

# COUNCIL AGENDA

## ORDINARY COUNCIL MEETING

25 September 2019





You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held at the **FRANCIS GREENWAY CENTRE, 170 GEORGE STREET, LIVERPOOL** on **Wednesday, 25 September 2019** commencing at 6.00pm. Doors to the Francis Greenway Centre will open at 5.50pm.

Liverpool City Council Meetings are taped for the purposes of minute taking and record keeping. If you have any enquiries please contact Council and Executive Services on 8711 7584.

A handwritten signature in blue ink, appearing to read "Kiersten Fishburn".

**Kiersten Fishburn**

CHIEF EXECUTIVE OFFICER

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## ORDER OF BUSINESS

### Council in Closed Session

The following items are listed for consideration by Council in Closed Session with the public excluded, in accordance with the provisions of the Local Government Act 1993 as listed below:

**CONF 01** Fire and Rescue NSW Referrals

*Reason: Item CONF 01 is confidential pursuant to the provisions of s10A(2)(g) of the Local Government Act because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.*

**CONF 02** Order of Liverpool Awards

*Reason: Item CONF 02 is confidential pursuant to the provisions of s10A(2)(a) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors).*

**CONF 03** Fifteenth Avenue Update

*Reason: Item CONF 03 is confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

**CONF 04** Acquisition of part of 145 Edmondson Avenue, Austral for road widening purposes

*Reason: Item CONF 04 is confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

**Close**



## MINUTES OF THE ORDINARY MEETING HELD ON 28 AUGUST 2019

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### **PRESENT:**

Mayor Wendy Waller  
 Councillor Balloot  
 Councillor Hadchiti  
 Councillor Hadid  
 Councillor Hagarty  
 Councillor Harle  
 Councillor Kaliyanda  
 Councillor Karnib  
 Councillor Rhodes  
 Councillor Shelton  
 Ms Kiersten Fishburn, Chief Executive Officer  
 Mr Tim Moore, Director City Economy and Growth / Deputy CEO  
 Mr Chris White, Director City Corporate  
 Dr Eddie Jackson, Director City Community and Culture  
 Mr Peter Patterson, Director City Presentation  
 Mr Raj Autar, Director City Infrastructure and Environment  
 Mr Andrew Stevenson, Chief Strategy and Engagement Officer  
 Mr Vishwa Nadan, Chief Financial Officer  
 Ms Tina Sangiuliano, Special Projects Officer  
 Mr John Morgan, Director Property and Commercial Development  
 Mr Charles Wiafe, Acting Manager Planning and Transport Strategy  
 Ms Galavizh Ahmadi Nia, Manager Community Development and Planning  
 Mr George Georgakis, Manager Council and Executive Services  
 Ms Susan Ranieri, Coordinator Council and Executive Services (minutes)

The meeting commenced at 6.00pm.

### **STATEMENT REGARDING WEBCASTING OF MEETING**

The Mayor reminded everyone that in accordance with Council's Code of Meeting Practice (other than the Public Forum Section), the meeting is being livestreamed.

### **ACKNOWLEDGMENT OF COUNTRY, PRAYER OF COUNCIL AND AFFIRMATION TO BE READ BY**

The prayer of the Council was read by Pastor Steve Riethmuller from Cartwright Gospel Chapel.

## NATIONAL ANTHEM

The National Anthem performed and recorded by Rebekah Ferro was played at the meeting.

## APOLOGIES

**Motion:** Moved Clr Balloot      **Seconded:** Clr Hadid

That leave of absence be granted for Ctr Ayyad for her absence from the meeting.

On being put to the meeting the motion was declared CARRIED.

## CONDOLENCES

Nil.

## CONFIRMATION OF MINUTES

**Motion:**                      **Moved: Clr Shelton**                      **Seconded: Clr Rhodes**

That the minutes of the Ordinary Meeting held on 31 July 2019 be confirmed as a true record of that meeting.

On being put to the meeting the motion was declared CARRIED.

## DECLARATIONS OF INTEREST

Nil.

## PUBLIC FORUM

## Presentation – items not on agenda

1. **Ms Vicky Andrews** addressed Council on the following item:

NOM 05 – A Prominent Permanent Home for the City of Liverpool and District Historical Society from 31 July 2019 Council meeting. Reasons for not using Family History for Liverpool and District Historical Society museum.

**Motion:** **Moved: Clr Kaliyanda** **Seconded: Clr Rhodes**

That a three minute extension of time be given to the speaker.

On being put to the meeting the motion was declared CARRIED.

## Representation – items on agenda

Nil.

## MAYORAL REPORT

**ITEM NO:** MAYOR 01

**FILE NO:** 218726.2019

**SUBJECT:** Liverpool Boys High School Named Secondary School of the Year

Congratulations to Liverpool Boys High School on being named Secondary School of the Year – Government at the 2019 Australian Education Awards.

On Friday 23 August, I presented Liverpool Boys High principal Michael Saxon, deputy principal Vince Surace and student leaders Jareef Ahmed and David Phan with a certificate of recognition to mark the achievement.

Our community is proud to see a local school being recognised for its innovation and excellence at a national level.

Education is critical to the growth of Liverpool as Sydney's third CBD – and Liverpool Boys High School is blazing a trail to the future.

The school's introduction of Project Based Learning in 2014 was a significant game-changer and since then the school has only enhanced its reputation for education innovation.

Flexible, personalised learning is key to Liverpool Boys' success. The school's programs include the Big Picture Academy in which students are encouraged to pursue their passions and attend internships in areas such as physiotherapy, veterinary studies and media production.

The focus is on equipping students with the skills they will need for the jobs of the future, many of which will be in Liverpool as it thrives alongside Western Sydney International (Nancy-Bird Walton) Airport and the Aerotropolis.

This award win by Liverpool Boys High School is further confirmation of Liverpool's growing reputation as a centre of education excellence.

## RECOMMENDATION

**Motion:** **Moved: Mayor Waller**

That Council receive and note this minute.

On being put to the meeting the motion was declared CARRIED.

## MAYORAL REPORT

**ITEM NO:** MAYOR 02  
**FILE NO:** 221471.2019  
**SUBJECT:** Delegation Visit to Sister City Calabria

Council formed a sister city relationship with Roccella in Calabria in 1993 to recognise the number of Italians, particularly Calabrians, who have made Liverpool their home. Council has sent two delegations to Calabria and received visits from Calabrian dignitaries.

In recent years, Councillors, previous Calabrian delegates and local Italian business people have expressed the desire to strengthen our sister city relationship and to foster stronger cultural links between our two cities and, in February 2016, Council resolved that Officers were to reconnect with our sister city in Calabria.

Apart from English, Italian is the most widely recorded overseas ancestry for residents of Liverpool and Council is maintaining strong cultural connections with the Italian community through partnerships with community groups and cultural activities.

Earlier this year I attended a business lunch with the Italian Chamber of Commerce and Industry in Australia at which there was a keen interest in developing a further relationship with Liverpool and opportunities around Western Sydney International Airport.

Council has received an official invitation from the Mayor of Roccella to visit.

Council's Civic Expenses and Facilities Policy provides for a Council delegation, comprised of Mayor, CEO and two other delegates, to be sent to a Sister City every two years. Other Councillors may join official delegations (with Mayor's approval) but meet all their own costs except accommodation and other expenses agreed to by the host Sister City.

There is funding within the 2019/20 Sister City Program budget to cover this expenditure.

In response to the Mayor's invitation, and in the interest of maintaining a strong cultural connection and relationship between our two cities, it is proposed that a delegation be sent from Liverpool to Roccella in October. As suggested by the liaison of the Sister City Committee, it is proposed that a visit to Parliament in Rome be organised as part of the delegation visit. The official delegation is expected to be approximately four days.

## RECOMMENDATION

**Motion:** **Moved: Mayor Waller**

That:

1. Council receive and note this minute, acknowledging cultural connections between Roccella and Liverpool;



2. Council facilitate arrangements for a delegation from Liverpool to Calabria in October 2019, funded from the Sister City Program budget with a report to come back to Council on the outcomes of the visit;
3. The two other delegates to attend be Clrs Balloot and Hadchiti, with Clr Rhodes being a reserve should one not be able to attend. Council call for a further nomination should a further delegate not be able to attend.

On being put to the meeting the motion was declared CARRIED.

## CITY ECONOMY AND GROWTH REPORT

**ITEM NO:** EGROW 01

**FILE NO:** 072557.2019

**SUBJECT:** Draft Amendment 69 - Liverpool Local Environmental Plan 2008 - Advertising Signage in the Liverpool City Centre

### RECOMMENDATION

That Council:

1. Not proceed with draft Amendment 69 to the Liverpool Local Environmental Plan; and
2. Writes to the Minister for Planning & Public Spaces requesting that the planning proposal not proceed pursuant to Section 3.35(4) of the *Environmental Planning and Assessment Act 1979*.

### COUNCIL DECISION

**Motion:**

**Moved: Cllr Hadchiti**

**Seconded: Cllr Rhodes**

That Council:

1. That Council defer a decision until the public domain master plan is submitted to Council and community consultation is undertaken; and
2. Publicly exhibit draft Amendment 69 and the draft DCP amendment concurrently to seek feedback.

On being put to the meeting the motion was declared CARRIED.

**Vote for:** Mayor Waller  
Cllr Balloot  
Cllr Hadchiti  
Cllr Hadid  
Cllr Hagarty  
Cllr Harle  
Cllr Kaliyanda  
Cllr Karnib  
Cllr Rhodes

**Vote Against:** Cllr Shelton



**ITEM NO:** CEO 02  
**FILE NO:** 212457.2019  
**SUBJECT:** Western Sydney City Deal Study Tour

## RECOMMENDATION

That Council endorse the Mayor and CEO taking part in the Airport City Study Program with Western Sydney City Deal Mayors and the Minister for Population, Cities and Urban Infrastructure Alan Tudge.

