management Reports dated November 2015 prepared by Gabriel Alagha.*
- b) The development has no adverse impact on flood levels and/or adjoining properties.*

*Prior to the issue of any Construction Certificate the written verification shall be submitted to and approved by Principal Certifying Authority.*

**Reason:-** to ensure construction certificate plans comply with the flood study.

**9. Hydraulic Engineering Certificate.**

*Prior to the issue of any Occupation Certificate the written verification from a qualified hydraulic engineer shall be obtained and approved by Principal Certifying Authority. The written verification shall state that:*

- a) Development complies with the above condition.*
- b) The development has no adverse impact on flood levels and/or adjoining properties.*

**Reason:-** to ensure construction comply with the flood study.

**10. Access Ramp Crest**

*Prior to pour the driveway concrete, access ramp crest level shall be verified by registered surveyor in order to ensure that minimum RL of 34.52m AHD is achieved as recommended in the flood report. The written verification shall be submitted to and approved by Principal Certifying Authority.*

*Prior to the issue of any Occupation Certificate the written verification from a registered surveyor shall be submitted stating that above requirement has been complied. The written verification shall be submitted to and approved by Principal Certifying Authority.*

*Copy of the documents shall be submitted to Council.*

**Reason:-** to ensure construction comply with the flood study.

**11. Connection to Council's Pipe in Public Car Park**

*Prior to the issue of any Construction Certificate a detail design for the proposed connection to existing Council's stormwater pipe shall be submitted and approved by the Manager of Development Assessment of Auburn City Council. In this regard,*

- a) Longitudinal section, of the proposed stormwater outlet within the Council controlled land, showing the depth and location of all the services within the area of the proposed works shall be submitted.*

- b) A grated pit shall be provided at the point of connection in the Council's pipe*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

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**system.**

**Reason:-** to ensure Council's assets are designed to Council's requirements.

**12. Relocation of Existing Kerb Inlet Pit**

*Prior to the issue of any Construction Certificate a detail design for the relocation of existing kerb inlet pit shall be submitted and approved by the Manager of Development Assessment of Auburn City Council. In this regard,*

- a) The lintel and pit shall be minimum 1.2m from the access driveway.*
- b) If the kerb inlet pit cannot be relocated existing kerb inlet pit shall be modified in consultation with Council and a standard kerb inlet pit shall be provided to Council's satisfaction at appropriate location.*

**Reason:-** to ensure Council's assets are designed to Council's requirements.

**13. On Street Drainage Construction**

*Prior to the commencement of any drainage works the street drainage works shall be completed to Council's satisfaction at no cost to Council. In this regard,*

- a) Inspections will be required for the works related to the proposed connection to Council's stormwater drainage system at following stages:
  - i) After the excavation of pipeline trenches.*
  - ii) After the laying of all pipes prior to backfilling.*
  - iii) After the completion of all pits and connection points.**
- b) A minimum of 48 hours' notice shall be given to Council to inspect works. Inspections may be arranged by telephoning Council's Works and Services Section during office hours.*
- c) Work is not to proceed until the works are inspected and approved by Council.*

**Reason:-** to ensure Council's assets are constructed to Council's requirements.

**14. Footpath Design**

*The footpath adjoining the site along Amy Street and Regent Street shall be constructed in concrete unit paving in accordance with the Auburn Council Town Centres Infrastructure Manual. All associated costs shall be borne by the applicant. Site boundary levels shall be raised where necessary to eliminate any existing low-level footpath profiles, with satisfactory end-transitions provided. In this regard,*

- a) Prior to the issue of any Construction Certificate, detail footpath design shall be submitted and approved by Council's Works and Services section.*
- b) Street boundary levels obtained from Council shall be incorporated in the design.*
- c) All services shall be adjusted to relevant Authority requirements to the design levels.*
- d) All associated cost shall be borne by the applicant.*



Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

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**Reason:-** to provide a safe footpath for increased pedestrian use and one that will complement the Auburn Council requirements.

**15. Works within Council Controlled Lands**

a) **For drainage works:**

- i) **Within Council controlled lands.**
- ii) **Connecting to Council's stormwater drainage system.**

**Inspections will be required:-**

- **After the excavation of pipeline trenches.**
  - **After the laying of all pipes prior to backfilling.**
  - **After the completion of all pits and connection points.**
- b) **A minimum of 48 hours' notice shall be given to Council to inspect works. Inspections may be arranged by telephoning Council's Works and Services Section during office hours.**
- c) **Work is not to proceed until the works are inspected and approved by Council.**

**Reason:-** to ensure works on public/Council controlled lands are carried out as per Council's requirements.

**16. Footpath / Nature Strip Maintenance During and After Construction**

**The footpath and nature strip within the street frontages shall be maintained during the period of construction to Council's satisfaction.**

**Reason:-** to ensure pedestrian safety during the construction period.

**17. Traffic Management**

**A traffic management plan prepared by a suitably qualified person shall be submitted to and approved by Council for all demolition, excavation and construction activities associated with the development prior to commencement of any work within the subject development site.**

**Reason:-** to minimise the impact on local road network.

**18. Ramp gradients**

**Circulation ramp grades shall comply with section 2.5.3 of the Australian Standard AS2890.1:2004. In this regard detail longitudinal section of the ramps to a scale of 1:20, shall be submitted to and approved by the Principal Certifying Authority prior to the issue of any Construction Certificate.**

**Copy of the approved plan shall be submitted to Council.**

**Reason:-** to ensure the access ramps comply with Australian Standard AS28890.1:2004.

**19. Service Relocation / Adjustment**

**The applicant shall locate any utility services affected by the proposal and shall be responsible for any damage to, or relocation of services required by the proposal**

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

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*including adjustment to the levels of pit lids etc. All works shall be carried out to the satisfaction of the relevant Authority or Council.*

*All the costs shall be borne by the applicant.*

*Reason:- to protect utility services.*

**20. Limit of the Delivery Trucks**

*Vehicles making deliveries to the commercial/retail area shall be limited to small rigid vehicle (SRV) that is defined in Australian standard AS2890.2.*

*Reason:- to ensure delivery trucks use approved loading area.*

**21. Number of Car Parking Spaces**

*A minimum of 17 off-street car parking spaces are to be provided to the development as follows:-*

- *Residential - 12 spaces*
- *Visitor - 4 spaces*
- *Commercial - 1 spaces*

*The spaces are to have minimum dimensions of 5.5 m x 2.4 m and be suitably sealed, marked, drained and freely accessible at all times. Visitor car parking spaces shall be a minimum width of 2.6 m.*

*Car parking spaces are not to be enclosed by any device, such as a wire or mesh cage, walls or other similar fixtures unless there is a minimum clear internal width of 3m. Car parking spaces shall not be enclosed without the prior consent of council.*

*Reason:- to ensure there is sufficient car parking for the development and to comply with the Parking & Loading part of the Auburn Development Control Plan 2010.*

**22. Disable Access to Residential Garbage Room**

*The architectural plan shall be amended demonstrating a disabled access path between the lift foyer and the residential garbage room on the ground which complies with the relevant requirements of the 'Disability (Access to Premises – Building) Standards 2010.*

*Details shall be provided to and approved by the Principal Certifying Authority prior to the issue of the Construction Certificate.*

*Reason:- to ensure compliance with the requirements of the Building Code of Australia.*

**23. Highlight Window for Unit 03**

*The window coming off Bedroom 1 of Unit 03 on the first floor shall be provided with highlight windows with a minimum sill height of 1.7m when measured from the finished floor level.*

*Details shall be submitted to and approved by the Principal Certifying Authority prior to the issue of the Construction Certificate.*

Minutes of the Auburn Independent Assessment Panel Meeting - 6 April 2016 (cont'd)

**ATTACHMENT 1**

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**Reason:-** to maintain a reasonable level of amenity to the bedroom.

**24. Access from the Loading Dock and Commercial Car Parking Spaces**

*Prior to the issue of the Construction Certificate, access from the loading dock and commercial car parking spaces shall be provide as a direct route to the commercial premises, avoiding the residential lift foyer and entry terrace.*

**Reason:-** to eliminate conflict between circulation routes of commercial and residential occupancies.

**25. Placement of the Fire Booster Valve**

*Prior to the issue of the Construction Certificate, the drawings shall show the placement of the fire booster valve.*

**Reason:-** to provide certainty as to the implication for planning the ground floor.

**26. Amended First Floor Plan**

*Prior to the issue of the Construction Certificate, the drawings shall be amended to remove the inconsistencies on the first floor plan, whereby units 3 and 4 should have terraces as shown in the section A-A plan and the eastern and western elevations. Terraces shall be separated by a privacy screen up to 1.6m high.*

**Reason:-** to eliminate inconsistencies in the documentation.

**27. Applicant Obtaining Easement from Council**

*Prior to the issue of the Construction Certificate, the applicant must obtain an easement from Council with respect to those parts of the building that are over Council's land.*

*These projections do not include the awnings.*

**Reason:-** There are portions of the building that encroach over the Council's land.

For: The Hon. Paul Stein AM, QC, Mr B. Kirk, Mr B. McDonald and Ms E. Scott OAM.

Against: Nil.

There being no further matters, the meeting was closed at 2.12pm.

CONFIRMED:

\_\_\_\_\_  
**CHAIRPERSON**

DATE:

## AUBURN CITY COUNCIL

April 20, 2016  
To the Ordinary Meeting of Council

Committee Report

**076/16      Minutes of the Internal Audit Committee Meeting - 8 April 2016**

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C-29-40      BC : MW

**SUMMARY**

Minutes of the Internal Audit Committee held on April 08, 2016.

