CITY OF NEWCASTLE

Ordinary Council Meeting

Councillors,

In accordance with section 367 of the Local Government Act, 1993 notice is hereby given that an Ordinary Council Meeting will be held on:

DATE: Tuesday 25 September 2018
TIME: 5.30pm
VENUE: Council Chambers
2nd Floor
City Hall
290 King Street
Newcastle NSW 2300

J Bath
Chief Executive Officer
City Administration Centre
282 King Street
NEWCASTLE NSW 2300

19 September 2018

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NOTE: ITEMS MAY NOT NECESSARILY BE DEALT WITH IN NUMERICAL ORDER
CONFIRMATION OF PREVIOUS MINUTES

MINUTES - BRIEFING COMMITTEE 21 AUGUST 2018

RECOMMENDATION

The draft minutes as circulated be taken as read and confirmed.

ATTACHMENTS

Attachment A: 180821 Briefing Committee

Note: The attached minutes are a record of the decisions made by Council at the meeting and are draft until adopted by Council. They may be viewed at www.newcastle.nsw.gov.au
PRESENT
Deputy Lord Mayor (Councillor D Clausen), Councillors M Byrne, J Church, K Elliott, B Luke, J Mackenzie, A Robinson, A Rufo, E White and P Winney-Baartz.

IN ATTENDANCE
J Bath (Chief Executive Officer), D Clarke (Director Governance), K Liddell (Director Infrastructure and Property and Interim Director Strategy and Engagement), S Gately (Interim Director City Wide Services), F Leatham (Interim Director People and Culture), E Kolatchew (Interim Manager Legal), P McCarthy (Interim Manager Regulatory and Assessment), M Murray (Policy Officer, Lord Mayor's Office) and A Knowles (Council Services/Minutes and Webcast).

MESSAGE OF ACKNOWLEDGEMENT
The Deputy Lord Mayor read the message of acknowledgement to the Awabakal and Worimi peoples.

PRAYER
The Deputy Lord Mayor read a prayer and a period of silence was observed in memory of those who served and died so that Council might meet in peace.

APOLOGIES

MOTION
Moved by Cr Winney-Baartz, seconded by Cr White

The apologies submitted on behalf of the Lord Mayor Councillor Nelmes, Councillor Duncan and Councillor Dunn be received and leave of absence granted. Carried unanimously

DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS
The Deputy Lord Mayor called for declarations of pecuniary and non-pecuniary interests.

Councillor Winney-Baartz
Councillor Winney-Baartz declared a non-significant, non-pecuniary interest in Item 5 - Lingard Hospital Masterplan Briefing as she lived at the other end of the street and remained in the Chamber for the presentation.

Councillor Mackenzie
Councillor Mackenzie declared a non-pecuniary, significant interest in Item 5 - Lingard Hospital Masterplan Briefing as there was currently a Development Application being considered by the Joint Regional Planning Panel (of which he was a member) and managed the conflict by excusing himself from the Chamber for the briefing.
BRIEFING COMMITTEE REPORTS

ITEM-5  BR 21/08/18 - LINGARD HOSPITAL - MASTERPLAN

Councillor Mackenzie left the Chamber for the briefing.

Mr Benjamin Young, Managing Director KDC, Mr Warwick Crosby, CEO Lingard Private Hospital and Mr Tim Yeoh, Chief Operating Officer, HealtheCare provided a briefing to Council on the Lingard Hospital Masterplan.

Councillor Mackenzie returned to the Chamber at the conclusion of this item.

The meeting concluded at 6.10pm
MINUTES - ORDINARY COUNCIL MEETING 28 AUGUST 2018

RECOMMENDATION

The draft minutes as circulated be taken as read and confirmed.

ATTACHMENTS

Attachment A: 180828 Ordinary Council Meeting

Note: The attached minutes are a record of the decisions made by Council at the meeting and are draft until adopted by Council. They may be viewed at www.newcastle.nsw.gov.au
PRESENT
The Lord Mayor (Councillor N Nelmes), Councillors M Byrne, J Church, D Clausen, C Duncan, J Dunn, K Elliott, B Luke, J Mackenzie, A Robinson, A Rufo, E White and P Winney-Baartz.

IN ATTENDANCE
J Bath (Chief Executive Officer), D Clarke (Director Governance), K Liddell (Director Infrastructure and Property and Interim Director Strategy and Engagement), F Leatham (Interim Director People and Culture), S Gately (Interim Director City Wide Services), L Morton (Art Gallery Director), E Kolatchew (Manager Legal), A Jones (Chief Financial Officer), K Hyland (Manager Major Events and Corporate Affairs), J Gaynor (Manager Corporate and Community Planning), B Johnson (Communications Manager), C Field (Executive Officer, Lord Mayor's Office), M Murray (Policy Officer, Lord Mayor's Office), K Sullivan (Council Services/Minutes) and A Leach (Council Services/Webcasting).

MESSAGE OF ACKNOWLEDGEMENT
The Lord Mayor read the message of acknowledgement to the Awabakal and Worimi peoples.

PRAYER
The Lord Mayor read a prayer and a period of silence was observed in memory of those who served and died so that Council might meet in peace.

APOLOGIES
Nil

DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Councillor Luke
Councillor Luke declared a non-pecuniary less than significant conflict of interest in Item 71 - Executive Monthly Performance Report as it included the re-investment Surplus Funds Report which mentions multiple financial institutions that he had dealings with in his business. The declaration is less than significant as he noted he was not involved in determining where funds are invested and was just receiving a report.

Councillor Clausen
Councillor Clausen declared a less than significant non-pecuniary interest in Item 77 - Draft Planning Agreement - 5 Hall Street Maryville stating that the land (5 Hall Street Maryville) was adjacent to land owned by his employer Hunter Water Corporation and as the VPA did not pertain to land ownership he would remain in the Chamber for discussion on the item.
COUNCILLOR CLAUSEN
Councillor Clausen declared a significant non-pecuniary interest in Notice of Motion Item 21 - Sewerage Services Required for Hexham stating that the item related to his employer Hunter Water Corporation and he would leave the Chamber for discussion on the item.

COUNCILLOR CHURCH
Councillor Church declared a conflict of interest in Item 78 - Draft Planning Agreement - 464-470 King Street Newcastle stating that his employer had a commercial relationship with the applicant, or sister company of the applicant and that he would leave the Chamber for discussion on the item.

COUNCILLOR CHURCH
Councillor Church declared a conflict of interest in Item 79 - Exhibition of Indicative Lot Layout and Staging Plan - Blackhill Employment Lands stating that his employer had a commercial relationship with the applicant, or sister company of the applicant and that he would leave the Chamber for discussion on the item.

CONFIRMATION OF PREVIOUS MINUTES
E MINUTES - PUBLIC VOICE COMMITTEE 17 JULY 2018
MINUTES - BRIEFING COMMITTEE 17 JULY 2018
MINUTES - ORDINARY COUNCIL MEETING 24 JULY 2018

MOTION
Moved by Cr Mackenzie, seconded by Cr Clausen

The draft minutes as circulated be taken as read and confirmed. Carried

LORD MAYORAL MINUTE

ITEM-14 LMM 28/08/18 - CLEAN ENERGY FUNDING TO REDUCE POWER BILLS

MOTION
Moved by Lord Mayor, Cr Nelmes

That Newcastle City Council:

1 Notes that on 20 August 2018, the NSW Premier Gladys Berejiklian announced $85 million, including $72 million from the NSW Climate Change Fund, for clean energy projects aimed at helping businesses and households reduce their energy costs;

2 Welcomes the announcement that includes $12.5 million for local councils for LED Lighting upgrades;

3 Notes that 50 per cent of our electricity consumption comes from streetlighting, at a cost of approximately $1.5 million to the city annually;
4 Notes that we have achieved a 20 per cent reduction in electricity usage through a number of measures including LED lighting upgrades, with the aim of reducing our total electricity usage by 30 per cent by 2020;
5 Reiterates our goal of ensuring that 80 per cent of our street lights are LED by 2020;
6 Applies for funding from the NSW Government’s clean energy program, to continue reducing the City of Newcastle’s energy consumption through further LED lighting upgrades.

REPORTS BY COUNCIL OFFICERS

ITEM-70 CCL 28/08/18 - FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018 TO BE REFERRED TO COUNCIL’S AUDITOR

MOTION
Moved by Cr Clausen, seconded by Cr Mackenzie

1 That Council notes the preparation of its Financial Statements for the year ended 30 June 2018 are underway and upon completion they will be referred for audit in accordance with the requirements of s.413(1) of the Act.

2 Council authorises the Lord Mayor, a Councillor, the Chief Executive Officer and the Responsible Accounting Officer to sign the relevant statements in accordance with s.413(2)(c) of the Act at the conclusion of the external audit.

ITEM-71 CCL 28/08/18 - EXECUTIVE MONTHLY PERFORMANCE REPORT

MOTION
Moved by Cr Clausen, seconded by Cr Mackenzie

The executive monthly performance report for July 2018 be received.

ITEM-72 CCL 28/08/18 - ADOPTION OF REVISED INVESTMENT AND BORROWING POLICY

MOTION
Moved by Cr Clausen, seconded by Cr Duncan

Council adopts the 2018 Investment and Borrowing Policy at Attachment A.

Carried
ITEM-74 CCL 28/08/18 - TABLING OF PECUNIARY INTEREST RETURNS

MOTION
Moved by Cr Mackenzie, seconded by Cr Winney-Baartz

Council to note the pecuniary interest returns as tabled by the Chief Executive Officer received from designated persons between 1 May 2018 and 31 July 2018.

Carried

ITEM-76 CCL 28/08/18 - ADOPTION OF THE REVISED PUBLIC VOICE AND PUBLIC BRIEFING POLICY

MOTION
Moved by Cr Mackenzie, seconded by Cr Duncan

Council adopts the revised Public Voice and Public Briefing Policy at Attachment A.

Carried

ITEM-82 CCL 28/08/18 - TEMPORARY SUSPENSION OF ALCOHOL FREE ZONES FOR UPCOMING EVENTS

MOTION
Moved by Cr Robinson, seconded by Cr Rufo

i) Council approves the temporary suspension of the AFZ for Beaumont, Cleary, James, Lindsay and Denison Streets, Hamilton on Sunday 23 September 2018 from 6am to 7pm for the purpose of Newcastle China Week Festival. This suspension is subject to the event organiser, the University of Newcastle, meeting all requirements of the NSW Police - Newcastle Local Area Command (NSW Police) and Council.

ii) Council approves the temporary Suspension of the AFZ for Laman Street between Darby and Dawson Streets, Cooks Hill on Friday 16 November 2018 from 5pm to 11pm for the purpose of 'Olsen Ormandy: a creative force' exhibition opening night. This suspension is subject to the event organiser, Newcastle Art Gallery, meeting all requirements of the NSW Police - Newcastle Local Area Command (NSW Police) and Council.

iii) Council approves the temporary suspension of the AFZ for Keightley Lane, Newcastle from 10am to 6pm on Friday 23 November, Saturday 24 November and Sunday 25 November 2018 for the purpose of allowing a promotional weekend. This suspension is subject to the event organiser, Newcastle Diggers Club, meeting all requirements of the NSW Police - Newcastle Local Area Command (NSW Police) and Council.
iv) Council approves the temporary suspension of the AFZ for the car park adjacent to the eastern side of Queens Wharf, Wharf Road, Newcastle from 6am Monday 31 December 2018 to 1am Monday 1 January 2019 for the purpose of staging Newcastle City Council's New Year Eve event. This suspension is subject to Council's Events Management Team, meeting all requirements of the NSW Police - Newcastle Local Area Command (NSW Police) and Council.

Carried

ITEM-83  CCL 28/08/18 - COMPASSIONATE CITIES CHARTER

MOTION
Moved by Cr Byrne, seconded by Cr Rufo

Council notes the Compassionate Communities Charter and recommends that Council officers work with the Newcastle Compassionate Communities Collaboration as a participatory member to further refine the Compassionate Communities Charter to address Australian and NSW local government scope and responsibilities.

Carried

ITEM-73  CCL 28/08/18 - APPOINTMENT OF DEPUTY LORD MAYOR

PROCEDURAL MOTION
Moved by Cr Winney-Baartz, seconded by Cr Mackenzie

The motion be dealt with seriatim.

Carried

PART 1

MOTION
Moved by Cr Winney-Baartz, seconded by Cr Mackenzie

That Council resolves the term of the Deputy Lord Mayor be for the period taking effect from 26 September 2018 and concluding 12 September 2020.

Carried

PART 2

MOTION
Moved by Cr Winney-Baartz, seconded by Cr Mackenzie

That Council elects a Deputy Lord Mayor by open voting in accordance with the process set out in the Local Government (General) Regulation 2005 (NSW).

Carried
The Chief Executive Officer, as the returning officer, announced that nominations had been received for the position of Deputy Lord Mayor from Councillors Rufo and Clausen.

The Lord Mayor called for a vote by show of hands and voting resulted as follows:

Councillor Rufo       - 5 votes
Councillor Clausen  - 8 votes

Councillor Clausen was declared elected as Deputy Lord Mayor on the result of eight votes to five votes.

PART 3

MOTION
Moved by Cr Winney-Baartz, seconded by Cr Mackenzie

That Councillor Clausen is elected Deputy Lord Mayor for the period 26 September 2018 until 12 September 2020.

Carried

ITEM-75 CCL 28/08/18 - ADOPTION OF COUNCILLOR EXPENSES AND FACILITIES POLICY

MOTION
Moved by Cr Mackenzie, seconded by Cr Clausen

Council adopts the Councillor Expenses and Facilities Policy at Attachment A.

AMENDMENT
Moved by Cr Church, seconded by Cr Elliott

Reference, Clause 17 - Additional facilities, support and expenses for the Lord Mayor

That the following words be added to Clause 17.2: "That this be consistent with the agreed annual budget for the Lord Mayor's Office."

Defeated

The motion moved by Councillor Mackenzie and seconded by Councillor Clausen was put to the meeting.

Carried
MOTION
Moved by Cr Mackenzie, seconded by Cr Robinson

Council resolves to:

i) Place the draft Planning Agreement - 5 Hall Street Maryville on public exhibition for 28 days.

ii) Receive a report back on the draft Planning Agreement following the public exhibition period.

For the Motion: Lord Mayor, Cr Nelmes, Councillors Byrne, Church, Clausen, Duncan, Dunn, Elliott, Luke, Mackenzie, Robinson, Rufo, White and Winney-Baartz.

Against the Motion: Nil.

Carried

ITEM-78 CCL 28/08/18 - DRAFT PLANNING AGREEMENT - 464-470 KING STREET NEWCASTLE

Councillor Church left the Chamber for the determination of Items 78 and 79.

MOTION
Moved by Cr Elliott, seconded by Cr Robinson

Council resolves to:

i) Place the draft Planning Agreement for 464-470 King Street, Newcastle on public exhibition for 28 days.

ii) Receive a report back on the draft Planning Agreement following the public exhibition period.

For the Motion: Lord Mayor, Cr Nelmes, Councillors Byrne, Clausen, Duncan, Dunn, Elliott, Luke, Mackenzie, Robinson, Rufo, White and Winney-Baartz.

Against the Motion: Nil.

Carried
ITEM-79 CCL 28/08/18 - EXHIBITION OF INDICATIVE LOT LAYOUT AND STAGING PLAN - BLACKHILL EMPLOYMENT LANDS

MOTION
Moved by Cr Robinson, seconded by Cr Mackenzie

Council resolves to:

i) Place draft staging and lot layout plan for Blackhill Employment Lands on public exhibition for a minimum period of 28 days.

ii) Receive a report back following the exhibition and detailing any comments received prior to making a determination on the staging and lot layout plan.

For the Motion: Lord Mayor, Cr Nelmes, Councillors Byrne, Clausen, Duncan, Dunn, Elliott, Luke, Mackenzie, Robinson, Rufo, White and Winney-Baartz.

Against the Motion: Nil.

Carried

Councillor Church returned to the Chamber at the conclusion of this item.

ITEM-80 CCL 28/08/18 - PUBLIC EXHIBITION OF THE DRAFT CITY MARKETING AND ENGAGEMENT STRATEGY

MOTION
Moved by Cr Clausen, seconded by Cr Winney-Baartz

Council resolves to endorse a draft 2018-2021 City Marketing and Engagement Strategy as at Attachment A for public exhibition for a period of 28 days.

Carried unanimously

ITEM-81 CCL 28/08/18 - ORGANISATION NAMING CONVENTION

MOTION
Moved by Cr Winney-Baartz, seconded by Cr Byrne

Council endorses the title of the organisation as 'City of Newcastle' for branding and trading purposes from 1 September 2018.

For the Motion: The Lord Mayor, Cr Nelmes, Councillors Byrne, Church, Clausen, Duncan, Dunn, Elliott, Mackenzie, Robinson, Rufo, White and Winney-Baartz.

Against the Motion: Councillor Luke.

Carried
ITEM 84  CCL 28/08/18 - RESIDENTIAL ROADS STREET LIGHTING UPGRADE

MOTION
Moved by Cr Clausen, seconded by Cr Mackenzie

Council resolves to engage Ausgrid at the cost of $3,425,000 to replace all non-efficient residential road street lighting with Light Emitting Diode lighting.  
Carried unanimously

ITEM 85  CCL 28/08/18 - REVISED ACQUISITIONS AND DEACCESSIONING POLICY

MOTION
Moved by Cr Clausen, seconded by Cr Duncan

That Council adopts the revised Art Gallery Acquisitions and De-accessioning Policy at Attachment A. 
Carried unanimously

NOTICES OF MOTION

ITEM 21  NOM 28/08/18 - SEWERAGE SERVICES REQUIRED FOR HEXHAM

Councillor Clausen left the Chamber for determination of this item.

MOTION
Moved by Cr Robinson, seconded by Cr Dunn

That Council:

1 Reiterates its support for Hexham being connected to Hunter Water’s sewerage services based on its proximity to the Hunter River and Ramsar listed SEPP14 Wetlands, and the significant health and environmental risk posed from sewage contamination to these water bodies.

2 Write to Hunter Water’s portfolio Minister requesting that the sewering of Hexham be considered for inclusion in Hunter Water’s future capital works program on the grounds of environmental and health risk to those that live and work in the township.

3 Write to NSW Health and the NSW Environment Protection Authority (EPA) confirming their continued support for the sewering of Hexham on the grounds of environmental and health risk to those that live and work in the township.  
Carried unanimously

Councillor Clausen returned to the Chamber at the conclusion of this item.
MOTION

Moved by Cr Clausen, seconded by Cr Mackenzie

That Newcastle City Council:

1. Acknowledges that the City of Newcastle is a Refugee Welcome Zone (Attachment A) and has a well-established commitment to support and encourage refugees to settle here;

2. Welcomes the Federal Government’s positive decision to support refugees coming to Australia by announcing a Community Support Program (CSP), with an intake of 1,000 per annum from 1 July 2017;

3. Notes with concern that:
   a. for each refugee supported under the CSP, one place is removed from the Australian Government Humanitarian intake;
   b. the CSP intake is set at only 1,000 per annum;
   c. the eligibility criteria for the CSP are restrictive and exclude many of the refugees who are most in need of resettlement;
   d. the fees imposed by Government that are borne by the community sponsor may create a barrier to sponsorship;

4. Writes to the Prime Minister, the Minister for Home Affairs, and the Secretary of the Department of Home Affairs, calling on the Federal Government to improve the Community Support Program (CSP) by making the following changes:
   a. make CSP places additional to the existing humanitarian intake;
   b. increasing Australia’s annual humanitarian intake of refugees to 27,000 by 2025 to address the global humanitarian crisis;
   c. revise eligibility criteria to include those in most urgent need of resettlement as identified by the United Nations refugee agency (UNHCR), as well as those seeking family reunion in Australia, and those who Australian employers may wish to sponsor. Priority should be given to UNHCR-referred candidates and employability should not be an eligibility criterion;
   d. adopt a more affordable visa fee structure for the CSP, to make the program fairer and more accessible;
   e. allow community, family and businesses to act as sponsors;
   f. provide adequate support services including access to Medicare, education, and English language tuition, to assist refugees to integrate successfully into our communities.

For the Motion: The Lord Mayor, Cr Nelmes, Councillors Byrne, Church, Clausen, Duncan, Dunn, Elliott, Mackenzie, Robinson, Rufo, White and Winney-Baartz.

Against the Motion: Councillor Luke.

Carried
CONFIDENTIAL REPORTS

PROCEDURAL MOTION
Moved by Cr Duncan, seconded by Cr Byrne

Council move into confidential session for the reasons outlined in the business papers.  

Council moved into confidential session at 6.49pm.

PROCEDURAL MOTION
Moved by Cr Duncan, seconded by Cr Rufo

Council move back into open session.

Council reconvened at 6.58pm and the Chief Executive Officer reported the resolutions of confidential session.

ITEM-16  CON 28/08/18 - SALE OF LAND FOR UNPAID RATES AND CHARGES

PROCEDURAL MOTION
Moved by Cr Mackenzie, seconded by Cr Luke

The item lay on the table pending a Councillor workshop identifying (answering) a number of questions posed by Councillors.  

Carried unanimously

ITEM-17  CON 28/08/18 - TENDER REPORT HEAVY PATCHING (FLEXIBLE PAVEMENT) - CONTRACT NO 2019/006T

MOTION
Moved by Cr Mackenzie, seconded by Cr Duncan

1 Council accept the tenders of Ian Rich Asphalt Pty Ltd and Accurate Asphalt & Road Repairs Pty Ltd for Heavy Patching (Flexible Pavement) for Contract No. 2019/006T with payments to be made in accordance with the tendered rates.

2 This confidential report relating to the matters specified in s10A(2)(d) of the Local Government Act 1993 be treated as confidential and remain confidential until Council determines otherwise.  

Carried

The meeting concluded at 6.59pm.
REPORTS BY COUNCIL OFFICERS

ITEM-86  CCL 25/09/18 - EXECUTIVE MONTHLY PERFORMANCE REPORT

REPORT BY: GOVERNANCE
CONTACT: DIRECTOR GOVERNANCE / CHIEF FINANCIAL OFFICER

PURPOSE

To report on the City of Newcastle’s (CN) monthly performance. This includes:

a) Monthly financial position and year to date (YTD) performance against the 2018/19 Operational Plan as at the end of August 2018.

b) Investment of temporary surplus funds under section 625 of the Local Government Act 1993 (Act), submission of report in accordance with the Act and clause 212 of the Local Government (General) Regulation 2005 (Regulation).

RECOMMENDATION

1 The Executive Monthly Performance Report for August 2018 be received.

KEY ISSUES

2 At the end of August 2018 the consolidated YTD actual operating position is a surplus of $5.2M which represents a positive variance of $4.7M against the budgeted YTD surplus of $0.5M. This budget variance is due to a combination of income and expenditure variances which are detailed in Attachment A. The full year adopted budget for 2018/19 is a surplus of $6.5M.

3 The net funds generated as at the end of August 2018 is a surplus of $10.5M (after capital revenues, expenditure and loan principal repayments). This is a positive variance to the YTD budgeted surplus of $1.5M. This is primarily due to a timing variance in the delivery of CN's works program with a higher amount of project expenditure (both capital and operational expenditures) expected to be incurred during the final quarter of the financial year.

4 CN’s temporary surplus funds are invested consistent with CN’s Investment Policy, Investment Strategy, the Act and Regulations. Details of all CN funds invested under s.625 of the Act are provided in the Investment Policy and Strategy Compliance Report (section 4 of Attachment A).

FINANCIAL IMPACT

5 The variance between YTD budget and YTD actual results at the end of August 2018 is provided in the Executive Monthly Performance Report.
COMMUNITY STRATEGIC PLAN ALIGNMENT

6 This report aligns to the Community Strategic Plan under the strategic direction of ‘Open and collaborative leadership’ action:

7.4b ‘ensure the management of Council’s budget allocations and funding alternatives are compliant with Council policy and relevant legislation to ensure the long term financial sustainability of the organisation.’

IMPLEMENTATION PLAN/IMPLICATIONS

7 The distribution of the report and the information contained therein is consistent with:

i) Council’s resolution to receive monthly financial position and performance result on a monthly basis,

ii) CN’s Investment Policy and Strategy, and

iii) Clause 212 of the Regulation and s.625 of the Act.

RISK ASSESSMENT AND MITIGATION

8 No additional risk mitigation has been identified this month.

RELATED PREVIOUS DECISIONS

9 Council resolved to receive a report containing CN’s financial performance on a monthly basis.

10 At the Ordinary Council Meeting held on 26 April 2016 Council resolved to receive a report containing CN’s financial performance on a monthly basis.

11 The Investment Policy Compliance Report included in the Executive Monthly Performance Report includes a specific confirmation in regard to compliance with part E of the Investment Policy.

CONSULTATION

12 A monthly workshop is conducted with the Councillors to provide detailed information and a forum to ask questions.

BACKGROUND

13 The presentation of a monthly Executive Performance Report to Council and a workshop addresses the Council resolution for monthly reporting and exceeds the requirements of the Act.
OPTIONS

Option 1
14 The recommendation as at Paragraph 1. This is the recommended option.

Option 2
15 Council resolves to vary the recommendations in the adoption of the report. This is not the recommended option.

REFERENCES

ATTACHMENTS

Attachment A: Executive Monthly Performance Report - August 2018
Distributed under separate cover
ITEM-87  CCL 25/09/18 - ANNUAL FINANCIAL REPORTING FRAMEWORK

REPORT BY: GOVERNANCE
CONTACT: DIRECTOR GOVERNANCE / CHIEF FINANCIAL OFFICER

PURPOSE

To adopt the annual financial reporting framework.

RECOMMENDATION

1 Council adopts the annual financial reporting framework, comprising the following for each financial year:
   i) An executive monthly performance report for July to May no later than one month after the month being reported.
   ii) A quarterly budget review statement for September, December and March no later than two months after the end of each quarter.
   iii) A preliminary end of year financial position in August.
   iv) Audited annual financial statements in October.

KEY ISSUES

2 A financial reporting framework is required to ensure the management of the City of Newcastle’s (CN) Operational Plan and Delivery Program is compliant with the CN’s policy and relevant legislation including the Local Government Act 1993 (Act), Local Government Regulation 2005 (General), Code of Accounting Practice and Australian Accounting Standards to ensure the long-term financial sustainability of the organisation.

3 To ensure all requirements are met in an efficient and effective manner, the financial reporting framework provides for monthly, quarterly, preliminary end of year and audited annual reporting as outlined below.

Monthly Performance Report

4 The Act and the General do not contain any legislative requirements to provide monthly financial reporting to Council.

5 To support the Council’s oversight of organisation performance, an executive monthly performance report will be provided for July to May each financial year, no later than one month after the month being reported.
Quarterly Budget Review Statement

6 Clause 203(1) of the General provides that no later than two months after the end of each quarter (except the June quarter) the Responsible Accounting Officer will prepare and submit to the Council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the CN’s Revenue Policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.

7 The budget review statement must include or be accompanied by:

i) A report as to whether or not the Responsible Accounting Officer believes that the statement indicates that the financial position of the CN is satisfactory, having regard to the original estimate of income and expenditure; and

ii) If that position is unsatisfactory, recommendations for remedial action.

8 The budget review statement must also include any information required by the code of Accounting Practice to be included in such a statement.

Preliminary End of Year Financial Position

9 A financial report for the month of June will not be provided in the following month, as the June financial position is preliminary and subject to extensive adjustments which cannot be finalised until October of the following year.

10 The end of year financial position remains preliminary to enable Finance to continue end of year processing in accordance with Australian Accounting Standards and the Code of Accounting Practice, and is subject to the following adjustments:

i) The final calculation and reconciliation of the CN’s depreciation.

ii) The reconciliation of gain or loss on the sale of the CN’s property assets.

iii) Finalisation of end of year accruals for goods and services received during the financial year but not yet invoiced.

iv) The reclassification and expense of work previously regarded as capital that has been found to be of an operational nature or costs previously regarded as operational that are ultimately considered capital.

v) Calculation of rehabilitation provisions for the CN’s waste management sites.

vi) Reconciliation of land and infrastructure donations received during the financial year.
vii) Any adjustments that may arise as a result of the completion of the annual external financial audit.

11 A confidential Councillor workshop will be held in August to verbally brief councillors on the preliminary end of year result, which will remain as preliminary and subject to variation, until such time as all adjustments and audit processes are finalised.

**Annual Financial Statements**

12 The CN is required under s413(1) of the Act to prepare Financial Statements each year and refer them to an external auditing firm.

13 Section 413(2) of the Act requires that the Financial Statements must include:

   i) A General Purpose Financial Statement

   ii) Any other matter prescribed by the regulations; and

   iii) A statement in the approved form by the Council as to its opinion on the General Purpose Financial Statements and Special Purpose Financial Statements

14 Section 413(2)(c) of the Act requires a statement by the Lord Mayor, a Councillor, the Chief Executive Officer and the Responsible Accounting Officer to confirm that the Financial Statements have been prepared in accordance with the applicable legislation, regulations, accounting standards and reporting codes.

15 The audit will commence in September each year. When the audit is finalised a full report will be made to Councillors as soon as practicable, detailing all the relevant findings together with the Auditor’s Opinion on the financial statements.

16 Section 416(1) of the Act, requires the audit of the Financial Statements to be completed and a copy of those Financial Statements, together with the statement made under s414(2)(c) to be provided to the Office of Local Government by no later than 31 October each year.

17 Section 419 of the Act requires the signed annual financial statements to be presented to Council at its Ordinary Council Meeting in October each year.

18 Section 420 of the Act provides members of the public an opportunity to make submissions to the CN with respect to the CN’s annual audited Financial Statements or the CN’s auditors report 7 days prior to the Ordinary Council meeting in October each year.

**FINANCIAL IMPACT**

19 All financial information reported under the financial reporting framework are contained within the CN’s Delivery Program and Operational Plan.
COMMUNITY STRATEGIC PLAN ALIGNMENT

19 This report aligns to the Community Strategic Plan under the strategic direction of 'Open and Collaborative'

Action 7.1b ensure long-term financial sustainability through short, medium and long-term financial planning.

IMPLEMENTATION PLAN/IMPLICATIONS

20 Financial reporting will be implemented in accordance with the financial reporting framework.

RISK ASSESSMENT AND MITIGATION

21 The implementation of the CN’s annual financial reporting framework will be carefully monitored, and necessary adjustments will be implemented through the quarterly budget review statements reported to Council for quarters ending September, December and March of each financial year.

RELATED PREVIOUS DECISIONS

22 At the Ordinary Council Meeting held on 27 November 2012 Council resolved that the General Manager provides Council with a report containing the CN's preliminary financial performance for each calendar month starting January 2013 and reported to Council no later than one month after the month being reported.

23 At the Ordinary Council Meeting held on 26 April 2016 Council resolved to receive a report containing the CN’s financial performance on a monthly basis including an Investment Policy Compliance Report including specific confirmation in regard to compliance with part E of the Investment Policy.

CONSULTATION

24 The financial reporting framework enables Council to be briefed and have opportunity to ask questions relating to financial performance throughout the year:

i) A confidential monthly workshop will be conducted in each calendar month relating to the monthly financial performance of the CN from July to May of each financial year.

ii) A confidential quarterly workshop will be conducted in November, February and May relating to the CN’s quarterly budget review statements for September, December and March of each financial year.

iii) A confidential workshop will be conducted in August relating to the CN's preliminary end of year financial position, which is still subject to adjustments and finalisation by External Auditors.
iv) A confidential workshop will be conducted in October by the External Auditor (NSW Audit Office) relating to the adoption of the CN’s annual financial statements.

BACKGROUND

25 CN is required to comply with financial reporting requirements specified in the Act and the Local Government (General) Regulation 2005.

OPTIONS

Option 1

26 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

27 The recommendation as at Paragraphs 1 are not endorsed and Council resolves to vary the recommendations in the adoption of the report. This is not the recommended option.

REFERENCES

ATTACHMENTS

Nil
ITEM-88  CCL 25/09/18 - NEWCASTLE AIRPORT PTY LIMITED - APPOINTMENT OF COUNCIL’S SHAREHOLDER REPRESENTATIVES

REPORT BY: GOVERNANCE
CONTACT: DIRECTOR GOVERNANCE / MANAGER LEGAL

PURPOSE

To approve City of Newcastle’s (CN) Shareholder Representatives in respect of Newcastle Airport Pty Ltd.