## COUNCIL DECISION

**Motion:**                      **Moved: Cllr Shelton**                      **Seconded: Cllr Hagarty**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.



## CITY CORPORATE REPORT

**ITEM NO:** CORP 01  
**FILE NO:** 193503.2019  
**SUBJECT:** Investment Report July 2019

## RECOMMENDATION

That Council receives and notes this report.

## COUNCIL DECISION

**Motion:** **Moved: Clr Shelton** **Seconded: Clr Karnib**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

That Council:

- ## COUNCIL DECISION

**Motion:**                      **Moved: Clr Hagarty**                      **Seconded: Clr Hadchiti**

That:

1. Council endorse the proposed amendments to Council's Investment Policy, included as **Attachment 7** to the report of staff;
2. Council publicly exhibit the proposed amended policy for a period of not less than 28 days;
3. In the event no negative submissions are received; delegate authority to the CEO to adopt the policy following the expiration of the 28 day exhibition period;
4. Prior to the issue of any debentures, the Minister for Local Government or the Treasurer approve this document; and
5. Once and if Ministerial approval is received, that it be immediately communicated to Councillors.

On being put to the meeting the motion was declared CARRIED.





That Council approves the works and services listed in Attachment 1 with a remaining budget of \$17,289,582 to be carried over from the 2018-19 Program Year to the 2019-20 Program Year.

**Motion:**                      **Moved: Clr Kaliyanda**                      **Seconded: Clr Hagarty**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**ITEM NO:** INF 03  
**FILE NO:** 199432.2019  
**SUBJECT:** Clean Air for Liverpool

**Motion:**                      **Moved: Clr Harle**                      **Seconded: Mayor Waller**

That Council deal with this item at the end of the meeting in Confidential Session in accordance with S10(A)2(g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

On being put to the meeting the motion was declared CARRIED.

This item was dealt later in the meeting in Closed Session.



**ITEM NO:** CTTE 02  
**FILE NO:** 196430.2019  
**SUBJECT:** Minutes of the Heritage Advisory Committee meeting on 12 June 2019

## RECOMMENDATION

That Council receives and notes the minutes of the Heritage Advisory Committee meeting held on 12 June 2019.

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Kaliyanda**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**ITEM NO:** CTTE 03  
**FILE NO:** 196725.2019  
**SUBJECT:** Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee Meeting

## RECOMMENDATION

That Council adopts the following recommendations of the Committee:

- Item 1 Twentieth Avenue, Hoxton Park – Proposed Children’s Crossing
- Approves the installation of a Children’s crossing across Twentieth Avenue in front of Good Shepherd Catholic Primary School subject to community consultation.
- Item 2 First Avenue and Twentieth Avenue intersection, Hoxton Park – Proposed Roundabout
- Approves installation of a roundabout at the intersection of First Avenue and Twentieth Avenue, subject to community consultation.
- Item 3 Kingsbury Road and Peronne Road intersection, Edmondson Park – Proposed Roundabout
- Approves installation of a roundabout at the Kingsbury Road and Peronne Road intersection, subject to community consultation.
- Item 4 Manning Street and Warwick Farm, Warwick Farm – Proposed Parking Arrangement
- Approves 4P parking restrictions along the section of Manning Street, between Munday Street and Priddle Street, subject to TfNSW support and community consultation.
- Item 5 Hume Drive, West Hoxton – Proposed Linemarking Scheme
- Approves installation of signs and line marking scheme on Hume Drive, West Hoxton (as shown in Attachment 5.1 of the minutes).
- Item 6 Feodore Drive, Cecil Hills – Proposed Traffic Facilities
- Approves installation of three raised thresholds across sections of Feodore Drive, Cecil Hills subject to community consultation.

- ## Item 8 Manning Street, Warwick Farm – Heavy Vehicle Movements

- Item 9 1432-1436 Camden Valley Way, Leppington – Proposed Roundabout at Crystal Palace Way and Rainbows Way intersection

- Item 10 146 Newbridge Road, Moorebank – Proposed Linemarking and Signposting Scheme

- ## Item 11 Items Approved Under Delegated Authority

- ## COUNCIL DECISION

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Kaliyanda**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**ITEM NO:** CTTE 04  
**FILE NO:** 202535.2019  
**SUBJECT:** Minutes of the Audit, Risk and Improvement Committee Meeting held on 26 July 2019

## RECOMMENDATION

That Council receives and notes the Minutes of the Audit, Risk and Improvement Committee Meeting held on 26 July 2019.

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Kaliyanda**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

## QUESTIONS WITH NOTICE

**ITEM NO:** QWN 01

**FILE NO:** 180567.2019

**SUBJECT:** Question with Notice - Clr Hagarty - Upkeep of Vacant Lots

## Introduction

The push for densification has resulted in the demolition of older dwellings and resulted in vacant lots. The recent drop in house prices has meant these sites have stayed demolished and vacant longer.

Too often the sites are riddled with overgrown grass, feral cats and other pests to the detriment of the neighbouring community.

Please address the following:

1. What power does Council have to ensure the reasonable upkeep of vacant lots?

## Response

Council has powers under the Local Government Act 1993 to issue orders to owners/occupiers of land if the land is not in a safe or healthy condition. Council staff use the guidelines in Council's Overgrown Procedures to help determine when action is advised.

## COUNCIL DECISION

**Motion:**                      **Moved:** Clr Hagarty                      **Seconded:** Clr Kaliyanda

That Council undertake a public awareness campaign about the expected standards for the upkeep of vacant lots and how the public can assist in reporting potential breaches.

On being put to the meeting the motion was declared CARRIED.



**ITEM NO:** QWN 02  
**FILE NO:** 180568.2019  
**SUBJECT:** Question with Notice - Cllr Hagarty - Community Wealth Building

### Introduction

When a purchase is made at a local business, that money is likely to stay in Liverpool longer. It is more often spent on local services and at local stores, restaurants and cafes. This multiplier effect results in more local businesses and more local jobs.

As such, Council should do its utmost to spend as much as is practical on local businesses. We should also encourage other large employers and institutions, such as the hospital, the Universities, clubs etc., to do the same.

Please address the following:

1. **What legislative impediments are there preventing Council and other large employers to preference local businesses, particularly social enterprises, the awarding of contracts? e.g. cleaning and catering?**

### Response

In short, there are no specific legislative provisions preventing Liverpool City Council from implementing a local preference policy.

The relevant statutory provision relating to Council's requirements for tendering are set out in section 55 of the *Local Government Act 1993*. There is nothing in that section that specifically precludes Council from showing preference to local suppliers. Part 7 of the *Local Government (General) Regulation 2005* sets out applicable framework to be applied by Council in the tendering process. There is nothing in the relevant clauses (163-179) to prevent preference being shown to local suppliers.

Relevantly, in October 2009 the Department of Local Government (as it then was) produced tendering guidelines titled "Tendering Guidelines for NSW Local Government" (the guidelines). While the guidelines fall short of having legislative authority and are not necessarily mandatory for council's to follow, they do provide a useful insight into the issue of local supplier preferencing. One of the standards of behaviour and ethical principles set out in the guidelines is reproduced below:

*No improper advantage: Councils must not engage in practices that aim to give a potential tenderer an advantage over others, unless such advantage stems from an adopted Council procurement policy such as a local preference policy.*

Under the heading "1.6 Local Preferencing Policy" the guidelines note that local preferencing poses some "inherent risks in terms of anti-competitiveness and the maintenance of defensibility, accountability and probity". The guidelines state:

## COUNCIL DECISION

That Council:

- On being put to the meeting the motion was declared CARRIED.

**ITEM NO:** QWN 03  
**FILE NO:** 181742.2019  
**SUBJECT:** Question with Notice - Clr Ayyad - Middleton Grange Town Centre

At Council's December 2018 meeting, a motion regarding Middleton Grange Town Centre was resolved by Council. Point 10 of that motion states:

***10. Work with the applicant to explore the option of some form of temporary retail on the site.***

Please address the following:

1. Who from Council is responsible to implement this part of the motion?
2. When was the applicant contacted about this? (Please provide us with copies of correspondence relating to this)
3. What is the progress of getting temporary retail on site as Councillor Hagarty moved in his motion noting that it has been 7 months since Council resolved this motion?
4. Has the applicant lodged any amended plans for the site with any government body?

**A response to these questions will be provided in the report submitted to September Council meeting as per resolution of NOMR 01 from 31 July 2019 Council meeting.**

**ITEM NO:** QWN 04  
**FILE NO:** 207635.2019  
**SUBJECT:** Question with Notice - Cllr Hadchiti - Middleton Grange Town Centre

Please address the following:

In relation to the Middleton Grange Town Centre proposal that was before Council in the December 2018 meeting:

1. What action has Council taken to satisfy point 10 of the recommendation which reads 'Work with the applicant to explore the option of some form of temporary retail on site'?
2. The proposal included a Middleton Grange DCP. Were there merits to that DCP as proposed?

**A response to these questions will be provided in the report submitted to September Council meeting as per resolution of NOMR 01 from 31 July 2019 Council meeting.**

**ITEM NO:** QWN 05  
**FILE NO:** 181752.2019  
**SUBJECT:** Question with Notice - Clr Rhodes - Tennis Petition

Please address the following:

1. What action has Council taken to address the Petition against the removal of the Tennis Courts in Phillip Park?
2. Why were the constituents who applied to speak at Council at both the May and June Meetings refused their opportunity to address Council and hand in their petition?
3. Has Council refused to permit constituents from addressing Council before and if so why were they refused?

### **Response**

**1. What action has Council taken to address the Petition against the removal of the Tennis Courts in Phillip Park?**

The petition, tabled by Clr Rhodes at the 26 June 2019 Council meeting on behalf of the residents, was acknowledged by Council via a letter from the CEO on 27 June 2019. Council staff had organised a meeting with a representative group of petitioners on 4 July, which was postponed at the residents' request due to wet weather.