**RECOMMENDATION**

***That the minutes of the Internal Audit Committee held on April 08, 2016 be received and the recommendations contained therein, adopted.***

**REPORT**

A meeting of Council's Internal Audit Committee was held on April 08, 2016. The minutes of that meeting are attached.

**ATTACHMENTS**

1. Minutes of the Internal Audit Committee Meeting held on 8 April 2016

Minutes of the Internal Audit Committee Meeting - 8 April 2016 (cont'd)

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**ATTACHMENT 1**

1

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**AUBURN CITY COUNCIL**

MINUTES OF THE  
**INTERNAL AUDIT COMMITTEE MEETING**  
HELD IN THE JACK LANG ROOM,  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON FRIDAY, APRIL 8, 2016  
COMMENCING AT 11.00AM

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**PRESENT**

Mr Peter Brown (Chairperson - Independent Member), Mr Viv May (Interim Administrator)  
and Mr John Patterson (Independent Member)

**IN ATTENDANCE**

General Manager, Deputy General Manager (Indirect), Deputy General Manager (Direct),  
Executive Manager Corporate, Chief Financial Officer.

**APOLOGIES**

There were no apologies tendered.

Minutes of the Internal Audit Committee Meeting - 8 April 2016 (cont'd)

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**ATTACHMENT 1**

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MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD 8 APRIL 2016

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**Disclosure of Interests**

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There were no disclosures of interest.

**1. Minutes of the Previous Governance Committee Meeting - February 26, 2015**

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*The Committee noted the minutes of its previous meeting.*

**2. Internal Audit Program**

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*The Committee recommended that the report on the Internal Audit Program be received and endorsed the proposed the future projects be undertaken in the following sequence:-*

- 1. Section 94 Contributions – applications of S.94 Plans and related procedures.*
- 2. Waste Operations – reconcile collections with works charges.*
- 3. Information Technology – functionality and security factors.*

**3. Business Continuity Plan**

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*The Committee recommended that the information be received and that the sequence of indexes in the Business Continuity Plan be reviewed.*

**4. 2015/2016 Operational Plan**

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*The Committee recommended that:*

- 1. An executive summary be provided the Committee members in respect to the Meals on Wheels partnership arrangement.*
- 2. The Committee be provided with an update on the status of the Duck River Flood Study for the Local Government Area (LGA).*

**5. Next Meeting**

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*The Committee recommended that it next meet on Friday, June 17, 2016.*

The meeting closed at 11.55am.

Minutes of the Internal Audit Committee Meeting - 8 April 2016 (cont'd)

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**ATTACHMENT 1**

MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD 8 APRIL 2016

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3

CONFIRMED:

\_\_\_\_\_  
**CHAIRPERSON**

DATE:

## AUBURN CITY COUNCIL

April 20, 2016  
To the Ordinary Meeting of Council

Committee Report

**077/16 Minutes of the Auburn Community Access Committee Meeting - 3 March 2016**

C-29-21/03 BE : PI

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
1b.4.8.1	Plan and support service provision in response to community needs.	Implement the Community Access Plan 2013 – 2017.
1b.4.12.1	Plan and support service provision in response to community needs.	Implement the Auburn Ageing Strategy 2013 – 2023.

**SUMMARY**

This report presents the minutes of the Auburn Community Access Committee Meeting held on March 3, 2016.

**RECOMMENDATION**

***That the minutes of the Auburn Community Access Committee meeting held on March 3, 2016 be received and the recommendations contained therein, adopted.***

**REPORT**

A meeting of Council's Auburn Community Access Committee was held on Thursday March 3, 2016. The minutes of that meeting are attached.

**ATTACHMENTS**

1. Minutes of the Auburn Community Access Committee Meeting held on March 03, 2016



Minutes of the Auburn Community Access Committee Meeting - 3 March 2016 (cont'd)

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**ATTACHMENT 1**

**AUBURN CITY COUNCIL**  
MINUTES OF THE MEETING OF THE  
**AUBURN COMMUNITY ACCESS COMMITTEE**  
HELD IN THE SUTCHBURY ROOM,  
CIVIC PLACE, 1 SUSAN STREET, AUBURN  
ON THURSDAY, MARCH 03, 2016  
COMMENCING AT 6.00PM

**MEMBERS PRESENT**

Ms A. Ceravolo, Mr J. El Ahmed, Ms T. Di Paolo, Mr R. Gibson, Mr B. Leauanae, Mr J. Nah,  
Mr R. Murray, Mr J. Raman, Ms E. Scott, Ms K. Scott.

**APOLOGIES**

Mr C. Cassidy

Minutes of the Auburn Community Access Committee Meeting - 3 March 2016 (cont'd)

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**ATTACHMENT 1**

**AUBURN CITY COUNCIL**

MINUTES OF THE AUBURN COMMUNITY ACCESS COMMITTEE MEETING HELD MARCH 03, 2016

**ACAC001/16 Disclosure of Interests**

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There were no disclosures of interest.

**ACAC002/16 Selection of Interim Chairperson**

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Persuant to Section 438W of the Local Government Act (1993), the Minister for Local Government, by notification on February 10, 2016, suspended all Councillors while a Public Inquiry into Auburn City Council is being conducted. Councillor members previously appointed to Committees have been suspended as a consequence.

The Committee is required to select an Interim Chairperson for the Auburn Community Access Committee until the Public Inquiry is determined.

**RECOMMENDATION**

*The Committee recommends that Anita Ceravolo be appointed as the Interim Chairperson.*

**ACAC003/16 Determination by Council of the Committee's Recommendations from its Previous Meeting**

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**RECOMMENDATION**

*The Committee recommends that the report be received and the information therein noted.*

**ACAC004/16 Business Arising From Previous Minutes**

---

The Committee discussed the progress of the following ongoing action items:

- NDIS My Choice Matters Workshops - for people aged 0-65 with a disability and their family members who speak English and Mandarin. The workshops have been organised by Auburn Diversity Services Incorporated (ADSi) in partnership with Auburn City Council and will be delivered by My Choice Matters.

Workshop participants will talk about planning and things to consider in life in order to become confident in managing supports and services.

The Mandarin workshop is taking place on Wednesday 16 March 2016 and the English workshop is taking place on Thursday 24 March 2016 at Auburn City Council.

- The Festival of All Abilities (FOAA) – FOAA is an ongoing project involving two aspects. The first aspect is the auditing of local businesses which will take place in May 2016, and the second is a program of events from November 23 until December 04, 2016.

**RECOMMENDATION**

*The Committee recommends to Council that the information be received and noted.*

Minutes of the Auburn Community Access Committee Meeting - 3 March 2016 (cont'd)

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**ATTACHMENT 1**

**AUBURN CITY COUNCIL**

MINUTES OF THE AUBURN COMMUNITY ACCESS COMMITTEE MEETING HELD MARCH 03, 2016

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**ACAC005/16      Information Share**

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Committee members shared information relating to their organisation and / or community activity related to access and inclusion.

The Committee discussed their recent experiences of the following issues:

- Accessible housing;
- Employment of people with disability;
- The availability of programs to assist people with dementia and their carers;
- Volunteering with Vision Australia;
- The challenges associated with non-English speaking seniors and provision of quality care from GP's.

**RECOMMENDATION**

*The Committee recommends to Council that the information be received and noted.*

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**ACAC006/16      Seniors Week 2016**

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Council has finalised the 2016 Seniors Week program. The program consists of 30 activities and events, many of which are open to people of all ages. The 2016 program runs for 14 days from April 1 to April 14 and includes events and activities in locations across Auburn City. The program is designed in collaboration with a variety of volunteer organisations (many from diverse cultural and linguistic backgrounds), advocacy groups and service providers which are active in the Auburn area.

The 2016 Seniors Week program highlights the local facilities and services which benefit seniors, promote intergenerational harmony and showcase Auburn's unique and diverse cultural landscape.

**RECOMMENDATION**

*The Committee recommends to Council that the information be received and noted.*

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**ACAC007/16      Autism Community Network**

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The Autism Community Network (ACN), a not for profit community organisation, has approached Council seeking support about holding regular support group meetings at the Auburn Centre for Community. The Auburn support group meetings will initially be held once a month. The group will be facilitated by a local volunteer who is a parent of a child with autism and resident of the Auburn LGA, with support provided by ACN management.

The purpose of the Auburn ACN social and support group is to reach out to families affected by Autism in the Auburn LGA, including siblings and carers, to provide a space to build capacity and provide social and moral support.

A key principle of ACN is that cost must not be a barrier to accessing support. As such, ACN relies heavily on partnerships with councils, clubs, and other community organisations to provide facilities and equipment so the support groups can continue to run. The monthly social and support group meetings will operate on the weekend at the Auburn Centre for Community. ACN has sought and received a fee waiver for hire of the facility on the weekend in order to establish a local volunteer run, support group.

**RECOMMENDATION**

*The Committee recommends to Council that the information be received and noted.*

Minutes of the Auburn Community Access Committee Meeting - 3 March 2016 (cont'd)

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**ATTACHMENT 1**

**AUBURN CITY COUNCIL**

MINUTES OF THE AUBURN COMMUNITY ACCESS COMMITTEE MEETING HELD MARCH 03, 2016

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**ACAC008/16                      Accessing Auburn City Project**

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In 2015, the Accessing Auburn City small business project involved the auditing of 300 businesses across Auburn City.