RECOMMENDATION

1 In accordance with section 250D of the Corporations Act 2001 (Cth) and clauses 1.1 and 1.2(c) of the Constitution of Newcastle Airport Pty Ltd (NAPL), Council, in its capacity as one of the two shareholders of Newcastle Airport Pty Ltd, resolves to appointment Shareholder Representatives as follows:

i) Nuatali Nelmes, Lord Mayor of City of Newcastle, and

ii) Jeremy Bath, Chief Executive Officer of City of Newcastle.

2 In accordance with Clause 400(4) of the Local Government (General) Regulation 2015 (NSW), Council approves and authorises Council’s seal to be affixed to the Appointment of Shareholder Representative form on the grounds that such appointment relates to the business of CN.

KEY ISSUES

3 In 2017, Council appointed Lord Mayor, Cr Nelmes and Interim Chief Executive Officer, Jeremy Bath as Shareholder Representatives. It is recommended that a new Appointment of Shareholder Representative form be authorised under seal reflecting Jeremy Bath’s current title of Chief Executive Officer.

4 The Annual General Meeting (AGM) of NAPL has been scheduled for 26 October 2018.

5 CN is one of two shareholders along with Port Stephens Council (PSC).

6 PSC appointed their Shareholder Representative and a proxy at an Ordinary Council Meeting held on 26 September 2017.

7 CN is also entitled to attend and vote at this meeting by way of appointed Shareholder Representative.
FINANCIAL IMPACT

8 There is no financial impact in authorising and appointing the Shareholder Representatives.

COMMUNITY STRATEGIC PLAN ALIGNMENT

9 Appointment of the CN Shareholder Representatives aligns with the following strategic direction:

   Open and collaborative leadership

   7.1a Encourage and support long term planning for Newcastle, including implementation, resourcing, monitoring and reporting; and

   7.2c Establish collaborative relationships and advocate for local needs with all stakeholders.

IMPLEMENTATION PLAN/IMPLICATIONS

10 The appointment of Shareholders Representatives form with the seal affixed will be forwarded to NAPL.

11 The appointment of Shareholder Representatives will remain in place until such time as there is a change in position title or representatives.

RISK ASSESSMENT AND MITIGATION

12 Not attending the AGM will prevent CN from being involved in decision-making with respect to NAPL’s AGM.

RELATED PREVIOUS DECISIONS

13 On 24 October 2017, Council appointed Nuatali Nelmes, Lord Mayor of City of Newcastle and Jeremy Bath, Interim Chief Executive Officer of CN as shareholder representatives.

CONSULTATION

14 Nil

BACKGROUND

15 CN is a 50% shareholder of NAPL, the other 50% shareholder being PSC.

OPTIONS

Option 1

16 The recommendation as at Paragraphs 1-2. This is the recommended option.
Option 2

17 Council does not adopt the recommendation as at paragraph 1-2. This will prevent CN from the opportunity to be involved in decision-making with respect to NAPL's operations which in turn may have a negative impact on CN as a shareholder. This is not the recommended option.

REFERENCES

ATTACHMENTS

Nil
PURPOSE

To adopt the revised Outdoor Trading Policy (OTP).

RECOMMENDATION

1 Council adopts the draft Outdoor Trading Policy (Attachment A).

KEY ISSUES

2 The OTP has operated for the last four years and is now due for review.

3 All proposed amendments to ensure compliance with current legislation and best practice are shown in red text in the revised policy.

4 Key changes relate to clarifying placement of furniture in outdoor trading areas to ensure unimpeded access for pedestrians including the vision impaired users of mobility aids – wheelchairs and scooters. Information has also been provided about no smoking in outdoor dining areas, how liquor licensing requirements apply and how dogs can be accommodated in outdoor dining areas.

FINANCIAL IMPACT

5 There is no financial impact from the adoption of the draft OTP.

6 Fees are charged by square metre of trading area dependent on location as per 2018/2019 fees and charges.

7 The fees for 2018/19 have increased slightly:

   i) Inner City $111 - no change.

   ii) Outer City increase from $58 to $59.

   iii) Installation markers increased from $160 to $165.

8 The income generated by the OTP fees is sufficient to offset the City of Newcastle's (CN) costs in managing the approvals.
9 In the last financial year, the CN waived outdoor trading fees for traders impacted by light rail construction works and Watt Street works, however, fees are to be paid this financial year with many traders now benefiting from the 50% reduction in the City Centre Special Rate.

COMMUNITY STRATEGIC PLAN ALIGNMENT

10 The draft OTP is aligned with the following Community Strategic Plan Directions:

Vibrant, Safe and Active Public Places

3.3b Plan for a night-time economy, characterised by creativity, vibrancy and safety that contributes to cultural and economic revitalisation.

Inclusive Community

4.2a Ensure people of all abilities can enjoy our public places and spaces.

IMPLEMENTATION PLAN/IMPLICATIONS

11 Should the Council adopt the draft OTP, there will be no disruption to the existing approvals processes and no need for an implementation plan.

12 The draft OTP will be made available on the CN's website.

RISK ASSESSMENT AND MITIGATION

13 The policy will mitigate risks associated with outdoor trading including public health and safety issues arising from the placement and management of the outdoor trading marked area, pedestrian zone obstruction, liquor consumption and smoking. These risks are mitigated through outdoor trading approval conditions, appropriate signage, outdoor trading markers, complaint-based inspections and the requirement for outdoor trading operators to hold current insurance policies to cover public liability, third party property damage and registered vehicle insurance.

RELATED PREVIOUS DECISIONS

14 At the Ordinary Council Meeting held on 9 December 2014, Council resolved to adopt the OTP.
CONSULTATION

15 The Disability Inclusion Committee has been consulted during the review of the current OTP. The Disability Inclusion Committee is concerned that the placement of furniture and barriers on the footpath can create obstructions to those with visual impairments or use of mobility aids. Consultation occurred with CN’s traffic section and relevant road authorities when the policy was first prepared in 2014. As only minor revisions have been made to the policy and no issues have been raised with CN regarding the operation of the policy, no further consultation was undertaken.

16 The draft OTP requires clear paths of travel a minimum of 1.8m wide, with trading areas placed adjacent to the kerb to assist people with visual impairments to safely negotiate the footpath.

BACKGROUND

17 Although outdoor trading can provide business activation and vibrancy to the community, risk mitigation has become a fundamental consideration with the implementation of the Workplace Health and Safety Act 2011 and Disability Discrimination Act 1992. With the growing popularity of outdoor trading in Newcastle, public safety and unobstructed pedestrian thoroughfare requires careful consideration.

OPTIONS

Option 1

18 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

19 Council resolve not to adopt the draft Outdoor Trading Policy. This is not the recommended option.

REFERENCES

ATTACHMENTS

Attachment A: Draft Outdoor Trading Policy
Attachment A

Policy

Outdoor Trading Policy

City of Newcastle

September 2018
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Annexure A - Locational Guidelines

Locational Guidelines

Annexure B - Placement Guidelines

Placement Guidelines

Annexure C - Articles Placed Within Area Guidelines Generally

Articles Placed Within Area Generally
Part A Preliminary

1 Purpose

1.1 Facilitate the creation of a vibrant cosmopolitan trade atmosphere in appropriate areas of the city and surrounding suburbs.

1.2 Ensure an equitable and safe thoroughfare is maintained on footpaths for pedestrians including the vision impaired, users of mobility aids – wheelchairs and scooters.

1.3 Facilitate the appropriate use of footpaths and public areas for the purposes of outdoor trading and dining activities including the use of free standing A-frame signage and flags to promote and activate business.

1.4 Facilitate improvement to the street vitality, amenity and economic viability.

1.5 Provide opportunities for shop owners, residents and visitors to benefit from pedestrian circulation.

1.6 Provide requirements and guidelines to inform the regulation of outdoor trading activities to avoid nuisance, obstruction, endangerment or inconvenience to the public and residential neighbourhoods.

2 Scope

2.1 The policy applies to all applications for outdoor trading on roads or in public places (land other than a road) within the local government area.

2.2 Applications for permanent structures require separate approval in addition to meeting the requirements of this policy (refer to clause 4.3 for more information).

Part B Application

3 Making an application for outdoor trading area

3.1 Application for outdoor trading area - roads

3.1.1 Applicants seeking approval for an outdoor trading area on a road must complete an Application for Outdoor Trading Form. Application forms are available from the City of Newcastle Customer Enquiry Centre at 282 King Street, Newcastle or Council’s website www.newcastle.nsw.gov.au.

3.2 Application for outdoor trading area - public places (land other than a road)

3.2.1 Applicants seeking approval for an outdoor trading area in a public place (land other than a road) must lodge a Development Application. Information about lodging a Development Application is available from the City of Newcastle Customer Enquiry Centre at 282 King Street, Newcastle or Council’s website www.newcastle.nsw.gov.au.
3.3 Application for outdoor trading area – permanent structures

3.3.1 If an outdoor trading area is to involve a permanent structure, approval in addition to approval under this policy is required. Applicants seeking approval for outdoor trading areas involving a permanent structure should contact Council’s Infrastructure Services on (02) 4974 2000 to discuss the application.

3.4 Lodging applications

3.4.1 Outdoor Trading applications may be lodged at the Customer Enquiry Centre or at outdoortrading@ncc.nsw.gov.au.

3.5 Prior to lodging an application for an outdoor trading area, it is recommended that applicants contact the City of Newcastle’s Customer Enquiry Centre to ensure they have the required plans, details and insurance certificates for submission to Council and to clarify application fees.

3.6 Application to renew an existing approval should be lodged a minimum of four weeks prior to expiry of the existing approval to allow invoice processing.

4 Fees for application

4.1 Non-refundable fees and charges will be applied to applications for outdoor trading areas. Fees can be transferred to new business owners upon application, ODT area map and proof of $20,000,000 public liability insurance.

4.2 Council’s Fees and Charges are reviewed annually. Current adopted and draft fees and charges schedules are accessible at Council’s website www.newcastle.nsw.gov.au

Part C Exemptions from approval

5 Exemption from approval for A-frame signs

5.1 Approval is not required for placement of a single A-Frame sign where it is placed:

5.1.1 in accordance with the Locational Guidelines at Annexure A and;

5.1.2 in accordance with the Placement Guidelines at Annexure B and;

5.1.3 is a single sign that specifically conforms to the Articles Placed Within Area Guidelines – A-Frame Signs at Annexure D; and

5.1.4 that single sign is placed separately from any other articles, is placed kerbside and not obstructing the pedestrian zone or is placed in an approved outdoor trading area.

6 Exemption from approval for flags

6.1 Approval is not required for placement of flags where they are placed:

6.1.1 in accordance with the Locational Guidelines at Annexure A and;

6.1.2 in accordance with the Placement Guidelines at Annexure B and;

6.1.3 with no more than three flags that specifically conform to the Articles Placed Within Area Guidelines – Flags including Tear Drop flags at Annexure E and;
6.1.4 separately from any other articles, are placed kerbside and not obstructing a pedestrian zone or are placed in an approved outdoor trading area.

Part D Approval

7 Factors considered when assessing applications for approval

7.1 Council will consider the following factors when assessing all applications for approval of an outdoor trading area:

7.1.1 the Local Government Act 1993 (NSW), Roads Act 1993 (NSW), State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (NSW), Work Health and Safety Act 2011 (NSW), Disability Discrimination Act 1992 (Cth);

7.1.2 any current Development Application conditions. Council’s guidelines contained in Annexures A, B, C and D as appropriate;

7.1.3 the provision of a continuous path of travel minimum 1.8m in width for pedestrians within the footpath to ensure equitable access, disability inclusiveness;

7.1.4 the proximity of other outdoor trading areas;

7.1.5 the frequency of use of the footpath;

7.1.6 the features of the footpath including the width and construction; placement of existing permanent structures – Council rubbish bins, seats, bus stop shelters, post office box and the like;

7.1.7 footpath construction and condition;

7.1.8 traffic considerations including pedestrian and customer safety issues;

7.1.9 traffic considerations including areas adjacent to the road kerb or within existing sign posted zones relating to bus stops, taxi stands, parking for disabled and the like;

7.1.10 applications for ODT liquor licensing approval require review by the Licensed Premises Reference Group;

7.1.11 the ability of the premises to comply with this Policy.

7.2 Despite clause 8.1, Council will assess applications for alternative arrangements where the applicant can demonstrate that, on the merits of the individual case, the alternative arrangement will better achieve the purposes of this Policy. Consideration is to be given to the need to balance public safety against business needs and amenity considerations. Refer to the Disability Discrimination Act 1992 (Cth) sections 23, 24 and 29A.

8 RMS concurrence

8.1 Application for an outdoor trading area on a Classified State Road or adjacent to traffic control signals is prohibited without concurrence from the NSW Roads and Maritime Service (RMS). Council will seek this concurrence after an application is made.
9 Conditions of approval

9.1 It is the responsibility of the outdoor trading operator to meet all of the conditions of approval which may include operating hours. An approval may be revoked by Council at any time for failure to comply with any condition of the approval.

9.2 An approval will be granted for a period determined by Council and will conclude at the end of that period.

9.3 Expiration of the approval will require lodgement of a new application.

9.4 Council may revoke or suspend an approval if access is required to the footway.

9.5 An approval lapses if the outdoor trading operator's business ceases to trade, however, approvals are transferable, provided Council is notified and proof of a current Public Liability Risk Insurance Certificate for the new proprietor is submitted to Council.

9.6 Despite any provisions of this Policy, Council may amend any approval to meet legislative requirements or altered circumstances at specific sites at any time.

Part E Insurance

10 Notification of claims

10.1 The applicant/operator for outdoor trading approval is to indemnify Council in writing against any action taken against it by persons suffering any loss of injury as a result of the existence or operation of the outdoor trading area.

11 Public Liability

11.1 Public Liability insurance must be taken out by the applicant/operator of the food business. This policy must have a limit of not less than $20,000.00 indemnity cover.

11.2 Council requires City of Newcastle to be noted on the policy as an "Interested Party" for the respective rights and interest.

11.3 The applicant/operator is required to lodge a copy of their current Public Liability Certificate of currency to Council, prior to the placement of furniture within the approved outdoor trading area. A Certificate of Currency is required to be furnished with each renewal application.

Part F Non-compliance

12 No approval

12.1 The use of an outdoor trading area without approval or not in accordance with an approval is an offence and may result in the issue of an infringement notice or other regulatory action.
13 Breach of approval

13.1 The use of an outdoor trading area will be reviewed if the use is not in accordance with the approval requirements.

13.2 Council will send out a notification of the review process to the outdoor trading operator requesting representations within seven days of receiving the notification.

13.3 Following review of any representations and evidence gathered, Council may terminate the approval or otherwise cause the approval to lapse with one month's notice in writing.

Part G Other

14 Cleanliness and maintenance

14.1 The outdoor trading area must be maintained in a clean and tidy condition at all times.

14.2 Environmentally sound methods of cleaning and maintaining the outdoor trading area must be used.

14.3 An “assistance animal” is permitted in an outdoor trading area in accordance with the Disability Discrimination Act 1992 (Cth). Animals are otherwise only permitted in accordance with the Companion Animals Act 1998 (NSW).

14.4 An outdoor trading area must be paved or sealed for its full width. The approval holder is to bear the cost of all pavement repairs carried out by the City of Newcastle which have been caused by outdoor trading activities.

15 Smoking in outdoor trading areas used for outdoor dining purposes

15.1 Smoking in or adjacent to an outdoor trading area is prohibited when an outdoor trading area is used for the purpose of providing outdoor dining.

15.2 Outdoor Dining Operator must display No Smoking signage and abide by Smoke-free Environment Act 2000 (NSW).

16 Dogs in Outdoor Dining Areas

16.1 A dog, except a restricted or declared dangerous or menacing dog, is allowed in the outdoor dining area of a cafe or restaurant with the cafe or restaurant owner's consent. Certain restrictions apply:

1.1.1. the outdoor dining area must not be enclosed and must be accessible without the requirement to pass through an enclosed area;

1.1.2. the dog must be on a leash at all times;

1.1.3. the dog may be provided with drink, but not food;

1.1.4. the dog must be on the ground at all times.

16.2 Refer Companion Animals Act 1998 (NSW) S14A.
17 Crime Prevention

17.1 Operators of the business with an approved outdoor trading area are encouraged to provide a notice advising patrons to secure their bags or valuables while using an outdoor trading area particularly when an outdoor trading area is used for the purpose of providing outdoor dining.

Part H Definitions

18 Definitions

18.1 A-frame sign – upright, rigid supporting frame with two flat connected panels at the top in the form of a triangle or an inverted V. Refer Annexure D.
18.2 Barriers (café) – safety screening - refer Annexure F.
18.3 Council means City of Newcastle.
18.4 Flag Structure – pole, staff or similar article with a piece of cloth or bunting displaying a design, symbolic colours or patterns. Refer Annexure E.
18.5 Permanent Structure – any article not intended to be moved around frequently and would be difficult to move without mechanical and other assistance.
18.6 Outdoor Dining Operator – the entity that exercises management and control over an outdoor trading area used for the purpose of outdoor dining.
18.7 Outdoor Trading Area (ODT) – an outdoor public place including but not limited to roads, footpaths and nature strips, utilised on a temporary basis for commercial activities which may include the display of articles, signs, goods, food or beverages for consumption or display in association with an adjacent approved business.
18.8 Pedestrian Zone – unobstructed access area of at least 1.8m.

Unless stated otherwise, a reference to a clause is a reference to a clause of the policy.
Annexure A - Locational Guidelines

Locational Guidelines

A.1 Associated premises
   A.1.1 An outdoor trading area will only be considered by Council where:
       A.1.1.1 it is in association with an adjacent approved business premises
       A.1.1.2 the applicant is the owner/proprietor of that business premises.

A.2 Site requirements
   A.2.1 An outdoor trading area is only appropriate where:
       A.2.1.1 the public space is wide enough to accommodate the outdoor trading area while still maintaining a clear pathway of travel minimum 1.8m in width for all pedestrians including those who use mobility aids and;
       A.2.1.2 the ground surface of the outdoor trading area is suitably constructed and sufficiently level to accommodate proposed articles and enable the area to be used safely and without inconvenience to pedestrians or vehicles and;
       A.2.1.3 there is no unreasonable hazard to pedestrians, users of trading areas or vehicular traffic.

A.3 Neighbourhood amenity
   A.3.1 The location and operation of outdoor trading areas must take into consideration the amenity of neighbours and other users of public areas.
   A.3.2 Applications submitted within a residential zone will be publicly notified in accordance with the provisions of Newcastle Development Control Plan 2012 Section 8.00 Public Participation.
Annexure B - Placement Guidelines

Placement Guidelines

B.1 Placement and defining outdoor trading areas
   
B.1.1 An outdoor trading area is to be clearly marked and operated within the approved area (as determined by Council) only.
   
B.1.2 The boundary markers of the outdoor trading area shall be installed and maintained by Council after approval is granted.
   
B.1.3 Outdoor trading areas will only be approved immediately adjacent to the business to which it relates.
   
B.1.4 Outdoor trading areas must be located so that the proprietor is able to supervise activities in the area from within the premises.
   
B.2 Access requirements – adjacent to kerb trading areas.

B.3 An outdoor trading area must:
   
B.3.1 provide an unobstructed pedestrian path of travel along the footway
   
B.3.2 be located adjacent to the road kerb, generally in accordance with Figure 1, to optimise pedestrian access
   
B.3.3 maintain a minimum clear width of 1.8m exclusive of any obstruction or street fixtures (e.g. seats, bench, tree, rubbish bin, pole) from the property boundary towards the roadway to provide access for pedestrians using a mobility aid. In special circumstances (e.g. high volume pedestrian or traffic areas, such as near busy intersections) greater widths may be required.
   
B.3.4 where vehicles are permitted to park against the kerb, be at least 0.6m from the kerb edge to provide a safety buffer from vehicles and to enable passengers to alight from and access parked vehicles
   
B.3.5 provide a suitable barrier (temporary, framed fabric style or planter box style or a suitable contrast to the surrounds to be visible at all times) aligned at each end of the outdoor trading area with the outdoor trading boundaries specified in 6.1 Refer Annexure F.
   
B.3.6 not inhibit access to public utilities such as fire hydrants, access holes, inspection chambers, telephone and electricity underground cables, water service pipes and the like
   
B.3.7 where situated at a street intersection corner, be designed to reflect how the appropriate principles in Austroads Guide to Traffic Engineering Practice - Part 5 and the RMS’s Road Design Guide have been applied to the intersection typology and traffic calming infrastructure in order to maximise public safety.
   
B.3.8 At some locations reduced setbacks may be permitted having regard to the sight lines present at the location.
   
B.3.9 provide adequate clear zone provision to the trading area in accordance with the RMS’s Road Design Guide where relevant
   
B.3.10 not be located adjacent to the road kerb or within existing sign posted zones relating to bus stops, taxi stands, parking for disabled and the like.
   
B.3.11 not be located on both sides of the pedestrian access path unless the location has been purpose built to accommodate placement of furniture.
Figure 1: Adjacent to kerb
Marked outdoor trading area adjacent to the kerb aligned to the respective business.

i) Minimum pedestrian path of 1.8m.

ii) Set back 0.8m from kerb.

iii) All tables, chairs and other outdoor furniture are to be kept in the designated outdoor trading area at all times.
Figure 2: Adjacent to kerb at corner location
Marked outdoor trading area adjacent to the kerb at street corner.

i) Vehicle sight line maintained with nominal 3m setback pending locational circumstances.
ii) Minimum unobstructed pedestrian path of 1.8m on both street frontages.
iii) Set back 0.5m from kerb.
iv) All articles, signs, goods, food or beverages for consumption, display are to be kept in the designated outdoor trading area at all times.

- **Note:** Figure 2 should be read as a guide only. Relevant traffic requirements must be complied with on a site by site basis.

B.3.12 Toilet facilities must be available for patrons at the premises to which it relates when an outdoor trading area is used for the purpose of providing outdoor dining and the combined seating capacity of both internal and outdoor trading areas is greater than 20 places.

B.4 Consumption of alcohol -

B.4.1 Alcohol may be supplied or consumed in an outdoor trading area subject to any requirements of the Independent Liquor and Gaming Authority and any approval conditions imposed by Council.
Annexure C - Articles Placed Within Area Guidelines Generally

Articles Placed Within Area Generally

C.1 Articles placed within outdoor trading areas including articles, furniture, tables, chairs, planter boxes, barriers and menu boards must, at all times, be properly placed and confined within the outdoor trading area and shall not impact upon the safety of other users.

C.2 Articles placed within outdoor trading area shall not protrude from the area except for flags, umbrellas and shade structures.

C.3 Items placed in the outdoor trading area must not cause damage to the existing footway or other public infrastructure. The outdoor trading operator is responsible for any damage caused to third parties.

C.4 It is the responsibility of the business to ensure that patrons do not move furniture or goods from within the boundaries of the outdoor trading area onto the pedestrian path of travel.

C.5 No article including furniture is to be permanently fastened to the footway without the separate prior approval of Council.

C.6 Articles or structures not permanently fastened to the footway must be removed from the outdoor trading area upon completion of trading each day.

C.7 Outdoor trading areas on footways and public spaces to which vehicular traffic has access must be protected by approved barriers. Refer Annexure F

C.8 Umbrellas and shade structures

C.8.1 Umbrellas and shade structures must be anchored to ensure that they are secured to withstand the effects of wind.

C.8.2 Umbrellas and shade structures must be positioned to ensure that they will not cause an injury to patrons or pedestrians.

C.9 Heating devices

C.9.1 Free standing heaters located within outdoor trading areas must comply with Australian Standard AS 1596 (Storage and Handling) and must be certified by the Australian Gas Association.

C.9.2 Heating devices must be contained wholly within the outdoor trading area.

C.9.3 Heating devices must be positioned and secured to ensure that they will not cause any injury to patrons or pedestrians. Outdoor trading operators are responsible for any damage caused.
Annexure D - Articles Placed Within Area Guidelines – A-Frame Signs

A-Frame Signs

D.1 A-frame signs must not exceed 1100mm high when open x 600mm wide x 600mm deep. (When open, signs are required not have a base footprint exceeding 600mm x 600mm).

D.2 A-frame signs must be sturdy and unable to fall or be blown over and must be constructed of suitable durable materials.

D.3 A-frame signs must not have protruding or moving parts when displayed.

D.4 A-frame signs must not have flashing lights or any elements that can reflect light or dazzle.

D.5 A-frame signs must not display offensive content.

D.6 A-frame sign content must relate to the associated business.

D.7 Where the A-Frame sign is located in a Heritage Conservation Area as defined in the Newcastle Local Environmental Plan 2012 (LEP), the sign must only display business identification information in accordance with the provisions of State Environmental Planning Policy No 64.

D.8 A-Frame signs must not cause an obstruction to pedestrian zones and are to be placed kerbside or within an approved CDT area.

Figure 3: A-frame sign maximum dimensions
Annexure E - Articles Placed Within Area Guidelines – Flags including Tear Drop Flags

Flag structures including tear drop flags

E.1 Flag structures must not exceed 2.5m high or the height of adjacent awnings or similar structures within a 10m radius, whichever is lower, and must not have a width exceeding 600mm at any point or in any direction.

E.2 Flag structures must be free standing or in a base or holder that does not exceed 1100mm high x 600mm wide x 600mm deep and must not penetrate or have any associated part that penetrates the ground.

E.3 Flag structures must be sturdy and unable to fall or be blown over and must be constructed of suitable durable materials.

E.4 Flag structures and flags must not have any elements that can reflect light or dazzle.

E.5 Flags must not display offensive content.

E.6 Flag content must relate to the associated business.

E.7 Where the flag is located in a Heritage Conservation Area as defined in the Newcastle Local Environmental Plan 2012 (LEP), the sign must only display business identification information in accordance with the provisions of State Environmental Planning Policy No 64.
Annexure F - Barrier Image

Barriers (café) safety screening

F.1 Barriers must be free standing or in a base or holder that does not exceed 1100mm high x 600mm wide x 600mm deep and must not penetrate or have any associated part that penetrates the ground.

F.2 Barriers must be sturdy and unable to fall or be blown over and must be constructed of suitable durable materials.

F.3 Barriers must not have any elements that can reflect light or dazzle.

F.4 Barriers must not display offensive content.

F.5 Barrier content must relate to the associated business.
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  - S11 & S29A - Unjustifiable hardship
  - S23 - Access to premises
  - S24 Goods, services and facilities
  - S122 - Liability of persons involved in unlawful acts
- **Disability Inclusion Act 2014 (NSW)** - a local council is an eligible entity and public authority as defined in the Act
  - Part 1 Div3 Disability inclusion action plans - ODT would form part of this.
- **Environmental Planning and Assessment Act 1979 (NSW)**
- **Roads Act 1993 (NSW)**
  - S125 Approval to use footway for restaurant purposes
  - Div 3 S138 Works and Structures
- **Smoke-free Environment Act 2000 (NSW)**
  - Section 4A
  - Part 2 Prohibition on smoking in smoke free areas 6A
  - Smoke free areas - outdoor public places
- **Companion Animals Act 1998 (NSW)**
  - S14A - Dogs in Outdoor Dining
  - S59-61 - Assistance Animals
- **Australian Standard 1428.2 Public seating for ambulant people**
- **Australian Standard 1428.2 continuous accessible path of travel**

**Related policies/documents**
- Australian Human Rights Commission Guides
  - Advisory note on streetscape, public outdoor areas, fixtures, fittings and furniture
- Newcastle Development Control Plan 2012
  - Public Participation
- RMS’s Road Design
  - AustRoad Guide to Traffic Engineering Practice Part 5

**Related forms**
1. Outdoor Trading Application Form
2. Application for New Infrastructure on a Public Road (Type 2) - Section 138 - Roads Act 1993
3. NDCP Public Participation
ITEM-90  CCL 25/09/18 - EXHIBITION OF DRAFT LOCAL APPROVALS - MOBILE FOOD VENDING VEHICLES POLICY

REPORT BY: GOVERNANCE
CONTACT: DIRECTOR GOVERNANCE / INTERIM MANAGER REGULATORY AND ASSESSMENT

PURPOSE

To place on public exhibition the review of the Local Approvals - Mobile Food Vending Vehicles Policy and proposed amendments to ensure compliance with current legislation and best practice.

RECOMMENDATION

1 Council places the Draft Local Approvals - Mobile Food Vending Vehicles Policy on public exhibition for 42 days (as at Attachment A).

KEY ISSUES

2 The Local Approvals - Mobile Food Vending Vehicles Policy (MFVP) has operated for the last three years, first as a trial in 2015/16, then formally adopted at the Ordinary Council Meeting held on 23 August 2016. The policy was due for review in August 2018.

Minor proposed changes

3 The review has resulted in minor changes being made to the MFVP to comply with current legislation and best practice as described below.

i) In section 2.1 of the policy, reference to renewal of an existing application has been removed. The renewal process allowed mobile food vehicle operators with current approvals to simply pay the fee and renew for another year without lodgment of a new application, provided this was done prior to the expiration of the existing approval. The renewal offer was not often taken up with most mobile food vehicle operators opting not to renew.

ii) It is proposed to require submission of a new application each year. A new application provides CN with the opportunity to ensure the applicant's details are correct and to review the conditions and terms of the approval, allowing for modifications required by legislative change or other best practice changes.

iii) In section 2.1 of the policy, the public liability insurance indemnity amount has been increased from $10,000,000 to $20,000,000 consistent with the CN's insurance policy requirements.
iv) In section 3.1 of the policy, the permitted hours of operation have been increased to allow operations to commence at 7am instead of 8am. This will assist coffee vans to engage more of the early morning trade. The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 allows operation between 7am and 7pm for mobile food and drink outlets carried out on land within or immediately adjacent to a residential zone. This will bring the commencement of trade specified by the CN's policy in line with the SEPP, although the CN's policy extends to 10pm to allow capture of more night trade in support of the night time economy.

FINANCIAL IMPACT

4 There is no financial impact from adoption of the MFVP.

5 The income generated by the application fees is sufficient to offset most of the CN's costs in managing the approvals.

6 The application fees for 2018/19 have remained the same as the previous financial year at $375, with a slight $4 increase in the hourly rate for inspection from $244 to $248 in line with all other food inspections.

COMMUNITY STRATEGIC PLAN ALIGNMENT

7 The MFVP aligns with the Newcastle 2030 Community Strategic Plan.

Vibrant, Safe and Active Public Places

3.3b Plan for a night-time economy, characterized by creativity, vibrancy and safety, that contributes to cultural and economic revitalisation.

IMPLEMENTATION PLAN/IMPLICATIONS

8 CN officers will present a final MFVP in a report to the elected Council after taking into account any submissions received during the public exhibition period.

9 Should the CN adopt the final MFVP, there will be no disruption to the existing approvals processes and no need for an implementation plan.

RISK ASSESSMENT AND MITIGATION

10 The main risk associated with the MFVP relates to public health and safety issues arising from the operation of the MFVV. These risks are mitigated through the CN's annual food inspection program; complaint-based inspections; conditions of approval and the requirement for MFVV operators to hold current insurance policies to cover public liability, third party property damage and registered vehicle insurance.

11 There have been no recent complaints against approved MFVV in relation to non-compliance with the conditions of approval or food safety requirements.
RELATED PREVIOUS DECISIONS

12 At the Ordinary Council Meeting held on 28 October 2014, Council noted that a draft policy for MFVV had been prepared, with the intention of applying the draft policy to grant approvals in the short term, before moving toward formal adoption as a Local Approvals Policy in 2015.

13 At the Ordinary Council Meeting held on 23 August 2016, Council approved the MFVP.

CONSULTATION

14 The CN officers discussed the review of the MFVP with mobile food vehicle operators and feedback was received from the industry and these have been outlined in the key issues section of the report. The draft MFVP will be placed on public exhibition for six weeks and formal submissions on the draft MFVP will be able to be made by stakeholders and the public.

i) CN officers spoke informally with operators of mobile food vending vehicle (MFVV) as part of the review process. One written submission (email) was received for consideration in relation to changes to the existing policy.

ii) This submission requested CN to consider a separate rule for mobile ice cream vans to allow them to trade in residential streets as has historically occurred in some areas for many years. The current policy does not allow for this trade in residential zones. It is not proposed to make a separate rule for ice cream vans under the policy. Although ice cream vans have historically traded in residential streets, giving an exemption for this one type of van brings into question why other vans such as coffee vans or other food vans should not also be given the same exemption.

iii) Feedback has been received from some mobile food vending vehicle operators that the locations provided are too restrictive and additional locations should be considered, including CN parks and other carparks not currently designated as permitted trading locations. It is not proposed to include additional areas for MFVV at this time. However, CN’s Parks and Recreation Unit is reviewing the use of parks for commercial activities and any changes to allow commercial activities within parks would go through a separate process and be incorporated into relevant plans of management.