The Community Development team have made regular contact with the group to reschedule the meeting. A meeting was held with the residents on 1 August, attended by 7 residents and A/Director City Community & Culture, Manager Community Development and Planning and Manager Recreation and Community Outcomes.

The purpose of the meeting was to hear residents' concerns, inform them that the project is now in a delivery phase, and offer alternative arrangements to minimise the impact on their play time, including transportation, while the new facilities in Miller are being constructed. Residents were advised of the reasons for the decline of residents' request to speak at a Council meeting. The group is not satisfied with Council's decision and request at least 1-2 courts be retained. Council staff discussed the strategic and operational rationale for the decision and offered to provide a copy of the Council report which outlines diverse factors and details on the need to relocate the tennis courts. The group was also informed that Council is fast-tracking the construction of 4 tennis courts at McGirr Park, forecast for completion by the end of 2019.

As an interim measure and to reduce the impact on all existing users while the construction works are underway, Council officers met with the tennis court licensee to discuss his request for access to alternative tennis court facilities so groups, including schools who travel to Phillips Park, can continue to play tennis. The tennis licensee informed Council that he no longer wants to pursue this option.

Council's resolution to relocate tennis courts to McGirr Park in Miller is part of Council's key objectives of creating an integrated community hub and new and improved facilities in Lurnea. The planning of McGirr Park tennis facilities is complete and currently in design stage for construction of 4 tennis courts by the end of 2019, and construction of amenities by April 2020.

**2. Why were the constituents who applied to speak at Council at both the May and June Meetings refused their opportunity to address Council and hand in their petition?**

The speaker requests are approved or denied by the Chair of the meeting. The two constituents were advised that their requests were denied as the matter was now operational and staff could be contacted if they wished to discuss the matter further. It was advised the relocation of the tennis courts from Phillips Park to McGirr Park was an endorsed decision of Council, therefore an operational matter rather than a matter before Council.

Council's Code of Meeting Practice (page 38) also states that presentations on items not on the agenda must be limited to matters which in the opinion of the Chairperson are under the jurisdiction or influence of Council.

**3. Has Council refused to permit constituents from addressing Council before and if so why were they refused?**

Speakers have been refused permission to address Council on previous occasions. This has been when the requests were received after the deadline.

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Harle**

That Council

1. Notes the special needs of Liverpool's aging population; and
2. Receives a report back to the December 2019 Council meeting on how Council can identify and address the special needs of the aging population in the community through Consultation Policy and Procedures and Council's Social Impact Policy and Procedures.

On being put to the meeting the motion was declared CARRIED.

**ITEM NO:** QWN 06  
**FILE NO:** 181754.2019  
**SUBJECT:** Question with Notice - Clr Rhodes - Visitation Survey

Council recently engaged a consultant to prepare a report addressing the current visitation figures in the Liverpool LGA. The Survey was proposed at the Tourism and CBD Committee so that Liverpool would have a base understanding of the current market and also provide Liverpool Council the opportunity to substantiate the number of international tourists staying in Liverpool at our hotels as the figures included in the Liverpool Council Destination Plan (TBC).

The report when presented to the Tourism and CBD Committee was missing the information needed to substantiate the international visitation figures reported by Liverpool hotels and already included in the Liverpool Council Destination Plan.

Please address the following:

- 1. Have the consultants been instructed to contact all the hotels in the Liverpool LGA to substantiate the International visitation figures quoted in the Destination Management Plan?**

The consultants were not instructed to directly contact hotels in the Liverpool LGA in the process of conducting the Baseline Figures Report.

- 2. Have the consultants revised the report to include the International Visitation figures for Liverpool?**

No revisions have been made to the report.

- 3. Will the revised report be made available to Councillors?**

Council staff will contact hotels in the Liverpool LGA to obtain their visitor numbers for both domestic and international stays. This raw data will be presented to the next Tourism & CBD Committee meeting on 1 October 2019.

It should be noted that the analysis and data contained in the Liverpool Baseline Figures Report was sourced directly from Tourism Research Australia's database for the National Visitor Survey and International Visitor Survey. This is the single, largest and most accurate set of visitor data in the country. It is the basis for all government planning regarding tourism and is used extensively by government tourism bodies, including Tourism Australia and Destination NSW. The data supplied in the report achieves a confidence level of 95%, at a confidence interval of +/-5%, which is industry standard.

The findings of the report are consistent with other available sources, including the following:  
The Tourism in Liverpool – A Snapshot 2017 report by Urbis which outlined international visitation to Liverpool at 34,982 in 2016.

Destination NSW's Western Sydney Visitor Profile for year ending June 2018 indicates that there were 530,000 international visitors to Western Sydney; Parramatta LGA was the most visited (30%), followed by Canterbury-Bankstown and Blacktown LGAs (15% each). The remaining 212,000 international visitors were spread amongst the other Western Sydney LGAs, which include Hawkesbury, Penrith, the Hills Shire, Cumberland, Fairfield, Liverpool, Camden, Campbelltown and Wollondilly.



ITEM NO: QWN 07  
 FILE NO: 181756.2019  
 SUBJECT: Question with Notice - Clr Rhodes - Liverpool Collaboration Area

“Liverpool City Council is identified in the Collaboration Area Place Strategy as the primary stakeholder in addressing the action of increasing above the targets set out in a Metropolis of Three Cities to improve and increase social and affordable housing”.

Please address the following:

1. What is the definition of Primary stakeholder in the above context?
2. What are the Targets set out in the Metropolis of Three Cities for:
  - a. Social Housing?
  - b. Affordable Housing?
3. How much is Liverpool as the Primary Stakeholder Increasing above these Targets for:
  - a. Social Housing
  - b. Affordable Housing?
4. Does this mean that Liverpool will be providing more social and or affordable Housing than other Western Sydney Cities?

## Response

**“Liverpool City Council is identified in the Collaboration Area Place Strategy as the primary stakeholder in addressing the action of increasing above the targets set out in a Metropolis of Three Cities to improve and increase social and affordable housing”.**

Action 10 of the Liverpool Collaboration Area Place Strategy states that Council as the primary stakeholder supported by Land and Housing Corporation will “Investigate the potential for master planned precincts (such as NSW Land and Housing Corporation properties in Warwick Farm and rezoned land) to improve and increase social and affordable housing above the targets set out in the *Metropolis of Three Cities*.”

1. **What is the definition of Primary stakeholder in the above context?**  
 The definition of primary stakeholder in this instance is the agency or authority that takes the lead role in implementing the action.
2. **What are the Targets set out in the Metropolis of Three Cities for:**
  - a. **Social Housing?**
  - b. **Affordable Housing?**

The targets in the *Metropolis of Three Cities* are quite vague. The plan states “*Within Greater Sydney, targets generally in the range of 5-10 per cent of new residential floor space are viable, noting that these targets will be tailored to each nominated area.*” The Greater Sydney Commission and the Department of Planning, Industry and Environment will work together to “*develop mechanisms required to implement the proposed Affordable Housing Targets*”.

**3. How much is Liverpool as the Primary Stakeholder Increasing above these Targets for:**

**a. Social Housing**

**b. Affordable Housing?**

Liverpool Council has been applying the rule of thumb that developers proposing rezoning to residential should incorporate between 5 and 10% affordable housing in their developments, noting however that the percentage needs to consider the impact on the viability of the proposal. Council is preparing an Affordable Housing Contributions Scheme as part of the Local Housing Strategy to be considered by Council later this year.

**4. Does this mean that Liverpool will be providing more social and or affordable Housing than other Western Sydney Cities?**

No. The District Plan identifies 5-10% affordable housing for areas subject to rezoning. This is a consistent goal across Western Sydney.

**Clr Kaliyanda left the Chambers at 7.13pm.**

**Clr Harle left the Chambers at 7.14pm.**

**ITEM NO:** QWN 08

**FILE NO:** 211189.2019

**SUBJECT:** Question with Notice - Clr Hadchiti - Timeframe for response to calls and emails from residents or proponents

Please address the following:

1. Is there a policy in place in the organisation, covering all departments, for timeframes that calls/emails must be responded to from residents or proponents dealing with Council?
2. If so who monitors it?
3. If monitored what does the data show?

**A response to these questions will be provided in the 25 September 2019 Council meeting business papers.**

**Clr Kaliyanda returned to the Chambers at 7.15pm.**

**ITEM NO:** QWN 09

**FILE NO:** 211289.2019

**SUBJECT:** Question with Notice - Clr Ayyad - Status of Item CORP 03 from 27 March 2019  
Council Meeting - Provision of Public Parking to City Centre South

Please address the following:

1. 'What is the status of the items resolved in the attached'?