The Committee discussed how the Accessing Auburn City Project will continue to evolve in 2016. The Committee determined that the project would focus on the accessibility of cafes and restaurants in the Auburn and Lidcombe town centres.

**RECOMMENDATION**

*The Committee recommends to Council that the information be received and noted.*

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**ACAC009/16                      2016 Festival of All Abilities**

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The Committee discussed how the Festival of All Abilities (FOAA) will continue to be developed in 2016. The following is a list of tentative events and dates for FOAA 2016:

- Wheels at Work for a Day - Wednesday 23 November 2016.
- Think-Ability Forum - Wednesday 30 November 2016 at Berala Community Centre.
- Outdoor Cinema - Sunday 27 November 2016 at Botanica Estate Lidcombe.
- Disability Awareness Training in Auburn - Tuesday 29 November 2016 at Auburn Library (Exhibition Gallery).
- Auburn Central Wheelchair Sports - Thursday 1 December 2016, 6pm in Auburn Central Forecourt.
- Disability Awareness Training - Thursday 1 December 2016 at Sydney Olympic Park.
- Outdoor Cinema – Sunday 4 December 2016 at Wentworth Point Piazza.
- Autism Community Network Picnic – Sunday 4 December 2016 at the Education Centre (SOPA).
- Sizzling Santa – Friday 9 December 2016 at Pierre de Coubertin Park, Newington.
- Wheelchair Basketball Game – date and venue to be determined.

**RECOMMENDATION**

*The Committee recommends that Council adopt the draft 2016 Festival of All Abilities event program.*

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**ACAC010/16                      Recognition of Service to Laurie Gordon and Irene Simms**

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The Committee moved a motion of thanks for Irene Simms and Laurie Gordon, who are unable to participate in the Committee in the foreseeable future. The Committee acknowledged the expertise, dedication and contributions that both Irene Simms and Laurie Gordon brought to the Committee.

**RECOMMENDATION**

*That Council formally note its appreciation to Laurie Gordon and Irene Simms for their service as long term members of the Auburn City Access Committee.*

## AUBURN CITY COUNCIL

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

**078/16      2015/16 Community Safety Survey, Crime Statistics and Key Achievements in the implementation of the Auburn Crime Prevention Plan**

C-37-64

BE : MP

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
1d.1.1.1	Implement community safety and crime prevention initiatives.	Implement the Auburn Crime Prevention Plan 2013-2017.
1d.1.1.2	Implement community safety and crime prevention initiatives.	Deliver and monitor the relocatable CCTV in Public Spaces Program.

**SUMMARY**

This report provides information about the findings of the 2015/16 Community Safety Survey undertaken between July and December 2015. The survey was completed by 215 residents and visitors and provides a snapshot of their perceptions about crime and safety in the Auburn City area. The report also provides Council with a snapshot on the latest crime statistics and key achievements arising from the implementation of the *Auburn Crime Prevention Plan* during 2015/16.

**RECOMMENDATION**

***That the report be received and the information therein noted.***

**REPORT****Background**

Community safety was identified as one of the key concerns expressed by the Auburn community during consultations for the development of the *Auburn Community Strategic Plan 2013-2023*. Community consultation and research have identified that there is a disparity between actual crime rates and the community's perception of crime and safety in the community. While many studies have identified that fear of crime is common and perceptions of poor safety are 'widespread', research reiterates that fear of crime is often not 'a reflection of actual risk'.

**Auburn City Crime Statistics**

According to official Police statistics from the NSW Bureau of Crime Statistics and Research (BOCSAR), crime in the Auburn City area has declined across a number of areas over the last 15 months and remained stable in others. Significant declines were found in: Assault domestic violence related (down by 20.4%), Assault non-domestic violence related (down by 15.6%), Robbery without a weapon (down by 45.1%), Break and Enter - Dwelling (down by 31.3%), Steal from Motor Vehicle (down by 18.2%) and Malicious Damage to Property (down by 21.7%). (BOCSAR data for the period October 2013 - September 2015)

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

2015/16 Community Safety Survey, Crime Statistics and Key Achievements in the implementation of the Auburn Crime Prevention Plan (cont'd)

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### **2015/16 Community Safety Survey**

As per Action 1.4 of the *Auburn Crime Prevention Plan*, Council undertakes an annual safety survey to monitor perceptions of crime and safety. The aim of the survey is to measure the perceptions of safety in the local area, and to identify the issues that residents are most concerned about. Responses to the survey were collected between July and December 2015. A total of 215 residents and visitors responded to the survey.

Key findings of the Community Safety Survey are presented below:

- 70.1% of respondents reported that they felt connected to the local community.
- The majority of respondents (53.1%) said they had not been concerned about safety in the local community in the last 12 months.
- 22.3% of respondents believed that crime is on the rise in contrast to crime statistics that indicate crime in Auburn City remains stable or is decreasing.
- A significant proportion of respondents (41%) said they felt safest at home, followed by 14% of respondents who said they felt safe 'everywhere in the community'. Other places that respondents indicated that they felt safest included: Retail Areas, Specific Suburbs (main mention 'Auburn'), Council Facilities (main mention 'libraries') and places that had 'CCTV/Police/security/lighting'. Nine respondents (4%) stated that there was 'nowhere' they felt safe in the community.
- The top 3 responses, when asked 'What could Council do to make places safer?' included 'lighting' (22%), 'Police' (18%) and 'CCTV/Surveillance' (15%).
- When asked what Council should focus on to make the community safer over the next 12 months, top answers were 'CCTV' (31%), 'Community Education' (16%), 'Youth Programs' (13%) and 'Lighting' (7%).
- The majority of respondents indicated that they received most of their information about local crime from the Internet (30%) or from reading local papers (24%). Other main mentions were Radio (11%) and TV news (8%).
- 57.3% of all respondents were satisfied with the appearance of their neighbourhoods.
- 81.3% of all respondents feel safe when they go out in their neighbourhood during the day, and only 38.8% at night. Conversely 5.8% do not feel safe in their neighbourhood during the day, and 37.3% at night.
- 88.5% of all respondents indicated that they feel safe in their homes during the day and 73.1% at night.
- 81.2% of all respondents had not felt at risk of becoming a victim of crime in the past year.

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

2015/16 Community Safety Survey, Crime Statistics and Key Achievements in the implementation of the Auburn Crime Prevention Plan (cont'd)

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- 7.2% of respondents indicated that they had been a victim of crime in the past year; however, 80.6% of those had not reported the crime to the Police to have the matter dealt with.
- The top 3 community safety issues in Auburn City identified by respondents were Road Safety (9.2%), Drugs (7.3%) and Theft (5.4%).

A demographic analysis of surveyed participants showed that:

- Respondents came from all suburbs of the LGA (except Sydney Olympic Park), with the majority coming from Auburn. 18 responses came from outside of the area, with respondents having an affiliation to Auburn City through work, study or family/friends.
- Women were slightly over represented in the findings comprising 65.6% of all respondents.
- The largest group of respondents were aged 25 - 44 (58.9%), followed by those aged 45 - 60 (18.7%). Young people aged 12 - 24 years made up 17.8% of the respondents, followed by 3.7% of respondents aged over 60 years. Those aged under 12 years were under represented (0.9%).
- Respondents spoke a total of 28 languages with 50% reporting speaking English, either alone or with another language. Significant language groups included Dari (11%), followed by Arabic (5.3%), Urdu (4.8%) and Turkish (4.3%).

**Comparison with 2014/2015 Community Safety Survey**

A comparison with data from the 2014/15 Community Safety Survey highlighted there was:

- A slight increase (+1.6%) in respondents who felt connected to the community.
- A slight decrease (-2.3%) in respondents who said they had been concerned with safety in the local community.
- An increase (+10.2%) in respondents who believed that crime is on the rise in contrast to crime statistics that indicate crime in Auburn remains stable or is decreasing.
- A large number of respondents still felt safest at home and in their neighbourhoods.
- The same top 3 areas were identified that respondents felt Council should focus on: CCTV, increasing police presence and lighting. Community education and youth programs were highlighted by 2015 respondents as new areas that Council should focus on.
- The majority of respondents still receive their information about crime in the community from the Internet and local papers.

April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

2015/16 Community Safety Survey, Crime Statistics and Key Achievements in the implementation of the Auburn Crime Prevention Plan (cont'd)

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- A decrease (-10.2%) in respondents who felt satisfied with the appearance of their neighbourhood.
- A slight increase (+1.1%) of respondents who said they felt at direct risk of being a victim of a crime, but a decrease (-4%) in those who had been a victim of crime in the last 12 months.
- An increase of (+17.6%) of respondents said who had been a victim of crime but had not reported the crime to the Police.
- 'Road safety' and 'theft continue' to be identified by respondents as top community safety issues. Survey respondents in 2015 also identified 'drugs', compared to 'violence' in 2014.
- The majority of respondents came from the suburb of Auburn compared to last year's majority being from Newington.