15 There will be further opportunity for formal submissions to be made on the MFVP during the formal public exhibition period.

BACKGROUND

16 A trial of the MFVP was conducted in the 2015/16 financial year. The trial was initiated in response to public support for mobile food vending in the city.
17 In August 2016 the MFVP was formally adopted by the CN and has continued to operate for the last 2 years. There are presently three mobile food vending vehicle operators who have been issued approvals to operate for the 2018/19 financial year. It is anticipated that this number will increase to approximately twelve based on the number of applications received last year.

18 The review of the policy considered:


ii) The relevant standards and guidelines, including Chapter 3 of the Food Standards Code, NSW Food Authority Guidelines for Mobile Food vending, Department of Local Government Street Vending Control Guidelines.

iii) An equivalent policy of the City of Sydney.

iv) State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, which provides for ‘Mobile Food and Drink Outlets’ to be exempt from requiring development consent, on any land, subject to a number of restrictions, including requiring land owner consent and if the land is a public place, approval under section 68 of the Local Government Act 1993 is required from CN.

OPTIONS

Option 1

19 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

20 Not place the draft Local Approvals - Mobile Food Vending Vehicles Policy on public exhibition. This is not the recommended option.

REFERENCES

ATTACHMENTS

Attachment A: Draft Local Approvals - Mobile Food Vending Vehicles Policy
Attachment A

Policy

Draft Local Approvals - Mobile Food Vending Vehicles Policy

City of Newcastle

Date TBC
## Document Control

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PRELIMINARY

P.1 Title of the Policy
This Policy ("the Policy") is called the Local Approvals Policy for Mobile Food Vending Vehicles.

P.2 What is the purpose of the Policy?
The City of Newcastle supports the operation of food trucks and food vans to enliven the City of Newcastle Local Government Area and encourage diversity in takeaway food options.

The purpose of the Policy is to provide the framework for the operation of mobile food vending vehicles in the City of Newcastle Local Government Area. The Policy sets out the relevant legislative requirements for safe food handling and preparation practices and establishes the on-street trading parameters.


The Policy is divided into three parts in accordance with the requirements of the Local Government Act 1993:

Part 1 of the Policy specifies any exemptions from the Policy;
Part 2 of the Policy specifies the criteria which Council must consider when determining whether or not to grant approval for a particular activity; and
Part 3 of the Policy specifies other matters relating to approvals.

P.3 Review of the Policy
The Policy is a Local Approvals Policy prepared and adopted under Section 158 of the Local Government Act 1993.

The Policy will be reviewed every three years from the date of commencement.

P.4 What are the objectives of the Policy?
The Policy aims to:

(a) Ensure that mobile food vending vehicles operate in accordance with the rules and restrictions on lawful parking spaces on Council-owned roads; and

(b) Ensure that food sold through mobile food vending vehicles is safe and fit for human consumption; and

(c) Provide guidance and assistance to people wanting to operate a mobile food vending vehicle on Council-owned roads in the City of Newcastle Local Government Area; and

(d) Ensure the construction, fitting out and facilities for cleaning utensils, articles, fittings and appliances in vehicles are adequate; and

(e) Minimise any potential adverse impacts of mobile food vending vehicles; and
(f) Ensure the safe operation of mobile food vending vehicles; and

(g) Ensure the operation of mobile food vending vehicles does not increase litter or waste in or from the trading location; and

(h) Ensure that the operation of the mobile food vending vehicle does not adversely impact any surrounding sensitive land uses, and in particular residential amenity.

P.5 Policy commencement date

The Policy was adopted by Council on DD MM YYYY and came into operation on DD MM YYYY.

P.6 Where the Policy applies

The Policy applies to all Council-owned roads within the City of Newcastle Local Government Area.

The Policy does not apply to any food truck or food van that is operating pursuant to a separate "events" authorisation and/or sporting ground licence issued by Council. The use of Council parks, reserves and the like is prohibited unless expressly authorised by Council.

The Policy does not apply to the use and operation of any food truck or food van that is used on private land. Such activities may be exempt from a requirement to obtain development consent, subject to the provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

P.7 Approvals to which the policy relates

The Policy applies to the following activity, as specified in the Table under Section 68 of the Local Government Act 1993:

"Use a standing vehicle or any article for the purpose of selling any article in a public place".

For the purposes of the Policy a 'standing vehicle' includes any food truck or food van that has stopped to make a sale, or with the intention to sell.

P.8 When will the policy be revoked?

In accordance with Section 105(4) of the Local Government Act 1993, the Policy is automatically revoked at the expiration of 12 months after the declaration of the poll for a general election of Council, unless Council revokes the Policy sooner.

P.9 Definitions

For the purposes of the Policy:

(a) A mobile food vending vehicle is a vehicle located on Council-owned roads used in connection with the preparation and/or sale of food.

It includes vehicles used for on-site food preparation (eg. hamburgers, hot dogs and kebabs), one-step food preparation (eg. popcorn, fairy floss, coffee) and the sale of any type of food, including pre-packaged food.
For the purposes of the Policy, the term "mobile food vending vehicle" refers to both food trucks and food vans, being vehicles that are registered within the meaning of the Road Transport Act 2013.

All mobile food vending vehicles require an approval issued by Council prior to operating.

(b) A food truck is a vehicle used for the purposes of on-site preparation and sale of hot and cold food (considered a medium to high risk food category). Food trucks routinely change location and must not remain in any one location for more than 4 hours at one time.

(c) A food van is a vehicle used for the purposes of selling tea, coffee, drinks, cakes, sweets or other similar food (low risk food category). Food vans routinely change location and can make intermittent stops of up to 15 minutes at any one time.

(d) A food cart is a unit/vehicle which may or may not be powered, that is for the purpose of selling food or drink which operates within Council-owned roads and does not meet the definition of a food truck or food van (Note: food carts are not supported under the Policy).

(e) Council-owned roads includes all of the land used for vehicular traffic, plus any footway, shoulder, kerb and gutter.

P.10 Explanations of notes in the text

The notes in text boxes are explanatory notes and do not form part of the Policy. The notes are provided to assist with the understanding of the Policy.

P.11 Other relevant documents

The following documents are related to the Policy:

- Local Government Act 1993
- Food Act 2003
- Roads Act 1993
- Food Standards Code
- Department of Local Government Street Vending Control Guidelines 2017
PART 1:     EXEMPTIONS FROM THE NECESSITY TO OBTAIN APPROVAL

1.1 Exemptions under the Policy

There are no exemptions under the Policy for mobile food vending vehicles.

Note: Section 158(3) of the Local Government Act 1993 requires a Local Approvals Policy to specify the circumstances (if any) in which a person would be exempt from the necessity to obtain a particular approval from Council.

To ensure the safety of food for human consumption, there will be no exemptions for compliance with the Policy in relation to mobile food vending vehicles.

PART 2:     CRITERIA COUNCIL MUST CONSIDER WHEN DETERMINING APPLICATIONS FOR MOBILE FOOD VENDING VEHICLES

2.1 General requirements of mobile food vending vehicles

(a) Approval under the Local Government Act 1993 is required prior to commencement of operation of a mobile food vending vehicle on a Council-owned road. The operation of a mobile food vending vehicle without the required approval is an offence.

(b) An application for approval to use a mobile food vending vehicle is to be made on the approved form. The prescribed fee is also to be paid before the application is assessed.

(c) Prior to the issue of an approval under this Policy, the mobile food vending vehicle is to be made available for inspection by Council’s Regulatory Services officer/s. Council will charge a fee for inspecting the mobile food vending vehicle as per Council’s adopted Fees and Charges Schedule. Based on The Food Regulation Partnership adopted in July 2018, Council may choose to not inspect the vehicle, if the applicant is able to produce a satisfactory operational inspection report from their home jurisdiction council.

(d) All Approvals will be issued with an end date of 30 June each year, to enable an annual review and re-issue of approvals.

(e) Operators are to notify the food business to Council using a Food Business Update form found on Council website at www.newcastle.nsw.gov.au.

(f) Applications to renew approvals are to be lodged with Council prior to the expiration of current approvals.

(g) The criteria to be used in the assessment of a mobile food vending vehicle for approval will include all the relevant provisions contained in the standards as set out in Part 2 of the Policy, the Food Act 2003 and associated regulations, and the Food Standards Code.

(h) Approvals will be issued subject to conditions, including but not limited to compliance with the Policy.

(i) Only the sale of foodstuffs and drinks will be allowed from mobile food vending vehicles. No sale of alcohol, cigarettes or other products from mobile food vending vehicles will be approved.
(j) The applicant is to submit a copy of a broadform public liability insurance indemnifying the applicant against any actions, suits, claims, demands or proceedings for death or injury to any third party or parties or loss of, or damage to, any property, with an indemnity amount of not less than $20,000,000 per occurrence and noting Council as an interested party. The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.

(j) The applicant is to submit copies of valid insurance policies that protect the applicant:
  i. Against any injury to any third party or parties under Compulsory Third Party Insurance as required by the Motor Accidents Compensation Act 1999; and
  ii. Against loss of, or damage to, any property whatsoever caused by the use of the vehicle when being driven by the Licensee, an employee of the Licensee, an independent contractor or any other person (including a person not employed by the Licensee). The policy is to have a limit of indemnity of not less than $20,000,000 and shall be extended to include “CTP Gap Coverage Endorsement” cover. The policy shall note the interest of the Council as an insured. The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.

2.2 General requirements in accordance with Food Safety Standard 3.2.3

The design and construction of a mobile food vending vehicle is to:
(a) Be appropriate for the types of food produced and activities conducted; and
(b) Provide adequate space for all activities and for all equipment to be used or stored; and
(c) Allow easy cleaning/sanitising procedures of all structures and equipment; and
(d) Prevent entry of pests, dust, fumes, smoke and other contaminants; and
(e) Exclude favourable sites for pests to harbour (live and breed).

Further details on these requirements are contained within Mobile Food Vending Vehicles – Operation, construction and food handling guidelines, prepared by the NSW Food Authority. All mobile food vending vehicles approved by Council are required to comply with these guidelines.
PART 2A: CRITERIA COUNCIL MUST CONSIDER WHEN DETERMINING AN APPLICATION TO OPERATE A FOOD TRUCK

2A.1 Location

Food trucks may only operate in the areas specified in Appendix 1 (the schedule of streets may be updated from time to time). Maps of the approved locations are also available on Council’s website.

Note: Council will use the following principles in determining the suitability of any additional food truck locations to those specified in Appendix 1:

- Land use zoning and permissible uses within that zone (compatibility considerations)
- Proximity to residential properties (potential residential amenity impacts)
- Proposed hours of operation (consideration of other food and drink premises in proposed location)
- Road, road-user and pedestrian safety
- Availability of alternate locations

Food trucks permitted to operate on Council-owned roads are to:

(a) Be located within existing lawful parking spaces; and
(b) Comply with the local parking restrictions; and
(c) Stand in any one location for a maximum period of four hours at a time, inclusive of set-up and pack-up times; and
(d) Not return to an operating location for four hours; and
(e) Comply with the relevant road rules; and
(f) Not operate directly in front of a residential building (house or apartment) on the same side of the road as the frontage of the residential building.

2A.2 Proximity to an operating food truck

Food trucks are not to trade within a 50m radius of another food truck.

2A.3 Proximity to existing comparable premises

No food truck is to be positioned within 50m of an operating food and drink premises or kiosk or a special event selling food. This minimum distance requirement is measured in a straight line from the closest point of the food truck (location) to the main entrance of a food and drink premises or kiosk or boundary of a licensed event area.

2A.4 Parking

Food trucks are to operate so as to:

(a) Not impact on or conflict with any marked bicycle lanes; and
(b) Ensure access to pedestrian ramps and footpaths are not compromised; and
(c) Ensure that access or egress from any building is not restricted by the operation of the food truck; and

(d) Ensure access to public street furniture such as seats, bicycle parking, drinking fountains, rubbish bins, fire hydrants, telephone booths and post boxes or the like.

2A.5 Truck specifications
Food trucks must be no wider than 2.5m.
Additionally, vehicles 7.5m or greater in length require separate Road Occupancy Permits.

2A.6 Deliveries
Food trucks are to arrive at a location fully equipped. Deliveries are not to be made to a food truck while it is in operation.

PART 2B: CRITERIA COUNCIL MUST CONSIDER WHEN DETERMINING AN APPLICATION TO OPERATE A FOOD VAN

2B.1 Location
Food vans may only operate in the areas specified in Appendix 2. Maps of the approved areas are also available on Council's website.

2B.2 Stopping time
Each food van will be able to trade for a maximum period of 15 minutes in one location at one time.
An authorised officer has the authority to require the vehicle to move on from the area within the 15 minute period if necessary.

2B.3 Proximity to existing comparable premises
No food van is to be positioned within 50m of an operating food and drink premises or kiosk or a special event selling food. This minimum distance requirement is measured in a straight line from the closest point of the food van (location) to the main entrance of a food and drink premises or kiosk or boundary of a licensed event area.

PART 2C: CRITERIA COUNCIL MUST CONSIDER WHEN DETERMINING AN APPLICATION TO OPERATE A FOOD CART

2C.1 Food Carts Not supported under the Policy
Applications for approval to operate a food cart on Council-owned roads pursuant to Section 68 of the Local Government Act 1993, for the purpose of selling any article in a public place, are not supported under the Policy.
PART 3: OTHER MATTERS RELATING TO APPROVALS FOR MOBILE FOOD VENDING VEHICLES

Note: Approval of a mobile food vending vehicle is subject to compliance with the requirements of the Food Act 2003, Food Standard Codes and all other conditions of approval.

The mobile food vending vehicle approval (page 1) issued by Council is to be displayed in a location that is clearly visible to customers at all times during operation. A copy of the full approval document is to be kept within the vehicle at all times and made available to an authorised Council officer upon request.

Failure to adhere to any condition of approval and/or legislative requirement may result in modification, suspension or revocation of an approval, in addition to the potential issuing of fines.

3.1 Permitted days and hours of operation

The use of Council-owned roads for the purpose of operating a mobile food vending vehicle is restricted to 7am to 10pm each day, inclusive of set up and set down times.

Mobile food vending vehicles are not to remain in any on-road location overnight.

3.2 Serving

Mobile food vending vehicles are not to operate with their serving window opening onto any part of a vehicular carriageway or a cycleway.

3.3 Customer seating

The placement of tables, chairs or other seating apparatus is not permitted at any time.

3.4 Waste management and recycling

Provisions for waste management are to include the following:

(a) Mobile food vending vehicle operators are responsible for the waste materials generated during the trading period. Waste materials such as food packaging should be collected in bins or suitable receptacles, bagged or contained, and stored and disposed of at the cost of the operator.

(b) Any waste produced by the operation of the mobile food vending vehicle is to be removed from the site via the mobile food vending vehicle at the end of the trading period.

(c) The trading area is to be left in a clean and tidy condition at the end of each trading interval.

(d) The trading approval holder is liable to reimburse Council for any cleaning cost incurred by Council during the duration of the trading period as a result of the operation of the mobile food vending vehicle.
(e) Disposal of all liquid wastes generated within the food van is to be discharged to the sewer or as approved by an authorised Council Officer. Under no circumstances is liquid waste to be discharged to the ground or in the stormwater drain.

(f) Details of liquid waste and garbage disposal arrangements must be supplied with the application for the mobile food vending vehicle.

(g) Where feasible the packaging used for the sale of food should be selected for its suitability for recycling in the City of Newcastle Local Government Area. Details are available on the City of Newcastle website on http://www.newcastle.nsw.gov.au

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Note: The City of Newcastle has prepared a Local Approvals Policy for Waste Management in a public place which addresses the management of commercial waste in a public place.

3.5 Signage

An Approval under the Policy does not infer any approval for the erection or display of any sign or sign structure not directly attached to the mobile food vending vehicles.

The Policy does not allow the use of any temporary signage (eg A-frame boards) in association with the operation of any mobile food vending vehicle.

3.6 Animals and pests

All practicable measures are to be taken to prevent pests (including birds, spiders and flying insects) from entering or remaining in the vehicle.

No animal is permitted to enter any vehicle, whether the vehicle is in operation or not.

3.7 Water supply

The vehicle must be provided with an adequate supply of potable water stored in approved containers and suitably protected against contamination, for hand washing, cleaning equipment and for use of food preparation. There must also be an adequate supply of hot water for these purposes.

The vehicle is to be equipped with a waste water tank external to the vehicle, of at least 50 litre capacity with an outlet of sufficient diameter to facilitate easy flushing and cleaning.

All hot water for washing purposes is to be supplied from a suitable hot water system and should be piped so it can be mixed with cold water.

3.8 Control of pollution

Operators are to comply with the Protection of the Environment Operations Act 1997, which contains provisions relating to pollution, including prevention of offensive noise, smoke, odour and waste water discharges.
3.9 Noise
The emission of noise associated with the use of the vehicle, including the operation of any mechanical plant and equipment, is to comply with the following:

(a) The use of the vehicle must be controlled so that any emitted noise is at a level so as not to create an "offensive noise" as defined in the Protection of the Environment Operations Act 1997.

(b) If any noise complaints are received and substantiated by an authorised Council officer, the officer may direct that the use of the food truck/business is to be suspended or moderated to prevent nuisance until attenuation measures are completed and Council has confirmed in writing that the use may resume.

(c) The operation of a mobile food vending vehicle is not to involve the use of any bell, music or other sound device to attract customers, nor while the vehicle is stationary.

3.10 Odour
If any odour or smoke complaints are received and substantiated by an authorised Council officer, then the use of the vehicle or apparatus is to be moderated as directed by an authorised Council officer as deemed necessary to prevent nuisance.

3.11 Food Handling
The requirements for the handling of food for sale and human consumption are outlined in the standards set by the NSW Food Authority’s website (www.foodauthority.nsw.gov.au). The requirements also apply to pre-packaged food and low-risk food. Fact Sheets and user guides are available on the Food Standards Australia New Zealand website (www.foodstandards.gov.au).

3.12 Preparing food at home
A separate approval may be required for the preparation of food as part of a home business. Please contact Council for further information regarding restrictions in your residential zone on 4974 2000.

3.13 Use of separate premises
Where the operation of the mobile food vending vehicle involves the use of premises within the City of Newcastle Local Government Area, for the storage or preparation of food in conjunction with a mobile food vending vehicle, a Development Consent for such use may be required under the Environmental Planning and Assessment Act 1979.

Any change in the permanent facilities is to be notified to Council.

3.14 Maintenance
The vehicle and its associated fixtures, fittings and equipment must be kept clean and in a good state of repair and working order, free from dirt, fumes, smoke, foul odours and other contaminants.
3.15 Non-compliance

Council’s Authorised Officers may issue penalty infringement notices, orders, clean up notices, prevention notices or court attendance notices for non-compliance with the Policy and all related offences. Serious pollution incidences can also be prosecuted by state agencies such as the NSW Environment Protection Authority.

CONTACT INFORMATION

Please contact Council or the NSW Food Authority for further information relating to information contained within the Policy.

City of Newcastle
Tel: (02) 4974 2000
Website: www.newcastle.nsw.gov.au

NSW Food Authority
Tel: 1300 552 406
Fax: (02) 9647 0026
Website: http://www.foodauthority.nsw.gov.au
Email: contact@foodauthority.nsw.gov.au

Food Standards Australia New Zealand
Website: http://foodstandards.gov.au
**APPENDIX 1: PERMITTED TRADING LOCATIONS – FOOD TRUCKS**

<table>
<thead>
<tr>
<th>Location No.</th>
<th>Site Name</th>
<th>Street Address</th>
<th>Suburb</th>
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<tbody>
<tr>
<td>1</td>
<td>National Park</td>
<td>Union Street</td>
<td>Newcastle West</td>
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<td>Parry Street</td>
<td>Newcastle West</td>
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<td>2</td>
<td>Newcastle Foreshore (east)</td>
<td>Wharf Road</td>
<td>Newcastle East</td>
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<tr>
<td>3</td>
<td>Newcastle Foreshore (west)</td>
<td>Wharf Road</td>
<td>Newcastle</td>
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<tr>
<td>4</td>
<td>Dixon Park</td>
<td>Ocean Street</td>
<td>Merewether</td>
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<td>5</td>
<td>Civic Park</td>
<td>Laman Street</td>
<td>Newcastle</td>
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<td>6</td>
<td>Myers Park</td>
<td>Meyers Road</td>
<td>Broadmeadow</td>
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<td>7</td>
<td>Freeway South Business Park</td>
<td>Arunga Drive</td>
<td>Beresfield</td>
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<td>Enterprise Drive</td>
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<td>Kullara Close</td>
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<td>8</td>
<td>Steel River Industrial Estate</td>
<td>Steel River Blvd</td>
<td>Steel River</td>
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<td>Murray Dwyer Circuit</td>
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<td>Pambalong Drive</td>
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</tbody>
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**Maps:** The above Permitted Trading Locations for Food Trucks are show in a map linked to the Council’s website: [www.newcastle.nsw.gov.au](http://www.newcastle.nsw.gov.au) and search for “Mobile Food Vending”
APPENDIX 2: PERMITTED & EXCLUDED TRADING LOCATIONS – FOOD VANS

Trading locations for food vans are primarily based on land use zonings defined by relevant Environmental Planning Instruments that apply to the City of Newcastle Local Government Area. Relevant Instruments include the Newcastle Local Environmental Plan 2012 and State Environmental Planning Policy (Three Ports) 2013. Zoning information, including maps, can be accessed via the NSW Legislation website, at www.legislation.nsw.gov.au. It is noted that land use zones are likely to change from time to time.

Irrespective of the relevant land use zone, food vans are not to operate on “classified” roads within the meaning of the Roads Act 1993. Please visit the Roads and Maritime Services website (www.rms.nsw.gov.au) to determine which roads are classified. It is noted that the list of classified roads is likely to change from time to time.

Subject to other exclusions on this Appendix, food vans may operate on Council-owned roads within the Newcastle Local Government Area zoned:

- Zone B2 Local Centre
- Zone B3 Commercial Core
- Zone B4 Mixed Use
- Zone B6 Business Development
- Zone RE1 Public Recreation land that directly adjoins the ocean or harbour
- Zone IN1 General Industrial
- Zone IN2 Light Industrial
- Zone IN3 Heavy Industrial
- Zone SP1 Special Activities
- Zone SP2 Infrastructure
- Zone RE2 Private Recreation

Food vans are not to operate on Council-owned roads within the Newcastle Local Government Area that are zoned or are adjacent to land zoned:

- Zone R2 Low Density Residential
- Zone R3 Medium Density Residential
- Zone R4 High Density Residential
- Zone B1 Neighbourhood Centre
- Zone RE1 Public Recreation land that does not directly adjoin the ocean or harbour
- Zone E1 National Parks and Nature Reserves
- Zone E2 Environmental Conservation
- Zone B3 Environmental Management
- Zone E4 Environmental Living
- Zone W2 Recreational Waterways

Maps: The above Permitted and Excluded Trading Locations for Food Vans are show in a map linked to the Council’s website: www.newcastle.nsw.gov.au and search for “Mobile Food Vending”
ITEM-91 CCL 25/09/18 - PUBLIC EXHIBITION OF DRAFT COMMUNITY ENGAGEMENT POLICY

REPORT BY: STRATEGY AND ENGAGEMENT
CONTACT: INTERIM DIRECTOR STRATEGY AND ENGAGEMENT / MANAGER MAJOR EVENTS AND CORPORATE AFFAIRS

PURPOSE

To place the draft Community Engagement Policy (Policy) on public exhibition for a period of 28 days.

RECOMMENDATION

1 Council places the draft Community Engagement Policy as at Attachment A on public exhibition for the period Friday 28 September 2018 to Friday 26 October 2018.

KEY ISSUES

2 The City of Newcastle (CN) is committed to community engagement and recognises the value to be gained by seeking to engage with the community beyond the statutory requirements, in a meaningful and sustainable way to meet CN’s commitment to actively engage with the local community.

3 Adoption of the Community Engagement Policy supports strategy 3.1 of the Open and Transparent Governance Strategy "Being open and transparent with regards to Council's community engagement activities".

FINANCIAL IMPACT

4 Public exhibition of the Policy will be managed within existing budgets.

COMMUNITY STRATEGIC PLAN ALIGNMENT

5 The public exhibition of the Policy aligns with the following Community Strategic Plan directions:

   Open and Collaborative Leadership; 7.3a Provide opportunities for genuine engagement with the community to inform Council's decision-making.

IMPLEMENTATION PLAN/IMPLICATIONS

6 The revised Policy provides a structure that articulates CN's commitment to actively seeking feedback from the community on decisions that affect them. The principals of the Policy will be clearly articulated with CN officers through an awareness and communication program, complemented by incorporation into CN's induction program in liaison with the Learning and Development Team.
RISK ASSESSMENT AND MITIGATION

7 There is substantial reputational risk associated with inadequate community engagement. Residents see community engagement as a vital function of CN and expect that their input be incorporated into Council decision making.

RELATED PREVIOUS DECISIONS

8 At the Ordinary Council Meeting held on 23 July 2013 Council resolved that:

A That Council's Community Engagement Policy and Framework be placed on public exhibition for a period of 28 days

B That Council conduct a community workshop in which the policy is presented and explained to the public and community feedback received. This feedback would then inform Council's deliberations on the final policy.

9 At the Ordinary Council Meeting held on 26 November 2013:

Council resolves to endorse the draft Community Engagement Policy and draft Community Engagement Framework.

10 The review date for the Policy is 2015 according to adopted 2013 Community Engagement Policy.

CONSULTATION

11 A Councillor Workshop was held on 14 August 2018.

BACKGROUND

12 A community engagement policy is not a requirement of the Local Government Act 1993. However, Section 8A3 of the Act states that Councils should actively engage with their local communities. A community engagement policy will assist Council achieve this.

OPTIONS

Option 1

13 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

14 Council does not adopt the draft Community Engagement Policy. This is not the recommended option.
REFERENCES

ATTACHMENTS

Attachment A: Draft City of Newcastle Community Engagement Policy
Attachment A

Policy

Community Engagement Policy

City of Newcastle

September 2018
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Part A  Preliminary

1  Introduction
   1.1 The Newcastle 2030 Community Strategic Plan (CSP) 2018-2018 identifies Open and Collaborative Leadership; a strong local democracy with an actively engaged community and effective partnerships as one of its strategic directions. Within this strategic direction are the community objectives to:
      1.1.1 7.3a - Provide opportunities for genuine engagement with the community to inform the elected Council’s decision-making; and
      1.1.2 7.3b - Provide clear, consistent, accessible and relevant information to the community.
   1.2 City of Newcastle (CN) is required by the Local Government Act 1993 to engage with residents in an inclusive and meaningful way.

2  Purpose
   2.1 This Policy provides a rationale for the development and implementation of CN's internal and external engagement processes, in order to achieve:
      2.1.1 Alignment with CN’s priorities for service delivery;
      2.1.2 Input into the elected Council’s decision-making by providing mechanisms for understanding community opinions and perspectives;
      2.1.3 Consistent and clear engagement practices; and
      2.1.4 Enhancement of CN's reputation as an organisation that listens, responds to and engages with residents and stakeholders while making evidence-based decisions.
   2.2 The Major Events and Corporate Affairs Unit provides advice and oversight of CN’s formal community engagement activities.
   2.3 This Policy in accordance with Section 8A of the Local Government Act 1993 aims to facilitate the provision of community input and feedback to enable the elected Council to make decisions and actively engage with their local communities.
   2.4 Specific CN community engagement strategic directions and associated actions are provided in the City Marketing and Engagement Strategy 2018 -2021.

3  Scope
   3.1 This Policy applies to:
      3.1.1 Mandated/legislated processes involving public participation; and
      3.1.2 Engagement in specific planning, policy and project initiatives that directly or indirectly impact the community.
4 Principles

4.1 CN commits itself to the following:

4.1.1 Accountability - Within CN’s ability to finance and resource, CN commits to conduct transparent and inclusive engagement processes that are responsive and accountable.

4.1.2 Inclusiveness - CN makes its best efforts to reach, involve and hear from those who are impacted directly or indirectly by CN decisions. CN encourages the community to provide meaningful input and feedback.

4.1.3 Transparency - CN provides clear, timely, concise and complete information, and endeavours to ensure decision processes and procedures are followed and constraints are understood. CN widely shares information about CN services, activities and decisions, and regularly promotes and celebrates the achievements of CN and the local community.

4.1.4 Commitment - CN, within its ability and work plans, allocates sufficient resources for effective engagement. CN uses innovative communication technologies and best practice consultation tools and techniques to engage, plan and encourage information sharing with our community to enable genuine community participation and collaboration.

4.1.5 Responsiveness - CN endeavours to understand community concerns. Timely information is provided to the community about opportunities for input via channels that best suit the audience.

Part B Elements of Community Engagement

5 International Association for Public Participation

5.1 CN recognises and abides by best practice principles developed by the International Association for Public Participation (IAP2). IAP2 was founded in 1990 to promote the values and best practices associated with involving the public in the government and industry decision making process.

5.2 CN has adopted in full the IAP2 Public Participation Spectrum (set out at Table 1) as a useful tool to help identify and select the appropriate level of public participation, select methods of engagement, and identify a range of tools.

5.3 The model is values-based, decision-oriented and goal-driven. Given the broad range of CN initiatives, services and activities, this Policy does not prescribe exactly how the community should be engaged for every project or issue. Rather, qualified CN Officers determine the most appropriate engagement approach, deciding on the level of community participation based on the nature of the issue, project, plan or decision in question.

5.4 CN assigns a high priority to appropriately involving residents and other stakeholders early on and throughout the decision making process, especially when the decision(s) impact their lives.
Table 1 - Public Participation Spectrum, IAP2

<table>
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<tr>
<th>INFORM</th>
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<th>INVOLVE</th>
<th>COLLABORATE</th>
<th>EMPOWER</th>
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<tr>
<td>To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and options.</td>
<td>To obtain public feedback on analysis, alternatives and/or decisions.</td>
<td>To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.</td>
<td>To partner with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.</td>
<td>To place final decision making in the hands of the public.</td>
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PUBLIC PARTICIPATION GOAL

We will keep you informed. We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. We will seek to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decision to the maximum extent possible. We will implement what you decide.
Annexure A - Definitions

Act means Local Government Act 1993 (NSW)

CEO means Chief Executive Officer of the City of Newcastle and includes their delegate or authorised representative.

References to the Chief Executive Officer are references to the General Manager appointed under the Local Government Act 1993 (NSW).

Community Engagement means purposeful dialogue between CN and stakeholders in the development and implementation of decisions that affect them. In this Policy, Community Engagement is a broad term that incorporates aspects of stakeholder or public relations, consultation and information campaigns, and includes public participation.

City or CN means the City of Newcastle.

Spectrum means the IAP2 Public Participation Spectrum.

Stakeholders means anyone (person or group of people) who can be impacted by the results of a decision made by CN, and may include: the community generally, residents, ratepayers, businesses, community organisations, other government agencies and any other body interacting with CN.

Unless stated otherwise, a reference to a clause is a reference to a clause of this Policy.
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Development Policy (2005)  
Media Policy (2018) |
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ITEM-92 CCL 25/09/18 - ADOPTION OF REVISED MEDIA POLICY

REPORT BY: STRATEGY AND ENGAGEMENT
CONTACT: INTERIM DIRECTOR STRATEGY AND ENGAGEMENT / MANAGER MAJOR EVENTS AND CORPORATE AFFAIRS

PURPOSE

To adopt the revised Media Policy (Policy).

RECOMMENDATION

1 Council adopts the revised Media Policy as at Attachment A.

KEY ISSUES

2 It is good practice for policies adopted by the elected Council to be revised and re-adopted in the first year of each Council term.

3 The Policy continues to have the Lord Mayor and the Chief Executive Officer as official spokespeople. The Policy simplifies wording on roles and responsibilities and removes terms referring to traditional media, such as Letters to the Editor.

4 The updated Policy enables City of Newcastle (CN) to be transparent and accountable, but also more flexible and responsive in a digital and fast paced media environment.

5 The Policy also reflects changes under the organisation redesign to including the creation of the Major Events and Corporate Affairs Unit which has responsibility for the Policy.

6 The City Marketing and Engagement Strategy, currently on public exhibition refers to the revision of the Media Policy as a key tool for fulfilling the commitment to clear and consistent information.