**A response to this question will be provided in the 25 September 2019 Council meeting business papers.**



## PRESENTATIONS BY COUNCILLORS

- i. Cllr Rhodes made a presentation regarding WSROC's initiatives as shown below:

*"As treasurer of The Western Sydney Region Organisation of Councils (WSROC) I would like to provide Council an update on new and emerging opportunities for Council through WSROC Programs and initiatives.*

*WSROC is currently investigating a contract opportunity for road surfacing materials that is made from recycled products.*

*Another WSROC procurement initiative is to negotiate with a renewable energy supplier via a Power Purchasing Agreement that will supply cheaper electricity to residents in Council's LGA and possibly under the independent Councils own branding.*

*WSROC through its Outreach Program will within 12 months deliver the opportunity for collaborative procurement for rooftop solar installations.*

*WSROC within 2 years will be delivering the opportunity for Council procurement of transport infrastructure that delivers a low carbon, low cost transport solutions.*

*Continuing WSROC's Light Years Ahead Program through participating partnership Councils have converted more than 20,000 streetlights to efficient LED Lighting avoiding 17,000 tonnes of greenhouse emissions each year and saving \$1.2m annually.*

*WSROC has recently met with:*

*Minister For Planning and Public Spaces Minister, Rob Stokes 13 June;  
Minister for Energy and Environment Minister, Matt Kean 29 July; and  
Minister for Local Government, Minister Shelly Hancock 31 July  
this year to address needs specific to Western Sydney.*

*Some of the Matters raised with various Ministers included:*

1. *Urban Heat mitigation and adaption where it was explained that heat was rising in Sydney's West at twice the rate as the Sydney CBD.*

*Our current Planning systems is delivering outcomes that exacerbate urban heat and compromise the resilience and health of our communities. There is a need for collaboration across all relevant agencies to develop appropriate collaborative design and planning policies that will deliver better outcomes for our communities.*

*WSROC asked the Minister to engage with Local Government to review the current planning framework and to consider SEPPs, LEPs, DCP,s BASIX, BCA and the national Construction Code in consideration of better design outcomes.*

*WSROC is already working with Resilient Sydney, Greater Sydney Commission and UNSW to develop a tool to assist in design and build of cooler communities. As well as is also working with NAROC councils to ensure that urban heat provisions are included in the LSPS and LEP reviews.*

## *2. Planning for Waste Infrastructure and Service Delivery*

*WSROC asked that:*

- 1. The Minister note the limited availability of land for new waste facilities and work with local government to ensure industrial lands are identified and protected from future residential encroachment.*
- 2. That the importance of Waste delivery be elevated in the planning process.*
- 3. The Minister recognise Waste as an essential service of equal importance to electricity, water and transport.*
- 4. The Government re-invest a greater proportion of monies collected under the NSW Waste Levy to enable innovative waste technologies for improved environmental outcomes through policy, research and evaluation.*

## *3. Social Infrastructure Funding*

*WSROC asked that:*

- 1. Community facilities be included on the essential works list so that Councils can levy funding to build these under section 7.11.*
- 2. That NSW Government work with Councils to review mechanisms for funding regional infrastructure.*

## *4. Energy and Opportunities*

*WSROC asked that:*

- 1. The Government work with Local Councils on energy related opportunities in Western Sydney to achieve emissions and cost savings and increase grid stability.*

## *5. Common operating environment for local Government*

- 1. There is an opportunity for collaboration between State and Local Government to develop a best practice digital operating environment that encompasses both front of house and back office in a similar way as Service NSW providing a consistent experience for the community and baseline data sets across local Government.*

2. *Independent Hearing Assessment Panels were imposed on Councils at Council's cost, with little consideration given to how the panels would be funded of the direct or indirect cost-implications in sitting fees and or the panel referring matters to the Land and Environment Court.*

*There are far too many issues raised with the Ministers to put in this report, and a full WSROC report will be delivered to Council".*

- ii. Cllr Hagarty made a presentation to Council regarding the re-opening of Ferrington Park event that he attended on Sunday 25<sup>th</sup> August 2019.

The refurbishment of Ferrington Park is the result of a collaboration project between Liverpool City Council, The Liverpool District Men's Shed and the Ferrington Collaborative (residents of Liverpool). Councillor Hagarty attended the event along with Mayor Waller and other Councillors and wanted to commend Council, the Liverpool District Men's Shed and the community on the initiative.

The result of the project has been the upgrade of a public space by "the people" of the community in collaboration with the Council.



**Clr Hagarty left the Chambers at 7.25pm.**  
**Clr Hagarty returned to the Chambers at 7.26pm.**

## NOTICES OF MOTION

**ITEM NO:** NOM 01  
**FILE NO:** 211179.2019  
**SUBJECT:** Coaching and Development

## Background

The coaching and development of staff is paramount to the success to an organisation no matter their size or the types of products or services they offer.

Currently in Council's customer service centre, calls are recorded for coaching and staff development purposes and I have no doubt improvements have been made to the customer experience and also to the development of staff as a result of this practise.

Given this process is in place for the customer service centre Council should now consider rolling this out across the organisation.

**NOTICE OF MOTION (submitted by Councillor Hadchiti)**

That Council:

1. Direct the CEO in consultation with relevant stakeholders to expand the current policy that allows for calls to be recorded in the customer service centre to include the whole organisation;
2. Direct the CEO to report back to Council on the cost to implement such policy; and
3. Direct the CEO to report back to Council in the October 2019 meeting on the above.

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Hadchiti**                      **Seconded: Clr Hadid**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

Mayor Waller and Councillor Shelton asked that they be recording as having voted against the motion.

**Clr Hadid left the meeting at 7.30pm.**

**CONFIDENTIAL ITEMS**

**ITEM NO:** CONF 01

**FILE NO:** 192335.2019

**SUBJECT:** Tender WT2827 - Construction of Cirillo Reserve Complex

## RECOMMENDATION

That Council:

1. Accepts the Tender from Glascott Landscape & Civil Pty Ltd for Tender WT2827 - Construction of Cirillo Reserve Sports Complex for 12-month contract term at the GST exclusive price of \$6,598,937 for all four portions;
2. Makes public its decision regarding Tender WT2827 - Construction of Cirillo Reserve Sports Complex;
3. Notes that the Chief Executive Officer will finalise all details and sign the Letter of Acceptance following publication of draft Minutes on Council website for the tender, giving it contractual effect, in accordance with delegated authority; and
4. Keeps confidential the details supplied in this report containing information on the submissions received, pursuant to the provisions of Section 10A(2)(d)(i) of the Local Government Act 1993 as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

## COUNCIL DECISION

**Motion:** **Moved:** Clr Shelton **Seconded:** Clr Hadchiti

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

Councillors voted unanimously for this motion.

Note: Councillor Hadid was not in the Chambers when the item was voted on.

Councillor Ayyad was not at the meeting.

That Council:

- ## COUNCIL DECISION

**Motion:**                      **Moved: Cllr Rhodes**                      **Seconded: Cllr Harle**

That the recommendation be adopted.

On being put to the meeting the motion was declared CARRIED.

**Clr Hadid returned to the meeting at 7.35pm.**

**Clr Balloot left the meeting at 7.39pm.**

**ITEM NO:** CONF 03

**FILE NO:** 202201.2019

**SUBJECT:** Proposed Disposal of Council Land Lot 88 DP 1236888 Kurrajong Road, Prestons

## **RECOMMENDATION**

That Council:

1. Approves the disposal of Lot 88 DP 1236888 for the price and terms as outlined in this report;
2. Approves the transfer of the SP2 – Drainage land identified in this report back to Council at nil value;
3. Approves the removal of the Restriction as to User on the title on the terms outlined in this report;
4. Allocates the transfer proceeds on the basis outlined in this report, which includes repayment of s94 funding (including interest) for the portion of funds attributable to the original purchase, with the balance to be allocated to the Property Reserve;
5. Delegates authority to the CEO and her delegates to negotiate any relevant terms of the contract on the basis that the purchase price remains as outlined in this report.
6. Keeps confidential this report pursuant to the provisions of section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
7. Authorises its delegated officer to execute any documents, under power of attorney necessary to give effect to this decision.

## **COUNCIL DECISION**

**Motion:**

**Moved: Clr Hadchiti**

**Seconded: Clr Harle**

That Council:

1. Approves the disposal of Lot 88 DP 1236888 for the price and terms as outlined in this report;

2. Approves the transfer of the SP2 – Drainage land identified in this report back to Council at nil value;
3. Approves the removal of the Restriction as to User on the title on the terms outlined in this report;
4. Allocates the transfer proceeds which includes repayment of s94 funding (including interest) for the portion of funds attributable to the original purchase, with the balance to be allocated to the Carnes Hill Stage 2 Precinct Development;
5. Delegates authority to the CEO and her delegates to negotiate any relevant terms of the contract on the basis that the purchase price remains as outlined in this report.
6. Keeps confidential this report pursuant to the provisions of section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
7. Authorises its delegated officer to execute any documents, under power of attorney necessary to give effect to this decision.

**Foreshadowed Motion:      Moved: Cllr Rhodes      Seconded Cllr Shelton**

That Council:

1. Not sell Lot 88 DP 1236888; and
2. Land banks this site until there is such a time that Liverpool Council has a need to develop it.

On being put to the meeting the Motion (moved by Cllr Hadchiti) was declared CARRIED and the Foreshadowed motion (moved by Cllr Rhodes) therefore lapsed.

**Division called** (for the Motion moved by Cllr Hadchiti):

**Vote for:**

Mayor Waller
Cllr Hagarty
Cllr Karnib
Cllr Kaliyanda
Cllr Hadid
Cllr Hadchiti

**Vote against:**      Clr Shelton  
                             Clr Rhodes  
                             Clr Harle

Note: Councillor Balloot was not in the Chambers when the item was voted on.  
Councillor Ayyad was not at the meeting.



That Council receives and notes this report.

**Motion:**                      **Moved: Cllr Harle**                      **Seconded: Cllr Rhodes**

1. Receives and notes this report; and
2. Explore costs and ways to expand the scope of air monitoring to include sites that are known to generate higher levels of pollution such as resource recovery operations, materials recycling sites and concrete manufacturing plants.

On being put to the meeting the motion was declared CARRIED.

Council moved back into Open Session at 8.06pm.

Mayor Waller then read out the above motion which was passed in Closed Session.



**THE MEETING CLOSED AT 8.07pm.**

<Signature>

Name: Wendy Waller

Title: Mayor

Date: 25 September 2019

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 28 August 2019. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

**MAYOR 01**

**Eat Your Heart Out Liverpool 2019**

<b>Strategic Direction</b>	Creating Connection Deliver a range of community events and activities
<b>File Ref</b>	235061.2019

**EXECUTIVE SUMMARY**

Liverpool hosted its third annual Eat Your Heart Out festival on Saturday, 31 August 2019.