**Key Achievements in implementing the Crime Prevention Plan**

During 2015/16, Council has implemented a range of actions to address perceptions of safety and fear of crime in the Auburn LGA, including:

- Improvements have been made to public amenity in areas where there is low lighting and illegal dumping. Council has also increased the number of CCTV cameras used to monitor illegal dumping sites.
- Lighting audits were conducted in Regents Park and Newington in 2015. This was combined with community safety and accessibility audits in both areas.
- Council has worked closely with the Flemington Local Area Command (Police) to increase patrols across the local area by identifying areas perceived by the community to be problematic and lodging Intel reports when issues are identified.
- 30 new relocatable CCTV cameras have been installed, resulting in a total of 36 CCTV cameras located across the 5 town centres of Auburn City. An additional CCTV camera system was also installed in the new Berala Community Centre which opened in September 2015.
- A number of 'children's safety workshops' and 'personal and home safety workshops' have been delivered to residents across the LGA to increase awareness and connection with Council and the Police.
- Council has delivered an annual summer beach safety program for Auburn residents at Dee Why Beach with Surf Life Saving NSW to increase understanding about staying safe at the beach.
- Council and the Police delivered a series of community safety stalls in local town centres to promote key safety messages.



April 20, 2016

Deputy General Manager  
Direct's Report

To the Ordinary Meeting of Council

2015/16 Community Safety Survey, Crime Statistics and Key Achievements in the  
implementation of the Auburn Crime Prevention Plan (cont'd)

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- Residents from across Auburn City have participated in a range of community events and initiatives providing opportunities to get to know other residents, enhance social inclusion and intergenerational understanding.
- Council, in partnership with local service providers and community groups, has also undertaken a range of education and awareness raising initiatives to address domestic and family violence (DV) in Auburn City. This included: A pilot project with local GPs to increase awareness and identification of DV in culturally and linguistically diverse communities; A DV Small Grants Program; White Ribbon Day Youth Festival; and a research project and Community Forum exploring diverse perspectives on domestic and family violence.
- Council has also worked with PCYC NSW to support the opening of the new PCYC Auburn facility in Wyatt Park (April 2016).

**ATTACHMENTS (to be circulated to the Interim Administrator and Executive Team  
under separate cover)**

1. Report on 2015 Community Safety Survey Key Findings - T032654/2016

## AUBURN CITY COUNCIL

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

**079/16      Local Government NSW - Request for Assistance with Legal Costs  
for Cowra Shire Council**

L-20-07/27

MW : MW

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Operational Plan Code</b>	<b>Relationship to Community Strategic Plan</b>	<b>Relationship to Operational Plan</b>
4a.5.1	Effective and accountable governance	Provide support to civic leadership

**SUMMARY**

Information has been received regarding possible financial assistance towards a legal matter undertaken by Cowra Shire Council which has implications for all NSW councils.

**RECOMMENDATION**

***That the report be received and the information therein noted.***

**REPORT**

Local Government New South Wales (LGNSW) by circular letter of February 26, 2016 has advised that Cowra Shire Council (CSC) had sought assistance in relation to a court case in which it had become involved in.

CSC is currently defending an appeal matter before the Land and Environment Court which relates to a challenge to Council's jurisdiction to issue prohibition orders with regards to animal welfare under section 124 of the Local Government Act, 1993 (LG Act).

The LGNSW Board considered that this matter is of importance to all councils throughout the State as the appeal relates to the interpretation of council powers under the LG Act, and the ability of councils to rely on the LG Act to issue notices and orders in circumstances where animal welfare issues are not covered by other laws.

The LGNSW Board approved the application for legal assistance as it complied with the provisions of the LGNSW Legal Assistance Policy.

Financial contributions will be sought from councils once this matter has been resolved by the Land and Environment Court and the costs of the proceedings have been determined.

LGNSW has made similar requests to member councils, including Auburn City Council in the past and the requests have been acceded to, however, there is no obligation for a council to provide assistance.

A further report to Council will be submitted for consideration once Auburn City Council's proportion is determined and payment of that amount is requested by LGNSW.

## AUBURN CITY COUNCIL

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

**080/16 Investment Portfolio Performance as at 31 March 2016**

A-05-01/05

RS : MW

**LINK TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Operational Plan Code	Relationship to Community Strategic Plan	Relationship to Operational Plan
4b.1.2	Financially sustainable Council	Apply prudent investment strategies

**SUMMARY**

For March 2016, Council's investment portfolio generated \$180,789 of interest revenue, the financial year to date figure is \$1,648,564. The budget for the 2015 / 2016 Financial Year is set at \$2,340,147.

**RECOMMENDATION**

*That the report be received and the information therein noted.*

**BACKGROUND**

Clause 212 of the Local Government (General) Regulation requires that Council be provided with a written report setting out details of all money that the Council has invested under section 625 of the Local Government Act 1993 and certifying that these investments have been made in accordance with the Act, regulations, Ministerial Investment Orders and Council's Investment Policy.

**DISCUSSION****Interest Income – Current Month**

For the month of March 2016 Council's cash investment portfolio generated interest earnings of \$180,789 or 7.73% of the full year budget of \$2,340,147. The YTD income of \$1,648,564 represents 70.45% of the total full year budget.

Council's investment portfolio posted a return in March of 3.03%pa versus the bank bill index benchmark return of 2.36%pa. For the financial year to date, Council's investment portfolio has exceeded the bank bill index benchmark by 0.47%pa (2.69%pa vs 2.23%pa).

**Portfolio Value**

Council's investment portfolio, as at 31 March 2016, has a current market value of \$64,361,935 which represents a premium of \$729,212 above the \$65,091,147 face value of the portfolio with the portfolio generating a 3.10% average purchase yield.

The table below provides a summary by investment (asset) type as at 31 March 2016.

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

Cash Assets Composition					
Fund Type	Face (\$)	Value	Current (\$)	Value	Current Yield (%)
Cash and Call Deposit	143,176		143,176		0.7
Managed Funds	1,318,759		1,318,759		3.6972
Term Deposit	48,900,000		49,546,746		2.9974
Bonds	1,000,000		1,036,082		6
Floating Rates Note	13,000,000		13,046,383		3.6017
<b>Total</b>	<b>64,361,935</b>		<b>65,091,147</b>		<b>3.1754</b>

**Application of Investment Funds\***

Estimated Restricted Assets			
Fund Type	31/03/2016	30/06/2015	Movements
	\$	\$	\$
Section 94 contribution	15,146,553	19,356,371	(4,209,818)
Other restrictions	30,022,648	35,617,097	121,218
Unrestricted cash assets	19,192,734	11,856,542	1,620,525
<b>Total</b>	<b>64,361,935</b>	<b>66,830,010</b>	<b>(2,468,075)</b>

\*Estimated restricted cash and investments, including both externally and internally restrictions, are based on the actual restrictions at 30 June 2015 plus estimated movements since that date.

**INVESTMENT COMMENTARY**

Short term interest rates edged slightly higher during February with 3 month TDs from Australian majors largely in the 2.95%-3.05% area. Twelve month rates improved as well with the best of the majors in the 3.05% area.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio has been reviewed and rebalanced in favour of investments not subject to share market volatility. Comparisons are made between existing investments with available products that are not part of Council's portfolio. Independent advice is sought on new investment opportunities

**CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER**

I hereby certify that the investments listed above have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investments Policy.

**ATTACHMENTS**

1. Annexure 1 - Summary of Investment Portfolio as at 31 March 2016, Prudential Investment Services - T032062/2016
2. Annexure 2 - Economic and Investment Portfolio Commentary for 31 March 2016, Prudential Investment Services - T032062/2016

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Investment Summary Report  
March 2016**

April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

# ATTACHMENT 1

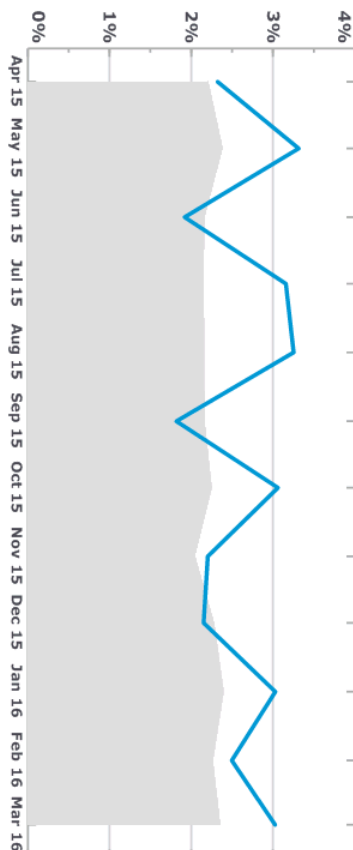
## Auburn City Council Executive Summary



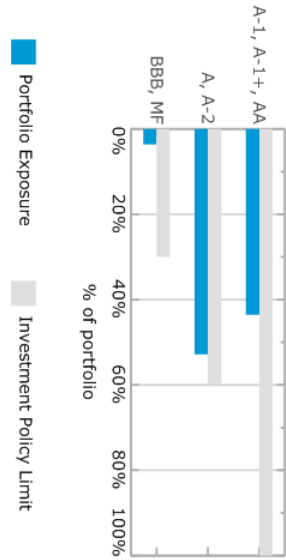
### Investment Holdings

	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	1,000,000.00	1,036,082.42	6.0000
Cash	143,175.94	143,175.94	0.7000
Floating Rate Note	13,000,000.00	13,046,382.76	3.6017
Managed Funds	1,318,759.23	1,318,759.23	3.6972
Term Deposit	48,900,000.00	49,546,746.43	2.9974
	<b>64,361,935.17</b>	<b>65,091,146.77</b>	<b>3.1754</b>