FINANCIAL IMPACT

7 Nil.

COMMUNITY STRATEGIC PLAN ALIGNMENT

8 Open and Collaborative Leadership; 7.2a Conduct Council business in an open, transparent and accountable manner.

Open and Collaborative Leadership; 7.3b Provide clear, consistent, accessible and relevant information to the community.
IMPLEMENTATION PLAN/IMPLICATIONS

9  The revised Policy will be made available on Council’s website.

10 Implementation will include an internal communications program, complemented by training in accordance with CN’s existing learning and development framework.

RISK ASSESSMENT AND MITIGATION

11 The Policy outlines roles and responsibilities to reduce risk of inconsistent or outdated information being provided to the media.

RELATED PREVIOUS DECISIONS

12 The Policy was reviewed and adopted at the Ordinary Council meeting of 25 March 2014. It was scheduled for review in 2017.

13 At the Ordinary Council Meeting held on 28 July 2015, Council endorsed the existing Policy.

CONSULTATION

14 Input was sought from local and interstate councils who provided a copy of their policy as well as advice on how effective they are in promoting positive relationships with the media.

BACKGROUND

15 Councillors and CN officers are bound by the Code of Conduct which directly reflects the Model Code of Conduct for Local Councils in NSW (as required by the Local Government Act 1993).

16 A media policy is not a requirement of the Local Government Act 1993. However, the model code says councils should ‘consider developing policies to provide specific guidance on matters contained in the code’ including public comment on council matters.

OPTIONS

Option 1

17 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

18 Council resolves not to adopt the Policy (Attachment A). This is not the recommended option.
REFERENCES

ATTACHMENTS

Attachment A: Revised Media Policy
Policy

Media Policy

City of Newcastle

September 2018
Table of Contents

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  2 Definitions ............................................................................................................1
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Part A  Preliminary

1  Purpose

1.1  The purpose of this Policy is to:
1.1.1  ensure City of Newcastle (CN) provides consistent, accurate and timely communications through the media;
1.1.2  establish appropriate protocols for distributing CN information to print, online and broadcast media;
1.1.3  identify CN’s authorised spokespersons, and define roles and responsibilities within CN for working with the media;
1.1.4  ensure there is appropriate authorisation and responsibility for information provided; and
1.1.5  establish protocols for responding to enquiries from the media.

2  Definitions

2.1  CEO means Chief Executive Officer

References to the Chief Executive Officer are references to the General Manager appointed under the Local Government Act 1993 (NSW).

2.2  CN or the City means City of Newcastle.

2.3  City Official means a:
2.3.1  Councillor;
2.3.2  City officer (including part time, temporary and casual officers, and volunteers);
2.3.3  individuals engaged by CN under a contract to provide services to or on behalf of CN (such as consultants and contractors); and
2.3.4  individuals having public official functions where their conduct could be investigated by an Investigating Authority (such as members of CN committees and volunteers).

2.4  Media means all print, broadcast, published, social and digital news sources, external to CN.

2.5  Online content means any content or piece of information found on digital spaces, including social media, where people may, but not limited to, comment, contribute, create, forward, post, upload, and share.

2.6  Policy means the Media Policy.

Unless stated otherwise, a reference to a clause is a reference to a clause of this Policy.

2.7  GIPA Act means the Government Information (Public Access) Act 2009 (NSW).
3 Scope

3.1 This Policy applies to City Officials including full-time, part-time, contractors, casual, work experience, trainees, Councillors, volunteers or committee members and external consultants/agencies where they are:

3.1.1 communicating with media about CN affairs and related matters;

3.1.2 writing editorial including opinion pieces and letters to the editor;

3.1.3 attending public speaking engagements; or

3.1.4 making comments on CN affairs where it is reasonably foreseeable the comments will be published in the media.

3.2 Applications for information under the GIIPA Act are processed separately to this Policy.

4 Principles

4.1 CN is committed to open communication with the community through the media.

4.2 CN recognises the independence of the media and the key role it plays in ensuring Council is accountable to its community.

4.3 CN will make all reasonable attempts to deal with media inquiries promptly and accurately. CN will also try at all times to have a relevant City officer available to respond to the media in a timely manner.

4.4 CN has an important relationship with the media, as it provides an opportunity to:

4.4.1 Share information about CN services, activities and decisions.

4.4.2 Involve the community in dialogue about the provision of services and planning for the future.

4.4.3 Promote and celebrate the achievements of CN and the local community.

4.4.4 Limit the publication of inaccurate information.
Part B Regulations, Responsibilities and Authorisations

5 Official spokespersons

5.1 As the elected leader of the City, the Lord Mayor is CN’s official spokesperson. In the absence of the Lord Mayor, the Deputy Lord Mayor will be CN’s spokesperson.

5.2 The CEO can also act as CN’s official spokesperson.

6 Media comments and enquiries

6.1 All media enquiries should be directed to the Major Events and Corporate Affairs Unit. This Unit is responsible for coordinating CN’s media liaison.

6.2 Formal statements to the media on behalf of CN must be issued through the Major Events and Corporate Affairs Unit.

6.3 Directors are authorised to provide information to the media on operational matters with approval of the CEO, in consultation with the Lord Mayor.

6.4 City officers may represent CN to the media on matters of factual information only if approved by the Manager Major Events and Corporate Affairs Unit. City officers must not express personal views regarding CN matters and in general should only provide information in respect of their area of responsibility.

6.5 From time to time, the CEO may also authorise individuals other than City officers to represent CN to the media, for example Chairperson of the Audit and Risk Committee.

6.6 Before making comment to the media, City Officials must ensure the comment is approved in accordance with this Policy.

6.7 Volunteers may be contacted by the media for information or comment concerning a particular issue. Individuals are free to make personal comments to the media however they should not be identified as representing CN or expressing views on behalf of CN.

6.8 Where a media release is prepared by another organisation, external consultant or agency, which relates to a CN project or in which CN is involved, it must be forwarded to CN’s Major Events and Corporate Affairs Unit for approval of the content before it is released.

6.9 Media releases and responses to media enquiries should be and managed according to CN’s Record Management Policy.

6.11 City Officials are encouraged to advise the Major Events and Corporate Affairs Unit of forthcoming events or any occurrence that may be of interest to the media to enable a forward media program to be developed. This should be done with reasonable notice to the Unit.
7 Councillors in the media

7.1 Councillors may debate the merits of proposed or adopted decisions of Council in the media. In doing so they must:

7.1.1 make it clear that comments are being made as an individual and are not necessarily the view of CN;

7.1.2 when speaking on an issue that has not gone before the elected Council for a decision, make it clear that the issue is yet to be determined by Council;

7.1.3 ensure comments are respectful and courteous to CN and City Officials;

7.1.4 make reasonable efforts to ensure that their comments are factual and do not unnecessarily bring the reputation of City officers into disrepute;

7.1.5 contact the CEO or relevant Director to confirm details of any issue specific to the operation of CN in which they are yet to be formally briefed; and

7.1.6 not discuss confidential information.
### Roles

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<tr>
<td>Lord Mayor</td>
<td>City of Newcastle’s official spokesperson.</td>
</tr>
<tr>
<td>Deputy Lord Mayor</td>
<td>Act as the Lord Mayor’s delegated spokesperson if requested by the Lord Mayor.</td>
</tr>
<tr>
<td>Councillors</td>
<td>Provide the media with comment, identifying that this is provided as their own opinion and not representing the official position of the elected Council, unless requested by the Lord Mayor.</td>
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<tr>
<td>CEO</td>
<td>City of Newcastle’s official spokesperson on operational and administrative matters.</td>
</tr>
</tbody>
</table>
| Directors, Service Unit Managers, City officers | Provide information to the Major Events and Corporate Affairs Unit within their area of expertise when requested.  
Advising the Major Events and Corporate Affairs Unit of forthcoming events to enable a forward media program to be developed.  
Advising the Major Events and Corporate Affairs Unit of any occurrence that may be of interest to the media. |
| Manager Major Events and Corporate Affairs Unit | Approving the release of information to the media.  
Approving media interviews with City officers other than delegated spokespeople. |
| Major Events and Corporate Affairs Unit | Preparing and distributing all written content to media organisations.  
Coordinating all media inquiries on behalf of CN. |
| Volunteers and committee members | Volunteers and committee members must indicate they are not speaking on behalf of CN or any CN committee or facility. |
| External consultants/ agencies   | Seek approval from the Manager Major Events and Corporate Affairs Unit prior to providing information to the media. |
Part C – Confidentiality

8 Confidential Information

8.1 All confidential information must remain confidential and not be provided to the media, or any other member of the public. This includes information provided during closed Council meetings or other official meetings.

8.2 Under no circumstances can City Officials, including contractors or volunteers discuss, confidential legal advice or commercial-in-confidence matters with the media.

8.3 Improper release of personal and/or confidential information is a breach of the City of Newcastle’s Code of Conduct.
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ITEM-93 CCL 25/09/18 - CITIES LEADERSHIP INSTITUTE US AND CANADA TOUR PROGRAM 2018 - PARTICIPATION BY CITY OF NEWCASTLE

REPORT BY: STRATEGY AND ENGAGEMENT
CONTACT: INTERIM DIRECTOR STRATEGY AND ENGAGEMENT / MANAGER CORPORATE AND COMMUNITY PLANNING

PURPOSE
To seek Council’s support to participate in the Cities Leadership Institute International Exchange on Health and Innovation.

RECOMMENDATION
1 Council votes on the recommendations in seriatim.
3 Council endorses the attendance of Councillor/s <insert Councillor/s name/s> on the Cities Leadership Institute US Health and Innovation Tour 2018.

KEY ISSUES
4 Council has been invited to participate in a tour of the US and Canada with a focus on health and innovation. The exchange focuses on use of innovative strategies, greater connectivity, and meaningful partnerships to create healthier and liveable communities.

5 The International Exchange on Health and Innovation is an opportunity to learn and leverage concepts, tools, and experiences of cities leading the way on delivering health outcomes for their citizens and designing and managing inclusive health precincts for their communities.

6 The International Exchange to North America is a fully immersive, eleven-day experience that builds the capacity of public and private sector urban leaders to create liveable and sustainable cities and communities. It provides delegates with unique access to experts and advisors leading innovative health strategies and districts in cities, opportunities to develop and test new ideas and initiatives, and in-depth knowledge and connections to accelerate the growth of healthy communities across Australia.

7 The US-Australian International Smart City Exchange Program is attached (Attachment A). The dates of the exchange are 14-24 October 2018.
FINANCIAL IMPACT

8 It is anticipated that City of Newcastle's participation in the program will require a financial commitment of up to $20K per Councillor as follows:

i) Study Tour - maximum cost per person is $11,500 per person. This covers all domestic travel and transfers, accommodation, meals, access to leading American and Australian experts, presentations from various US organisations and institutions on leading urban design and planning practices, and the opportunity for ongoing dialogues and discussions with our US partners. The final cost for the Study Tour is subject to change based on exchange rate fluctuations.

ii) International Airfares.

9 Funding for the Councillor attendance will be costed to the existing Councillor Professional Development budget.

COMMUNITY STRATEGIC PLAN ALIGNMENT

10 Inclusive Community; 4.2 Active and healthy communities with physical, mental and spiritual wellbeing.

11 Smart and Innovative; 6.3 A thriving city that attracts people to live, work, invest and visit.

IMPLEMENTATION PLAN/IMPLICATIONS

12 Participation in the program offers significant benefits to the City of Newcastle (CN) and the Newcastle community in sharing and investigating the revitalisation experience of other New South Wales local governments as well as cities in the United States and Canada. The program will build capacity in the participants and establish networks and relationships for ongoing exchange of information and ideas.

RISK ASSESSMENT AND MITIGATION

13 There are no obvious risks in participating in the program and study tour. There are some risks associated with not participating in terms of lost opportunity.

RELATED PREVIOUS DECISIONS

14 At the Ordinary Council Meeting held on 23 September 2014, Council resolved to send a delegation comprised of the General Manager, Deputy Lord Mayor Councillor Brad Luke and the Community Safety Facility Officer to the city of Palo Alto California and the Cisco Internet of Things World Forum in Chicago. Cr Luke funded his own travel expenses.
At the Ordinary Council Meeting held on 24 February 2015, Council resolved to participate in the US Study Tour as part of CN's membership of the Future Cities Collaborative. The Lord Mayor and Director Planning and Regulatory attended that tour program.

At the Ordinary Council Meeting held on 24 October 2017, Council also resolved to join the US Smart City Study Tour. Cr Declan Clausen, Smart City Coordinator and City Revitalisation Coordinator participated in the tour.

CONSULTATION

Learnings and plans developed through participating in this program will be shared internally and externally, through a variety of means including a formal report and presentation to the full Council.

OPTIONS

Option 1

The recommendation as at Paragraphs 1 to 3.

BACKGROUND

In 2014, the delegation was able to experience smart city technologies in practice and attend conference sessions around policy, data management and analytics and governance models. The trip also established a relationship with Cisco and Newcastle being nominated as a smart city pilot project location. The outcomes of this trip were provided in a report to Council on 28 April 2015.

In 2015, The United States Studies Centre at the University of Sydney invited the Council to participate in the Future Cities Program. The focus of the tour was to examine local and state level funding and financing tools used to support economic development programs and projects, including infrastructure, transport and civic facilities. The report to Council on this tour was endorsed on 24 November 2015.

The International Exchange 2017 - Smart Cities report to Council was delivered at a Council briefing on 10 April 2018.

REFERENCES

ATTACHMENTS

Attachment A: Cities Leadership Institute International Exchange 2018 Invitation
Attachment A

2018 International Exchange
Health and Innovation

United States and Canada

Building the capacity of urban leaders to make cities, towns, and communities great places
Introduction

The 2018 International Exchange on Health and Innovation is a professional development opportunity that builds the capacity, confidence, connections of urban leaders to create health outcomes for citizens and curate health innovation precincts.

Through an immersive learning programmes a catalogue of examples, experiences and experts are drawn upon to build knowledge and practice in the design and delivery of innovative health city strategies.

From active transport, public transit, housing, food, water and air quality to noise, safety, and exposure to environmental hazards the health of citizens and cities pose key challenges for urban leaders. Delegates on the International Exchange will explore what it takes to create a healthy community through an exploration of the built environment, social inclusion, and access to healthy eating.

Putting people at the center of communities and health innovation districts means creating healthy places and spaces. It means recognizing economic and social value, empowering champions for health, making healthy choices easy, ensuring equitable access and promoting access to healthy food and activity.

Technology and innovation are key enablers of health outcomes. They provide the opportunity to connect, accelerate and drive health initiatives at an individual, local and precinct level. An integrated and collaborative approach to hospitals, community health services, schools and universities, transportation networks and housing and recreation facilities is critical to building health outcomes today and for future generations.
Exchange Overview

Over two weeks, delegates will learn from a range of speakers, experts, entrepreneurs, and leaders in six cities in North America including Vancouver BC, Portland OR, Cleveland OH, Washington DC, Baltimore MD, and New York NY. Activities will range from neighborhood walking tours to roundtables to in-depth learning sessions.

The Exchange will take place **Sunday 14 October** – **Wednesday 24 October 2018** and is designed for urban leaders who are looking to enhance the liveability and sustainability of their community. This includes leaders from local, State, and Federal government, hospital executives, business and community decision-makers, university leaders, private sector representatives, and experts from the health industry.

The exchange has been designed for all cities, whether they are just starting, reviewing, or well on their way to delivering a health precinct.

It is recommended that a cohort of 2 – 3 members from one organisation or community participate in the Exchange. For example a hospital/city/university or a city/community health service provider/private sector partner.

Key Learning Outcomes

Delegates will explore best practices in establishing health precincts, along with their associated economic and social benefits. We will connect with experts and partners in the public and private sector on how to improve the overall health in cities and communities.

The exchange will also explore:

- How to set the vision and goals for a ‘healthy’ city
- Ways of planning and creating health innovation precincts; tools, finance, and governance
- How to form collaborations and public-private partnerships
- Choosing and connecting the right assets and resources
- Data management and governance
- Effective community engagement and participation
- Development and delivery of strategies to improve citizens’ mental and physical health in cities
Cities on the Exchange

Vancouver, British Columbia, CANADA is on a path to becoming the ‘greenest city in the world’, an ambitious target which is complimented by the development of a Healthy City Strategy. This ambitious strategy is a long-term, integrated plan for healthier people, healthier places, and a healthier planet. Situated in Metro Vancouver, the Health and Technology District, an innovation ecosystem adjacent to the Surrey Memorial Hospital, provides real solutions to improve the quality of life for real people. The proximity to the hospital creates a close network for collaboration opportunities.

Portland, Oregon, USA has become one of the most liveable cities in the US in recent years. With initiatives like the 1971 ‘Bike Bill’ which requires that all new streets accommodate bicycle riders and pedestrians, the promotion of a sustainable food culture, and their well-developed public transportation options, Portland is at the forefront of promoting a healthy lifestyle. At the core of the City’s strategy is the concept of equity. Portland was also among the first to become a member community in the Global Network of Age-Friendly Communities, committing to creating a liveable community for all ages. We will explore the cities approach to co-locating aging in place and medical facilities, all within easily accessible, connected, destination neighborhood.
Cities on the Exchange

Cleveland, Ohio, USA has undergone a massive transformation with its main industry shifting from mainly manufacturing to the growing healthcare and biomedical industries. This is evident in the establishment of the ‘Cleveland Health-Tech Corridor’ (HTC), which provides access to resources combined with a low cost of living to help start-ups and businesses flourish. The HTC is home to 4 world-class clinical institutions, 4 colleges and universities, 8 business incubators and accelerators, 100 gigabit fibre, and 30-60% lower cost of living than Boston, Silicon Valley and NYC. This vibrant, entrepreneurial ecosystem highlights the benefits of partnerships and collaboration among organizations.

Baltimore, Maryland, USA is home to the world-renowned Johns Hopkins University School of Medicine which is consistently ranked among the top medical schools in the nation, receiving more research grants from the National Institutes of Health than any other medical school. Johns Hopkins also has the largest school of public health, the Bloomberg School of Public Health, which has been ranked No. 1 in the nation since 1994. The hospital conducted a community health needs assessment to identify the most important health issues in the community, along with an implementation strategy to address them. Baltimore has a large presence of inequality. To address this, organisations such as MERIT, which empowers under-represented high schoolers to pursue degrees in health and medicine to become health leaders, are emerging.
Cities on the Exchange

Washington, District of Columbia, USA is the epicenter for Federal Government, accounting for 30% of local jobs. Transforming itself into a destination city through better job accessibility, especially in the government, tourism, and healthcare sectors and gentrification of the urban core, Washington DC has maintained a strong focus on the overall health and liveability of the community. Much public health policy has come from organisations in the DC area, such as the Institute for Public Health Innovation. Ideally located just north is a Biotech corridor along I-270. The corridor is a partnership of local and state economic development and education partners that are committed to promoting the importance of the biosciences. It is home to federal labs, federal agencies, and hundreds of life science companies, striving to be in the top 3 biotech hubs by 2023.

New York, New York, USA is the most populated city in the states, yet it has been able to remain an extremely liveable city. It is also an ideal place for businesses, start-ups, not for profits, and think tanks, to name a few, to create disruptive healthcare innovation. For example, the New York Digital Health Accelerator is a program for early stage and growing digital health companies who are developing cutting edge technology products. Another example is the Statewide Health Information Network of New York (SHINY) that is a network of information shared and transmitted between users. Also, Blueprint Health has the largest network of mentors with healthcare expertise of any accelerator and co-working space, and provides a community of healthcare entrepreneurs.

CITIES LEADERSHIP INSTITUTE
Testimonials

The Cities Leadership Institute has been leading successful International and Domestic Exchanges since its conception, building upon five years of successful exchanges. Feedback from past delegates is overwhelmingly positive with many citing lifelong professional and personal connections, and first-hand access to experts as some of the most valuable takeaways.

Delegates who attended our 2016 International Exchange on Innovation Ecosystems and our 2017 International Exchange on Smart Cities share their thoughts:

“The network is phenomenal, both of Australians participating, and those who took meetings with us while overseas. There is no way of buying this kind of networks.”

“...it is rare to give yourself the time to dedicate thinking to a strategic issue facing your city. The exchange provides a unique opportunity to immerse yourself in the topic, not only learning from world leading experts but share and debate your learnings with fellow exchange participants.”

“The opportunity to ‘experience’ the outcomes and have direct contact with experienced people, in person, is irreplaceable as a learning experience.”

Enrolment and Cost

Enrolment in the 2018 International Exchange – Health & Innovation closes on Friday 14 September 2018 at 5:00 pm.

To secure your place, please return the enrolment form attached at the end of this document to Leigh Osterhus at losterhus@citiesleadership.com

The estimated cost is $11,500 AUD* (excludes international flights). This includes eleven days / ten nights’ accommodation, meals, domestic flights, airport transfers, intercity transport, and all fees and honoraria for specialists who will be conducting segments of the exchange.

The Cities Leadership Institute is not responsible for booking personal travel to the starting destination, travel back to Sydney from our ending destination, or personal costs incurred during the exchange.

*Please note, this is an estimated cost and it is subject to change
Enrolment Form

Please note: This form represents a formal commitment to participating in the 2018 International Exchange – Health and Innovation. An invoice will be forwarded for a non-refundable deposit of $5,000 AUD. The Cities Leadership Institute will not cover personal costs incurred during the exchange or international travel to/from the US and Canada.

2018 International Exchange – Health & Innovation, United States and Canada
14 October – 24 October 2018 (inclusive)

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Please return the form to Leigh Osterhus via losterhus@citiesleadership.com by 5:00 pm on Friday 14 September 2018.
ITEM-94 CCL 25/09/18 - BRUNKER ROAD, ADAMSTOWN - UPGRADE OF EXISTING PEDESTRIAN CROSSING

REPORT BY: INFRASTRUCTURE AND PROPERTY
CONTACT: DIRECTOR INFRASTRUCTURE AND PROPERTY / MANAGER ASSETS AND PROJECTS

PURPOSE
To approve the proposed upgrade of the existing children's pedestrian crossing on Brunker Road near Mandalong Road, Adamstown.

RECOMMENDATION
1 Approve the proposed upgrade of the existing children's pedestrian crossing on Brunker Road near Mandalong Road, Adamstown as shown at Attachment A.

KEY ISSUES
2 The existing combined pedestrian and children's crossing on Brunker Road near Mandalong Road, Adamstown is part of a walking route serving students from Merewether High School and Adamstown Public School. The crossing is supervised by Roads and Maritime Services (RMS) school crossing supervisors during the morning and afternoon school peaks.

3 The site experiences high traffic volumes and speeds in excess of the 50km/h limit. City of Newcastle (CN) officers have been advised that the directives of crossing supervisors are often ignored. The proposal to raise the crossing and install kerb extensions will improve safety for vulnerable road users by improving driver awareness of the crossing, reducing the potential for vehicles to pass other vehicles on approach, and reducing approach speed.

FINANCIAL IMPACT
4 The project is included in the Pedestrian Access and Mobility Plan (PAMP) program for construction in the 2018/19 financial year. The project will cost approximately $285,000 and is within the approved budget.

COMMUNITY STRATEGIC PLAN ALIGNMENT
5 The project is aligned with the following Newcastle 2030 Community Strategic Plan 2018 strategic directions:

Integrated and Accessible Transport

1.2a Continue to upgrade, extend and promote cycle and pedestrian networks; and
1.3a Ensure safe road networks through effective planning and maintenance.

IMPLEMENTATION PLAN/IMPLICATIONS

6 Approval of the raised crossing is not delegated to officers and must be referred to Council for determination. Approval of kerb extensions does not have any implications on existing or future planning policies. The proposal will support CN's mission to enhance quality of life by improving the safety of road users.

7 Approval of the project is consistent with policy positions outlined in the Newcastle Transport Strategy. Specifically, the project exemplifies prioritisation of the needs of pedestrians over vehicles.

RISK ASSESSMENT AND MITIGATION

8 The proposed pedestrian facility improvements are intended to reduce risk and increase safety. The proposal will provide improved pedestrian and cyclist accessibility, amenity and safety. The work will be undertaken in accordance with the relevant Austroads and RMS guidelines.

RELATED PREVIOUS DECISIONS

9 Nil.

CONSULTATION

10 Community consultation on the proposed upgrade was undertaken in late 2017. The consultation leaflet is shown at Attachment C. CN received 12 responses from residents in the area. Of the 12 responses received, 11 were in favour of the proposal. Incidences of near misses were noted in submissions made during the exhibition period.

11 Results of the exhibition were considered by the Newcastle City Traffic Committee (NCTC) at its meeting of 20 August 2018. The NCTC supported the proposal and recommended referral to Council for final determination.

BACKGROUND

12 The project is listed in CN's PAMP database as a high priority project. Design funding was allocated under the 2017/18 PAMP program and construction funding in the 2018/19 PAMP program.

13 The project proposal includes the following scope of works:

i) installation of a 75mm high raised crossing 5m east of the existing crossing;

ii) installation of kerb extensions in Brunker Road adjacent to property No.162 and on the south east corner of Brunker Road and Mandalong Road;
iii) upgrades to existing drainage infrastructure including installation of new kerb inlet pits and pipes;

iv) upgrade and relocation of the existing transport stop on the southern side of Brunker Road;

v) adjustments to footway paving;

vi) adjustment of existing, and installation of new signage and linemarking in accordance with RMS and Australian Standards; and

vii) the provision of street lighting at the raised pedestrian crossing in accordance with AS/NZS1158.

OPTIONS

Option 1

14 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

15 Do not approve upgrades to the pedestrian crossing. This is not the recommended option.

REFERENCES

ATTACHMENTS

Attachment A: Signposting and Linemarking Plan
Attachment B: Location Plan - Brunker Road, Adamstown
Attachment C: Consultation Leaflet
Attachment B: Location Plan - Brunker Road, Adamstown
To The Owner / Occupier

Brunker Road, Adamstown - Proposed kerb extensions and raised threshold north of Mandalong Road

17 November 2017

Council proposes kerb extensions and a raised pedestrian threshold in Brunker Road at the existing Children's Crossing to increase safety and restrict motorists from parking near to the crossing.

Council sought funding from Roads and Maritime Services (RMS) as part of the NSW Pedestrian Infrastructure around Schools Program. Funding was granted to construct the project to be delivered in the 2017/2018 financial year. The crossing is used by students attending Adamstown Primary School.

A design plan for the project has been prepared and is shown overhead.

Council is seeking comments on this proposal. Your feedback is important to assist Council in making a final decision.

Please forward written comments by 20 December 2017 to The Interim Chief Executive Officer, Newcastle City Council, Attention: Traffic and Transport, PO Box 489, NEWCASTLE NSW 2300 or email: mail@ncc.nsw.gov.au, Phone: 4974 2000, Fax: 49742222.

For further information please contact Jocelyn Cardona, Council’s Traffic and Transport Coordinator, on telephone 49742666.

Name: ____________________________
Address: __________________________

Do you agree with the proposed kerb extensions and raised threshold?

[ ] YES [ ] NO

Further comments:

__________________________________________________________________________
__________________________________________________________________________

Protecting your privacy: Newcastle City Council is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and Council policy. Purpose of collecting personal details: Council is collecting this information to determine the local community's views and opinions on the proposal outline. Intended recipients: Information provided as part of the consultation will be used as part of the investigation into the proposal, and may be included in future reports on the issue. Storage and security: Information provided will be stored on Council's database and will be subject to Council's information and privacy policies. Access: Individuals can access data to check accuracy by contacting Council.

PLEASE NOTE: When making written comments or submissions to Council, the following information should be considered – Should an objector consider that the disclosure of their name and address would result in detriment to them the words "OBJECTION IN CONFIDENCE" must be stated prominently at the top of the submission. Council may, however, be obliged to release full details of the submission including the name and address under the relevant access to information legislation, even if these words are in the submission.
ITEM-95  CCL 25/09/18 - GLEBE ROAD, ADAMSTOWN - PROPOSED TRAFFIC CHANGES AT PARK AVENUE, WOOD STREET AND COURT STREET

REPORT BY:  INFRASTRUCTURE AND PROPERTY
CONTACT:  DIRECTOR INFRASTRUCTURE AND PROPERTY / MANAGER ASSETS AND PROJECTS

PURPOSE

To approve traffic changes near Glebe Road, Adamstown, including construction of a median on Glebe Road at Wood Street and construction of a continuous footpath treatment at the end of the proposed cul-de-sac on Court Street.

RECOMMENDATION

1  Approve the proposed traffic plan as shown at Attachment A, including construction of a median on Glebe Road at Wood Street, Adamstown and construction of a continuous footpath treatment at the proposed cul-de-sac on Court Street.

KEY ISSUES

2  Council approved the implementation of traffic control signals at the intersection of Glebe Road, Park Avenue and Court Street at its meeting of 25 March 2014. Although included in the original proposal and information provided during consultation, approval for banning of the right turn movement into Wood Street and right turn from Wood Street to Glebe Road were not addressed in the Council resolution.

3  Funding was successfully secured under the Australian Government Black Spot Program for proposed traffic control signals at the intersection of Glebe Road and Park Avenue. The high benefit to cost ratio for the project was due in part to inclusion of measures to address accidents at Wood Street within the project scope. Funding was carried forward by Roads and Maritime Services (RMS) for several years.

4  At its meeting of 19 February 2018, the Newcastle City Traffic Committee (NCTC) provided in-principle support for provision of a cul-de-sac in Court Street, closure of the unnamed laneway between No. 660 Park Avenue (The Gates Hotel) and No. 658 Park Avenue and extension of the raised median on Glebe Road. This arrangement will allow eastbound traffic to turn left into Court Street, travel around the cul-de-sac and proceed through the intersection on the next green signal, facilitating eastbound traffic on Glebe Road to access the Adamstown area (in lieu of making a right turn at Wood Street, which is proposed to be banned). Traffic will still be able to continue north on Court Street over the cul-de-sac continuous footpath treatment, after giving way to path users.
5 In June 2018, City of Newcastle (CN) officers were advised that their request for a variation to incorporate the cul-de-sac and to carry funds forward had been approved by RMS.

FINANCIAL IMPACT

6 The Glebe Road signals project is included in the Local Area Traffic Management (LATM) program for completion of construction in the 2018/19 financial year, with a budget allocation of $500,000. Expenditure on the project is approximately $478,000 ($233,000 in 2018/19), with projected expenditure (for project completion) of approximately $650,000. The funding variation approved by RMS in June 2018 was for a total project value of $917,000. Once final cost estimates are obtained, a variation will be submitted through the budget quarterly review process, if required.

COMMUNITY STRATEGIC PLAN ALIGNMENT

7 The project is aligned with the following Newcastle 2030 Community Strategic Plan 2018 strategies:

Integrated and Accessible Transport

1.2a Continue to upgrade, extend and promote cycle and pedestrian networks; and

1.3a Ensure safe road networks through effective planning and maintenance.

IMPLEMENTATION PLAN/IMPLICATIONS

8 Approval for banning of the right turn into Wood Street and of the proposed treatment at Court Street is not delegated to officers and must be referred to Council for determination. The proposal will support CN's mission to enhance quality of life by improving the safety of all road users.

RISK ASSESSMENT AND MITIGATION

9 Multiple proposals to address safety issues near the intersection of Glebe Road and Park Avenue, Adamstown have been considered. The traffic signals, previously approved, will reduce vehicle accidents and improve pedestrian and cyclist safety. The median on Glebe Road across Wood Street will reduce the incidence of crashes at this location. Design has been undertaken in accordance with relevant Austroads and RMS guidelines.

10 A modified continuous footpath treatment is proposed at the cul-de-sac on Court Street with ‘Give Way’ signage to unambiguously afford priority to pedestrians and cyclists on the path. Traffic will still be able to access Court Street north of the cul-de-sac.
RELATED PREVIOUS DECISIONS

11 Council approved the installation of traffic control signals at the intersection of Glebe Road and Park Avenue at its meeting of 25 March 2014.

CONSULTATION

12 Community consultation was undertaken prior to Council approval of the traffic control signals.

13 The current proposal was considered by the NCTC at its meeting of 19 February 2018. NCTC recommended consultation with key stakeholders on the northern part of Glebe Road. CN officers have since met with stakeholders and provided written advice of the proposed works.

14 At its meeting of 18 June 2018, NCTC approved the signposting and linemarking plan for the Wood Street intersection (Attachment B).

15 Councillors have been provided background and status updates of the project through memos distributed in March and August 2018 and distribution of NCTC agendas and minutes.

16 Construction of preliminary civil work for installation of the signals (Stage 1) commenced in June 2018. Prior to work commencing, information leaflets were distributed to approximately 200 residences in the vicinity and Civil Construction staff door knocked the impacted businesses to discuss the works. Information was placed on CN's website, on social media and sent to local schools and the Adamstown Business Group. A follow-up leaflet, outlining the next stage of works, has recently been distributed, the webpage updated and key stakeholders (schools, businesses and the business group) advised.