This event started as a celebration of our revitalised city centre in 2016 and three years on, we still have plenty to celebrate.

It was a lively day full of music, food and art. The main stage, which was curated by Settlement Services International, was buzzing with a fantastic line-up of Western Sydney performers who reflected the region's diversity and got the audience dancing. The 'Desi Experience' by Bindi Bosses was a particular highlight – showcasing a high-energy blend of traditional and modern dance and music styles that drew a large crowd.

Liverpool-born-and-raised headliner L-FRESH The LION also brought his incredible live performance to the festival, which included reminiscing about his youth in Liverpool. I particularly agree with his reference to Liverpool as a 'village' where diversity isn't a buzz word, but our way of life.

Through the workshops, artistic performances, children's games and lots of lights, Eat Your Heart Out transformed the Norfolk Serviceway and adjoining carparks, bringing the site to life, particularly as the festivities went on into the night. There was a contemporary urban atmosphere that still maintained Liverpool's authenticity, thanks in large part to the 5,000 festival goers that attended.

In addition, over fifteen food vendors offered cuisines from across the globe – everything from Indian to Mexican, Vietnamese to German. It was great to see that half of these food vendors were local businesses coming out to participate. El Topo Cantina, Nefiz, Al Israa, Tropicana, Indian Taste Liverpool, Bun Me Baguette, The Spot and Macquarie Bistro presented their signature offerings to customers, many of whom were discovering these businesses for the first time.

It was heartening to see that the businesses attached to the car park were willing to share their space, with many generously assisting in preparing the site for the event. This cooperation also allowed Council to install an ambitiously long mural along the back of one of the buildings, facing the carpark. This beautiful piece of art will remain as a legacy of the event that reflects the cultural diversity of the business owners in that little corner of the CBD.

Eat Your Heart Out Liverpool was a true celebration of Liverpool's diversity, growth, and most importantly, heart. I commend the efforts of Council staff who worked tirelessly to deliver a fantastic event that activated our beautiful city at night and brought pride to our community.

**RECOMMENDATION**

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That Council:

1. Acknowledge and congratulate all staff involved in delivering the Eat Your Heart Out Liverpool festival; and
2. Write to all the local businesses involved in the 2019 Eat Your Heart Out Liverpool festival to thank them for their participation.

**CEO 01**

**Election of Deputy Mayor**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	220610.2019
<b>Report By</b>	George Georgakis - Manager Council and Executive Services
<b>Approved By</b>	Kiersten Fishburn - Chief Executive Officer

**EXECUTIVE SUMMARY**

Section 231 of the Local Government Act 1993 allows Councillors to elect a person from among their numbers to be the Deputy Mayor. The report recommends that Council proceeds with the election of the Deputy Mayor to be conducted by the Returning Officer.

**RECOMMENDATION**

That Council proceeds with the election of the Deputy Mayor to be conducted by the Returning Officer for the September 2019 – September 2020 period.

**REPORT**

Section 231 of the Local Government Act 1993, allows Councillors to elect a person from among their numbers to be the Deputy Mayor. Liverpool City Council's election of Deputy Mayor occurs annually in September.

Section 231(2) of the Local Government Act 1993 states that "the person may be elected for the Mayoral term or a shorter period". Traditionally, terms are for one year.

Schedule 7 Clause 394 of the Local Government (General) Regulation 2005 provides that nominations for the Deputy Mayor must be in writing signed by at least two Councillors, one of whom may be the nominee. The nominee must consent in writing to the nomination. Nominations may be delivered or sent to the Returning Officer prior to or during the meeting. The nomination form is attached.

The Chief Executive Officer is the Returning Officer for the election of Deputy Mayor.

Schedule 7 Clause 394 of the Local Government (General) Regulation 2005 also provides that if more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

This report recommends that Council proceeds with the election of the Deputy Mayor for the September 2019 – September 2020 period, to be conducted by the CEO (as the Returning Officer).

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision making processes. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Section 231 of the Local Government Act 1993.

## **ATTACHMENTS**

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1. Nomination Form - Election of Deputy Mayor



**NOMINATION FORM  
ELECTION OF DEPUTY MAYOR**

Local Government (General) Regulation 2005  
Schedule 7, Clause 2 (2)

We, Councillor..... and Councillor  
..... hereby nominate Councillor  
..... for the Office of Deputy Mayor.

I, Councillor ..... hereby consent to the above nomination.

**CEO 02**

**Appointment of Councillors to Committees and  
Affiliated Bodies**

<b>Strategic Direction</b>	Leading through Collaboration Encourage community participation in decision-making
<b>File Ref</b>	225232.2019
<b>Report By</b>	George Georgakis - Manager Council and Executive Services
<b>Approved By</b>	Kiersten Fishburn - Chief Executive Officer

**EXECUTIVE SUMMARY**

The purpose of the report is for Council to appoint the Councillor representatives to Committees and affiliated bodies where nominations are required.

At a meeting in September each year, Council elects persons to all positions, including Chairpersons, delegates to all community committees and affiliated bodies. The method for election for all positions shall be determined by Council.

The report outlines the Committees and affiliated bodies which Council has endorsed and recommends that Council appoints the Councillor representatives for the period to September 2020.

**RECOMMENDATION**

That Council:

1. Appoints Councillors as representatives to the following Committees for the period to September 2020:
  - a. Aboriginal Consultative Committee
  - b. Audit, Risk & Improvement Committee
  - c. Casula Powerhouse Arts Centre Board
  - d. District Forums
  - e. Environment Advisory Committee
  - f. Heritage Advisory Committee
  - g. Intermodal Committee
  - h. Liverpool Access Committee
  - i. Liverpool Sports Committee
  - j. Tourism & CBD Committee
  - k. Youth Council

2. Notes that all Councillors are members of the following Committees, and as such specific appointments are not required;
  - a. Budget Review Panel
  - b. Strategic Panel
  - c. Civic Advisory Committee
  - d. Community & Safety Prevention Committee
3. Appoints Councillors as representatives to the following community committees and affiliated bodies and notifies them of their representatives for the period to September 2020:
  - a. Georges River Combined Councils Committee
  - b. Western Sydney Migrant Resource Centre
  - c. Liverpool Pedestrian, Active Transport and Traffic Committee
  - d. Macarthur Bushfire Management Committee
  - e. NSW Metropolitan Public Libraries Association
  - f. South West Regional Planning Panel
  - g. South West Sydney Academy of Sport (SWSAS)
  - h. Western Sydney Regional Organisation of Councils (WSROC)

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## **REPORT**

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### **Appointment of Councillors to Council Committees**

Council is required to nominate its Councillor representatives for the committees it establishes. Those nominated to be representatives for the committees must be endorsed by a resolution of Council. Council reviews the membership and elects persons to all committees annually in September.

The following information provides an outline of committees established by Council.

Note, the list in the table below does not include the following Committees as all Councillors are members, and as such, specific appointed representatives are not required:

- Budget Review Panel
- Strategic Panel
- Civic Advisory Committee, and
- Community & Safety Prevention Committee.

It should also be noted that at the 24 September 2014 Council meeting, Council resolved that “for internal Council Committees, all Councillors are entitled to attend, speak and participate in Committee deliberations”.



At the 29 August 2018 Council meeting, with regard to the Audit, Risk & Improvement Committee, Council considered a Notice of Motion and resolved that clause 9.1 of the Charter be amended by the insertion of a second sentence as follows:

*“In the event no Councillor member including the Deputy Mayor is in attendance in person or as otherwise authorised by this charter within fifteen minutes of the scheduled commencement time of a meeting then any Councillor in fact present shall be deemed to be a Councillor member for the purpose of that meeting and shall be entitled to the same rights of participation as a Councillor elected to the role and where more than one Councillor is so present then the Chairperson shall in the absence of agreement otherwise conduct a vote in such manner as he or she sees fit to determine which Councillor shall be so selected”.*

<b>Aboriginal Consultative Committee</b>	
<i>Purpose</i>	The Aboriginal Consultative Committee has been established primarily to provide an open line of communication between Council and the Aboriginal community.
<i>Meeting Information</i>	Quarterly, first Thursday, 6.00pm-8.00pm at PCYC
<i>Representatives</i>	Mayor (or delegate) and one Councillor
<i>Current Representatives</i>	Mayor Waller, Cllr Rhodes and Cllr Shelton

<b>Audit, Risk and Improvement Committee</b>	
<i>Purpose</i>	The objective of the ARIC is to review the following aspects of Council's operations: compliance; risk management; fraud control; financial management; governance; implementation of Council's strategic plan, delivery program and strategies; service reviews; collection of performance measurement data by Council; provide information to Council for the purpose of improving Council's performance of its functions; and external accountability.
<i>Meeting Information</i>	Quarterly, 3:00 – 5:00pm on a Friday, Liverpool City Library
<i>Representatives</i>	Deputy Mayor and one Councillor
<i>Current Representatives</i>	Deputy Mayor Karnib and Cllr Shelton

<b>Casula Powerhouse Arts Centre Board</b>	
<i>Purpose</i>	This Board has been established primarily to assist in the production and promotion of cultural programs including literature, music, performing arts, visual arts, craft, design, film, video, community arts, Aboriginal arts and collections of moveable cultural heritage programs.
<i>Meeting Information</i>	Bi-monthly, 4:30-6:00pm on a Thursday, CPAC. Not currently meeting as has undertaken an EOI process for community members.
<i>Representatives</i>	Mayor (or delegate), Deputy Mayor, and one Councillor
<i>Current Representatives</i>	Mayor Waller and Cllr Kaliyanda.