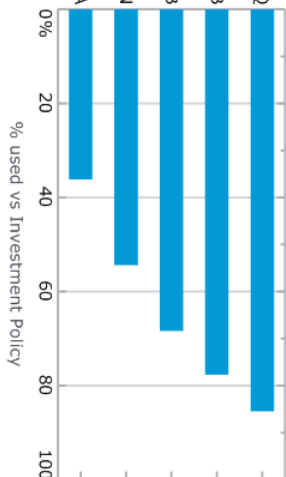
### Investment Performance



### Total Credit Exposure



### Investment Policy Compliance



### Term to Maturities

Maturity Profile	Face Value (\$)	Policy Max
Less than 1yr	51,361,935	80%
Greater than 1yr	13,000,000	20%
a. Greater than 3yrs	6,000,000	9%
	<b>64,361,935</b>	<b>30%</b>



April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council****Investment Holdings Report**

<b>Cash Accounts</b>					
	Face Value (\$)	Current Yield	Institution	Credit Rating	Current Value (\$)
	143,175.94	0.7000%	Commonwealth Bank of Australia	A-1+	143,175.94
	<b>143,175.94</b>	<b>0.7000%</b>			<b>143,175.94</b>

<b>Managed Funds</b>					
	Face Value (\$)	Current Yield	Institution	Credit Rating	Fund Name
	297,532.03	3.0654%	New South Wales T-Corp	MF	Cash Facility
	1,021,227.20	3.8812%	New South Wales T-Corp	MF	Strategic Cash Facility
	<b>1,318,759.23</b>	<b>3.6972%</b>			<b>1,318,759.23</b>

<b>Term Deposits</b>										
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency Reference
4-Apr-16	1,000,000.00	2.9300%	National Australia Bank	A-1+	1,000,000.00	18-May-15	1,025,615.88	505181	25,607.40	AtMaturity
11-Apr-16	1,000,000.00	2.9300%	National Australia Bank	A-1+	1,000,000.00	10-Jun-15	1,023,925.69	506101	23,761.10	AtMaturity
14-Apr-16	1,000,000.00	3.0000%	Bank of Queensland	A-2	1,000,000.00	6-Oct-15	1,014,611.11	510061	14,630.14	AtMaturity
18-Apr-16	1,000,000.00	2.9000%	Bank of Queensland	A-2	1,000,000.00	13-Jul-15	1,020,839.32	507131	20,895.89	AtMaturity
26-Apr-16	1,000,000.00	2.9000%	National Australia Bank	A-1+	1,000,000.00	11-Aug-15	1,019,075.62	508112	18,591.78	AtMaturity
2-May-16	2,000,000.00	2.8200%	National Australia Bank	A-1+	2,000,000.00	31-Aug-15	2,034,134.46	508313	33,067.40	AtMaturity
16-May-16	2,000,000.00	2.7900%	Commonwealth Bank of Australia	A-1+	2,000,000.00	31-Aug-15	2,034,037.10	508314	32,715.62	AtMaturity
17-May-16	500,000.00	4.5500%	Westpac Group	A-1+	500,000.00	17-May-13	521,354.11	389374	19,945.21	Annually
26-May-16	2,000,000.00	2.9500%	MyState Bank	A-2	2,000,000.00	23-Nov-15	2,021,210.36	511231	21,013.70	AtMaturity
30-May-16	1,000,000.00	2.9000%	Bank of Queensland	A-2	1,000,000.00	18-Aug-15	1,018,030.26	508186	18,035.62	AtMaturity
6-Jun-16	1,000,000.00	3.0000%	Credit Union Australia	A-2	1,000,000.00	1-Jun-15	1,025,224.29	506011	25,068.49	Annually
14-Jun-16	2,000,000.00	3.0000%	Bank of Queensland	A-2	2,000,000.00	23-Feb-16	2,006,833.46	533220	6,246.58	AtMaturity
16-Jun-16	1,000,000.00	2.8000%	National Australia Bank	A-1+	1,000,000.00	1-Sep-15	1,017,348.90	509017	16,339.73	AtMaturity
21-Jun-16	1,000,000.00	3.0000%	National Australia Bank	A-1+	1,000,000.00	7-Jul-15	1,023,584.18	507072	22,109.59	AtMaturity

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

## ATTACHMENT 1

Auburn City Council  
Investment Holdings Report

Term Deposits											
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
23-Jun-16	2,000,000.00	2.7700%	Commonwealth Bank of Australia	A-1+	2,000,000.00	1-Sep-15	2,034,361.69	509016	32,329.32	AtMaturity	
27-Jun-16	2,400,000.00	3.0000%	National Australia Bank	A-1+	2,400,000.00	15-Feb-16	2,413,075.86	533168	9,073.97	AtMaturity	
4-Jul-16	1,000,000.00	2.9000%	Bank of Queensland	A-2	1,000,000.00	28-Sep-15	1,014,819.41	509281	14,778.08	AtMaturity	
12-Jul-16	1,000,000.00	3.0500%	National Australia Bank	A-1+	1,000,000.00	5-Jan-16	1,009,261.50	533024	7,269.86	AtMaturity	
21-Jul-16	2,000,000.00	3.0700%	ME Bank	A-2	2,000,000.00	3-Dec-15	2,021,394.42	512031	20,186.30	AtMaturity	
25-Jul-16	2,000,000.00	2.8500%	Bendigo and Adelaide Bank	A-2	2,000,000.00	24-Aug-15	2,034,262.54	508241	34,512.33	AtMaturity	
8-Aug-16	2,000,000.00	2.9000%	Bendigo and Adelaide Bank	A-2	2,000,000.00	6-Aug-15	2,038,010.71	508061	37,978.08	AtMaturity	
22-Aug-16	2,000,000.00	2.9000%	Credit Union Australia	A-2	2,000,000.00	11-Aug-15	2,037,269.99	508111	37,183.56	Annually	
29-Aug-16	1,000,000.00	3.1000%	Bank of Queensland	A-2	1,000,000.00	29-Feb-16	1,002,717.81	533261	2,717.81	AtMaturity	
5-Sep-16	1,000,000.00	3.7000%	ME Bank	A-2	1,000,000.00	2-Sep-14	1,024,878.27	490204	21,490.41	Annually	
19-Sep-16	1,000,000.00	3.1000%	ME Bank	A-2	1,000,000.00	18-Jan-16	1,007,380.06	533083	6,284.93	AtMaturity	
4-Oct-16	2,000,000.00	3.1000%	National Australia Bank	A-1+	2,000,000.00	14-Mar-16	2,003,057.53	533339	3,057.53	AtMaturity	
17-Oct-16	1,000,000.00	2.9000%	Commonwealth Bank of Australia	A-1+	1,000,000.00	16-Nov-15	1,013,410.07	511161	10,884.93	AtMaturity	
6-Feb-17	1,000,000.00	3.1000%	ME Bank	A-2	1,000,000.00	22-Feb-16	1,002,110.64	533216	3,312.33	AtMaturity	
27-Feb-17	2,000,000.00	3.1200%	ME Bank	A-2	2,000,000.00	29-Feb-16	2,002,619.14	533260	5,470.68	AtMaturity	
20-Mar-17	2,000,000.00	3.1200%	ME Bank	A-2	2,000,000.00	1-Mar-16	2,005,299.73	533265	5,299.73	AtMaturity	
28-Aug-17	2,000,000.00	2.9500%	Bendigo and Adelaide Bank	A-	2,000,000.00	26-Aug-15	2,023,984.46	508261	35,400.00	Annually	
29-May-18	2,000,000.00	2.9800%	Commonwealth Bank of Australia	AA-	2,000,000.00	29-May-15	2,015,256.60	505291	20,084.38	SemiAnnually	
4-Jun-18	1,000,000.00	3.0500%	Bank of Queensland	A-	1,000,000.00	29-May-15	1,017,390.18	505292	25,736.99	Annually	
12-Jun-18	1,000,000.00	3.2000%	Bank of Queensland	A-	1,000,000.00	12-Jun-15	1,020,361.08	506121	25,775.34	Annually	
48,900,000.00					2.9974%		48,900,000.00		49,546,746.43		656,854.80
Floating Rate Notes											
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Reference Date	
2-Aug-16	1,000,000.00	3.4450%	CBA Snt FRN (Aug16) BBSW+1.17%	A-1+	992,540.00	26-Aug-11	1,008,628.63	315358	5,568.63	2-May-16	





April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Investment Holdings Report