17 Following endorsement by the NCTC, community consultation was undertaken on a range of proposed measures, including traffic signals at the intersection of Glebe Road and Park Avenue; various intersection treatments banning eastbound right turn movements into Wood, Teralba and Date Streets; and one-way traffic southbound on Bourke Street. The majority of submissions supported the proposed measures at Wood Street, however there were objections from some businesses. NCTC endorsed referral of traffic signals at the intersection of Glebe Road and Park Avenue to Council for determination, and further consideration of traffic movements at Wood Street to be reviewed in the detailed design stage. Council approved construction of the signals at its meeting of 25 March 2014.
BACKGROUND

18 Safety improvements on Glebe Road, between Brunker Road and the level crossing have been considered by the NCTC on multiple occasions. The area has a poor accident history, with incidences of near misses of pedestrians at the existing pedestrian crossing in Park Avenue south of Glebe Road, and vehicle crashes at the intersections of Glebe Road with Park Avenue and Wood Street. In addition, crossing of Glebe Road is a high difficulty section on the R1 regional cycling route between Newcastle City Centre and the Fernleigh Track.

19 Design of the project continued during 2014, and was referred back to the NCTC on 16 March 2015. Options for a concrete median on Glebe Road at Wood Street were considered at the meeting, along with signposting and linemarking plans that incorporated 'G' turn signage utilising a route consisting of Gosford, Kyle and Brunker Roads to facilitate eastbound traffic turning south into the Adamstown area. NCTC recommended extending the proposed median on Glebe Road to restrict access to Wood Street and the laneway. NCTC approved the signposting and linemarking plan incorporating the 'G' turn facility. Key stakeholders on the northern side of Glebe Road were advised of the decision to close the laneway.

20 The design process has been lengthy, due in part to the need to coordinate operation of the traffic signals with that of the adjacent railway level crossing, liaison with Sydney Trains and pending automation of the level crossing gates.

21 Further investigation identified an option to facilitate eastbound traffic on Glebe Road to access Adamstown (in lieu of making a right turn at Wood Street). A 'G' turn facility as previously recommended by the NCTC is still proposed to be implemented in tandem with this proposal, to provide an alternative southbound travel option for any traffic that may miss the Court Street facility.

22 Stage 1 preliminary works for installation of traffic control signals at the intersection of Glebe Road and Park Avenue have been completed. Design and construction has incorporated upgrades proposed as part of the adjacent local centre renewal project and stormwater drainage replacement works. Completed works include kerb reconstruction, kerb ramps and footpath reconstruction on the southern side of Glebe Road between Park Avenue and Wood Street.

23 Operation of the traffic signals is to be integrated with that of the adjacent level crossing. Traffic signal posts will be installed as part of the Stage 2 works, however, the timeframe for commissioning of signals has not been determined. Construction of the median, if approved, would occur at this time.

OPTIONS

Option 1

24 The recommendation as at Paragraph 1. This is the recommended option.
Option 2

25 Council not approve the proposal. The benefit to cost ratio achieved for the project was partly contingent on proposed measures to address the crash history at Wood Street. If this component is removed from the workscope, a further variation will be required. The modified benefit to cost ratio may not meet that required for grant funding. This is not the recommended option.

REFERENCES

ATTACHMENTS

Attachment A: Traffic Control Signal Installation Location Plan
Attachment B: Signposting and Linemarking Plan
Attachment A: Traffic Control Signal Installation Location Plan
Attachment B: Signposting and Linemarking Plan
ITEM-96  CCL 25/09/18 - REVIEW OF S.355 COMMITTEES

REPORT BY: CITY WIDE SERVICES
CONTACT: INTERIM DIRECTOR CITY WIDE SERVICES / MANAGER FACILITIES AND RECREATION

PURPOSE

Dissolve the operations of the six Section 355 Committees that are not complaint and have expressed a desire to cease. City of Newcastle (CN) staff will continue to work with the other nominated committees within the Volunteer Framework improving governance procedures.

RECOMMENDATION

1 That Council approves the dissolution of the following Section 355 Committees (s.355) listed below:
   i) Beresfield Community Children's Education Centre
   ii) Elermore Vale Committee Reserve Committee
   iii) Federal Park Committee
   iv) Myamblah Crescent Oval Committee and Local Parks Committee
   v) Tuxford Park Local Committee
   vi) New Lambton Community Centre Committee

2 That CN approves to work with the s.355 Committees to ensure all obligations are fulfilled.

3 A report be brought back to Council in 12 months updating the Council on the governance of the s.355 Committees.

4 The CN acknowledges the work of all previous Committee's for their assistance and hard work over the previous years.

KEY ISSUES

5 An Office of Local Government Circular to Councils 16/24 entitled "Section 355 Committees" on 15 August 2016, encouraged Councils to review the operations of committees established under s.355 of the Act, stating that activities of these committees should "remain transparent and subject to critical oversight. Committees should be able to demonstrate clear links with the goals of the CN's Delivery Program, while meeting required standards of governance."
6 To ensure the s.355 Committees were meeting the required standards of governance a review of all s.355 Committees was undertaken.

   i) The committees supplied information regarding their operations and this was assessed and collated in an Audit report. The findings were presented by the CN's Audit Committee on 17 August 2017. The key findings included recommendations for governance, financial matters, legal status, strategic alignment and fit for purpose.

   ii) In summary, there was a high level of non-compliance or partial compliance to governance issues. In the report it was noted that s.355 Committees were operating at various levels of maturity, none were 100% compliant with the required standards of governance, financial matters, legal status, strategic alignment and fit for purpose.

   iii) Based on the information, the option of continuing to operate under the current arrangements exposes the CN to varying levels of risk.

7 CN officers have subsequently reviewed the information and held meetings with Committees to discuss the findings and to seek further information in some instances.

8 There were varying levels of enthusiasm and commitment from Committee volunteers. This ranged from staying on as a volunteer to work through governance requirements to Committees that expressed the desire to cease operating due to the responsibility, inability to meet basic governance requirements and / or lack of volunteers.

9 The information below provides an overview of the status of each committee.

   Information Relating to Parks Committees

10 The following Committees have notified CN officers of their intention to relinquish management or have ceased operating and are required to be formally dissolved:

   i) Myamblah Crescent Oval Committee and Local Parks

   ii) Federal Park Committee

   iii) Tuxford Park Local Committee

11 The following Committees have the ability and resources to work closely with CN officers over the next 12 months to establish policies and processes as required to operate to the desired levels required for a committee of the CN.

   i) Beresfield / Tarro Parks Committee

   ii) Stockton Parks Committee

   iii) Heaton-Birmingham Gardens Park Committee
12 The following Committee’s recorded minor non-conformances and will continue to work with CN officers over the next 12 months as required regarding management of the reserves.

i) Kotara Parks Local Committee

ii) New Lambton Ovals Board Committee

ii) Stevenson Park Committee

Information Relating to Community Halls

13 The following Committee has notified CN officers of their intention to relinquish management, therefore are required to be formally dissolved.

i) New Lambton Community Centre Committee

14 The following Committees have recorded minor non-conformances and will continue to work with CN officers over the next 12 months as required regarding management of the Community Halls.

i) Carrington Community Centre

ii) Henderson Park Hall

15 The following Committees have agreed to move to Management Agreement as ConnectAbility is a Company Limited by Guarantee. This is the most appropriate arrangement for this operator as no true volunteer committee is in place. This is anticipated to be completed in the coming months and will not change the current operational requirements.

i) Jesmond Neighbourhood Centre

ii) Silveridge Neighbourhood Centre

Beresfield Community Children’s Education Centre

16 The Annual General Meeting of this committee was held on 11 October 2017. There were no nominations to the s.355 Committees. It is therefore recommended the Committee be formally dissolved as no Committee is in place. The childcare committee provided a forum for staff and a limited number of parents to meet and discuss relevant issues for the centre. No applicants were received when the Expression of Interest were called for in November 2017. The improved communication with all parents has meant that there has been no requests for another committee.
FINANCIAL IMPACT

17 Once delegations are removed, the CN will receive all income generated from hire and usage fees. The CN will also be responsible for public utilities costs. In addition, CN officers will be required to manage Governance responsibilities. This will be conducted within existing resources.

COMMUNITY STRATEGIC PLAN ALIGNMENT

Vibrant, Safe and Active Public Places

3.1a Provide quality parkland and recreation facilities that are diverse, accessible and responsive to changing needs.

Inclusive Community

4.1b Support initiatives and facilities that encourage social inclusion and community connections.

4.1c Improve, promote and facilitate equitable access to services and facilities.

Open and Collaborative Leadership

7.1a Encourage and support long term planning for Newcastle, including implementation, resourcing, monitoring and reporting.

7.2c Establish collaborative relationship and advocate for local needs with all stakeholders.

7.3b Provide clear, consistent, accessible and relevant information to the community.

IMPLEMENTATION PLAN/IMPLICATIONS

18 Actions to review the guidelines for the management of recreation facilities by community Parks Committees is outlined in the Parks and Recreation Strategy. The guidelines should reflect the objectives of greater sustainability, utilisation of the CN’s assets and performance of CN facilities.

19 CN staff have met with individual committees following the findings of the Audit Report. S.355 Committees were given the opportunity to provide further documentation and information to enable them to demonstrate compliance.

20 S.355 committees were requested to provide relevant documentation supporting their general governance arrangements, legislative requirements, finance governance, management and reporting arrangements. Some committees provided limited information. CN officers have identified those that will need further support and assistance to achieve compliance into the future.
RISK ASSESSMENT AND MITIGATION

21 The Audit Report assessed the s.355 Committees by using the CN's Risk Assessment Matrix based on the information supplied at the time. The option of continuing to operate under the current arrangements exposes the CN to varying levels of risk.

22 It was noted that s.355 Committees were operating at various compliance and maturity levels and that varying levels of support would be required to attain 100% compliance with the requirements of the CN.

RELATED PREVIOUS DECISIONS

23 Nil

CONSULTATION

24 CN staff have undertaken a consultation process post Audit Report. This consultation included one on one meeting with members from individual executives from all s.355 Committees. Following these meetings, CN staff provided policies and procedures ensuring that all s.355 Committees had the appropriate resources to manage the CN's assets. Specific follow up meetings were held to ensure that the Committees understood the implications of the recommendations of the report. Committees were provided with the opportunity to supply additional information that was not provided during the Audit.

25 In April 2018, all s.355 Park Committees attended a workshop at No 2 Sportsground to discuss governance criteria for volunteer committees and current gaps that would be required to be addressed. CN staff have continued to liaise with Committee representatives providing guidance on the CN's processes and procedures for the management of CN assets.

BACKGROUND

26 A number of sporting facilities, community facilities and a childcare facility are currently administered under Section 355 of the Local Government Act (Act). Committees have specific delegations under the Act and were established to manage the assets of the CN. Parks Committees and Community Hall Committees perform various functions including bookings, collection of fees, payment of utilities, minor upgrades and recommendations for improvements to facilities.

27 The CN manages eleven Parks and five Community Committees at a number of facilities across the CN area.

28 The Committees were established several decades ago under the previous Local Government Act. There has been no previous comprehensive review of these Committees.
OPTIONS

Option 1

29 The recommendation as at Paragraph’s 1 – 4. This is the recommended option.

Option 2

30 Dissolve all s.355 Local Park and Community Hall Committees and the City manage all community assets. This is not the recommended option.

REFERENCES

ATTACHMENTS

Nil
ITEM-97  CCL 25/09/18 - OUTDOOR EXERCISE FACILITY PLAN

REPORT BY:  CITY WIDE SERVICES
CONTACT:  INTERIM DIRECTOR CITY WIDE SERVICES / MANAGER FACILITIES AND RECREATION

PURPOSE

This report is to seek Council's adoption of the City of Newcastle (CN) Outdoor Exercise Facility Plan.

RECOMMENDATION

1 The draft CN Outdoor Exercise Facility Plan be adopted.

KEY ISSUES

2 A key action from the March 2014 Parkland and Recreation Strategy, identifies the need to strategically locate fitness equipment across the Local Government Area (LGA). The CN Outdoor Exercise Facility Plan (Attachment A) has been developed in accordance with this direction.

3 The CN Outdoor Exercise Facility Plan determines the fitness equipment locations across CN and provides criteria to develop appropriate design features suitable to each location. This will ensure an equitable distribution of quality fitness facilities and provision of diverse equipment available to the community.

FINANCIAL IMPACT

4 The preparation of the CN Outdoor Exercise Facility Plan has been undertaken within existing operational budgets. If adopted, actions within the Outdoor Exercise Facility Plan will require allocation of funding through future budget cycles and / or alternate funding mechanisms. In the 2018/19 Our Budget $100,000 has been allocated for installation of outdoor exercise equipment.

5 The CN Outdoor Exercise Facility Plan will provide evidence when applying for relevant State and Federal grant funding opportunities.

COMMUNITY STRATEGIC PLAN ALIGNMENT

6 The CN Outdoor Exercise Facility Plan is in alignment with three strategic directions:

Vibrant, Safe and Active Public Places

3.1a Provide quality parkland and recreation facilities that are diverse, accessible and responsive to changing needs.
Inclusive Community

4.1b Support initiatives and facilities that encourage social inclusion and community connections.

4.1c Improve, promote and facilitate equitable access to services and facilities.

4.2c Promote recreation, health and wellbeing programs.

Open and Collaborative Leadership

7.3a Provide opportunities for genuine engagement with the community to inform Council's decision-making.

IMPLEMENTATION PLAN/IMPLICATIONS

7 The CN Outdoor Exercise Facility Plan meets the Strategic objectives and actions of the CN Parkland and Recreation Strategy including:

Action 1.6 Provide pathways, bicycle lanes, courts, and fitness equipment to encourage formal and unstructured recreation participation.

Action 1.3 Continue to plan for the provision of a range of parkland recreation facilities for the future population within the wester planning corridor.

8 The CN Outdoor Exercise Facility Plan provides a framework for the CN to develop outdoor exercise facilities for the benefit of the community. Funding to implement the Plan will be requested through the appropriate budget processes and include seeking partnership and grant funding where relevant.

RISK ASSESSMENT AND MITIGATION

9 There is no foreseen risk in adopting the Outdoor Exercise Facility Plan in line with other recreational equipment.

RELATED PREVIOUS DECISIONS

10 At the Ordinary Council Meeting held on 12 December 2017 Council considered a Notice of Motion and resolved that Council:

i) Develops an outdoor fitness equipment strategy, to build upon outdoor fitness options available to people in Newcastle, by providing outdoor fitness trails and outdoor gym equipment, at parks and public recreation areas in key strategic growth locations within each of the four Wards of the Newcastle LGA.

11 At the Ordinary Council Meeting held on 22 May 2018 Council resolved the following:

i) Council places the draft Newcastle City Council Outdoor Exercise Facility Strategy on public exhibition for a period of 28 days.
ii) Council receives a report on the outcome of the exhibition when considering the adoption of the draft Outdoor Exercise Facility Strategy in the third quarter of 2018.

CONSULTATION

12 The Outdoor Exercise Facility Plan was exhibited for 28 days. During this time 25 submissions were received. These submissions were reviewed, and responses were collated for each item raised (Attachment B).

13 Comment was invited from fitness providers and personal trainers during the public exhibition period.

14 The Outdoor Exercise Facility Plan was promoted on the CN’s website and social media sites to encourage broader community feedback. Posters promoting the Plan’s exhibition were placed at current and planned exercise equipment locations.

15 Submissions were widely supportive of providing outdoor exercise equipment with a number of submissions highlighting the need to broaden the plan to include park opportunities and outdoor basketball courts. The Plan has been amended to reflect this.

BACKGROUND

16 City of Newcastle, Lake Macquarie City Council and the University of University successfully partnered to seek funding from the federal Government’s "National Health and Medical Research Council (NHMRC) Partnership Projects 2016". Under a collaborative research agreement, the CN committed to fund the development of five outdoor facility locations, commencing in 2017/18 at Lambton Park. Additional facilities have been constructed at Fernleigh Track, Adamstown with new facilities planned at Nesca Park, Stockton and National Park.

17 The CN has previously established exercise equipment at Braye Park, Islington Park and Warabrook Wetlands.

OPTIONS

Option 1

18 The recommendation as at Paragraph 1. This is the recommended option.

Option 2

19 The CN Outdoor Exercise Facility Plan not be adopted. This is not the recommended option.
REFERENCES

ATTACHMENTS

Attachment A: City of Newcastle Outdoor Exercise Equipment Plan
Distributed under separate cover

Attachment B: Summary of Public Exhibition Submissions
### Attachment B
**Summary of Outdoor Exercise Equipment Plan Public Exhibition Submissions**

<table>
<thead>
<tr>
<th>Submission No</th>
<th>Comments</th>
<th>Staff Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Would like Civic Park included as a possible site for exercise equipment.</td>
<td>Strategy has been amended to include additional sites to consider and assess against the selection criteria, as Appendix 3.</td>
</tr>
<tr>
<td>2</td>
<td>Would like to see dedicated workout hub at South Newcastle Beach, Nesca Park &amp; National Park which will Parkour equipment. Also interested in dedicated Parkour equipment at Empire Park.</td>
<td>Strategy amended to include reference to providing parkour opportunities, in line with demand.</td>
</tr>
<tr>
<td>3</td>
<td>Is interested in the Healthy Change Challenge group (for people with a disability and/or mental illness) demonstrating how to use the equipment to the community. It showcases what people with disabilities can achieve.</td>
<td>Noted. Strategy amended to include reference to partnering with groups, including health sector who could either hold events and promotions linked to outdoor exercise equipment or provide research information.</td>
</tr>
<tr>
<td>4</td>
<td>Stockton resident. Very positive comments about outdoor exercise equipment at Stockton.</td>
<td>Noted. Plan recommends installation of equipment at Stockton.</td>
</tr>
<tr>
<td>5</td>
<td>Wallsend residents. Would like to see more equipment west beyond Lambton and New Lambton.</td>
<td>Plan recommends providing outdoor exercise equipment in the western areas of the City.</td>
</tr>
</tbody>
</table>
| 6             | - Suggests review of Scone Shire Council's exercise equipment.  
- Would like a brick wall and concrete area for tennis or handball.  
- Would like to see all suburbs in the Newcastle with a park that offers these facilities. | Noted. |
<p>| 7             | Would like to see adult size monkey bars included in exercise stations. | Noted. |
| 8             | Would like to see more parkour equipment. | Strategy amended to include reference to providing parkour opportunities, in line with demand. |</p>
<table>
<thead>
<tr>
<th></th>
<th>Requests Parkour Parks</th>
<th>Strategy amended to include reference to providing parkour opportunities, in line with demand.</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Supports exercise equipment at Stockton near the Ferry Wharf. He believes that it would be very well utilised.</td>
<td>Noted.</td>
</tr>
<tr>
<td>11</td>
<td>More basketball court facilities in Newcastle.</td>
<td>Strategy amended to include reference to providing outdoor court opportunities in line with demand.</td>
</tr>
<tr>
<td>12</td>
<td>Would like to see expansion of exercise equipment in Lambton Park.</td>
<td>When completed Lambton Park will contain 6 exercise stations with 10 individual pieces of equipment.</td>
</tr>
<tr>
<td>13</td>
<td>Would love to see exercise equipment in Woodward Street Merewether at either of the parks.</td>
<td>Strategy contains a number of selection criteria to be used when assessing the suitability of sites for exercise equipment. Generally sites would be in higher profile locations, provide a range of recreational opportunities and be well activated spaces. The Parks in Woodward St are local parks with limited facilities and would therefore be unlikely to meet the site selection criteria. Proposal for equipment in Woodward St not supported.</td>
</tr>
<tr>
<td>14</td>
<td>Would like to see exercise stations in Stockton.</td>
<td>Strategy proposes exercise equipment is Stockton</td>
</tr>
<tr>
<td>15</td>
<td>Would like to see exercise stations in Gregson Park. Also suggests we look at the Coffs Harbour example at Jetty Beach.</td>
<td>Strategy has been amended to include additional sites to consider and assess against the selection criteria, as Appendix 3.</td>
</tr>
<tr>
<td>16</td>
<td>Would like to see exercise stations set up similar to Bondi Beach.</td>
<td>Noted.</td>
</tr>
<tr>
<td></td>
<td>Statement</td>
<td>Response</td>
</tr>
<tr>
<td>---</td>
<td>-----------</td>
<td>----------</td>
</tr>
<tr>
<td>17</td>
<td>Would like to see exercise stations around the Foreshore &amp; city beaches.</td>
<td>Noted. Equipment scheduled for Camp Shortland and Newcastle Beach South.</td>
</tr>
<tr>
<td>18</td>
<td>Would like to see exercise pod at Merewether, Bar Beach Bathers Way section.</td>
<td>Noted.</td>
</tr>
<tr>
<td>19</td>
<td>Is supportive of the Strategy however would like the Strategy expanded to include outdoor basketball courts. Submission notes that basketball is growing in popularity and it seems like an ideal time to include a basketball hoop and halfcourt in some of the bigger spaces such as National Park.</td>
<td>Strategy amended to include reference to providing outdoor courts and parkour opportunities in line with demand.</td>
</tr>
<tr>
<td>20</td>
<td>Supportive of the Strategy but thinks we should add some half-court basketball as well.</td>
<td>Strategy amended to include reference to providing outdoor court and parkour opportunities in line with demand.</td>
</tr>
<tr>
<td>22</td>
<td>I think this initiative is a great idea. I have seen similar setups in the UK where they have a positive effect in encouraging outdoor activity and improving social interaction in the community. I'd like to see an outdoor gym or outdoor exercise circuit installed at Hudson Park.</td>
<td>Outdoor exercise equipment is currently provided in Adamstown at the Fernleigh Track. This site is within 600 metres of Hudson Park. Equipment in Hudson park is not supported.</td>
</tr>
<tr>
<td>23</td>
<td>I have been a resident of Adamstown Heights and a frequent user of Hudson Park over many, many years. Having outdoor fitness facilities in a circuit like those demonstrated would be a fantastic addition to the area. Equipment of this nature would also increase the numbers of people using the park and create a sense of continual movement and activity. As younger people &amp; families move to 2289, it would be a great opportunity to encourage exercise for family groups.</td>
<td>Outdoor exercise equipment is currently provided in Adamstown at the Fernleigh Track. This site is within 600 metres of Hudson Park. Equipment in Hudson park is not supported.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>---</td>
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<td>---</td>
</tr>
<tr>
<td>24</td>
<td>This is a fantastic idea. Given the fact we live in a climate where we are able to be outdoors all year around it seems crazy that we don't already have more outdoor exercise facilities. It will allow families to exercise together and working or single parents to be outdoors exercising with their children without worrying about gym memberships and crèche.</td>
<td>Noted.</td>
</tr>
<tr>
<td>25</td>
<td>Would like to include Wall ball courts at Lambton Park similar to Bar Beach.</td>
<td>Strategy amended to include reference to providing outdoor court and parkour opportunities in line with demand.</td>
</tr>
<tr>
<td>24</td>
<td>Would like to see outdoor with Parkour style activities for kids and adults. Also would like outdoor style bouldering walls.</td>
<td>Strategy amended to include reference to providing outdoor courts and parkour opportunities in line with demand.</td>
</tr>
<tr>
<td>25</td>
<td>Advocates for outdoor exercise station in the western areas including Wallsend, particularly as these suburbs have higher rates of obesity than eastern suburbs, highlighting the need for additional efforts to improve exercise and healthy lifestyle in the western suburbs.</td>
<td>Plan recommends providing outdoor exercise equipment in the western areas of the City.</td>
</tr>
</tbody>
</table>
NOTICES OF MOTION

ITEM-23 NOM 25/09/18 - NEWCASTLE NIGHT MAYOR

COUNCILLOR: J MACKENZIE

PURPOSE

The following Notice of Motion was received on 13 September 2018 from the abovenamed Councillor.

MOTION

That City of Newcastle receive a costed proposal to create a position of Night Mayor for the City of Newcastle, as a complement to the After Dark Strategy and the Live Music Strategy.

BACKGROUND

The City of Newcastle has committed, in collaboration with the community and other agencies, to the achievement of a vibrant, thriving night time economy and culture in Newcastle – one that sustains our creative communities, supports the development of our arts and cultural sector, and prioritises safety and wellbeing of families. Two strategies are currently under development which reflect this priority:

- The draft Newcastle After Dark 2018-2022, which is Newcastle's first specific strategy for guiding the development of the city's night-time economy. The strategy identifies six priority areas including strategic alcohol management, night-time economic development and cultural participation and activation.

- The draft Live Music Strategy which will focus action and collaboration in supporting the live music industry across Newcastle. The strategy intends to reflect and respect performers, audiences and people that live in the areas around music venues and performance spaces.

A complementary measure that could support the implementation of these strategies, as well as continue to ensure clear advocacy pathways between Council and the night time economy sector is the establishment of a position of Night Mayor.

Alternatively called Night Mayors or Night Tsars, cities including Amsterdam, London, New York and Paris have established ongoing night mayor positions to serve as an ambassador for night time economy stakeholders. In Amsterdam, for example, the Night Mayor of Amsterdam is an active advocate and representative for all participants of Amsterdam nightlife, and facilitates dialogue and engagement between the creative industry, the mayor, the city council, operators and residents.
The Night Mayor serves a media and spokesperson role, and further acts as a champion of the city’s night time culture through tourism and promotional functions. Evaluations of the role globally have demonstrated positive impacts including a more diversified night time culture, economy, increasing tourism and public safety, and reducing conflict in city land use disputes.

Typically, the Night Mayor role is fulfilled by an independent, not-for-profit NGO or a specific role created within the Council’s administration. The specific role of Night Mayor can be popularly elected, nominated or appointed as locally relevant. Terms typically last two years, but this varies by city. Issues including terms of appointment would be addressed in the proposal, and subject to considerations of budget and in conjunction with our engagement strategy more generally.

A Night Mayor for Newcastle was a strong recommendation from a Youth Music Forum held in conjunction with the Newcastle Live Music Taskforce on 12th August this year, and has been identified by representatives of Newcastle’s creative sector as a priority action.

The establishment of a Night Mayor for the City of Newcastle demonstrates our ongoing support and commitment to a vibrant night time economy and culture. Currently, this night-time economy directly employs over twelve thousand Novocastrians and accounting for 5.4 per cent of the total Newcastle economy, with an estimated value of $1.36 billion per annum.

ATTACHMENTS


ITEM-24 NOM 25/09/18 - GLYPHOSATE AND WEED MANAGEMENT REVIEW

COUNCILLOR: J MACKENZIE

PURPOSE

The following Notice of Motion was received on 13 September 2018 from the abovenamed Councillor.

MOTION

The City of Newcastle

- Notes renewed health and safety concerns about the use of glyphosate for weed management, following a $US289 million damages claim against Monsanto in August 2018.
- Notes that the City currently uses the glyphosate-based herbicide Roundup for weed control across the local government area, including in park and road maintenance, heavily trafficked areas and within our stormwater catchments.
- Conduct a review of City of Newcastle’s weed management plan, including trials of non-chemical methods, to investigate alternative weed control methods that will minimise or eliminate the use of glyphosate or glyphosate-based products, with particular regard to foliar spraying and herbicide use in riparian areas.

BACKGROUND

The City of Newcastle currently uses products containing glyphosate (including the herbicide known by the commercial name "Roundup") in park/road maintenance. Glyphosate is a non-selective, non-residual, leaf absorbed, translocated herbicide. It is noted that all chemicals and pesticides employed in the City of Newcastle’s land management activities, including glyphosate, are applied in accordance with our Pesticide Use Notification Plan 2013 (the Plan) and the Pesticides Act 1999 (the Act) and its Regulations. This Plan was prepared in accordance with the provisions of the Regulations (including the requirement for public consultation) and is an appropriate response to any public health concerns around the use of chemicals. The NSW Environmental Protection Authority (EPA) has approved the Plan under this licence. The Plan has been in place for five years.

The City of Newcastle’s Parks Maintenance and Pest and Weed teams have both trialled "steam units" and other organic chemicals, these were found not to be effective on grasses or woody weeds and are more dangerous to the operator than Roundup.

Concerns have been raised about human exposure to the common herbicide glyphosate, after a 2015 International Agency for Research on Cancer (IARC) assessment, which has classified glyphosate in a group of chemicals that is ‘probably carcinogenic to humans’.
In August 2018, a Brazil court ruled to suspend the registration of glyphosate until Anvisa (the Brazilian Health Regulatory Agency) completes a toxicological re-evaluation.

Within days of the Brazilian ruling, the Californian Superior Court ruled that Monsanto was liable for $US289 million (Australian $396 million) in a lawsuit filed by a groundskeeper who alleged the company’s glyphosate-based weed-killers, including Roundup, caused his cancer.

It is consistent with the Precautionary Principle that the City of Newcastle re-evaluate its use of glyphosate in park and road maintenance and in general on the basis of these developments. There are potential health implications for City of Newcastle staff, the wider community and the receiving environment in terms of exposure. Noting the prior commitment of the City of Newcastle to trials and evaluation of alternative weed management techniques, this motion calls on Council to specifically review, trial and report on alternative weed control methods specifically with regard to broadscale foliar spraying and in areas adjacent to rivers, creeks, waterways and stormwater catchment areas zones generally.

ATTACHMENTS

Nil
City of Newcastle (CN) is required to have a license with NSW Environmental Protection Authority (EPA) as the EPA is the body with regulatory powers over pesticide use for specific and sensitive areas such as waterways. Our staff use the internal “Pesticide Notification Policy” that outlines our systems, processes and procedures. The system is controlled by the Pest and Weed section and used by other areas including Parks.

Chemical manufacturers provide directions for the safe application of chemicals together with product specific warnings. CN complies with all directions and warnings specified by the Chemical manufacturer in the application of their product.

Whilst the EPA regulates pesticide use, the Australian Pesticides and Veterinary Medicines (APVMA) has responsibility for assessing pesticide products and determining whether a product is safe to use, and whether it should be classed as a ‘restricted pesticide’.

In March 2017 the APVMA undertook a detailed assessment of the human health risks associated with the use of glyphosate and determined that a full reconsideration is not required.

As Australia’s Agricultural and Veterinary (Agvet) chemical regulator, it is the role of the APVMA to consider all relevant scientific material when determining the likely impacts on human health and worker safety - including long and short-term exposure to users and residues in food before registering a product.

Health Canada, the European Food Safety Authority (EFSA), the European Chemicals Agency (ECHA), New Zealand Environmental Protection Authority (NZ EPA), the United States Environmental Protection Agency (US EPA) and the Joint FAO / WHO Meeting on Pesticide Residues (JMPR) have all recently assessed glyphosate and concluded that glyphosate does not pose a cancer risk to humans.

It is worth noting that the International Agency for Research on Cancer (IARC) is to identify things that have the ability to cause cancer - they look at both substances and lifestyles. IARC also classify indoor emissions from burning wood and high temperature frying, some shift work, and consumption of red meat in the same category as glyphosate.

CN’s WHS staff have had discussions with a variety of WHS Professionals both Local / State and private companies. Furthermore, the APVMA has indicated the below position:
"The Australian Pesticides and Veterinary Medicines Authority (APVMA) is aware of the August 2018 decision in the Californian Superior Court concerning glyphosate.

Glyphosate is registered for use in Australia and APVMA approved products containing glyphosate can continue to be used safely according to label directions. Australian law requires appropriate warnings on product labels, which include relevant poisons scheduling, first aid, and safety directions detailing personal protective equipment when handling and using products containing glyphosate. The APVMA reminds users of the importance of following all label instructions.

As the national regulator for agricultural chemicals, we continue to track and consider any new scientific information associated with safety and effectiveness of glyphosate, including the information available from other regulators."

CN's Park Services team have trialed a steam unit to determine its effectiveness in controlling a range of weeds in Parks. The large steam unit costs approximately $30,000 to purchase and is labour intensive to use in comparison to applying a chemical. The effectiveness of the steam was limited to controlling broad leaf weeds and was not effective on woody weeds and was also very slow to apply as the steam head needed to be placed in one location at a time rather than a sweeping action. CN staff have trialed a few organics classified chemicals to control weeds with variating outcomes.

CN has been trialing a product from Yates around CN playgrounds and Community Halls. It has been effective on broad leaf weeds but required more frequent application to control the weeds. Trials of a new organic product called LocalSafe RTU commenced last week and will continue over the next four weeks to determine its effectiveness on a range of weeds in garden beds, bushland areas and turf locations. The interval between spraying will be monitored as this will have an impact on service levels as more frequent spraying will require more resources.