<b>District Forums</b>	
<i>Purpose</i>	For residents to come along and: contribute to Council plans and decision-making; share ideas to help solve local issues; participate in community-led projects; and be informed on Council services and operations.
<i>Meeting Information</i>	Bi-monthly for Rural and Eastern Forums; and Quarterly for New Release/Established and 2168 Forums.
<i>Representatives</i>	One Councillor to chair.
<i>Rural District Chairperson</i>	Cllr Harle
<i>New Release/Established District Chairperson</i>	Cllr Hagarty
<i>2168 District Chairperson</i>	Mayor Waller
<i>Eastern District Chairperson</i>	Cllr Hadchiti

<b>Environment Advisory Committee</b>	
<i>Purpose</i>	This committee has been established primarily to consider and provide input to Council's environment programs by making recommendations to Council.
<i>Meeting Information</i>	Bi-monthly, 5:30pm on a Wednesday. Meeting location varies.
<i>Representatives</i>	Two Councillors
<i>Current Representatives</i>	Cllrs Shelton and Harle

<b>Heritage Advisory Committee</b>	
<i>Purpose</i>	This committee has been established primarily to support the conservation and promotion of heritage within the Liverpool Local Government Area by providing relevant community based advice and assistance.
<i>Meeting Information</i>	Quarterly, 2:30-4:00pm on a Monday, Liverpool City Library
<i>Representatives</i>	Two Councillors
<i>Current Representatives</i>	Clrs Hadid and Harle

<b>Intermodal Committee</b>	
<i>Purpose</i>	The Intermodal Committee has been established primarily to respond to the challenges presented by the proposed Intermodal at Moorebank.
<i>Meeting Information</i>	Quarterly, 6:00pm–7:30pm on a Tuesday, Liverpool City Library
<i>Representatives</i>	One Councillor
<i>Current Representatives</i>	Clr Hadchiti

<b>Liverpool Access Committee</b>	
<i>Purpose</i>	This committee has been established primarily to provide advice to Council which will effectively improve and alleviate access difficulties experienced by people with disabilities in Liverpool.
<i>Meeting Information</i>	Bi-monthly, 1:00pm-3:00pm on a Thursday, Liverpool City Library
<i>Representatives</i>	Mayor (or delegate) and one Councillor
<i>Current Representatives</i>	Mayor Waller and Clr Harle

<b>Liverpool Sports Committee</b>	
<i>Purpose</i>	The committee has been established to: <ul style="list-style-type: none"> <li>a) Provide a forum for representing the views of sporting organisation members, clubs and associations to Council relating to sporting matters; and</li> <li>b) Assist with the promotion, coordination and growth of sporting codes within the Liverpool LGA.</li> </ul>
<i>Meeting Information</i>	Quarterly, 7:00pm-9:00pm on the last Thursday of the month, external sporting venues
<i>Representatives</i>	Mayor (or delegate)
<i>Current Representatives</i>	Clr Kaliyanda

<b>Tourism &amp; CBD Committee</b>	
<i>Purpose and Meeting information</i>	The Committee has been established to provide relevant advice and recommendations to Council relating to: a) The development of the visitor economy in the Liverpool LGA, including through recreation, tourism, activations and major events; b) Council initiatives to enhance tourism, encourage business growth, attract visitors and boost economic development in the Liverpool LGA; and c) Council initiatives to drive economic, social and cultural development in the CBD.
<i>Meeting Information</i>	Bi-monthly, 10:00am–12noon on a Thursday, Liverpool City Library
<i>Representatives</i>	Mayor (or delegate) and four Councillors
<i>Current Representatives</i>	Clrs Balloot, Hadid, Hadchiti, Hagarty and Shelton

<b>Youth Council</b>	
<i>Purpose</i>	The Liverpool Youth Council has been established primarily to provide advice to Council about issues relating to young people, to act as a consultative mechanism for young people and to promote the interests of young people in Liverpool.
<i>Meeting Information</i>	Monthly, at varied times, Liverpool City Library
<i>Representatives</i>	Mayor (or delegate) and two Councillors
<i>Current Representatives</i>	Mayor Waller, Clr Hagarty and Clr Kaliyanda

### **Appointment of Councillors to Community Committees and Affiliated Bodies**

Each September Council also nominates its Councillor representatives for various community committees and affiliated bodies. Those nominated to be representatives must be endorsed by a resolution of Council.

The following information provides an outline of bodies currently affiliated with Council:

<b>Georges River Combined Councils Committee (GRCCC)</b>	
<i>Purpose</i>	The primary role of the Georges River Combined Councils Committee (GRCCC) is to develop programs and partnerships, and to lobby government organisations and other stakeholders in order to protect, conserve and enhance the Georges River.
<i>Meeting Information</i>	Bi-monthly, 6pm on a Thursday, at various Councils
<i>Representatives</i>	Two Councillors
<i>Current Representatives</i>	Clrs Harle and Shelton

<b>Western Sydney Migrant Resource Centre (WSMRC)</b>	
<i>Purpose</i>	The Liverpool MRC provides a range of services and support for people from culturally and linguistically diverse backgrounds, and undertakes community development and advocacy.
<i>Meeting Information</i>	Bi-monthly, 5:30-7:30pm. L1 108 Moore Street, Liverpool NSW 2170
<i>Representatives</i>	Two Councillors
<i>Current Representatives</i>	Deputy Mayor Karnib

<b>Liverpool Pedestrian, Active Transport and Traffic Committee</b>	
<i>Purpose</i>	To provide advice on regulatory traffic facilities, line marking or signage to Council
<i>Meeting Information</i>	Bi-monthly, 9:30am-12:30pm on a Wednesday, Liverpool City Library
<i>Representatives</i>	Mayor (or delegate)
<i>Current Representatives</i>	Clr Kaliyanda or Deputy Mayor Karnib

<b>Macarthur Bushfire Management Committee</b>	
<i>Purpose</i>	The Bushfire Management Committee is responsible for planning for and advising in relation to bush fire prevention and coordinating firefighting.
<i>Meeting Information</i>	Quarterly, 10:00am – 12:00pm. West Leagues Club, Leumeah
<i>Representatives</i>	One Councillor
<i>Current Representatives</i>	Clr Harle

<b>NSW Metropolitan Public Libraries Association (NSW MPLA)</b>	
<i>Purpose</i>	The NSW MPLA is the peak body that represents the interests and development of public libraries in metropolitan areas and is aimed at “positioning, sustaining and developing public libraries in the greater Sydney region for the social, cultural and economic benefit of their communities”.
<i>Meeting Information</i>	Quarterly at various locations
<i>Representatives</i>	Two representatives, one of whom shall be an elected Councillor and the other generally being a Library Manager.
<i>Current Representatives</i>	Clr Kaliyanda

<b>South West Regional Planning Panel</b>	
<i>Purpose</i>	The primary function of the South West Regional Planning Panel is to determine regionally significant development applications.
<i>Meeting Information</i>	Monthly, at varied times, Liverpool City Library
<i>Representatives</i>	Two council appointed members, one of whom is required to have expertise in one or more of the following areas: planning, architecture, heritage, environment, urban design, land economics, traffic and transport, law, engineering or tourism. Expertise may be demonstrated by formal qualifications or relevant skills, knowledge and practical experience.
<i>Current Representatives</i>	Mayor Waller and Cllr Harle, with Cllrs Hagarty and Karnib as alternates

<b>South West Sydney Academy of Sport (SWSAS)</b>	
<i>Purpose</i>	The SWSAS provides talented athlete identification and development programs which assist athletes to successfully realise their sporting potential.
<i>Meeting Information</i>	Board meets six times per year, varies between 5:30 – 6:00pm, Thursday, venues vary between Wollondilly, Camden, Campbelltown and Liverpool
<i>Representatives</i>	One Councillor
<i>Current Representatives</i>	Cllr Kaliyanda

<b>Western Sydney Regional Organisation of Councils (WSROC)</b>	
<i>Purpose</i>	WSROC is run by a board that represents member councils in Sydney, and supports business improvement, research and partnerships
<i>Meeting Information</i>	Bi monthly, on a Thursday, venues and timing vary
<i>Representatives</i>	Mayor and one Councillor
<i>Current Representatives</i>	Cllr Rhodes and Cllr Balloot

## **CONSIDERATIONS**

<b>Economic</b>	Provision has been made in the 2019/20 budget for costs associated with the committees.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.

<b>Civic Leadership</b>	<p>Facilitate the development of community leaders.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

**ATTACHMENTS**

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Nil

**CEO 03**

**Ward Boundaries**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	228929.2019
<b>Report By</b>	George Georgakis - Manager Council and Executive Services Ian Stendara - Executive Planner
<b>Approved By</b>	Kiersten Fishburn - Chief Executive Officer

**EXECUTIVE SUMMARY**

Section 211 of the *Local Government Act* (LGA) 1993 requires a Council to adjust its ward boundaries where the number of electors in one ward in its area differs by more than 10 per cent from the number of electors in any other ward. There is a difference of more than 10 per cent between the number of electors between Council's North and South Wards.

Council at its meeting on 17 April 2019 resolved to continue with the current two ward system. At the 26 June 2019 meeting, five options were submitted to Council and Council resolved to place all five options on public exhibition and receive a report back at the completion of the advertising period to consider the submissions made and make a final determination.

Eight submissions were received during the public exhibition period. Seven submissions support Option 5 which involves moving all of the suburb of Liverpool into the North Ward. One submission supports Option 4 which is the East and Ward option.

**RECOMMENDATION**

That Council:

1. Notes the responses received during the public exhibition period; and
2. Adopt a Ward Boundary Plan to be submitted to the NSW Electoral Commissioner.



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**REPORT**

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The Liverpool City local government area is divided into two wards: North and South wards.