Floating Rate Notes										
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Reference Date
7-Nov-16	1,000,000.00	3.4300%	BoQ Snr FRN (Nov16) BBSW+1.15%	A-2	1,000,000.00	31-Oct-13	1,007,850.55	401766	4,980.55	9-May-16
28-Nov-16	1,000,000.00	3.5400%	ME Bank Snr FRN (Nov16) BBSW+1.25%	A-2	1,000,000.00	28-Nov-13	1,005,933.56	402972	3,103.56	30-May-16
15-Feb-17	1,000,000.00	4.1350%	NAB Snr FRN (Feb17) BBSW+1.85%	A-1+	1,000,000.00	15-Feb-12	1,017,611.23	336193	5,211.23	16-May-16
15-Feb-17	1,000,000.00	4.1350%	NAB Snr FRN (Feb17) BBSW+1.85%	A-1+	1,015,350.00	29-Jun-12	1,017,611.23	354592	5,211.23	16-May-16
9-Mar-17	1,000,000.00	5.2200%	MAC Snr FRN (Mar17) BBSW+2.90%	A-1	1,000,000.00	9-Mar-12	1,003,329.32	339546	3,289.32	9-Jun-16
22-Dec-17	1,000,000.00	3.5100%	CUA Snr FRN (Dec17) BBSW+1.20%	BBB+	1,006,110.00	19-Nov-14	1,001,051.64	497132	961.64	22-Jun-16
25-Jul-19	1,000,000.00	3.0867%	ANZ Snr FRN (Jul19) BBSW+0.82%	AA-	1,002,162.05	25-Jul-14	999,716.00	472515	5,666.00	26-Apr-16
17-Sep-19	1,000,000.00	3.2517%	BEN Snr FRN (Sep19) BBSW+0.93%	A-	1,000,000.00	17-Sep-14	991,046.32	491129	1,336.32	17-Jun-16
6-Nov-19	1,000,000.00	3.3500%	BoQ Snr FRN (Nov19) BBSW+1.07%	A-	1,000,000.00	6-Nov-14	997,134.38	496124	4,864.38	6-May-16
11-Nov-19	1,000,000.00	3.1300%	ANZ Snr FRN (Nov19) BBSW+0.85%	AA-	1,000,000.00	11-Nov-14	1,000,217.67	497053	4,287.67	11-May-16
3-Mar-20	1,000,000.00	3.4100%	MAC Snr FRN (Feb20) BBSW+1.10%	A	1,000,000.00	3-Mar-15	995,099.32	502272	2,709.32	3-Jun-16
28-Jul-20	1,000,000.00	3.1783%	WBC Snr FRN (Jul20) BBSW+0.90%	AA-	1,000,000.00	28-Jul-15	1,001,152.91	507261	5,572.91	28-Apr-16
	<b>13,000,000.00</b>	<b>3.6017%</b>			<b>13,016,162.05</b>		<b>13,046,382.76</b>		<b>52,762.76</b>	
Fixed Rate Bonds										
Maturity Date	Face Value (\$)	Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield Reference
15-Feb-17	1,000,000.00	6.0000%	NAB Snr Bond (Feb17) 6.00%	A-1+	988,980.00	15-Feb-12	1,036,082.42	336191	7,582.42	6.2601%
	<b>1,000,000.00</b>				<b>988,980.00</b>		<b>1,036,082.42</b>		<b>7,582.42</b>	<b>6.2601%</b>

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To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Accrued Interest Report

<b>Accrued Interest Report</b>									
<b>Asset Type</b>	<b>Deal Number</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days Accrued</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>	
<b>Bonds</b>									
NAB Snr Bond (Feb17) 6.00%	336191	1,000,000.00	15-Feb-12	15-Feb-17	0.00	31	5,109.89	6.00%	
					<b>0.00</b>		<b>5,109.89</b>	<b>6.00%</b>	
<b>Cash</b>									
Commonwealth Bank of Australia	250385	143,175.94	1-Mar-16	1-Apr-16		31			
<b>Floating Rate Note</b>									
CBA Snr FRN (Aug16) BBSW+1.17%	313358	1,000,000.00	26-Aug-11	2-Aug-16	0.00	31	2,925.89	3.45%	
BoQ Snr FRN (Nov16) BBSW+1.15%	401766	1,000,000.00	7-Nov-13	7-Nov-16	0.00	31	2,913.15	3.43%	
ME Bank Snr FRN (Nov16) BBSW+1.25%	402972	1,000,000.00	28-Nov-13	28-Nov-16	0.00	31	3,006.58	3.54%	
NAB Snr FRN (Feb17) BBSW+1.85%	336193	1,000,000.00	15-Feb-12	15-Feb-17	0.00	31	3,511.92	4.14%	
NAB Snr FRN (Feb17) BBSW+1.85%	354592	1,000,000.00	29-Jun-12	15-Feb-17	0.00	31	3,511.92	4.14%	
MAC Snr FRN (Mar17) BBSW+2.90%	339546	1,000,000.00	9-Mar-12	9-Mar-17	12,964.38	31	4,429.04	5.21%	
CUA Snr FRN (Dec17) BBSW+1.20%	497132	1,000,000.00	19-Nov-14	22-Dec-17	8,863.15	31	3,006.99	3.54%	
ANZ Snr FRN (Jul19) BBSW+0.82%	472515	1,000,000.00	25-Jul-14	25-Jul-19	0.00	31	2,621.58	3.09%	
BEN Snr FRN (Sep19) BBSW+0.93%	491129	1,000,000.00	17-Sep-14	17-Sep-19	8,177.53	31	2,774.12	3.27%	
BoQ Snr FRN (Nov19) BBSW+1.07%	496124	1,000,000.00	6-Nov-14	6-Nov-19	0.00	31	2,845.21	3.35%	
ANZ Snr FRN (Nov19) BBSW+0.85%	497053	1,000,000.00	11-Nov-14	11-Nov-19	0.00	31	2,658.36	3.13%	
MAC Snr FRN (Feb20) BBSW+1.10%	502272	1,000,000.00	3-Mar-15	3-Mar-20	8,476.71	31	2,895.62	3.41%	
WBC Snr FRN (Jul20) BBSW+0.90%	507261	1,000,000.00	28-Jul-15	28-Jul-20	0.00	31	2,699.38	3.18%	
					<b>38,481.78</b>		<b>39,799.74</b>	<b>3.60%</b>	
<b>Managed Funds</b>									
New South Wales T-Corp	204877	297,532.03	1-Nov-15	1-May-16	0.00	31	3,397.50	3.07%	
New South Wales T-Corp	204878	1,021,227.20	1-Nov-15	1-May-16	0.00	31	3,297.35	3.88%	

April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Accrued Interest Report

<b>Accrued Interest Report</b>									
<b>Asset Type</b>	<b>Deal Number</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days Accrued</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>	
<b>Term Deposit</b>									
National Australia Bank	503043	1,000,000.00	4-Mar-15	9-Mar-16	31,814.52	8	686.03	3.13%	
National Australia Bank	503092	1,000,000.00	9-Mar-15	14-Mar-16	31,814.52	13	1,114.79	3.13%	
National Australia Bank	510261	1,000,000.00	26-Oct-15	14-Mar-16	10,931.51	13	1,015.07	2.85%	
National Australia Bank	503172	1,000,000.00	17-Mar-15	21-Mar-16	31,221.92	20	1,687.67	3.08%	
National Australia Bank	503093	1,000,000.00	9-Mar-15	29-Mar-16	33,100.82	28	2,401.10	3.13%	
National Australia Bank	505181	1,000,000.00	18-May-15	4-Apr-16	0.00	31	2,488.49	2.93%	
National Australia Bank	506101	1,000,000.00	10-Jun-15	11-Apr-16	0.00	31	2,488.49	2.93%	
Bank of Queensland	510061	1,000,000.00	6-Oct-15	14-Apr-16	0.00	31	2,547.95	3.00%	
Bank of Queensland	507131	1,000,000.00	13-Jul-15	18-Apr-16	0.00	31	2,463.01	2.90%	
National Australia Bank	508112	1,000,000.00	11-Aug-15	26-Apr-16	0.00	31	2,463.01	2.90%	
National Australia Bank	508313	2,000,000.00	31-Aug-15	2-May-16	0.00	31	4,790.14	2.82%	
Commonwealth Bank of Australia	508314	2,000,000.00	31-Aug-15	16-May-16	0.00	31	4,739.18	2.79%	
Westpac Group	389374	500,000.00	17-May-13	17-May-16	0.00	31	1,932.19	4.55%	
MyState Bank	511231	2,000,000.00	23-Nov-15	26-May-16	0.00	31	5,010.96	2.95%	
Bank of Queensland	508186	1,000,000.00	18-Aug-15	30-May-16	0.00	31	2,463.01	2.90%	
Credit Union Australia	506011	1,000,000.00	1-Jun-15	6-Jun-16	0.00	31	2,547.95	3.00%	
Bank of Queensland	533220	2,000,000.00	23-Feb-16	14-Jun-16	0.00	31	5,095.89	3.00%	
National Australia Bank	509017	1,000,000.00	1-Sep-15	16-Jun-16	0.00	31	2,378.08	2.80%	
National Australia Bank	507072	1,000,000.00	7-Jul-15	21-Jun-16	0.00	31	2,547.95	3.00%	
Commonwealth Bank of Australia	509016	2,000,000.00	1-Sep-15	23-Jun-16	0.00	31	4,705.21	2.77%	
National Australia Bank	533168	2,400,000.00	15-Feb-16	27-Jun-16	0.00	31	6,115.07	3.00%	
Bank of Queensland	509281	1,000,000.00	28-Sep-15	4-Jul-16	0.00	31	2,463.01	2.90%	

April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Accrued Interest Report