RECOMMENDATION

Glyphosate continue to be used safely according to the safety guidelines whilst effective alternatives are explored.

ATTACHMENT

Australian Pesticides and Veterinary Medicines Authority – Safety and Use of Glyphosate
Detailed information about glyphosate, its safety and use.
INTERNATIONAL REPORT ABOUT GLYPHOSATE

Last year a report was released by the World Health Organisation’s International Agency for Research on Cancer (IARC) which classified glyphosate as ‘probably carcinogenic to humans’.

The role of IARC is to identify things that have the ability to cause cancer—they look at both substances and lifestyles. IARC also classify indoor emissions from burning wood and high temperature frying, some shift work, and consumption of red meat in the same category as glyphosate.

When making an assessment of the risk of these substances or lifestyles they do not consider how this risk is managed in actual situations. They did not assess the risk of glyphosate causing cancer when used according to the label instructions in a registered chemical product.

Following this initial assessment, the World Health Organisation’s pesticide specialists are doing a comprehensive risk reassessment of glyphosate and their findings will determine whether regulators, such as the APVMA, decide to take any further action in relation to glyphosate.

This group of experts will look at scientific studies and data from all sources including unpublished scientific data, which will then be independently peer-reviewed during the assessment process. The APVMA is a member of this expert scientific group and results are expected to be published in mid 2016.

WHAT ARE THE NEXT STEPS FOR THE APVMA?

The current scientific assessment by expert scientists at the APVMA has concluded that glyphosate products are safe to use, provided they are used in accordance with the label instructions. Therefore no action to change the use or availability of products containing glyphosate is required at this stage.

The APVMA assessment is based on scientific evidence from a broader range of studies than was used by the IARC in their assessment. It is also consistent with what regulators in other countries, such as Germany and Canada, have done. Both have concluded that current labels for glyphosate products contain appropriate instructions for use to keep those regularly handling glyphosate safe.

However, all findings by international agencies are taken very seriously and, as a member of the World Health Organisation expert group on this matter, the APVMA will be directly involved in assessing consideration of all studies and data.

The current status of regulatory action taken, or proposed, by other regulators around the world will be looked at, as well as any relevant residue studies and any proposed changes to maximum residue limits by other countries.

Following this comprehensive scientific analysis and assessment of risk, the APVMA will decide on whether regulatory action is required for glyphosate products registered for use in Australia. Based on current evidence, no significant changes are expected.

THE ROLE OF THE AUSTRALIAN PESTICIDES AND VETERINARY MEDICINES AUTHORITY

The Australian Pesticides and Veterinary Medicines Authority (APVMA) is the Australian Government agency responsible for agricultural and veterinary chemical product registration.

Before a chemical product can be sold or manufactured in Australia, it must first go through scientific assessment by the APVMA to check its safety and whether it works as expected and claimed by the manufacturer. These checks are designed to protect the health and safety of people, animals, plants and the environment. If a product meets very strict requirements it is registered for use in Australia.

The APVMA does not monitor or enforce the correct use of agricultural and veterinary chemicals once they are registered.

The correct use of agricultural and veterinary chemicals is first-and-foremost the user’s responsibility. The approved directions for use are on the label of every registered product in Australia and must be followed. Incorrect use of these chemicals in Australia is monitored and enforced collaboratively by Safe Work Australia, and state and territory government authorities.

MORE INFORMATION

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WWW.APVMA.GOV.AU
ENQUIRIES@APVMA.GOV.AU

This information is current at April 2016 and subject to revision. Please check our website to ensure you are viewing the most recent information.
ITEM-25 NOM 25/09/18 - 'HOLD MY HAND' ROAD SAFETY AWARENESS SIGNAGE CAMPAIGN

COUNCILLORS: M BYRNE, D CLAUSEN, C DUNCAN, J DUNN, E WHITE, P WINNEY-BAARTZ AND N NELMES

PURPOSE

The following Notice of Motion was received on 13 September 2018 from the abovenamed Councillors.

MOTION

That Newcastle City Council:

- Acknowledges the loss and devastation to families caused by road and pedestrian accidents and fatalities in the Newcastle region, across NSW and Australia.

- Acknowledges that during the upcoming summer school holidays following the Newcastle 500 Supercars event, the tourist community of Newcastle will grow exponentially and this underscores the critical importance of child pedestrian safety.

- Acknowledges our previous collaborative relationship with the Little Blue Dinosaur Foundation ("LBDF") in creating a safer environment for children and families during the school holidays through community education and awareness campaigns in 2015 and 2017.

- Commits funding a road safety awareness signage campaign with the LBDF in 2018 commencing mid-November prior to the commencement of the Newcastle 500 Supercars event and finishing at the end of the January school holiday period where the risk for serious accidents due to increased traffic and pedestrian activity intensifies.

-Consults with the LBDF and Newcastle City Traffic Committee to determine the number, product type (i.e. core flutes, banners, noticeboard inserts) and location (i.e. key tourist hot spots and thoroughfares) for placement of LBDF safety awareness signage across the local government area.

BACKGROUND

The key focus of the LBDF is a holiday period signage program.

For children, holiday times represent a new physical environment – children see this period as a time for fun and they are too easily distracted by their new surrounds.

With this impairment comes with tragic consequences.
Children under 10 have cognitive limitations compared to adults, their peripheral vision has not fully developed.

The importance and simplicity of holding a child’s hand on and around the road and at road crossings is at the heart of the LBDF safety awareness campaign.

Using the phrases “Slow down kids around!” and “Hold my Hand” – colourful signage serves to increase vigilance for drivers, holidaymakers and locals.

The LBDF is currently planning campaigns with 39 LGA’s for the Christmas/new year school holiday period.

City of Newcastle is an existing LGA partner and has previously participated in the LBDF signage campaign in 2015 and 2017.

The Newcastle 500 Supercars event will bring tens of thousands of tourists in Newcastle.

This influx of tourists heightens the need for child pedestrian safety.

**ATTACHMENTS**

- **Attachment A:** Little Blue Dinosaur - Tom McLaughlin
- **Attachment B:** Little Blue Dinosaur Foundation Objectives
- **Attachment C:** Media Release – The Little Blue Dinosaur Expands its “Holiday Time: Slow Down, Kids Around” Program to Newcastle & Lake Macquarie, 18 December 2015
- **Attachment D:** Article ‘Slow Down for Dinosaurs on Newcastle Roads’ (Newcastle Herald- Melinda McMillan 23 December 2015
- **Attachment E:** Article ‘Holiday Road Safety’ – NSW Police Association
- **Attachment F:** LBDF Road Safety Signage Campaign – Signage Costs & Design.
Thomas Maxwell Davis McLaughlin

Tom was a vibrant and loving young boy with a zest for life and an unforgettable smile, and he continues to be a powerful motivator of the foundation every day, with the drawing of blue dinosaurs that he loved to do so much becoming the logo for his foundation. The tragic loss of Tom in a pedestrian road accident on the Central Coast in 2014 motivated us to establish the Little Blue Dinosaur Foundation (LBD), ensuring the promising legacy we saw in Tom’s young life is realised through child road safety initiatives and education.

The Little Blue Dinosaur Foundation is a voice for children. It is Tom’s voice. A clear, determined and passionate voice that speaks to children, for children and their safety. Tom’s message “Slow down; kids around” is an essential one that must be heard in every street, city and town. The work of the Foundation is Tom’s legacy and a single life saved through education and awareness raised in his name is an objective we are all very proud to strive for.

“Where there is deep love, much can be accomplished”

-Dr Shinichi Suzuki
A critical analysis of the circumstances around this heartbreaking event that tragically cost Tom his life has encouraged us to develop and implement initiatives that ensure children recognise the differing roadway environments they interact with. We also aim to educate parents/carers of the potential dangers in their children's "out of normal environment" interactions, which most often occur in Holiday Times, where the risk profile is raised significantly due to increased traffic & pedestrian activity.

Objectives

» To advocate child road safety through community education, government campaigning and by implementing effective local and national road safety initiatives.

» To champion the review of road safety within Holiday Towns (rural/beach hamlets), where infrastructure caters for residential populations, not seasonal population spikes.

» To produce and distribute age specific literature to educate young children about road safety, specifically around the different roadway environments they come across at different periods of the year.

» To research and improve our understanding of the cognitive limitations and learning habits of young children in order to develop appropriate literature for effective road safety learning.

» To facilitate support services for families and loved ones who have lost a child in sudden and tragic circumstances.

Evolution of the Dinosaur
MEDIA RELEASE

For immediate release

The Little Blue Dinosaur expands its “Holiday Time: Slow Down, Kids Around” program to Newcastle and Lake Macquarie

18 December 2015

Child pedestrian and roadside safety advocates Michelle and David McLaughlin and their foundation, the Little Blue Dinosaur (LBD), are expanding the reach of their ‘Holiday Time’ signage program following a successful first year and support from local government.

The LBD is a foundation dedicated to the prevention of roadside child pedestrian accidents through community education and awareness, dedicated to the memory of Michelle and David’s son, Tom. Tom was the victim of roadside accident while on holidays with his family in January 2014.

The “Holiday Time: Slow Down, Kids Around” campaign was developed in partnership with Gosford City Council, aiming to raise critical awareness of the importance of road safety for children in unfamiliar environments, particularly in holiday regions where infrastructure can be lacking.

“Children are in a highly excitable state on holidays and with the population spike in these areas during holiday periods, particularly over summer, the risk of accidents is increased. It is an unusually dangerous time for children on roads,” said Tom’s parents Michelle and David McLaughlin.

“We are so pleased that Lake Macquarie and Newcastle city council’s are joining the LBDF this year to make coastal holidays safer for our children,” said Mrs McLaughlin.

In both Newcastle and Lake Macquarie, signs will be erected to target key tourist areas where the school holiday periods result in increased pedestrian foot traffic as well as an amplified number of vehicles in the area.

Nobbys Beach, Newcastle Beach, King Edward Park, Bar Beach, Dixon Park, John Parade and Merewether Baths in Newcastle as well as Speers Point Park and Warners Bay in Lake Macquarie have been recognised by the councils and LBD as the sites of greatest impact. Speers Point Park, for example, experiences foot traffic numbers of up to 20,000 people a day during the busy summer holiday season.

State Member for Lake Macquarie, Greg Piper, welcomed the ‘Holiday Time’ signage initiative.
“This is a simple but effective way to remind people they need to be more vigilant on local roads during holiday periods when children are out and about in much bigger numbers,” Mr Piper said.

“It is easy for children to become caught up in the holiday spirit and forget to take care around roads – and sadly it only take a moment’s inattention for a tragedy to occur.”

Mayor of Lake Macquarie, Jodie Harrison, said she was very proud that the “Holiday Time: Slow Down Kids Around” program was expanding into Lake Macquarie City.

“Children are our most vulnerable road users because of their unpredictability which can expose them to risk when around traffic,” Cr Harrison said.

“We need to take every opportunity to help our children learn about road safety by talking to them about what we are doing to keep safe around traffic.”

Lord Mayor of Newcastle City, Nuatali Nelmes, is pleased to see the signage installed throughout Newcastle in time for the school holidays.

“The holidays are an exciting time for families, but it is also a great opportunity to be vigilant and go over road safety with our kids, especially if we are spending the holidays in new environments”, Cr Nelmes said.

“I want to stress to the community, parents and carers that we must hold our children’s hands when on or near roadways until the age of ten, and closely supervise children until at least 12 because they can’t always identify safe places to cross the road and act inconsistently in the traffic environment,” Mr McLaughlin added.

The foundation has recently included a Victorian Council to pilot its campaign interstate, with the Little Blue Dinosaur Foundation hoping to extend the ‘Holiday Time-Slow Down Kids Around’ campaign nationally.

Contact: Aaron Jones 0411 351 660
December 23 2015

Newcastle Herald

Slow down for dinosaurs on Newcastle roads

- MELINDA MCMILLAN

GO SLOW: Look out for new signage across Newcastle reminding drivers children are about.

THE tragic death of four-year-old Tom McLaughlin in 2014 is the event behind a road safety campaign which has come to Newcastle these school holidays.

In Newcastle and Lake Macquarie signs have been erected in areas where there is likely to be an increased number of children and vehicles.

Nobbys Beach, Newcastle Beach, King Edward Park, Bar Beach, Dixon Park, John Parade, Merewether, and Merewether Baths along with Speers Point Park and sections of Warners Bay have been recognised as potentially hazardous locations; signs have been erected to remind drivers to go slow for kids.

Michelle and David McLaughlin lost their son Tom after a motor-vehicle and pedestrian accident while on a family holiday at Macmasters Beach, Sydney, in January 2014. The couple have since channelled their grief by starting the Little Blue Dinosaur Foundation (LBDF).

The foundation is dedicated to the prevention of roadside child pedestrian accidents through community education and awareness.
CHANNELING THEIR GRIEF: Four-year-old Tom McLaughlin was killed while on holidays with his family in 2014.

“Children are in a highly excitable state on holidays and with the population spike in these areas during holiday periods, particularly over summer, the risk of accidents is increased. It is an unusually dangerous time for children on roads,” Mrs McLaughlin said.

“I want to stress to the community, parents and carers that we must hold our children’s hands when on or near roadways until the age of ten, and closely supervise children until at least 12 because they can’t always identify safe places to cross the road and act inconsistently in the traffic environment.”

“We are so pleased that Lake Macquarie and Newcastle city councils are joining the LBDF this year to make coastal holidays safer for our children.”

Newcastle lord mayor Nuatali Nelmes said the city welcomed the signage.

“The holidays are an exciting time for families, but it is also a great opportunity to be vigilant and go over road safety with our kids, especially if we are spending the holidays in new environments,” Cr Nelmes said.

The foundation has recently included a Victorian council to pilot its campaign inter-state, with the Little Blue Dinosaur Foundation hoping to extend the ‘Holiday Time- Slow Down Kids Around’ campaign nationally.

For more information about the foundation visit: littlebluedinosaur.org
HOLIDAY ROAD SAFETY

The Police Association has joined forces with Little Blue Dinosaur to remind road users to be extra vigilant of children during school holidays.

The campaign is targeting motorists to slow down and be aware of unpredictable children near roadways, whilst also reminding parents to hold hands with their children under 10 years old.

Police Association President, Scott Weber, said, "We can’t highlight enough the importance of parents and carers holding a child’s hand when on or near roads. Drivers also have a role to play in being extra vigilant and slowing down. The community as a whole must support safe driving.

"As police officers we see the carnage and the tragic waste of life often under horrific circumstances. Seeing children is the worst — there is nothing more distressing for an officer or first responder.”

THE LITTLE BLUE DINOSAUR

Michelle and David McLaughlin founded the Little Blue Dinosaur Foundation (LBDF) after the tragic loss of their son Tom, aged four, in a devastating pedestrian motor vehicle accident while on a holiday on the NSW Central Coast.

The foundation was established to ensure Tom's legacy would be realised through road safety education and initiatives for children.

The goal of the LBDF is to reduce and prevent the number of children killed on Australian roads in pedestrian accidents, particularly during holiday time and in holiday towns.

"Children are in a highly excitable state during the holidays and the population can spike dramatically in the state’s holiday regions, increasing the risk of an accident.

It is an unusually dangerous time for children on roads,” said Tom’s mother, Michelle McLaughlin. "Children under 12 have limited visual and cognitive abilities around roadways and are unable to accurately use sound as a measurement from moving objects, such as vehicles. Their lack of height is also a limitation in judging the constantly changing traffic environment." Families, especially those with young children, often select coastal hamlets or regional farm stays as holiday destinations. The roadways in these regions can be lacking in basic infrastructure such as curb/guttering, line markings, footpaths and designated safe crossing spots, which can be very confusing for children in comparison with their more familiar home roadway environments.

The foundation educates children about key roadway differences in tourist destinations while lobbying government to improve roadway infrastructure in these areas. Research indicates that children rely heavily on visual cues in knowing how to behave.

The Little Blue Dinosaur has also created vibrant road safety signage to remind residents and visitors to be more aware of the increased pedestrian activity in holiday areas, especially as school holidays make up three to four months a year where school zones are no longer in operation.

Members can become a Little Blue Dinosaur Community Champion, which involves:

• Promoting road safety conversations with children throughout the school holidays as well as the school term
• Encouraging local schools to host a Holiday Time road safety presentation
• Facilitating a signage program in the local area, or a region you choose to holiday with the family
• Hosting an LBDF fundraising event with friends or family.

Please contact the foundation by emailing info@littlebluedinosaur.org or visit the Little Blue Dinosaur’s website www.littlebluedinosaur.org
# Safety Awareness Signage

<table>
<thead>
<tr>
<th>Product</th>
<th>Description</th>
<th>Size</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOLD MY HAND SIGN</td>
<td>8mm Outdoor Longlife PVC Sign Board, Eyeletted for application with cable ties</td>
<td>600 x 300mm</td>
<td>$40.00 (10 Min Qty)</td>
</tr>
<tr>
<td>SLOW DOWN SIGN</td>
<td>Eyeletted PVC Vinyl banner with ropes</td>
<td>1200 x 800mm</td>
<td>$50.00 (10 Min Qty)</td>
</tr>
<tr>
<td>HOLIDAY TIME BANNER - M</td>
<td>Eyeletted PVC Vinyl banner with ropes</td>
<td>2400 x 700mm</td>
<td>$150.00 (2 Min Qty)</td>
</tr>
<tr>
<td>HOLIDAY TIME BANNER - L</td>
<td>Eyeletted PVC Vinyl banner with ropes</td>
<td>3600 x 1100mm</td>
<td>$200.00 (1 Min Qty)</td>
</tr>
<tr>
<td>BIN STICKER</td>
<td>Long Life Outdoor grade Vinyl Sticker</td>
<td>A3 297 x 420mm</td>
<td>$300.00 (1 Min Qty)</td>
</tr>
<tr>
<td>SUPPORTER STICKER</td>
<td>Adult Junior Toddler Printed Silicone</td>
<td>145 x 180mm</td>
<td>$10.00 (6 Min Qty)</td>
</tr>
<tr>
<td>BUMPER STICKER</td>
<td>Car Window, Caravan, Anywhere</td>
<td>229 x 90mm</td>
<td>$6.00 (10 Min Qty)</td>
</tr>
<tr>
<td>SILICONE WRISTBAND</td>
<td>Whadda Bin, Wrist</td>
<td></td>
<td>$2.00 (20 Min Qty)</td>
</tr>
</tbody>
</table>

## Suggested Sample Packs

1. **Pack 1**
   - **$2000**
   - **Pack 1 Contents**
     - 20 x SLOW DOWN SIGNS
     - 10 x HOLD MY HAND SIGNS
     - 2 x HOLIDAY TIME SIGNS
     - 1 x HOLIDAY TIME BANNER - L
     - 25 x BUMPER STICKERS
     - 69 x INHDR WRISTBANDS
     - PROMOTION ON SOCIAL MEDIA

2. **Pack 2**
   - **$4500**
   - **Pack 2 Contents**
     - 40 x SLOW DOWN SIGNS
     - 20 x HOLD MY HAND SIGNS
     - 10 x HOLIDAY TIME SIGNS
     - 4 x HOLIDAY TIME BANNER - M
     - 4 x HOLIDAY TIME BANNER - L
     - 100 x BUMPER STICKERS
     - 209 x INHDR WRISTBANDS
     - PROMOTION ON SOCIAL MEDIA
     - WEBSITE LISTING

3. **Pack 3**
   - **$7000**
   - **Pack 3 Contents**
     - 60 x SLOW DOWN SIGNS
     - 30 x HOLD MY HAND SIGNS
     - 15 x HOLIDAY TIME SIGNS
     - 6 x HOLIDAY TIME BANNER - M
     - 6 x HOLIDAY TIME BANNER - L
     - 200 x BUMPER STICKERS
     - 300 x INHDR WRISTBANDS
     - PROMOTION ON SOCIAL MEDIA
     - WEBSITE LISTING
     - MEDIA PACKAGE TO LAUNCH SIGNAGE
     - WEBSITE LISTING

4. **Pack 4**
   - **$10,000**
   - **Pack 4 Contents**
     - 80 x SLOW DOWN SIGNS
     - 40 x HOLD MY HAND SIGNS
     - 20 x HOLIDAY TIME SIGNS
     - 8 x HOLIDAY TIME BANNER - M
     - 8 x HOLIDAY TIME BANNER - L
     - 300 x BUMPER STICKERS
     - 400 x INHDR WRISTBANDS
     - PROMOTION ON SOCIAL MEDIA
     - WEBSITE LISTING
     - MEDIA PACKAGE TO LAUNCH SIGNAGE
     - WEBSITE LISTING

Please note: All profits from the sale of Little Blue Dinosaur - Safety Awareness Signage will go towards ongoing safety awareness campaigns undertaken by the foundation.
LITTLE BLUE DINOSAUR
The Tom McLaughlin Memorial Road Safety Foundation

ROAD SAFETY SIGNAGE CAMPAIGN

1. ALUPANEL HMH SIGN A
2. ALUPANEL SD SIGN A
3. ALUPANEL HMH SIGN B
4. ALUPANEL SD SIGN B

Hold my Hand
600 x 300mm
$80ea

SLOW DOWN
KIDS AROUND!
400 x 600mm
$95ea

Hold my Hand
1200 x 300mm
$140ea

SLOW DOWN
KIDS AROUND!
600 x 900mm
$180ea

Please Note: All profits from the sale of Little Blue Dinosaur - Safety Awareness Signs will go towards ongoing safety awareness campaigns undertaken by the foundation. When considering the appropriate place to erect a safety awareness signpost, please contact your local council. Please DO NOT place any signage of roadway signs such as: Traffic Lights, Speed Limit signs,肽 or Give-way signs.

*Playground Campaign - 17 NSW Councils approx. 250 Signs 50/50
ITEM-26

NOM 25/09/18 - NEWCASTLE ANTIPOVERTY ALLIANCE CAMPAIGN TO INCREASE THE NEWSTART ALLOWANCE

COUNCILLORS: M BYRNE, D CLAUSEN, C DUNCAN, J DUNN, P WINNEY-BAARTZ, N NELMES AND J MACKENZIE

PURPOSE

The following Notice of Motion was received on 13 September 2018 from the abovenamead Councillors.

MOTION

That Newcastle City Council

- Acknowledge the significant social and personal harm cause by unemployment - humiliation, exclusion, financial hardship, and poverty, deterioration in health outcomes and escalation in crime.

- Publicly endorses the Newcastle Anti-Poverty Alliance Campaign to increase the Newstart allowance. This campaign is being coordinated by the Australian Unemployed Workers Union.

- Writes to Prime Minister, the Honourable Scott Morrison and the Leader of the Opposition, the Honourable Bill Shorten seeking their commitment to increasing the Newstart allowance to the level of the Henderson Poverty Line.

BACKGROUND

Current Unemployment Rates in Australia and Newcastle

In March 2018 there were 848,600 unemployed recipients of Newstart or Youth Allowance and our national unemployment rate of 5.4% is no longer below the OECD average. Over 60% of recipients of unemployment payments have received them for more than 12 months and 41% for more than 24 months. People’s chances of securing employment in the next 12 months decline progressively from 55% within the first three months of unemployment to just 8% after 5 years’ unemployment.


(Attachment A - ACOSS Research Paper - Long-term unemployment and employment services in Australia)

The greater Newcastle unemployment rate is above state and National averages. With some of the outer suburbs measuring at a consistent 17% for youth unemployment.
The Henderson Poverty Line

The Henderson poverty line is a threshold for measuring a person or families circumstances and relative poverty. Anyone below the Henderson line is considered to be in poverty.

In 2015, a survey of 600 Newstart recipients conducted by the Australian Council of Social Services reported:

- 40% are unable to pay their bills on time or see a dentist.
- 46% are only able to afford second-hand clothes most of the time.
- 50% are unable to raise $2,000 in the event of an emergency.
- 50% are turning off heating and cooling to save money.
- 32% skipped meals in the previous year.
- 25% are suffering from 'housing crisis' – spending more than half their income on rent.
- 20% do not have enough money for essentials like housing, food, and electricity.

Newstart Allowance

Individual circumstances can change through no fault of that individual. Individuals can be retrenched having worked at a company for decades; they can suffer a severe and debilitating injuries and illness which renders them unable to fulfil inherent job requirements, they can be subjected to lawful or unlawful dismissal, be victim to sham contractors or simply fall on hard times.

Whatever the case, Australia has always had a safety net for the unemployed – this is known as the Newstart Allowance. The Newstart Allowance is administered through the Australian Government Department of Human Services.

If you are single and without dependent children, the maximum fortnightly payment you would receive under the Newstart Allowance is $545.80. This increases to $590.40 per fortnight if you have a child or dependent children. If you are unemployed and over the age of 60, the maximum fortnightly Newstart allowance is $590.40

On any objective measure, surviving on $40 a day would be extremely difficult accounting for necessities – food, clothing and shelter.

If you have some paid employment, your Newstart allowance is reduced until your income reaches a particular threshold.

The Newstart Allowance has not been raised in real terms for over 24 years. The Newstart Allowance sits below the Henderson poverty line.
In addition to the obligatory eligibility, income and assets tests, to continue receiving payment of the Newstart allowance recipients have mutual obligation requirements including a requirement that they maintain a Job Plan and engage with an Employment Service Provider. While looking for work never stops, the period between jobs can be long and depressing. An adequate safety net during this period is therefore essential.

While payment of the Newstart Allowance is a federal responsibility, it is at the local community level where the harsh effects of dire poverty are felt. While ever employment cannot be provided all that need it, governments do have a responsibility to provide at the very least an adequate level of income support that is at least on or above the threshold level of the Henderson poverty line.

ATTACHMENTS

Attachment A: ACOSS Research Paper - Long-term unemployment and employment services in Australia
Attachment B: .idcommunity - City of Newcastle – Community Profile - Employment Status
Attachment C: ACOSS Research Paper – Payment adequacy: a view from those relying on social security payments
Attachment:

Evidence paper: Long-term unemployment and employment services in Australia

A growing share of unemployed people are unemployed long-term

High rates of long-term unemployment are becoming entrenched. In December 2017, 518,700 people (61% of unemployment payment recipients) received unemployment payments for more than a year, similar to the 62% in 2016 but well above the less than 40% rate in the early 1990s (Figure 1). Of deep concern, in December 2017 44% had received unemployment payments for over two years and 15% for more than five years.

Figure 1: Long-term reliance on unemployment payments has become entrenched

![Graph showing long-term reliance on unemployment payments]

Source: Department of Family and Community Services (various years) Statistical profile of social security recipients; social security statistics at [www.data.gov.au](http://www.data.gov.au)
Why is long-term unemployment so high?

A major reason for prolonged unemployment (even at times of widespread ‘skills shortages’) is the mismatch between the skills and capabilities of people who are unemployed and those sought by employers. Many unemployed people have been left behind by structural change in the labour market such as the higher skills required by employers and the long-term shift from manual to service employment. People who are unemployed are twice as likely to have not completed high school than the broader labour force, and the share of jobs that are low-skilled is declining.71

People’s employment prospects are often limited by where they live. For example, Queensland and South Australia have much higher unemployment (7% and 6.8% respectively) than The ACT or Northern Territory (at 4.1% and 4%).

Another reason for high levels of long-term unemployment is that a growing share of those on unemployment payments are people who would previously have received pension payments: people with disabilities and sole parents with school age children. The welfare ‘reforms’ of the mid 2000s and 2010s were designed to boost their workforce participation, but in many cases they simply shifted people from higher to lower social security payments.

Further, discrimination on the basis of age, racial or cultural background is widespread in the labour market.

For all of these reasons, the profile of recipients of unemployment payments has become more disadvantaged, with 56% of people receiving unemployment payments on those payments for over two years, 31% with disabilities, 20% over 54 years old, 14% sole parents, and 11% with Aboriginal or Torres Strait Islander background (Figure 2).

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71 Among unemployed people in November 2017, 24% had less than Year 12 qualifications, compared with 12% of the overall labour force. ABS (2018), Labour Force, Australia, Detailed, Quarterly, 6291.0.55.00. In November 2017, 25.6% of all jobs were in the lowest three skill levels (labourer/sales/machinery operators and drivers), up from 25.2% in 2015 but down from 27.3% a decade ago. ‘Low skilled’ refers here to positions at skill levels 4 and 5.
Long-term unemployment itself reduces people’s employment prospects, as employers worry about large gaps in their resumes and unemployed people lose confidence and skills. Figure 3 shows that on average, the chances that a recipient of unemployment payments will be off benefits 12 months later decline progressively from 55% within the first three months of unemployment to 8% after 5 years’ unemployment.

Figure 3: People’s employment prospects diminish as they are unemployed for longer.
What works to help people secure a job?

International research is reasonably clear on what unemployed people, especially those out of paid work for a long time or otherwise disadvantaged in the labour market, need to secure paid work.

The first requirement is strong demand for workers, including people who are not generally regarded as highly-skilled.

Employment services cannot succeed on a large scale without solid growth in jobs, and for the most part they do not ‘create’ jobs. Nevertheless, they play a vital equity role by bringing to the front of the jobs queue people who would otherwise remain unemployed for a long time. A given level of unemployment is much less socially and economically harmful if people move out of unemployment quickly. They can also reduce unemployment by improving the match between unemployed people and employers, for example by boosting the skills of unemployed people or by connecting employers with people who have the right skills for the job.

The international evaluation evidence on employment programs suggests that: 72

- While many people will secure employment following simple low-cost interventions such as assisted job search, this is not sufficient in most cases to end prolonged unemployment;
- Reasonable and relevant activity requirements combined with positive supports help keep people engaged with the labour market, and link them with other services they need to improve their employment prospects;
- Activity requirements (such as work-for-benefit schemes) that are mainly designed to deter benefit claims or push people to leave benefits sooner (whether or not they obtain paid work) may have the desired effect, but at the expense of impoverishing people with no private means of support and eroding trust in employment services.

Participation in these programs is usually of limited help in overcoming barriers to employment due to the low quality of the work experience on offer;

- People who are unemployed long-term or otherwise disadvantaged in the labour market are likely to need a diversity of supports, from wage subsidies and 'demand-led' approaches (assisting employers to meet their recruitment needs) to vocational training, basic education (especially literacy), practical assistance with the costs of job search and training, and in some cases employment assistance combined with intensive personal support services;

- Where people face labour market disadvantage, the role of the 'case manager' or employment consultant in career counselling, job search assistance, confidence-building, and assessment of the need for more substantial assistance than regular interviews is critical;

- Successful employment services work closely with employers and are conscious of their recruitment needs.

The effectiveness of the main kinds of employment assistance generally offered to people who are unemployed is compared in Table 1 below, which is based on a major international study of labour market programs.

Table 1: Average impacts of different programs internationally on the employment prospects of unemployed people

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Average employment impacts [%]:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wage subsidies in private sector</td>
<td>6-12 months' partly-subsidised employment in regular jobs</td>
<td>High (21.2%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stronger in long term, but there is a degree of selection bias ('cream-skimming')</td>
</tr>
<tr>
<td>Vocational training</td>
<td>6-24 months' training in college or work setting</td>
<td>Medium (9.7%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Weaker in short term</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stronger in long term</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wide variation in impacts</td>
</tr>
</tbody>
</table>
Sanctions and the ‘threat’ of referral to programs such as work-for-benefits schemes | Referral to programs to test compliance; sanctions for non-compliance | Medium (13.7%) | Stronger in short term | Weaker in long term

Compulsory, assisted job search | Monitored job search and job search training; often an entry point to other programs | Low (3.8%) | Stronger in short term | Weaker in long term

Public sector wage subsidies | 6-24 months’ fully subsidised employment in ‘additional’ jobs | Low to negative (-0.2%) | Weaker in short term | Stronger in long term


1. Estimated average increase in the probability of employment after program commencement, divided by the standard deviation of the employment rate of the comparison group. ‘Short term’ = < 1 year; ‘Medium term’ = 1-2 years; ‘Long term’ = >2 years.

There is also evidence on the effectiveness of some Australia programs. Evaluations by the Department of Jobs and Small Business indicate that:

- Wage subsidies were relatively effective, lifting the chances of leaving income support 12 months after a job placement by an average of 14 percentage points.\footnote{Department of Education Employment and Workplace Relations (2012), Employment Pathway Fund Wage Subsidies Evaluation Paper.}
- Work for the Dole is relatively ineffective, increasing the chances of employment by an average of just 2 percentage points.\footnote{Department of Employment (2016), Work for the Dole 2014-15 Pilot Evaluation.}
- We understand that an evaluation of the precursor to jobactive, the Job Services Australia program has been conducted but the results are not yet available.