Section 211 of the Local Government Act deals with Ward Boundaries and states that:

*(1) The council of an area divided into wards must keep the ward boundaries under review.*

*(2) If :*

*(a) during a council's term of office, the council becomes aware that the number of electors in one ward in its area differs by more than 10% from the number of electors in any other ward in its area, and*

*(b) that difference remains at the end of the first year of the following term of office of the council,*

*the council must, as soon as practicable, alter the ward boundaries in a manner that will result in each ward containing a number of electors that does not differ by more than 10% from the number of electors in each other ward in the area.*

*(3) Nothing in this subsection (2) prevents a council that has become aware of the discrepancy referred to in subsection (2) (a) from altering its ward boundaries before the end of the first year of the following term of office of the council.*

At the time of the Council elections in September 2016, the number of electors between the North and South Ward differed by 10.28%. The greater than 10% variance has increased further with figures (as at 23/5/19) showing a 13.83% variance:

- Number of electors in North Ward 63,925; and
- Number of electors in South Ward 74,188.

Section 210A of the Local Government Act deals with the process to be undertaken in reviewing and proposing changes to Council's ward boundaries.

**Consultation, public notice and exhibition of proposals regarding ward boundaries**

Section 210A states:

*(1) Before dividing a council's area into wards or altering a council's ward boundaries, the council must:*

*(a) consult the Electoral Commissioner and the Australian Statistician to ensure that, as far as practicable, the proposed boundaries of its wards correspond to the boundaries of appropriate districts (within the meaning of the Elections Act 2017) and census districts, and to ensure that the proposed boundaries comply with section 210(7), and*

*(b) prepare and publicly exhibit a plan detailing the proposed division or alteration (the ward boundary plan).*

*(2) The council must give public notice of the following:*

*(a) the place at which the ward boundary plan may be inspected,*

*(b) the period for which the plan will be exhibited (being a period of not less than 28 days),*

*(c) the period during which submissions regarding the ward boundary plan may be made to the council (being a period of not less than 42 days after the dates on which the ward boundary plan is placed on public exhibition),*

*(3) The council must, in accordance with its notice, publicly exhibit the ward boundary plan together with any other matter that it considers appropriate or necessary to better enable the plan and its implications to be understood.*

*(4) Any person may make a submission to the council regarding the ward boundary plan within the period referred to in subsection (2) (c).*

*(5) The council must consider submissions made in accordance with this section.*

### **Methodology to be used to change the ward boundaries**

All local government areas are comprised of a group of Statistical Areas (SAs) which are small sections of the area.

The Liverpool City Council area comprises 457 SAs.

Councils are requested to align their ward boundaries to SAs as far as practicable. It is best that ward boundaries correspond with SAs because they provide the only database for elector population statistics, this making it easier to determine the number of electors in each ward, by adding the total number of electors in each SA.

### **Proposed Ward Boundary change**

Five options were placed on public exhibition following the June 2019 Council resolution. All five options result in a lower than 10% variance between electors in each ward.

Each of the options as provided to the 26 June 2019 Council meeting are copied below:

#### **Option 1:**

All of Rossmore and all of Austral to be moved from South Ward into North Ward.

Option 1 will result in 2,769 electors being moved from South Ward into North Ward and the result in terms of electors in each ward would be:

- North Ward                      66,694 electors; and
- South Ward                      71,419 electors

This would result in a 6.62% variance of electors between the two wards.

Option 1 will redress the current issue, but as the populations of Austral and Liverpool increase, this will likely result in the North ward having too high a population compared to the South Ward after about 2028. Another redistribution would then be necessary. All growth areas to the west of the Western Sydney Parklands would also be in the North Ward.

**Option 2:**

All of Rossmore and one SA of Moorebank (from the eastern end) to be moved from South Ward into North Ward.

This would involve the four SAs in Rossmore (totaling 1,189 electors) and one SA in Moorebank (2,144 electors) being moved from South Ward into North Ward.

Option 2 will result in 3,333 electors being moved from South Ward into North Ward and the result in terms of electors in each ward would be:

- North Ward                      67,258 electors; and
- South Ward                      70,855 electors

This would result in a 5.08% variance of electors between the two wards.

Option 2 is likely to be a problem by 2028 as too much growth will have occurred in the South Ward growth areas of Austral and Edmondson Park (with relatively smaller growth occurring in Middleton Grange and Liverpool City Centre in the north). However, by 2032, the key growth areas somewhat shift towards Rossmore and areas such as Miller in the north ward, at the same time that development in Austral and Edmondson Park slow down growth of the South Ward. This may present the best way to avoid having to shift boundaries again, provided that the growth in Austral and Edmondson Park is slower than projected, or that growth in the City Centre or Miller occurs faster than predicted.

**Option 3:**

The northern portion of Moorebank to be moved from South Ward into North Ward.

Option 3 will result in 7,028 electors being moved from South Ward into North Ward and the result in terms of electors in each ward would be:

- North Ward                      70,953 electors; and
- South Ward                      67,160 electors

This would result in a 5.35% variance of electors between the two wards.

Option 3 is similar to option 2. Given that a higher population is moved from the South Ward to the North Ward, this option fares well in earlier years. However, it becomes problematic by 2032, as the growth in the City Centre, Miller, and Moorebank are not enough to counteract Austral and the Rossmore growth areas. This option could be more feasible if the Department of Planning delays the release of Rossmore, and instead concentrates housing more closely to the airport.

**Option 4:**

Option 4 involves moving from a North and South Ward to a West and East Ward.

The attached map shows the boundary and the electors in each ward would be:

- West Ward      66,421; and
- East Ward      71,692

This would result in a 7.35% variance of electors between the two wards.

The east west option will require re-distributions in future due to population growth in western areas outstripping eastern areas. As a result, most of the 2168 district would have to move from west to east around 2030, whilst by 2040 areas such as Green Valley and Hinchinbrook would probably need to start shifting from west to east too. After this period is relatively unknown, but the amount of residential development to the west will likely slow due to noise restriction by the airport and re-development in areas such as Moorebank and Warwick Farm are likely to balance growth between east and west a little better.

The demographic profile, views and issues in older established areas are typically different to that of greenfield release areas. The east-west distribution is probably more aligned to these factors. The 2168 district is well established and the Green Valley and Hinchinbrook areas will be some 50 years old by the time that these areas would be moved into the eastern (more established) ward.

**Option 5:**

Option 5 involves moving all of the suburb of Liverpool into the North Ward; currently it is divided into the north and south wards with Hoxton Park Road, Macquarie Street, Terminus Street and Newbridge Road being the boundary.

Option 5 will result in 5,308 electors being moved from South Ward into North Ward and the result in terms of electors in each ward would be:

- North Ward      69,233; and
- South Ward      68,880

This would result in a 0.5% variance of electors between the two wards.

This option involves moving a large number of electors in higher density areas around Liverpool into the North Ward, which provides a needed boost to the North Ward population.

Given that these areas are already developed, there is less likely to be additional in-fill development to counteract further growth in release areas which would still be part of the South Ward. As such, there may be too much growth in the South Ward for this option to be viable beyond 10 years.

Of all the options tabled, only option 5 is not projected to have the residential population in each ward vary by more than 10% up to 2040. However, it is clear from baseline data that population distribution and elector numbers are not correlated, so it is entirely possible that all options could perhaps need redistribution earlier than predicated based on residential growth patterns and the number of residents on the electoral roll moving into each ward.

### **Feedback received from public exhibition**

Eight submissions were received during the public exhibition period. Seven submissions support Option 5 which involves moving all of the suburb of Liverpool into the North Ward. This option also results in the smallest variance between the two wards (being 0.5% variance of electors between the two wards). One submission supports Option 4 which is the East and West ward option.

All the submissions are attached to the report. In consultation with the Internal Ombudsman, the personal details of all those who made a submissions have been removed for privacy reasons, as the information is to be published on Council's website.

## **CONSIDERATIONS**

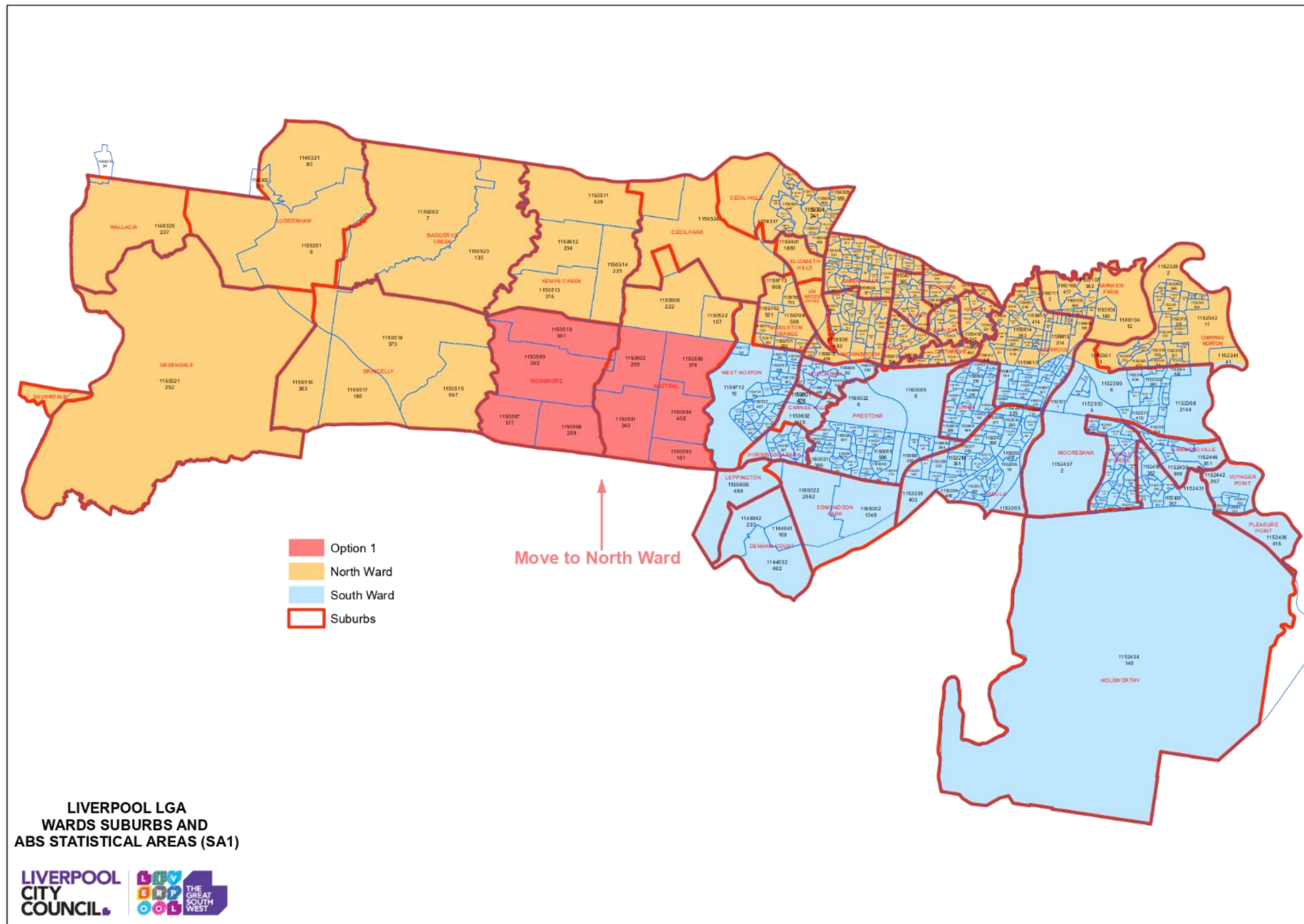
<b>Economic</b>	There will be a cost of notification of affected residents of the proposed ward boundary plan. Costs will be mainly for printing, postage and advertising charges which can be financed from Council's existing budget for Options 1, 2, 3 or 5.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Undertake communication practices with the community and stakeholders across a range of media.  Encourage the community to engage in Council initiatives and actions.  Provide information about Council's services, roles and decision making processes.  Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Sections 201A and 211 of the Local Government Act 1993.