<b>Accrued Interest Report</b>									
<b>Asset Type</b>	<b>Deal Number</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days Accrued</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>	
National Australia Bank	533024	1,000,000.00	5-Jan-16	12-Jul-16	0.00	31	2,590.41	3.05%	
ME Bank	512031	2,000,000.00	3-Dec-15	21-Jul-16	0.00	31	5,214.79	3.07%	
Bendigo and Adelaide Bank	508241	2,000,000.00	24-Aug-15	25-Jul-16	0.00	31	4,841.10	2.85%	
Bendigo and Adelaide Bank	508061	2,000,000.00	6-Aug-15	8-Aug-16	0.00	31	4,926.03	2.90%	
Credit Union Australia	508111	2,000,000.00	11-Aug-15	22-Aug-16	0.00	31	4,926.03	2.90%	
Bank of Queensland	533261	1,000,000.00	29-Feb-16	29-Aug-16	0.00	31	2,632.88	3.10%	
ME Bank	490204	1,000,000.00	2-Sep-14	5-Sep-16	0.00	31	3,142.47	3.70%	
ME Bank	533083	1,000,000.00	18-Jan-16	19-Sep-16	0.00	31	2,632.88	3.10%	
National Australia Bank	533339	2,000,000.00	14-Mar-16	4-Oct-16	0.00	18	3,057.53	3.10%	
Commonwealth Bank of Australia	511161	1,000,000.00	16-Nov-15	17-Oct-16	0.00	31	2,463.01	2.90%	
ME Bank	533216	1,000,000.00	22-Feb-16	6-Feb-17	0.00	31	2,632.88	3.10%	
ME Bank	533260	2,000,000.00	29-Feb-16	27-Feb-17	0.00	31	5,299.73	3.12%	
ME Bank	533265	2,000,000.00	1-Mar-16	20-Mar-17	0.00	31	5,299.73	3.12%	
Bendigo and Adelaide Bank	508261	2,000,000.00	26-Aug-15	28-Aug-17	0.00	31	5,010.96	2.95%	
Commonwealth Bank of Australia	505291	2,000,000.00	29-May-15	29-May-18	0.00	31	5,061.92	2.98%	
Bank of Queensland	505292	1,000,000.00	29-May-15	4-Jun-18	0.00	31	2,590.41	3.05%	
Bank of Queensland	506121	1,000,000.00	12-Jun-15	12-Jun-18	0.00	31	2,717.81	3.20%	
<b>Grand Totals</b>					<b>138,883.29</b>		<b>129,184.79</b>	<b>3.00%</b>	
					<b>177,365.07</b>		<b>180,789.27</b>	<b>3.18%</b>	

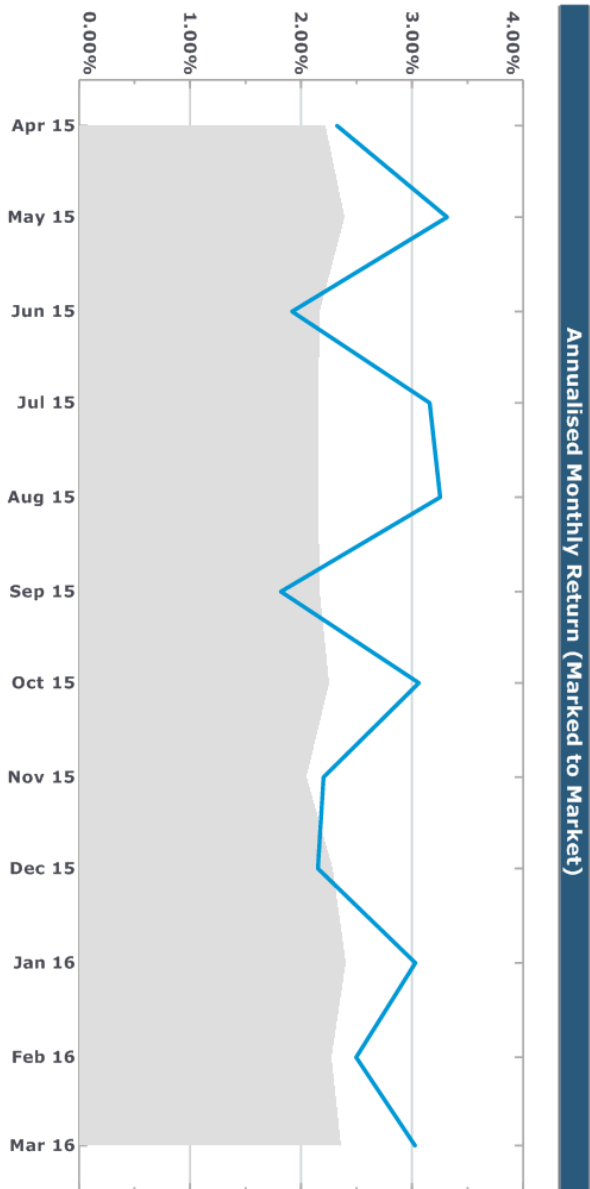
April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1**

**Auburn City Council**  
Investment Performance Report



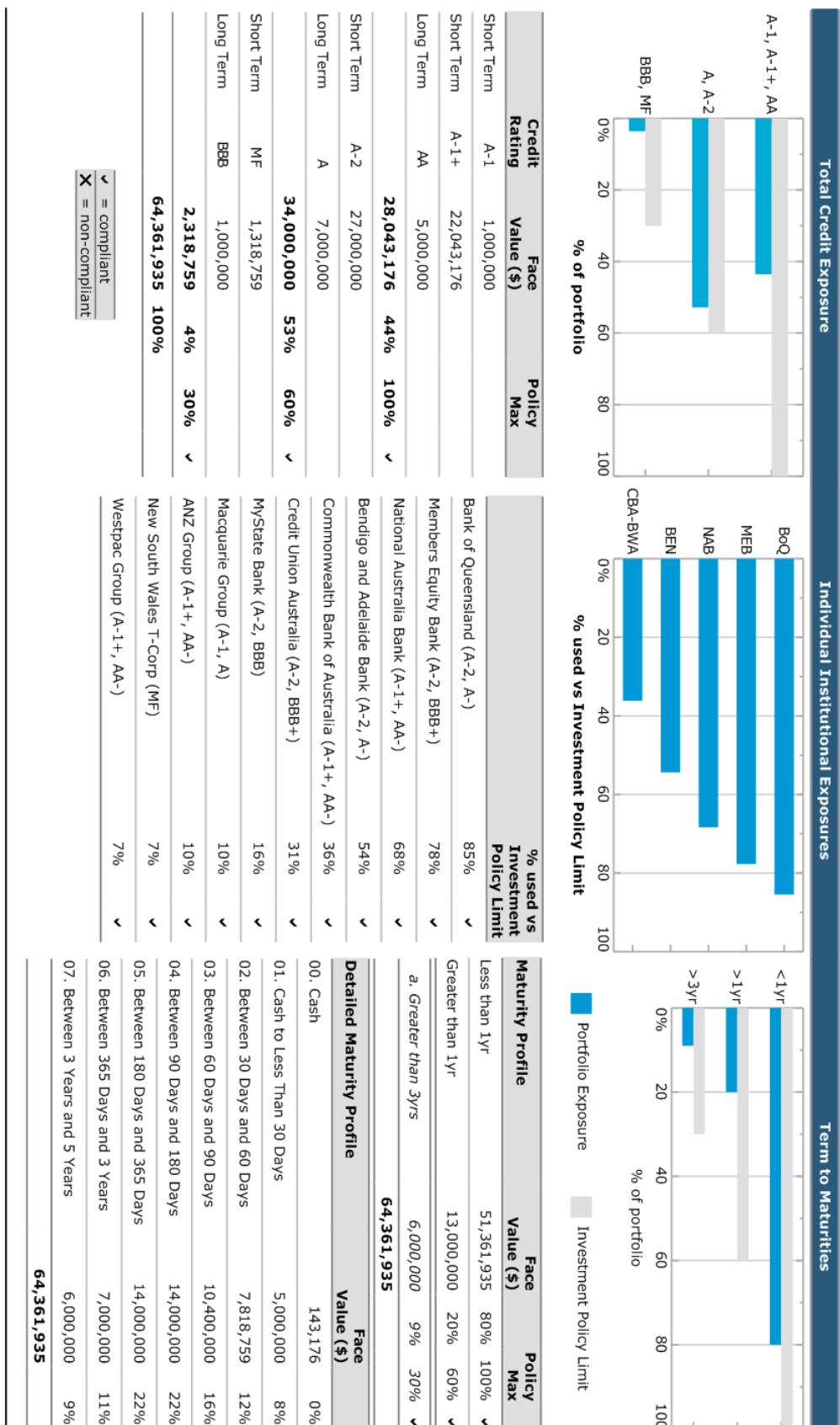
Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Mar 2016	3.03%	2.36%	0.67%
Last 3 Months	2.87%	2.35%	0.52%
Last 6 Months	2.67%	2.27%	0.40%
Financial Year to Date	2.69%	2.23%	0.47%
Last 12 months	2.66%	2.24%	0.42%



April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Investment Policy Compliance Report

April 20, 2016

Executive Manager Corporate's  
Report

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

# ATTACHMENT 1

## Auburn City Council Individual Institutional Exposures Report





April 20, 2016

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Cash Flows Report

Current Month Cashflows					
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
<b>1-Mar-16</b>	533265	ME Bank	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
				Deal Total	-2,000,000.00
<b>3-Mar-16</b>	502272	Macquarie Bank	Floating Rate Note	Coupon - Received	8,476.71
				Deal Total	8,476.71
				<b>Day Total</b>	<b>-2,000,000.00</b>
<b>4-Mar-16</b>	503043	National Australia Bank	Term Deposits	Interest - Received	31,385.75
				Deal Total	31,385.75
				<b>Day Total</b>	<b>31,385.75</b>
<b>9-Mar-16</b>	339546	Macquarie Bank	Floating Rate Note	Coupon - Received	12,964.38
				Deal Total	12,964.38
				<b>Day Total</b>	<b>12,964.38</b>
	503043	National Australia Bank	Term Deposits	Interest - Received	428.77
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,000,428.77
	503092	National Australia Bank	Term Deposits	Interest - Received	31,385.75
				Deal Total	31,385.75
				<b>Day Total</b>	<b>1,044,778.90</b>
<b>14-Mar-16</b>	503092	National Australia Bank	Term Deposits	Interest - Received	428.77
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,000,428.77
	510261	National Australia Bank	Term Deposits	Interest - Received	10,931.51
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,010,931.51
	533339	National Australia Bank	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
				Deal Total	-2,000,000.00
				<b>Day Total</b>	<b>11,360.27</b>
<b>17-Mar-16</b>	491129	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	8,177.53