Expenditure on employment services

In 2015, overall spending on employment services and programs for unemployed people in Australia was less than half the OECD average level, and the eighth-lowest of 30 OECD countries [Figure 4].
Figure 4: Australian government spending on employment assistance is well under half the OECD average

Public spending on employment assistance (% of GDP in 2015)

Source: OECD social expenditure data base.

Spending levels have declined with the abandonment of the 'Working Nation' policies in 1996 and declining unemployment, but have failed to take account of the rising share of people unemployed long-term in the wake of the recession of 1991 and the GFC in 2008 [Figure 5].

Figure 5: Long-term share of unemployment and Labour Market Programs (LMP) spending

Source: Department of Social Services and OECD

Note: LMP spending X 100/GDP = spending on labour market programs for unemployed people [multiplied by 100 for comparative purposes] as a % of GDP

NSA+YAD > 1yr = long-term recipients of unemployment payments.
CITY OF NEWCASTLE

Ordinary Council Meeting 25 September 2018

Page 167

Attachment B

Employment status | City of Newcastle | Community profile

Page 1 of 4

City of Newcastle community profile


Employment status

Newcastle

73.029 people living in the City of Newcastle in 2016 were employed, of which 59% worked full-time and 39% part-time.

Q:

Derived from the Census question:

Last week did the person have a full-time or part-time job at any time?

Refers to:

Persons aged 15 years and over

Employment status

<table>
<thead>
<tr>
<th>Area: City of Newcastle</th>
<th>Metropolitan area</th>
<th>2011</th>
<th>2016</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment status</td>
<td>Number</td>
<td>%</td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>Employed</td>
<td>73,029</td>
<td>72.6</td>
<td>93.4</td>
<td>71,258</td>
</tr>
<tr>
<td>Employed full-time</td>
<td>43,368</td>
<td>42.8</td>
<td>55.2</td>
<td>40,811</td>
</tr>
<tr>
<td>Employed part-time</td>
<td>28,477</td>
<td>27.4</td>
<td>36.3</td>
<td>26,071</td>
</tr>
<tr>
<td>Unemployed/Unemployment rate</td>
<td>1,164</td>
<td>1.1</td>
<td>1.9</td>
<td>1,215</td>
</tr>
<tr>
<td>Unemployed/Unemployment rate</td>
<td>5,826</td>
<td>5.6</td>
<td>4.2</td>
<td>4,281</td>
</tr>
<tr>
<td>Looking for full-time work</td>
<td>3,126</td>
<td>3.0</td>
<td>3.8</td>
<td>3,265</td>
</tr>
<tr>
<td>Looking for part-time work</td>
<td>2,703</td>
<td>2.6</td>
<td>3.5</td>
<td>2,156</td>
</tr>
<tr>
<td>Total labour force</td>
<td>76,558</td>
<td>75.1</td>
<td>100.0</td>
<td>74,437</td>
</tr>
</tbody>
</table>


13/09/2018
### Labour force status

<table>
<thead>
<tr>
<th>City of Newcastle - Persons aged 15+ (usual residence)</th>
<th>2016</th>
<th>2011</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labour force status</td>
<td>Number</td>
<td>Regional NSW</td>
<td>%</td>
</tr>
<tr>
<td>Total labour force (Participation rate)</td>
<td>78,830</td>
<td>54.8</td>
<td>74,537</td>
</tr>
<tr>
<td>Not in the labour force</td>
<td>42,620</td>
<td>33.0</td>
<td>42,422</td>
</tr>
<tr>
<td>Labour force status not stated</td>
<td>7,725</td>
<td>7.3</td>
<td>6,285</td>
</tr>
<tr>
<td>Total persons aged 15+</td>
<td>129,175</td>
<td>100.0</td>
<td>123,224</td>
</tr>
</tbody>
</table>


Please refer to specific data notes for more information (topic notes/employment-status).

### Employment status, 2016

- **Total persons in the labour force**
  - **Employed**
  - **Employed full-time**
  - **Employed part-time**
  - **Unemployed (disengaged youth aged 15-24 not employed or in education)**
  - **Unemployed (unemployment rate)**
  - **Unemployed (disengaged youth aged 15-24 not employed or in education)**
  - **Unemployed (unemployment rate)**
  - **Unemployed (disengaged youth aged 15-24 not employed or in education)**
  - **Unemployed (unemployment rate)**
  - **Unemployed (disengaged youth aged 15-24 not employed or in education)**

Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 (usual residence data). Compiled and presented in profile.id by id, the population experts.
**Employment status | City of Newcastle | Community profile**

**Change in employment status, 2011 to 2016**

City of Newcastle - Total persons in the labour force

- Employed
- Employed part-time
- Unemployed (unemployment role)
- Looking for full-time work
- Looking for part-time work


**Dominant groups**

The size of the City of Newcastle’s labour force in 2016 was 78,805, of which 20,477 were employed part-time and 43,398 were full time workers.

Analysis of the employment status (as a percentage of the labour force) in the City of Newcastle in 2016 compared to regional NSW shows that there was a lower proportion in employment, and a higher proportion unemployed. Overall, 52.6% of the labour force was employed (60.0% of the population aged 15+), and 7.4% unemployed (6.0% of the population aged 15+), compared with 52.4% and 6.6% respectively for Regional NSW.

The labour force participation rate refers to the proportion of the population aged 15 years and over that was employed or actively seeking work. "The labour force is a fundamental input to domestic production. Its size and composition are therefore crucial factors in economic growth. From the viewpoint of social development, earnings from paid work are a major influence on levels of economic well-being." (Australian Social Trends 1995 [http://www.abs.gov.au/AUSSTATS/abs@.nsf/Lookup/071729958541717aexa80570060854444/$file/071729958541717aexa80570060854444.pdf](http://www.abs.gov.au/AUSSTATS/abs@.nsf/Lookup/071729958541717aexa80570060854444/$file/071729958541717aexa80570060854444.pdf)

Analysis of the labour force participation rate of the population in the City of Newcastle in 2016 shows that there was a higher proportion in the labour force (61.7%) compared with Regional NSW (54.6%).

**Emerging groups**

Between 2011 and 2016, the number of people employed in the City of Newcastle showed an increase of 2,773, and the number unemployed showed an increase of 1,548. In the same period, the number of people in the labour force showed an increase of 4,321 or 5.8%.

To continue building your demographic story go to...  Qualifications (newcastle/qualifications)

Highest level of schooling (newcastle/schooling)

Industries (newcastle/industries)

Occupations (newcastle/occupations)

Residents’ place of work (newcastle/residents)

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**City of Newcastle**

**Community profile**

### Employment status | City of Newcastle | Community profile

| Social age groups (in exception to age- 
groups) | Five year age groups | City of Newcastle 2018 | Community profile 2018 |
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Social atlas (http://atlas.id.com.au/newcastle)


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13/09/2018
Attachment C

Payment adequacy: a view from those relying on social security payments
This paper was developed by the national network of Councils of Social Service based on research conducted by EMC Media. The report was written by Jacqueline Phillips, Director of Policy at ACOSS based on research conducted by EMC Media and with input and advice from policy staff in the Councils of Social Service.

The COSS Network collaborates to achieve shared goals of a fair, inclusive and sustainable Australia. We are committed to working together to seek the best outcomes for people affected by poverty, disadvantage and inequity.

First published in 2015 by the national network of Councils of Social Services ("the COSS Network").

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ISSN: 1326 7124
ISBN: 978 0 85871 073 3

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Front cover image © iStock.com/ACOSSpublications
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Introduction

Research released by ACOSS late last year showed that 2.5 million people in Australia are living below the internationally accepted income poverty line.¹ This figure includes 603,000 children.

One of the key factors driving poverty in Australia is the inadequacy of income support payments, particularly for people who are young, unemployed, have a disability or are raising children alone. Specifically, the ACOSS Poverty Report found that the people most likely to be living in poverty are those who are unemployed (61.2%), or in a household that relies on social security as its main source of income (40.1%) and particularly on the Newstart Allowance (55.1%) or Youth Allowance (50.6%). This is largely explained by the fact that many social security payments fall below the poverty line, even with Rent Assistance and other supplementary payments added to household income.

The effects of poverty on those who experience it can be severe. This report reveals that many people living below the poverty line are being forced to make trade-offs between basic needs - rent or groceries; clothing or medical bills; electricity or transport – and often being forced to go without. For children, the impact of deprivation on development can be serious and life-long.

Reducing poverty in Australia should be an imperative for all governments.

Two pillars of an effective anti-poverty strategy are: employment opportunities, training and support; and adequate income support payments for those unable to find or participate in paid work. For this reason, ACOSS has long advocated an increase to the lowest income support payments, the $37 per day Newstart Allowance and the $30 per day Youth Allowance. This call has been broadly supported by the community and business sectors, both of which recognise that poverty is not a pathway to participation.

Last year, the Government appointed Mr Patrick McClure to lead a Reference Group overseeing a review of the welfare system focused on working age payments (‘The Welfare Review’). The Reference Group’s Final Report noted that many stakeholders raised concerns about adequacy during the consultation process:

In particular, stakeholders pointed to the increasing gap between pensions and allowances. Concerns were raised that payments may be too low to support income support recipients to fulfil their desire to find work and to address the needs of those who receive an allowance, but who due to only having a partial capacity to work, may never be able to work full time.²

Despite these concerns, the Reference Group did not recommend a specific increase to payment rates. It noted that, “there is no simple formula for determining an appropriate level of assistance to achieve basic adequacy” and instead concluded that:

Reforms to refocus the system towards employment are seen by the Reference Group as the best way of improving people’s current circumstances and financial prospects. This means ensuring that

¹ The poverty line used in ACOSS’ Poverty in Australia report is 50% of median household income (half of the ‘middle’ income for all households). This poverty line, also used by the OECD, equates to a very austere living standard: a disposable income of less than $400 per week for a single adult (higher for larger households to take account of their greater costs).

the primary focus of the income support system is to support people to move towards employment and self-reliance where possible.

The new payment architecture proposed by the Reference Group would likely result in payment increases for some people, but could involve losses for others. As the Reference Group did not make specific recommendations about payment rates, it is impossible to assess whether the new payment structure will ensure people have adequate incomes to meet the essential costs of living. Significantly, the new proposed payment structure would not appear to improve the circumstances of current Newstart and Youth Allowance recipients who are assessed as having full capacity to work or study, despite the financial hardship this group is experiencing.

The Reference Group did recommend the establishment of an independent mechanism to regularly review the adequacy of payments to ensure payment rates keep up with community living standards and cost of living increases over time. The Councils of Social Service support the establishment of such an independent mechanism. We believe the review body should be authorised to consider the adequacy of all payment rates and indexation methods across the income support system. However, though important and necessary, this mechanism would not provide any immediate relief for those currently struggling on lower payments below the poverty line or those with higher costs of living experiencing poverty at unacceptable levels. For this reason, we advocate an immediate increase of $50 per week in allowance payments, complemented by investment in effective employment training and support programs.

This report paints a bleak picture of the challenges faced by people locked out of paid work. With general unemployment now above 6% and youth unemployment at 14% (and much higher in some regional areas), it is a timely reminder of the need to invest in effective employment services and supports, including in youth transitions programs which prevent young people from falling through the cracks.

While the 2014 Welfare Review focused on working age payments, a previous review led by Dr Jeff Harmer considered the Age Pension, Carer Payment and Disability Support Pension as part of the wider tax and transfer review. The final report noted the diversity of circumstances amongst pensioners, but noted that a number of groups experienced poor outcomes fairly consistently, including single people; those in private rental; those with high health or other related costs; and those who lived in areas in which the cost of living was particularly high.³

The Councils of Social Service believe that the lived experience of people relying on income support must be given due weight and respect in the development of new policy directions. We commissioned this research to enable the voices of people relying on income support to be heard and given serious consideration in the current welfare and pension reform debates.

---

³ Dr Jeff Harmer, Pension Review Report, 27 February 2009, Department of Families, Housing, Community Services and Indigenous Affairs, February 2009, available at:  
Research Methodology

This research was conducted by EMC Media on behalf of the national network of Councils of Social Service. An online survey, hosted by Research Now, was in the field from the 10th to 15th December 2014.

The survey fieldwork was conducted by Research Now. Data tables were prepared by Essential Research.

The target population for this research was Australian social security recipients. Participants were drawn from the Research Now online research panel.

The survey was completed by 613 respondents. Unless otherwise stated the base for each table is 613.

Although the sample broadly represented the Australian population of social security recipients, the sample was weighted so that it was proportionally reflective.

Quotas were placed on age, gender and location.

A note on the survey demographics

Only 6% of survey respondents identified as ‘unemployed and looking for work’; the vast majority having some employment (whether full-time, part-time, casual or self-employed) and nearly half (48%) retired. Of those who identified as ‘unemployed’, 58% reported being unemployed for more than 1 year.

A comparison of survey respondents with total social security recipients nationally (using Department of Social Services data) suggests that a higher proportion of respondents received some private income in addition to their social security payment and that the survey group has higher incomes overall than the general population of people who rely on social security payments (see Appendix C). This may be explained by the fact that the survey was conducted online, with respondents recruited to join an online research panel via online and other promotions. Respondents are therefore more likely to have access to a computer and the internet, and may have higher levels of education and literacy.

The largest group of survey respondents is those receiving the Age Pension (44%), compared with 15% receiving the Disability Support Pension, 13% receiving the Newstart Allowance, 7% receiving the Parenting Payment and 6% receiving the Youth Allowance.

Women comprise 55% of the sample (55%). Twenty-three percent are households with children, including 5% single parent households.

Most respondents live in the Eastern states (79%), with only 7% of respondents from South Australia, 3% from Tasmania, 8% from Western Australia, less than 1% of respondents from the Northern Territory and no respondents from the Australian Capital Territory.

Nine per cent of the survey are under 25 years of age, 31% between 25 and 65 years and 38% over 65 years.

For more information on survey reliability, see Appendix A. Detailed survey demographics are contained in Appendices B and C.
Executive Summary

This report is based on a direct survey of people receiving income support payments and identifies the challenges involved in making ends meet. In particular, it highlights the inadequacy of some income support payments and the difficult decisions people are required to make about how to manage their limited finances when faced with competing needs.

The report also demonstrates the different levels of disadvantage experienced by recipients of different payment types. Unsurprisingly, this report consistently finds that although many on the Age Pension are forced to live frugally, those on working age payments, including Newstart/Youth Allowance, Parenting payments and Disability Support Pension, are struggling to a far greater extent.

Key findings

Adequacy of payments

- 83% of respondents receiving the Newstart or Youth Allowance do not consider it to be enough to live on.
- This compares with 80% of respondents receiving the Disability Support Pension, 73% of respondents receiving Parenting Payment and 78% of respondents overall.
- Less than a quarter of total surveyed social security recipients (22%) consider their government payment to be enough to live on. Nearly half of all Newstart and Youth Allowance recipients said their payment fell ‘far short’.

Housing Stress

- More than a quarter of respondents receiving the Newstart Allowance are in ‘housing crisis’: spending more than 50% of their incomes on housing costs.
- 52% of Newstart and Youth Allowance recipients are spending more than 25% of their incomes on housing. A concerning proportion (10%) of this group are spending more than three-quarters of their income on housing.
- High levels of housing stress are also evident among people receiving the Disability Support Pension (25% paying more than 50% of income) and Parenting Payment (24% paying more than 50% of income).
- Age Pension recipients are less at risk of housing stress or crisis due to higher rates of home ownership. 72% own their homes outright and just 7% pay half their income or more on housing. However, the situation is different for Age Pensioners in the private rental market who experience greater financial stress, a key finding of the Harmer Review (noted above).

Income sources

- Respondents receiving the Disability Support Pension are most likely to rely solely on that payment, with 65% of respondents on that Pension not receiving any additional income.
- Almost half of respondents relying on Newstart and Youth Allowance rely solely on their payment (48%).
Capacity to save

- More than one in four respondents relying on the Newstart payment spends more money than they receive each week, with another 48% reporting to ‘break even’.
- A similar proportion of respondents receiving the Disability Support Pension and Parenting Payment report spending more than they receive each week (25% and 24% respectively).
- Those reporting the least capacity to save are respondents receiving the Newstart and Youth Allowances, with only 23% of respondents indicating they could save each week.

Perceptions of living standards

- One in five respondents receiving the Newstart or Youth Allowance reported not having enough money for basic essentials like housing, food and electricity.
- A significant proportion of respondents receiving the Newstart Allowance/Youth Allowance (40%), or Disability Support Pension reported that they had enough money for basic essentials but nothing extra. Note that this group includes 52% of people receiving the Newstart/Youth Allowance and 35% of people receiving the Disability Support Pension who receive other income in addition to their government payment (i.e. this question asked respondents to comment on their overall financial situation, not the adequacy of government payments to meet living costs.) The capacity of people who rely exclusively on income support payments to make ends meet is much more limited.
- 73% of respondents receiving the Disability Support Pension and 63% of those receiving the Newstart Allowance reported that their income had fallen behind the cost of living in the last two years.
- 32% of respondents receiving the Newstart or Youth Allowance would describe themselves as poor or very poor, with equal numbers in each sub-group (compared to 9% of respondents receiving the Age Pension). Nearly one in four respondents receiving the Disability Support Pension would describe themselves in this way.

Financial stress and deprivation

- Nearly half of all respondents receiving the Newstart and Youth Allowances and more than a third of respondents receiving the Disability Support Pension have unsustainable levels of personal debt, reporting that they owe more than they can afford. This contrasts to just 13% of Age Pensioners.
- The top five most common items that respondents had gone without in the last 12 months due to lack of finances were: 1. Buying Christmas presents (31%); 2. Dental appointments or procedures (30%); 3. Car Service (27%); 4. Buying presents for a loved one’s birthday (22%); and 5. Medical appointments or procedures (19%).
- More than half of respondents receiving the Disability Support Pension reported not being able to afford to buy Christmas presents.
- 43% of respondents receiving the Disability Support Pension and 37% of respondents receiving the Newstart or Youth Allowance reported not being able to afford dental appointments or procedures in the last twelve months.
- Nearly one third of respondents (32%) receiving the Disability Support Pension reported that they had gone without meals in the last 12 months in an effort to save money. Significant proportions of people receiving the Newstart or Youth Allowance (24%) and Parenting Payment (19%) also missed meals during the period.
- The majority of all respondents receiving working age payments reported turning off heating or cooling in an effort to save money.

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4 Please note that this poll was conducted in the weeks leading up to Christmas 2014.
Section 1: Adequacy of Payments

1.1 Not enough to live on

$240 per week is not even enough to pay for housing let alone gas, water, electricity, fuel, rates, insurances, let alone food. I want to be able to survive on my own without begging for food, it’s shattering to know that I can only eat what charities give me, I have no control over my own life.\(^5\)

Eighty-three per cent of respondents receiving the Newstart or Youth Allowance do not consider it to be enough to live on. This compares with 80% of respondents receiving the Disability Support Pension, 77% of respondents receiving Parenting Payment, 73% of those on the Age Pension and 78% of respondents overall.

Less than a quarter of total surveyed social security recipients (22%) considers their government payment to be enough to live on. The proportion of Allowance recipients who consider their payment enough to live on is only 17%. Of Newstart/Youth Allowance recipients surveyed, nearly half said that the payment falls far short.

It is important to note in interpreting these results that those who have some private income and receive a part payment may have responded by reference to the adequacy of their part payment alone. This could explain the high percentage of Age Pensioners who describe their payments as inadequate (73%), noting that only 31% of these respondents rely on the payment as their only source of income (see below).

Figure 1.1: Do you consider your government payment to be enough to live on?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
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<td>Yes</td>
<td>22%</td>
<td>27%</td>
<td>18%</td>
<td>19%</td>
<td>17%</td>
<td>23%</td>
<td>15%</td>
</tr>
<tr>
<td>No, it's not quite enough</td>
<td>41%</td>
<td>44%</td>
<td>38%</td>
<td>43%</td>
<td>37%</td>
<td>24%</td>
<td>41%</td>
</tr>
<tr>
<td>No, it falls far short</td>
<td>37%</td>
<td>29%</td>
<td>43%</td>
<td>37%</td>
<td>46%</td>
<td>49%</td>
<td>42%</td>
</tr>
<tr>
<td>Don't know</td>
<td>1%</td>
<td>-</td>
<td>1%</td>
<td>1%</td>
<td>-</td>
<td>4%</td>
<td>3%</td>
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\(^5\) Survey respondent and income support recipient.
1.2 Housing stress

Almost all of my payment is used up with rent alone. I have $25 a week spare, so I have to really budget other things and work as much as possible.  

More than a quarter of respondents receiving the Newstart Allowance are in 'housing crisis': spending more than 50% of their incomes on housing costs. Fifty-two per cent of Newstart and Youth Allowance recipients are spending more than 25% of their incomes. A concerning proportion (10%) of this group are spending more than three-quarters of their income on housing.

High levels of housing stress are also evident among people receiving the Disability Support Pension (25% paying more than 50% of income) and Parenting Payment (24% paying more than 50% of income).

Age Pension recipients are less at risk of housing stress or crisis due to higher rates of home ownership – 58% of Age Pensioners surveyed do not pay for housing while just 7% pay half their income or more on housing. This accounts for the relatively high overall proportion of respondents who do not pay for housing. However, we know that the circumstances of those receiving the Age Pension are diverse and that many Age Pensioners in the private rental market face considerable financial stress (as confirmed by the Harmer Pension Review, see above).

Figure 1.2: How much of your income is spent on housing?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nothing (don't pay for housing)</td>
<td>39%</td>
<td>58%</td>
<td>24%</td>
<td>20%</td>
<td>23%</td>
<td>19%</td>
<td>33%</td>
</tr>
<tr>
<td>Less than 25%</td>
<td>16%</td>
<td>15%</td>
<td>16%</td>
<td>13%</td>
<td>19%</td>
<td>10%</td>
<td>18%</td>
</tr>
<tr>
<td>25-50%</td>
<td>23%</td>
<td>13%</td>
<td>31%</td>
<td>36%</td>
<td>26%</td>
<td>41%</td>
<td>29%</td>
</tr>
<tr>
<td>50-75%</td>
<td>10%</td>
<td>5%</td>
<td>15%</td>
<td>20%</td>
<td>15%</td>
<td>13%</td>
<td>9%</td>
</tr>
<tr>
<td>75%+</td>
<td>5%</td>
<td>2%</td>
<td>7%</td>
<td>5%</td>
<td>11%</td>
<td>11%</td>
<td>3%</td>
</tr>
<tr>
<td>Don't know</td>
<td>7%</td>
<td>8%</td>
<td>6%</td>
<td>6%</td>
<td>6%</td>
<td>6%</td>
<td>8%</td>
</tr>
</tbody>
</table>

Survey respondent and income support recipient.
1.3 Reliance on government payments

As noted above, a higher proportion of respondents received some private income in addition to their social security payment and the survey group has higher incomes overall than the general population of people who rely on social security payments (see Appendix C). Overall, 39% of respondents rely solely on their government payment, 23% rely mostly on their payment, 14% indicated they relied equally on social security and private income and 14% indicated they received most of their income from private sources.

Respondents receiving the Disability Support Pension are most likely to rely solely on that payment, with 65% of respondents on that Pension not receiving any additional income.

Almost half of respondents relying on the Newstart or Youth Allowance rely solely on their payment (48%).

Figure 1.3: How much of your income is made up by government payments?

<table>
<thead>
<tr>
<th>Category</th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>All: I rely solely on government payments</td>
<td>39%</td>
<td>31%</td>
<td>46%</td>
<td>65%</td>
<td>48%</td>
<td>19%</td>
<td>34%</td>
</tr>
<tr>
<td>Most: government payments make up most of my income, but I do have other income</td>
<td>23%</td>
<td>29%</td>
<td>18%</td>
<td>17%</td>
<td>16%</td>
<td>17%</td>
<td>24%</td>
</tr>
<tr>
<td>About half: My income is a mixture of government payments and other income</td>
<td>14%</td>
<td>17%</td>
<td>11%</td>
<td>10%</td>
<td>12%</td>
<td>9%</td>
<td>11%</td>
</tr>
<tr>
<td>Only some: I get most of my income from other payments</td>
<td>22%</td>
<td>21%</td>
<td>22%</td>
<td>5%</td>
<td>20%</td>
<td>49%</td>
<td>30%</td>
</tr>
<tr>
<td>Don’t know</td>
<td>2%</td>
<td>2%</td>
<td>3%</td>
<td>2%</td>
<td>4%</td>
<td>7%</td>
<td>1%</td>
</tr>
</tbody>
</table>
1.4 Capacity to save

It is isolating I overspend as this is the only way I have any social life or contact with other people. Since retiring I don’t chat with those people on the tram stop or on the tram, I don’t talk to people all day long as I used to. I have to go out to get my need for people contact satisfied, and lunches and coffees cost money.  

More than one in four respondents relying on Newstart or the Youth Allowance spends more money than they receive each week, with another 48% reporting to ‘break even’.

A similar proportion of respondents receiving the Disability Support Pension and Parenting Payment report spending more than they receive each week (25% and 24% respectively).

Those reporting the least capacity to save are those relying on the Newstart and Youth Allowances, with only 23% of respondents indicating they could save each week.

Figure 1.4: Over the time you have been receiving government payments, which best describes your weekly finances?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>I spend more money than I receive</td>
<td>21%</td>
<td>15%</td>
<td>25%</td>
<td>25%</td>
<td>27%</td>
<td>24%</td>
<td>23%</td>
</tr>
<tr>
<td>I break even most weeks</td>
<td>43%</td>
<td>40%</td>
<td>46%</td>
<td>48%</td>
<td>48%</td>
<td>30%</td>
<td>48%</td>
</tr>
<tr>
<td>I am able to save some money most week</td>
<td>30%</td>
<td>39%</td>
<td>22%</td>
<td>25%</td>
<td>16%</td>
<td>33%</td>
<td>25%</td>
</tr>
<tr>
<td>I am able to save a lot of money most weeks</td>
<td>4%</td>
<td>3%</td>
<td>4%</td>
<td>1%</td>
<td>7%</td>
<td>6%</td>
<td>3%</td>
</tr>
<tr>
<td>Don’t know</td>
<td>3%</td>
<td>3%</td>
<td>2%</td>
<td>1%</td>
<td>2%</td>
<td>7%</td>
<td>1%</td>
</tr>
</tbody>
</table>

7 Survey respondent and income support recipient.
Section 3: Perceptions of Current Living Standards

2.1 Enough to live on

One in five respondents receiving the Newstart or Youth Allowance reported not having enough money for basic essentials like housing, food and electricity.

A significant proportion of respondents receiving the Newstart Allowance/Youth Allowance (40%) or Disability Support Pension reported that they had enough money for basic essentials but nothing extra. However, it is important to note that this group includes 52% of Newstart/Youth Allowance, and 35% of people receiving the Disability Support Pension who receive other income in addition to their government payment (i.e. this question asked respondents to comment on their overall financial situation, not the adequacy of government payments to meet living costs). This is likely to explain the different response to question 1.1 (above).

Figure 2.1: How would you describe your personal financial situation?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=51</th>
</tr>
</thead>
<tbody>
<tr>
<td>I don't have enough money for basic essentials, like housing, food and electricity</td>
<td>9%</td>
<td>3%</td>
<td>14%</td>
<td>12%</td>
<td>20%</td>
<td>13%</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>32%</td>
<td>23%</td>
<td>40%</td>
<td>47%</td>
<td>40%</td>
<td>29%</td>
<td>37%</td>
</tr>
<tr>
<td>I have enough money for basic essentials, but nothing extra</td>
<td>42%</td>
<td>52%</td>
<td>35%</td>
<td>31%</td>
<td>31%</td>
<td>44%</td>
<td>39%</td>
</tr>
<tr>
<td>I am financially comfortable and can afford the odd luxury like going out to dinner</td>
<td>15%</td>
<td>21%</td>
<td>10%</td>
<td>8%</td>
<td>8%</td>
<td>13%</td>
<td>13%</td>
</tr>
<tr>
<td>Don't know</td>
<td>1%</td>
<td>2%</td>
<td>1%</td>
<td>2%</td>
<td>1%</td>
<td>1%</td>
<td>-</td>
</tr>
</tbody>
</table>
2.2 Falling behind

The household bills increase[e] too much. The pension does not go up at the same rate as all the household and general living expenses have been increasing.

Everything increases at an alarming rate except the pension, this puts a great amount of stress on family relations causing unnecessary arguments.

Electricity and rental rates keep rising as does the price of fuel, gas anything to use or run in a house. Yet income has stayed the same or dropped lower.  

Seventy-three per cent of respondents receiving the Disability Support Pension and 63% of those receiving the Newstart Allowance reported that their income had fallen behind the cost of living in the last two years.

Age pensioners were more likely to think that their income had kept pace with the cost of living (31% compared with 21% of other payment recipients).

These findings are interesting given that the Age Pension and Disability Support Pension are both currently indexed to wages or the Pensioner and Beneficiary Living Cost Index (PBLCI), whichever is higher, while Allowances are indexed only to the Consumer Price Index (CPI). The high costs of disability are likely to be a factor in the response by recipients relying on the Disability Support Pension.

Figure 2.2: In the last two years, do you think your income has:

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension 7%</th>
<th>Non-Age Pension 3%</th>
<th>Disability Support 5%</th>
<th>NewStart/Youth Allowance 13%</th>
<th>Parenting Payment 13%</th>
<th>Other Payment 11%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gone up more than the cost of living</td>
<td>7%</td>
<td>3%</td>
<td>10%</td>
<td>5%</td>
<td>13%</td>
<td>13%</td>
<td>6%</td>
</tr>
<tr>
<td>Fallen behind the cost of living</td>
<td>62%</td>
<td>61%</td>
<td>63%</td>
<td>73%</td>
<td>63%</td>
<td>46%</td>
<td>61%</td>
</tr>
<tr>
<td>Stayed even with the cost of living</td>
<td>26%</td>
<td>31%</td>
<td>21%</td>
<td>18%</td>
<td>17%</td>
<td>33%</td>
<td>24%</td>
</tr>
<tr>
<td>Don’t know</td>
<td>5%</td>
<td>5%</td>
<td>6%</td>
<td>5%</td>
<td>7%</td>
<td>9%</td>
<td>4%</td>
</tr>
</tbody>
</table>

---

8 Survey respondent and income support recipient.
2.3 Financial situation

I fear some weeks that I won’t be able to afford my medications, to see my specialists and therapists, the equipment I need, which then also takes a long time to receive. After that I still need to be able to afford fuel for the car and groceries. Despite living in public/community housing...  

Thirty-two per cent of Newstart and Youth Allowance recipients would describe themselves as poor or very poor, with equal numbers in each sub-group. Nearly one in four people receiving the Disability Support Pension would describe themselves in this way.

The largest proportion of overall respondents (47%) would describe themselves as ‘just getting along’ when thinking about their current needs and financial responsibilities.

Those receiving the age pension were far more likely to describe themselves as comfortable (48%) and far less likely to describe themselves as poor (9% compared to 32% of Newstart/Youth Allowance recipients).

Figure 2.3: Given your current needs and financial responsibilities, would you describe yourself as:

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL Comfortable</td>
<td>35%</td>
<td>48%</td>
<td>25%</td>
<td>17%</td>
<td>23%</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>TOTAL Poor</td>
<td>17%</td>
<td>9%</td>
<td>24%</td>
<td>23%</td>
<td>32%</td>
<td>17%</td>
<td>16%</td>
</tr>
<tr>
<td>JUST GETTING ALONG</td>
<td>47%</td>
<td>43%</td>
<td>51%</td>
<td>59%</td>
<td>44%</td>
<td>54%</td>
<td>48%</td>
</tr>
<tr>
<td>Very comfortable</td>
<td>3%</td>
<td>2%</td>
<td>4%</td>
<td>3%</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
</tr>
<tr>
<td>Comfortable</td>
<td>32%</td>
<td>46%</td>
<td>21%</td>
<td>14%</td>
<td>20%</td>
<td>21%</td>
<td>31%</td>
</tr>
<tr>
<td>Poor</td>
<td>10%</td>
<td>7%</td>
<td>13%</td>
<td>15%</td>
<td>16%</td>
<td>10%</td>
<td>8%</td>
</tr>
<tr>
<td>Very poor</td>
<td>7%</td>
<td>2%</td>
<td>11%</td>
<td>8%</td>
<td>16%</td>
<td>7%</td>
<td>8%</td>
</tr>
<tr>
<td>Don’t know</td>
<td>&lt;1%</td>
<td>-</td>
<td>&lt;1%</td>
<td>-</td>
<td>-</td>
<td>3%</td>
<td>-</td>
</tr>
</tbody>
</table>

---

9 Survey respondent and income support recipient.
2.4 Most stressful aspect of managing on income

When asked what they found most stressful about managing on their income in the last 12 months, respondents highlighted:

- The rising cost of living
- Being able to pay ‘bills’ (utilities)
- Rent and or housing
- Medical expenses

Although these were common responses, another key theme to emerge was ‘uncertainty’, the ‘fear’ and the stress that comes from living so close to financial crisis.
**Section 3: Measures of Financial Stress**

3.1 Debt levels

Financial pressure, the bills keep coming in and there is just enough money to cover them, but when the unexpected ones come along that’s when it becomes near impossible to survive on a pension, I feel like putting a gun to my head nearly every day now. ¹⁰

Nearly half of all respondents receiving the Newstart and Youth Allowances and more than a third of respondents receiving the Disability Support Pension appear to have unsustainable levels of personal debt, reporting that they owe more than they can afford. This compares with just 13% of respondents relying on the Age Pension.

**Figure 3.1: In terms of your own level of personal debt do you:**

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL: Owe MORE than I can afford</td>
<td>26%</td>
<td>13%</td>
<td>36%</td>
<td>37%</td>
<td>44%</td>
<td>28%</td>
<td>30%</td>
</tr>
<tr>
<td>owe a lot more than I can afford</td>
<td>11%</td>
<td>4%</td>
<td>17%</td>
<td>16%</td>
<td>22%</td>
<td>11%</td>
<td>14%</td>
</tr>
<tr>
<td>owe a little more than I can afford</td>
<td>15%</td>
<td>9%</td>
<td>19%</td>
<td>21%</td>
<td>22%</td>
<td>17%</td>
<td>16%</td>
</tr>
<tr>
<td>owe about what I can afford</td>
<td>24%</td>
<td>22%</td>
<td>26%</td>
<td>24%</td>
<td>23%</td>
<td>44%</td>
<td>25%</td>
</tr>
<tr>
<td>owe less than I can afford</td>
<td>6%</td>
<td>5%</td>
<td>6%</td>
<td>4%</td>
<td>5%</td>
<td>9%</td>
<td>8%</td>
</tr>
<tr>
<td>I do not have debts</td>
<td>44%</td>
<td>60%</td>
<td>31%</td>
<td>35%</td>
<td>28%</td>
<td>19%</td>
<td>37%</td>
</tr>
</tbody>
</table>

¹⁰ Survey respondent and income support recipient.
3.2 Trouble paying for items

The top five most common items that respondents had gone without in the last 12 months due to lack of finances were:

1. Buying Christmas presents (31%)
2. Dental appointments or procedures (30%)
3. Car Service (27%)
4. Buying presents for a loved one’s birthday (22%)
5. Medical appointments or procedures (19%)

More than half of respondents receiving the Disability Support Pension reported not being able to afford to buy Christmas presents.

Forty-three per cent of respondents receiving the Disability Support Pension and 37% of people receiving the Newstart or Youth Allowance reported not being able to afford dental appointments or procedures in the last twelve months.

One in four respondents receiving the Newstart or Youth Allowance and 29% of respondents receiving the Disability Support Pension reported not being able to afford medical appointments or procedures in the last 12 months.

Figure 3.2: Have you forgone or put off any of the following in the last 12 months due to a lack of finances? Please select all that apply.

<table>
<thead>
<tr>
<th>Item</th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buying Christmas presents</td>
<td>31%</td>
<td>21%</td>
<td>38%</td>
<td>52%</td>
<td>40%</td>
<td>37%</td>
<td>23%</td>
</tr>
<tr>
<td>Dental appointments or procedures</td>
<td>30%</td>
<td>24%</td>
<td>35%</td>
<td>43%</td>
<td>37%</td>
<td>36%</td>
<td>23%</td>
</tr>
<tr>
<td>Car Service</td>
<td>27%</td>
<td>20%</td>
<td>32%</td>
<td>36%</td>
<td>29%</td>
<td>39%</td>
<td>29%</td>
</tr>
<tr>
<td>Buying presents for a loved one’s birthday</td>
<td>22%</td>
<td>14%</td>
<td>29%</td>
<td>40%</td>
<td>29%</td>
<td>27%</td>
<td>18%</td>
</tr>
<tr>
<td>Medical appointments or procedures</td>
<td>19%</td>
<td>12%</td>
<td>25%</td>
<td>29%</td>
<td>25%</td>
<td>21%</td>
<td>22%</td>
</tr>
<tr>
<td>Urgent home repairs</td>
<td>17%</td>
<td>18%</td>
<td>16%</td>
<td>19%</td>
<td>14%</td>
<td>23%</td>
<td>12%</td>
</tr>
<tr>
<td>Paying utility bills on time</td>
<td>17%</td>
<td>8%</td>
<td>24%</td>
<td>24%</td>
<td>26%</td>
<td>31%</td>
<td>19%</td>
</tr>
<tr>
<td>Urgent car repairs</td>
<td>16%</td>
<td>8%</td>
<td>23%</td>
<td>26%</td>
<td>21%</td>
<td>20%</td>
<td>22%</td>
</tr>
<tr>
<td>Eating Meals</td>
<td>15%</td>
<td>6%</td>
<td>23%</td>
<td>28%</td>
<td>24%</td>
<td>19%</td>
<td>17%</td>
</tr>
</tbody>
</table>

11 Please note that this poll was conducted in the weeks leading up to Christmas 2014.
<table>
<thead>
<tr>
<th>Activity</th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paying back a debt to a family member or friend</td>
<td>14%</td>
<td>3%</td>
<td>23%</td>
<td>21%</td>
<td>29%</td>
<td>34%</td>
<td>12%</td>
</tr>
<tr>
<td>Paying phone bills on time</td>
<td>14%</td>
<td>4%</td>
<td>21%</td>
<td>25%</td>
<td>26%</td>
<td>23%</td>
<td>10%</td>
</tr>
<tr>
<td>Buying prescribed medication</td>
<td>12%</td>
<td>6%</td>
<td>17%</td>
<td>25%</td>
<td>14%</td>
<td>19%</td>
<td>11%</td>
</tr>
<tr>
<td>Paying back a debt to another lender</td>
<td>11%</td>
<td>4%</td>
<td>17%</td>
<td>13%</td>
<td>23%</td>
<td>19%</td>
<td>13%</td>
</tr>
<tr>
<td>Paying outstanding fines</td>
<td>7%</td>
<td>1%</td>
<td>12%</td>
<td>9%</td>
<td>14%</td>
<td>20%</td>
<td>7%</td>
</tr>
<tr>
<td>Making rent or mortgage payments</td>
<td>6%</td>
<td>1%</td>
<td>10%</td>
<td>8%</td>
<td>17%</td>
<td>13%</td>
<td>3%</td>
</tr>
<tr>
<td>Paying for a child’s school expenses (such as an excursion or sports equipment)</td>
<td>4%</td>
<td>-</td>
<td>8%</td>
<td>4%</td>
<td>8%</td>
<td>13%</td>
<td>10%</td>
</tr>
<tr>
<td>None of these</td>
<td>35%</td>
<td>47%</td>
<td>25%</td>
<td>20%</td>
<td>27%</td>
<td>21%</td>
<td>31%</td>
</tr>
</tbody>
</table>
3.3 Actions taken to meet financial needs

Forty per cent of respondents receiving the Parenting Payment, 39% of respondents receiving the Newstart or Youth Allowance and 32% of respondents receiving the Disability Support Pension reported having had to borrow money from family and friends in the last twelve months to meet their financial needs.

More than one in four respondents receiving the Parenting Payment had to sell an item of value to make ends meet.

Figure 3.3: In the last 12 months have you had to do any of the following to meet your immediate financial needs? Please select all that apply.

<table>
<thead>
<tr>
<th>Action</th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrow money from family or friends</td>
<td>20%</td>
<td>4%</td>
<td>32%</td>
<td>32%</td>
<td>39%</td>
<td>40%</td>
<td>18%</td>
</tr>
<tr>
<td>Sell an item of value (i.e. a car, jewellery or electronics)</td>
<td>14%</td>
<td>6%</td>
<td>20%</td>
<td>18%</td>
<td>21%</td>
<td>26%</td>
<td>19%</td>
</tr>
<tr>
<td>Use the services of a charity or welfare agency</td>
<td>10%</td>
<td>3%</td>
<td>15%</td>
<td>16%</td>
<td>21%</td>
<td>13%</td>
<td>7%</td>
</tr>
<tr>
<td>Trade in goods at Cash Converters or similar</td>
<td>9%</td>
<td>3%</td>
<td>13%</td>
<td>12%</td>
<td>20%</td>
<td>11%</td>
<td>7%</td>
</tr>
<tr>
<td>Increase the limit on an existing credit card, or take out a new card</td>
<td>7%</td>
<td>2%</td>
<td>12%</td>
<td>11%</td>
<td>10%</td>
<td>16%</td>
<td>13%</td>
</tr>
<tr>
<td>Take out a short-term pay day loan</td>
<td>6%</td>
<td>1%</td>
<td>9%</td>
<td>4%</td>
<td>12%</td>
<td>16%</td>
<td>7%</td>
</tr>
<tr>
<td>None of these</td>
<td>47%</td>
<td>64%</td>
<td>34%</td>
<td>39%</td>
<td>33%</td>
<td>26%</td>
<td>32%</td>
</tr>
</tbody>
</table>
3.4 Actions taken to save money

Nearly one third of respondents (32%) receiving the Disability Support Pension reported that they had gone without meals in the last 12 months in an effort to save money. Significant proportions of people receiving the Newstart or Youth Allowance (24%) and Parenting Payment (19%) also missed meals during the period.

The majority of all working age payment recipients reported turning off heating or cooling in an effort to save money.

More than one in ten respondents receiving the Newstart or Youth Allowance or Parenting Payment left their accommodation to move in with family or friends in an effort to save money. Similar proportions pulled out of a course of study for the same reason.

**Question: In the last 12 months have you done any of the following in an effort to save money or because of your financial situation?**

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/ Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gone without meals</td>
<td>16%</td>
<td>6%</td>
<td>24%</td>
<td>32%</td>
<td>24%</td>
<td>19%</td>
<td>19%</td>
</tr>
<tr>
<td>Turned off heating or cooling</td>
<td>48%</td>
<td>41%</td>
<td>54%</td>
<td>59%</td>
<td>56%</td>
<td>54%</td>
<td>48%</td>
</tr>
<tr>
<td>Left your accommodation and moved in with family or friends</td>
<td>4%</td>
<td>-</td>
<td>8%</td>
<td>2%</td>
<td>12%</td>
<td>11%</td>
<td>6%</td>
</tr>
<tr>
<td>Pulled out of a course or other study</td>
<td>5%</td>
<td>*</td>
<td>9%</td>
<td>8%</td>
<td>11%</td>
<td>10%</td>
<td>6%</td>
</tr>
<tr>
<td>None of these</td>
<td>46%</td>
<td>59%</td>
<td>36%</td>
<td>34%</td>
<td>34%</td>
<td>36%</td>
<td>40%</td>
</tr>
</tbody>
</table>
3.5 Ability to quickly raise a large sum of money

Only 23% of people receiving the Disability Support Pension reported being able to raise $2000 in a week for something important. For people receiving the Newstart Allowance, the figure was 36%.

This compares with those receiving the Age Pension, two-thirds of who said they could raise the money.

Question: If all of a sudden you had to get $2000 for something important, could the money be obtained within a week?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=244</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>50%</td>
<td>66%</td>
<td>38%</td>
<td>23%</td>
<td>36%</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>No</td>
<td>32%</td>
<td>17%</td>
<td>44%</td>
<td>59%</td>
<td>43%</td>
<td>37%</td>
<td>34%</td>
</tr>
<tr>
<td>Don't know</td>
<td>18%</td>
<td>17%</td>
<td>18%</td>
<td>18%</td>
<td>21%</td>
<td>13%</td>
<td>16%</td>
</tr>
</tbody>
</table>
3.6 Concern about the cost of household expenses

For Newstart and Youth Allowance recipients, the household expenses of most concern were:

1. Electricity and transport (both 62%)
2. Health and medical services (59%)
3. Food (56%)
4. Internet (53%)
5. Water (49%)
6. Mortgage or rent (47%)

Recipients of the Disability Support Pension reported the highest levels of concern about the cost of health and medical expenses (72%), electricity (71%), and food (62%).

<table>
<thead>
<tr>
<th>Table: Total concerned about different household expenses, by payment type</th>
</tr>
</thead>
<tbody>
<tr>
<td>'Total Concerned'</td>
</tr>
<tr>
<td>Electricity</td>
</tr>
<tr>
<td>Health or medical expenses</td>
</tr>
<tr>
<td>Transport (petrol, car, public transport)</td>
</tr>
<tr>
<td>Food and groceries</td>
</tr>
<tr>
<td>Home insurance</td>
</tr>
<tr>
<td>Water</td>
</tr>
<tr>
<td>Internet</td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Gas</td>
</tr>
<tr>
<td>Mortgage or rent</td>
</tr>
<tr>
<td>Education</td>
</tr>
</tbody>
</table>
As a proportion of all respondents, the household expenses of most concern were:

1. Electricity (59%)  
2. Health or medical expenses (56%)  
3. Transport (petrol, car, public transport) (48%)  
4. Food and groceries (46%)  
5. Home insurance (45%)

The difference between age pensioners and those on other payments is stark. On average, those receiving working age payments were more than 22% more likely to be concerned about each of the issues. Even with items such as education and mortgage/rent removed (which those receiving the age pension were more likely to state they did not have as a cost), the average difference in concern was more than 19%.

**Question: How concerned or uninterested are you about meeting the current costs of each of the following specific expenses for your household? (All respondents)**

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Very concerned</th>
<th>Quite concerned</th>
<th>Not very concerned</th>
<th>Not at all concerned</th>
<th>Don't know</th>
<th>Household does not have this expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electricity</td>
<td>59%</td>
<td>24%</td>
<td>35%</td>
<td>22%</td>
<td>14%</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Health or medical expenses</td>
<td>56%</td>
<td>21%</td>
<td>35%</td>
<td>29%</td>
<td>13%</td>
<td>1%</td>
<td>1%</td>
</tr>
<tr>
<td>Transport (petrol, car, public transport)</td>
<td>48%</td>
<td>15%</td>
<td>33%</td>
<td>33%</td>
<td>16%</td>
<td>2%</td>
<td>1%</td>
</tr>
<tr>
<td>Food and groceries</td>
<td>46%</td>
<td>19%</td>
<td>27%</td>
<td>34%</td>
<td>18%</td>
<td>1%</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Home insurance</td>
<td>45%</td>
<td>15%</td>
<td>30%</td>
<td>26%</td>
<td>14%</td>
<td>3%</td>
<td>12%</td>
</tr>
<tr>
<td>Water</td>
<td>42%</td>
<td>14%</td>
<td>28%</td>
<td>28%</td>
<td>22%</td>
<td>2%</td>
<td>6%</td>
</tr>
<tr>
<td>Internet</td>
<td>37%</td>
<td>12%</td>
<td>25%</td>
<td>41%</td>
<td>19%</td>
<td>2%</td>
<td>1%</td>
</tr>
<tr>
<td>Telephone</td>
<td>36%</td>
<td>11%</td>
<td>25%</td>
<td>40%</td>
<td>21%</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Gas</td>
<td>32%</td>
<td>14%</td>
<td>18%</td>
<td>20%</td>
<td>13%</td>
<td>2%</td>
<td>34%</td>
</tr>
<tr>
<td>Mortgage or rent</td>
<td>30%</td>
<td>14%</td>
<td>16%</td>
<td>17%</td>
<td>11%</td>
<td>2%</td>
<td>41%</td>
</tr>
<tr>
<td>Education</td>
<td>18%</td>
<td>7%</td>
<td>11%</td>
<td>11%</td>
<td>11%</td>
<td>2%</td>
<td>58%</td>
</tr>
</tbody>
</table>
Appendix A: Survey Reliability

Properly constructed sample surveys can provide results that are described as statistically reliable. The level of statistical reliability is dependent upon the sample size and (except where it is extremely small) the size of the population has no practical effect.

A survey that has 1000 respondents will provide results that are – at the 95% confidence level – subject to a sampling variation of between 2% and 3% at the total response level. Sub-samples, because of their smaller size, will exhibit larger sampling variances. The following table shows the sampling variances at the 95% confidence level for a range of sample sizes and response levels.

<table>
<thead>
<tr>
<th>Sample Size</th>
<th>10% or 90%</th>
<th>20% or 80%</th>
<th>30% or 70%</th>
<th>40% or 60%</th>
<th>50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>6%</td>
<td>8%</td>
<td>9%</td>
<td>9%</td>
<td>10%</td>
</tr>
<tr>
<td>200</td>
<td>4%</td>
<td>5%</td>
<td>6%</td>
<td>7%</td>
<td>7%</td>
</tr>
<tr>
<td>300</td>
<td>3%</td>
<td>5%</td>
<td>5%</td>
<td>6%</td>
<td>6%</td>
</tr>
<tr>
<td>400</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td>500</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
<td>4%</td>
<td>4%</td>
</tr>
<tr>
<td>600</td>
<td>2%</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
<td>4%</td>
</tr>
<tr>
<td>700</td>
<td>2%</td>
<td>3%</td>
<td>3%</td>
<td>4%</td>
<td>4%</td>
</tr>
<tr>
<td>800</td>
<td>2%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>900</td>
<td>2%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>1000</td>
<td>2%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
</tr>
</tbody>
</table>

Overall the confidence level was set as 95%. In this report where variation in sub-samples is statistically significant a comment has been made.

For the purposes of simplicity we have rounded percentages to the nearest whole number. This may result in some percentage totals being 99% or 101%.
## Appendix B: Basic survey demographics

<table>
<thead>
<tr>
<th>Marital status</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Single</td>
<td>23%</td>
</tr>
<tr>
<td>Partnered</td>
<td>60%</td>
</tr>
<tr>
<td>Separated/Divorced</td>
<td>10%</td>
</tr>
<tr>
<td>Widowed</td>
<td>8%</td>
</tr>
<tr>
<td>Other</td>
<td>*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>45%</td>
</tr>
<tr>
<td>Female</td>
<td>55%</td>
</tr>
<tr>
<td>Other</td>
<td>*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melbourne</td>
<td>21%</td>
</tr>
<tr>
<td>Other VIC</td>
<td>6%</td>
</tr>
<tr>
<td>Sydney</td>
<td>20%</td>
</tr>
<tr>
<td>Other NSW</td>
<td>18%</td>
</tr>
<tr>
<td>Brisbane</td>
<td>8%</td>
</tr>
<tr>
<td>Other QLD</td>
<td>6%</td>
</tr>
<tr>
<td>Darwin</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Other NT</td>
<td>-</td>
</tr>
<tr>
<td>Adelaide</td>
<td>6%</td>
</tr>
<tr>
<td>Other SA</td>
<td>1%</td>
</tr>
<tr>
<td>Hobart</td>
<td>1%</td>
</tr>
<tr>
<td>Other Tasmania</td>
<td>2%</td>
</tr>
<tr>
<td>Perth</td>
<td>5%</td>
</tr>
<tr>
<td>Other WA</td>
<td>3%</td>
</tr>
<tr>
<td>ACT</td>
<td>2%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Age</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 18</td>
<td>-</td>
</tr>
<tr>
<td>18-25</td>
<td>9%</td>
</tr>
<tr>
<td>26-30</td>
<td>6%</td>
</tr>
<tr>
<td>31-45</td>
<td>8%</td>
</tr>
<tr>
<td>46-50</td>
<td>6%</td>
</tr>
<tr>
<td>51-55</td>
<td>3%</td>
</tr>
<tr>
<td>56-60</td>
<td>3%</td>
</tr>
<tr>
<td>61-65</td>
<td>5%</td>
</tr>
<tr>
<td>66-70</td>
<td>6%</td>
</tr>
<tr>
<td>70-75</td>
<td>11%</td>
</tr>
<tr>
<td>75+</td>
<td>21%</td>
</tr>
</tbody>
</table>
Appendix C

Section 1: Extended Demographics

3.7 Welfare payment

Question: Do you receive any of the following types of government benefits?

<table>
<thead>
<tr>
<th>Benefit</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age pension</td>
<td>44%</td>
</tr>
<tr>
<td>Service pension</td>
<td>3%</td>
</tr>
<tr>
<td>Disability Support Pension</td>
<td>15%</td>
</tr>
<tr>
<td>Carer Allowance</td>
<td>11%</td>
</tr>
<tr>
<td>Austudy/Abstudy</td>
<td>1%</td>
</tr>
<tr>
<td>Newstart Allowance</td>
<td>13%</td>
</tr>
<tr>
<td>Youth Allowance</td>
<td>6%</td>
</tr>
<tr>
<td>Parenting Payment</td>
<td>7%</td>
</tr>
<tr>
<td>None of these</td>
<td>-</td>
</tr>
</tbody>
</table>

3.8 Household composition

Question: What is the composition of your current household?

<table>
<thead>
<tr>
<th>Composition</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Person living alone</td>
<td>23%</td>
</tr>
<tr>
<td>Single person with children</td>
<td>5%</td>
</tr>
<tr>
<td>Couple only</td>
<td>42%</td>
</tr>
<tr>
<td>Couple with children</td>
<td>18%</td>
</tr>
<tr>
<td>Group/share household</td>
<td>7%</td>
</tr>
<tr>
<td>Other</td>
<td>5%</td>
</tr>
</tbody>
</table>

3.9 Dependent children

Question: How many dependent children do you have?

<table>
<thead>
<tr>
<th>Number of Children</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>77%</td>
</tr>
<tr>
<td>1</td>
<td>10%</td>
</tr>
<tr>
<td>2</td>
<td>8%</td>
</tr>
<tr>
<td>3</td>
<td>3%</td>
</tr>
<tr>
<td>4</td>
<td>2%</td>
</tr>
<tr>
<td>5</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>6+</td>
<td>&lt;1%</td>
</tr>
</tbody>
</table>
### 3.10 Study

**Question:** Are you currently studying?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes, full time</td>
<td>8%</td>
</tr>
<tr>
<td>Yes, part-time</td>
<td>9%</td>
</tr>
<tr>
<td>No</td>
<td>83%</td>
</tr>
</tbody>
</table>

### 3.11 Employment

**Question:** Which of the following best describes your employment status?

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent, full-time</td>
<td>9%</td>
</tr>
<tr>
<td>Permanent, part-time</td>
<td>8%</td>
</tr>
<tr>
<td>Self-employed</td>
<td>3%</td>
</tr>
<tr>
<td>Casual (30+ hours per week)</td>
<td>1%</td>
</tr>
<tr>
<td>Casual (less than 30 hours per week)</td>
<td>6%</td>
</tr>
<tr>
<td>Contract</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Retired</td>
<td>48%</td>
</tr>
<tr>
<td>Home duties</td>
<td>11%</td>
</tr>
<tr>
<td>Unemployed and looking for work</td>
<td>6%</td>
</tr>
<tr>
<td>Unemployed and not looking for work</td>
<td>3%</td>
</tr>
<tr>
<td>Other</td>
<td>4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>Newstart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent, full-time</td>
<td>9%</td>
<td>&lt;1%</td>
<td>16%</td>
<td>3%</td>
<td>22%</td>
<td>31%</td>
<td>13%</td>
</tr>
<tr>
<td>Permanent, part-time</td>
<td>8%</td>
<td>3%</td>
<td>12%</td>
<td>8%</td>
<td>17%</td>
<td>14%</td>
<td>10%</td>
</tr>
<tr>
<td>Self-employed</td>
<td>3%</td>
<td>3%</td>
<td>4%</td>
<td>6%</td>
<td>4%</td>
<td>4%</td>
<td>2%</td>
</tr>
<tr>
<td>Casual (30+ hours per week)</td>
<td>1%</td>
<td>-</td>
<td>2%</td>
<td>-</td>
<td>2%</td>
<td>-</td>
<td>3%</td>
</tr>
<tr>
<td>Casual (less than 30 hours per week)</td>
<td>6%</td>
<td>4%</td>
<td>8%</td>
<td>7%</td>
<td>9%</td>
<td>7%</td>
<td>8%</td>
</tr>
<tr>
<td>Contract</td>
<td>&lt;1%</td>
<td>&lt;1%</td>
<td>&lt;1%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1%</td>
</tr>
<tr>
<td>Retired</td>
<td>48%</td>
<td>86%</td>
<td>18%</td>
<td>35%</td>
<td>2%</td>
<td>-</td>
<td>30%</td>
</tr>
<tr>
<td>Home duties</td>
<td>11%</td>
<td>3%</td>
<td>17%</td>
<td>17%</td>
<td>6%</td>
<td>33%</td>
<td>23%</td>
</tr>
<tr>
<td>Unemployed and looking for work</td>
<td>6%</td>
<td>-</td>
<td>11%</td>
<td>4%</td>
<td>27%</td>
<td>6%</td>
<td>2%</td>
</tr>
<tr>
<td>Unemployed and not looking for work</td>
<td>3%</td>
<td>&lt;1%</td>
<td>5%</td>
<td>12%</td>
<td>2%</td>
<td>1%</td>
<td>3%</td>
</tr>
<tr>
<td>Other</td>
<td>4%</td>
<td>&lt;1%</td>
<td>6%</td>
<td>9%</td>
<td>8%</td>
<td>-</td>
<td>4%</td>
</tr>
</tbody>
</table>
3.12 Length of time unemployed

**Question:** How long have you been looking for work? (unemployed respondents only)

<table>
<thead>
<tr>
<th>Duration</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1 month</td>
<td>14%</td>
</tr>
<tr>
<td>1 to 3 months</td>
<td>21%</td>
</tr>
<tr>
<td>3 to 6 months</td>
<td>2%</td>
</tr>
<tr>
<td>6 month to 1 year</td>
<td>5%</td>
</tr>
<tr>
<td>1 to 2 years</td>
<td>32%</td>
</tr>
<tr>
<td>2 to 5 years</td>
<td>15%</td>
</tr>
<tr>
<td>5+ years</td>
<td>11%</td>
</tr>
</tbody>
</table>

3.13 Education

**Question:** What is the highest level of education you have attained?

<table>
<thead>
<tr>
<th>Education</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 10 or below</td>
<td>18%</td>
</tr>
<tr>
<td>Year 11 or equivalent</td>
<td>5%</td>
</tr>
<tr>
<td>Year 12 or equivalent</td>
<td>16%</td>
</tr>
<tr>
<td>Still attending school</td>
<td>1%</td>
</tr>
<tr>
<td>Trade certificate or apprenticeship</td>
<td>11%</td>
</tr>
<tr>
<td>Diploma, certificate etc.</td>
<td>23%</td>
</tr>
<tr>
<td>Bachelor or Honours degree</td>
<td>19%</td>
</tr>
<tr>
<td>Post-graduate qualifications (e.g., Masters, PhD)</td>
<td>5%</td>
</tr>
<tr>
<td>Other – please specify</td>
<td>1%</td>
</tr>
</tbody>
</table>
### 3.14 Income

**Question:** What is the total net weekly income from all sources – including pensions and allowances – your household receives?

<table>
<thead>
<tr>
<th>Income Range</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,000 or more per week ($104,000 or more per year)</td>
<td>4%</td>
</tr>
<tr>
<td>$1,600-$1,999 per week ($83,200-$103,999 per year)</td>
<td>4%</td>
</tr>
<tr>
<td>$1,300-$1,599 per week ($67,600-$83,199 per year)</td>
<td>6%</td>
</tr>
<tr>
<td>$1,000-$1,299 per week ($52,000-$67,599 per year)</td>
<td>9%</td>
</tr>
<tr>
<td>$800-$999 per week ($41,600-$51,999 per year)</td>
<td>12%</td>
</tr>
<tr>
<td>$600-$799 per week ($31,200-$41,599 per year)</td>
<td>18%</td>
</tr>
<tr>
<td>$400-$599 per week ($20,800-$31,199 per year)</td>
<td>25%</td>
</tr>
<tr>
<td>$250-$399 per week ($13,000-$20,799 per year)</td>
<td>12%</td>
</tr>
<tr>
<td>$150-$249 per week ($7,800-$12,999 per year)</td>
<td>4%</td>
</tr>
<tr>
<td>$1-$149 per week ($1-$7,799 per year)</td>
<td>3%</td>
</tr>
<tr>
<td>No income</td>
<td>3%</td>
</tr>
<tr>
<td>Negative income</td>
<td>1%</td>
</tr>
</tbody>
</table>
3.15 Housing

Question: Which of the following best describes your housing situation?

<table>
<thead>
<tr>
<th></th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>I own my home outright</td>
<td>48%</td>
</tr>
<tr>
<td>I have a mortgage on my home</td>
<td>14%</td>
</tr>
<tr>
<td>I rent</td>
<td>27%</td>
</tr>
<tr>
<td>I live with family (at no charge)</td>
<td>6%</td>
</tr>
<tr>
<td>I live in public housing</td>
<td>3%</td>
</tr>
<tr>
<td>I live in an assisted living or aged care facility or similar</td>
<td>1%</td>
</tr>
<tr>
<td>I am homeless</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>1%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>%</th>
<th>Age Pension N=270</th>
<th>Non-Age Pension N=344</th>
<th>Disability Support N=94</th>
<th>NewStart/Youth Allowance N=117</th>
<th>Parenting Payment N=41</th>
<th>Other Payment N=91</th>
</tr>
</thead>
<tbody>
<tr>
<td>I own my home outright</td>
<td>48%</td>
<td>72%</td>
<td>32%</td>
<td>20%</td>
<td>13%</td>
<td>45%</td>
<td>72%</td>
</tr>
<tr>
<td>I have a mortgage on my home</td>
<td>14%</td>
<td>9%</td>
<td>13%</td>
<td>11%</td>
<td>47%</td>
<td>16%</td>
<td>9%</td>
</tr>
<tr>
<td>I rent</td>
<td>27%</td>
<td>14%</td>
<td>43%</td>
<td>43%</td>
<td>30%</td>
<td>27%</td>
<td>14%</td>
</tr>
<tr>
<td>I live with family (at no charge)</td>
<td>6%</td>
<td>*</td>
<td>1%</td>
<td>20%</td>
<td>9%</td>
<td>6%</td>
<td>*</td>
</tr>
<tr>
<td>I live in public housing</td>
<td>3%</td>
<td>1%</td>
<td>9%</td>
<td>4%</td>
<td>1%</td>
<td>3%</td>
<td>1%</td>
</tr>
<tr>
<td>I live in an assisted living or aged care facility or similar</td>
<td>1%</td>
<td>3%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3%</td>
</tr>
<tr>
<td>I am homeless</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>1%</td>
<td>1%</td>
<td>2%</td>
<td>1%</td>
<td>-</td>
<td>3%</td>
<td>1%</td>
</tr>
</tbody>
</table>
CONFIDENTIAL REPORTS

ITEM-18  CON 25/09/18 - MITCHELL PARK MEREWETHER CLARKE STAND UPGRADE WORKS - CONTRACT NO: 2019/002T

REPORT BY:  INFRASTRUCTURE AND PROPERTY
CONTACT:  DIRECTOR INFRASTRUCTURE AND PROPERTY / MANAGER ASSETS AND PROJECTS

REASON FOR CONFIDENTIALITY

This report has been classified confidential in accordance with the provisions of the Local Government Act 1993 (Act) as follows:

- Section 10A(2)(d) of the Act provides that Council can close a meeting to consider commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.

- Section 10B(1)(a) and (b) of the Act provides that the discussion of the item in a closed meeting must only:
  (a) include as much of the discussion as is necessary to preserve the confidentiality, privilege or security; and
  (b) occur if the Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

GROUNDs FOR CLOSING PART OF THE MEETING

In respect to section 10D(2) of the Act, the grounds on which part of a meeting is to be closed for the discussion of the particular item must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. Accordingly, an appropriate resolution to proceed is required first.

MOTION TO PROCEED

The discussion of the confidential report take place in a closed session, with the press and public excluded, for the following reasons:

A  The matter relates to tenders for the Mitchell Park Merewether Clarke Stand upgrade works for Contract No: 2019/002T.

B  It is contrary to the public interest to discuss tenders in an open meeting because the information provided to Council by tenderers is provided on the basis that it will be treated by Council as commercial-in-confidence. A practice of disclosing sensitive commercial information to the public, including competitors, could result in the withholding of such information by tenderers. This would lead to a reduction in the supply of information relevant to Council's decision. A disclosure of confidential information by Council could result in Council being the subject of litigation for breach of confidence.
C The closed session involves only as much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security.