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Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1****Auburn City Council**  
Cash Flows Report

<b>Current Month Cashflows</b>					
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
	503172	National Australia Bank	Term Deposits	Deal Total	8,177.53
				Interest - Received	30,884.38
				<u>Deal Total</u>	<u>30,884.38</u>
				<b>Day Total</b>	<b>39,061.92</b>
<b>21-Mar-16</b>	503172	National Australia Bank	Term Deposits	Interest - Received	337.53
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,000,337.53</u>
				<b>Day Total</b>	<b>1,000,337.53</b>
<b>22-Mar-16</b>	497132	Credit Union Australia	Floating Rate Note	Coupon - Received	8,863.15
				<u>Deal Total</u>	<u>8,863.15</u>
				<b>Day Total</b>	<b>8,863.15</b>
<b>29-Mar-16</b>	503093	National Australia Bank	Term Deposits	Interest - Received	33,100.82
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,033,100.82</u>
				<b>Day Total</b>	<b>1,033,100.82</b>
				<b>Net Cash Movement for Period</b>	<b>1,177,365.07</b>
<b>Next Month Cashflows</b>					
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
<b>4-Apr-16</b>	505181	National Australia Bank	Term Deposit	Interest - Received	25,848.22
		National Australia Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,025,848.22</u>
				<b>Day Total</b>	<b>1,025,848.22</b>
<b>11-Apr-16</b>	506101	National Australia Bank	Term Deposit	Interest - Received	24,563.84
		National Australia Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,024,563.84</u>
				<b>Day Total</b>	<b>1,024,563.84</b>
<b>14-Apr-16</b>	510061	Bank of Queensland	Term Deposit	Interest - Received	15,698.63
		Bank of Queensland	Term Deposit	Maturity Face Value - Received	1,000,000.00

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Investment Portfolio Performance as at 31 March 2016 (cont'd)

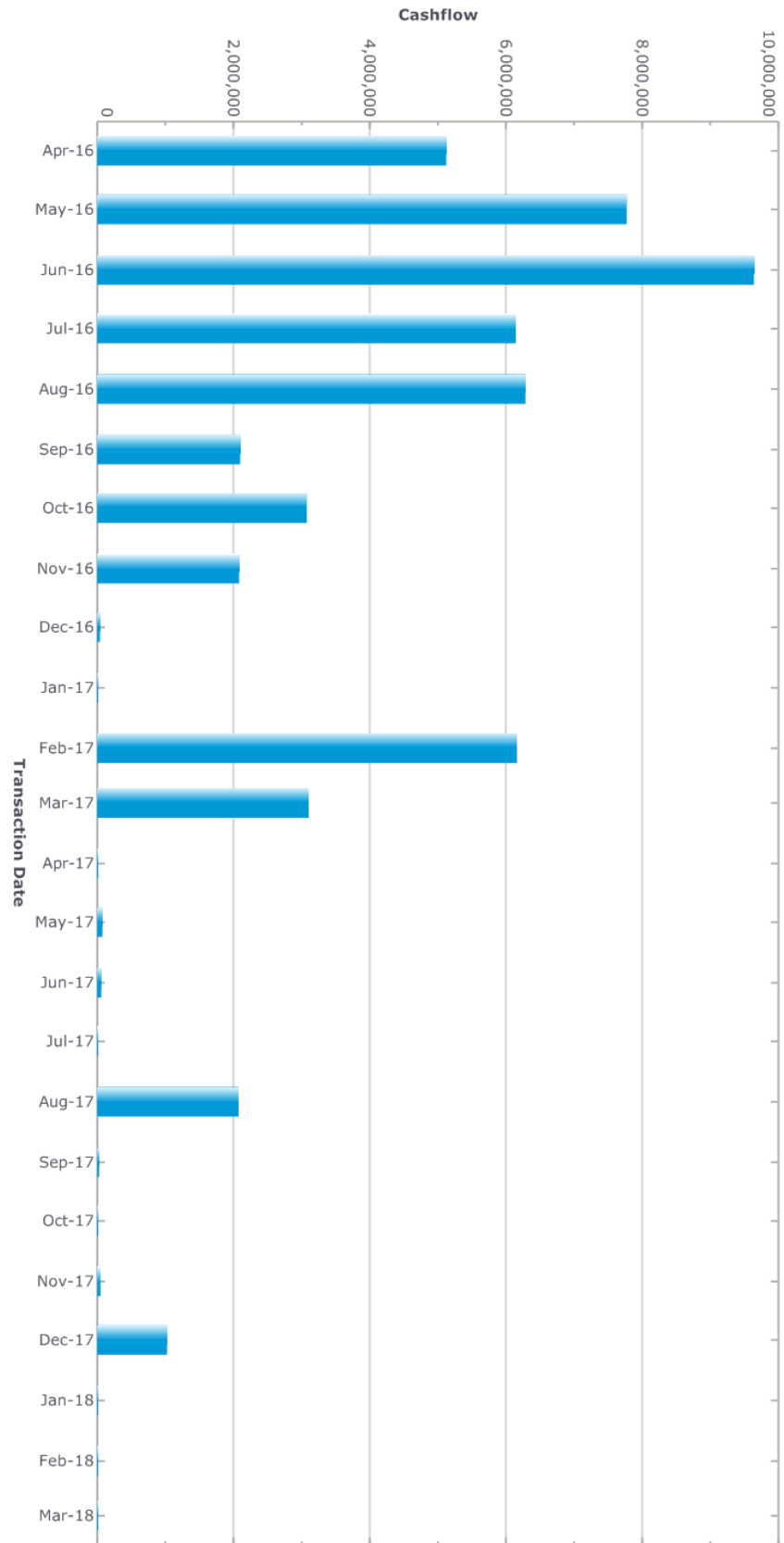
**ATTACHMENT 1****Auburn City Council**  
Cash Flows Report

Next Month Cashflows						
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due	
				<u>Deal Total</u>	<u>1,015,698.63</u>	
18-Apr-16	507131	Bank of Queensland Bank of Queensland	Term Deposit Term Deposit	<b>Day Total</b>	<b>1,015,698.63</b>	
				Interest - Received	22,246.58	
				Maturity Face Value - Received	1,000,000.00	
				<u>Deal Total</u>	<u>1,022,246.58</u>	
26-Apr-16	472515	ANZ Banking Group	Floating Rate Note	<b>Day Total</b>	<b>1,022,246.58</b>	
				Coupon - Received	7,780.18	
				<u>Deal Total</u>	<u>1,022,246.58</u>	
				Interest - Received	20,578.08	
	508112	National Australia Bank National Australia Bank	Term Deposit Term Deposit	Maturity Face Value - Received	1,000,000.00	
				<u>Deal Total</u>	<u>1,020,578.08</u>	
				<b>Day Total</b>	<b>1,028,358.26</b>	
				Coupon - Received	7,923.98	
28-Apr-16	507261	Westpac Group	Floating Rate Note	<u>Deal Total</u>	<u>7,923.98</u>	
				<b>Day Total</b>	<b>7,923.98</b>	
				<b>Net Cash Movement for Period</b>		<b>5,124,639.50</b>

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Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 1**



**Auburn City Council**  
Cash Flows Report



To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 2****Auburn City Council  
Economic and Investment Portfolio Commentary  
March 2016****Global issues:**

- After a poor start to 2016, European and US share markets have been on an upward trend since mid-February recovering more than half of their steep drops over the first six weeks of the year.
- In the US, the Federal Reserve is now expected to raise rates by only 50 basis points over the course of this year. This is down from previous estimates of a total 100 basis point increase during 2016. Economists are looking at the second half of the year for the first rate increase.
- In China, there are signs that the large scale efforts to help stimulate the economy over the past several months may be starting to have their desired effect. Manufacturing data, house prices and investment growth all showed modest improvement in March.

**Domestic issues:**

- February's employment data showed Australia's unemployment rate dropping to 5.8% (from 6%), but the labour underutilisation (unemployment + underemployment) is over 14% - and on an upward trajectory from 10% in 2008/09.
- Nevertheless, economic data was generally encouraging over the month led by the release of a higher than expected 2015 GDP. At a growth of 3% last year, Australia's economy exceeded most economists' expectations.

**Interest rates**

- Australia's official cash rate remains at 2%, unchanged since May 2015.
- Short term interest rates edged slightly higher during February with 3 month TDs from Australian majors largely in the 2.95%-3.05% area. Twelve month rates improved as well with the best of the majors in the 3.05% area.

**Investment Portfolio Commentary**

Council's investment portfolio posted a return in March of 3.03%pa versus the bank bill index benchmark return of 2.36%pa. For the financial year to date, Council's investment portfolio has exceeded the bank bill index benchmark by 0.47%pa (2.69%pa vs 2.23%pa)

Without marked-to-market influences, Council's investment portfolio yielded 3.18%pa for the month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the securities/deposits.

Council has a well-diversified portfolio with 98% of its portfolio spread among the top three credit rating categories (A long term/A2 short term and higher) and NSW

To the Ordinary Meeting of Council

Investment Portfolio Performance as at 31 March 2016 (cont'd)

**ATTACHMENT 2**

T-Corp managed cash funds. It is expected that Council can continue to achieve above benchmark returns with prudent investment selection for its short and long term holdings.

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