**ATTACHMENTS**

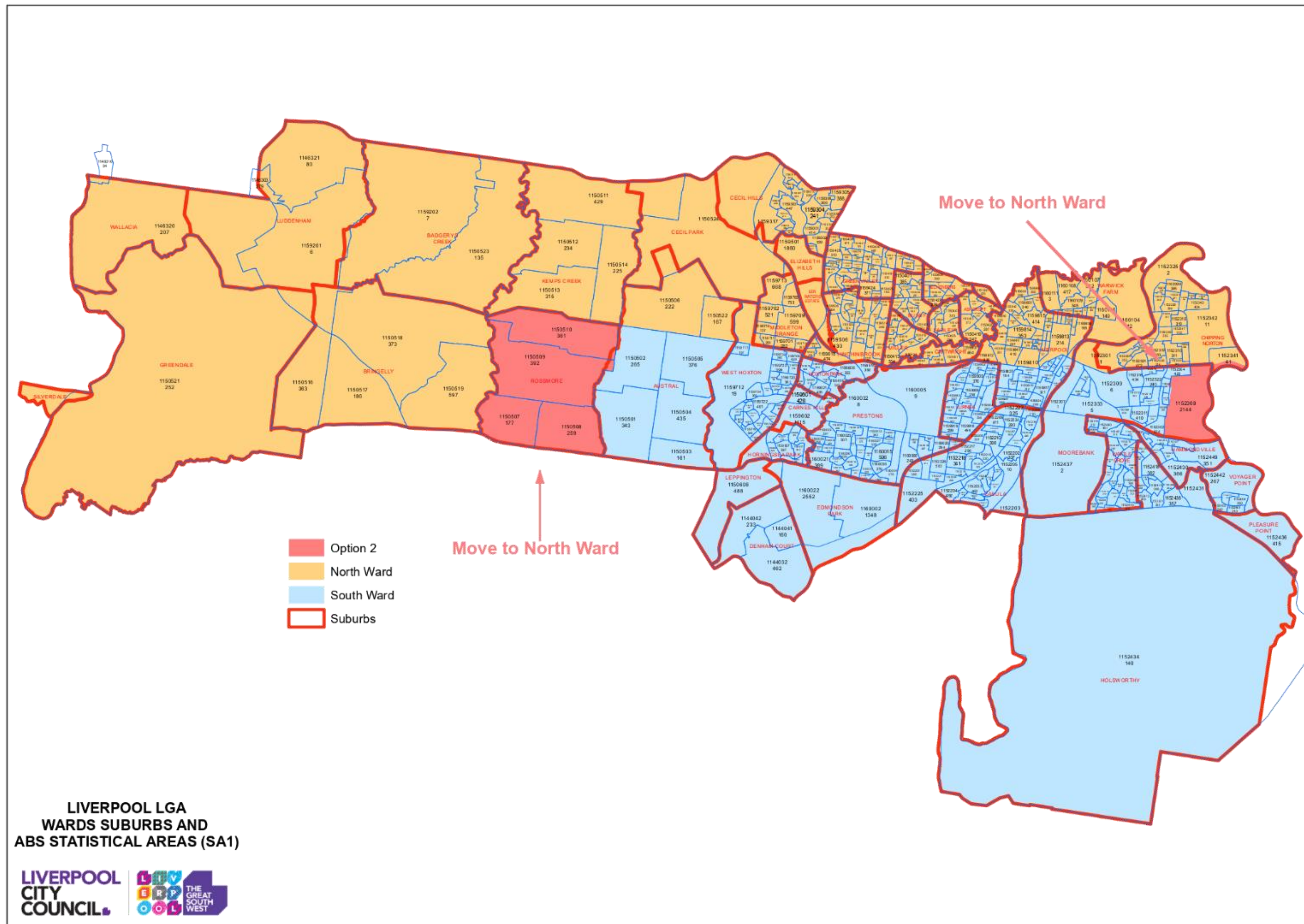
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1. Option 1
2. Option 2
3. Option 3
4. Option 4
5. Option 5
6. Submissions received during public exhibition

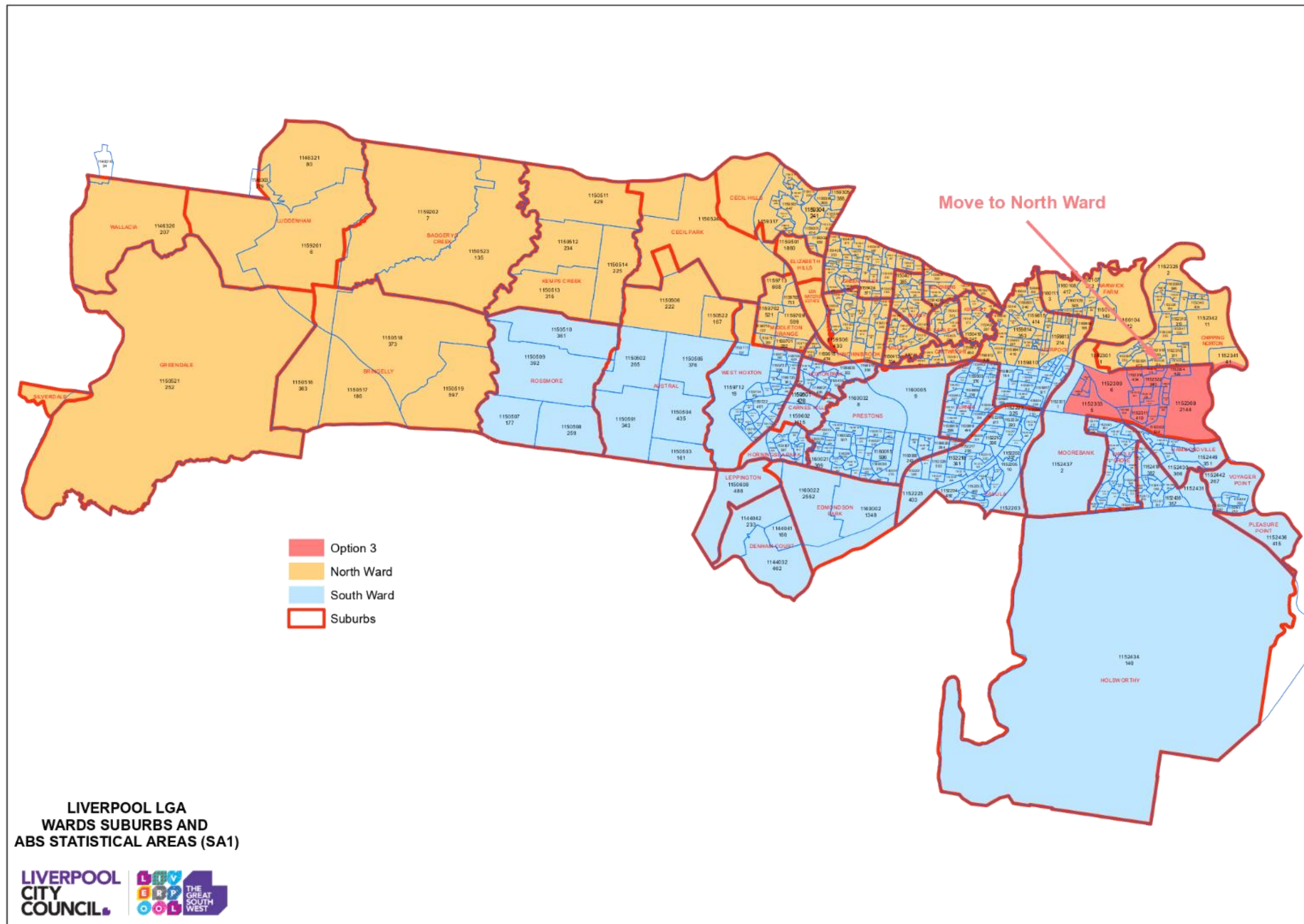




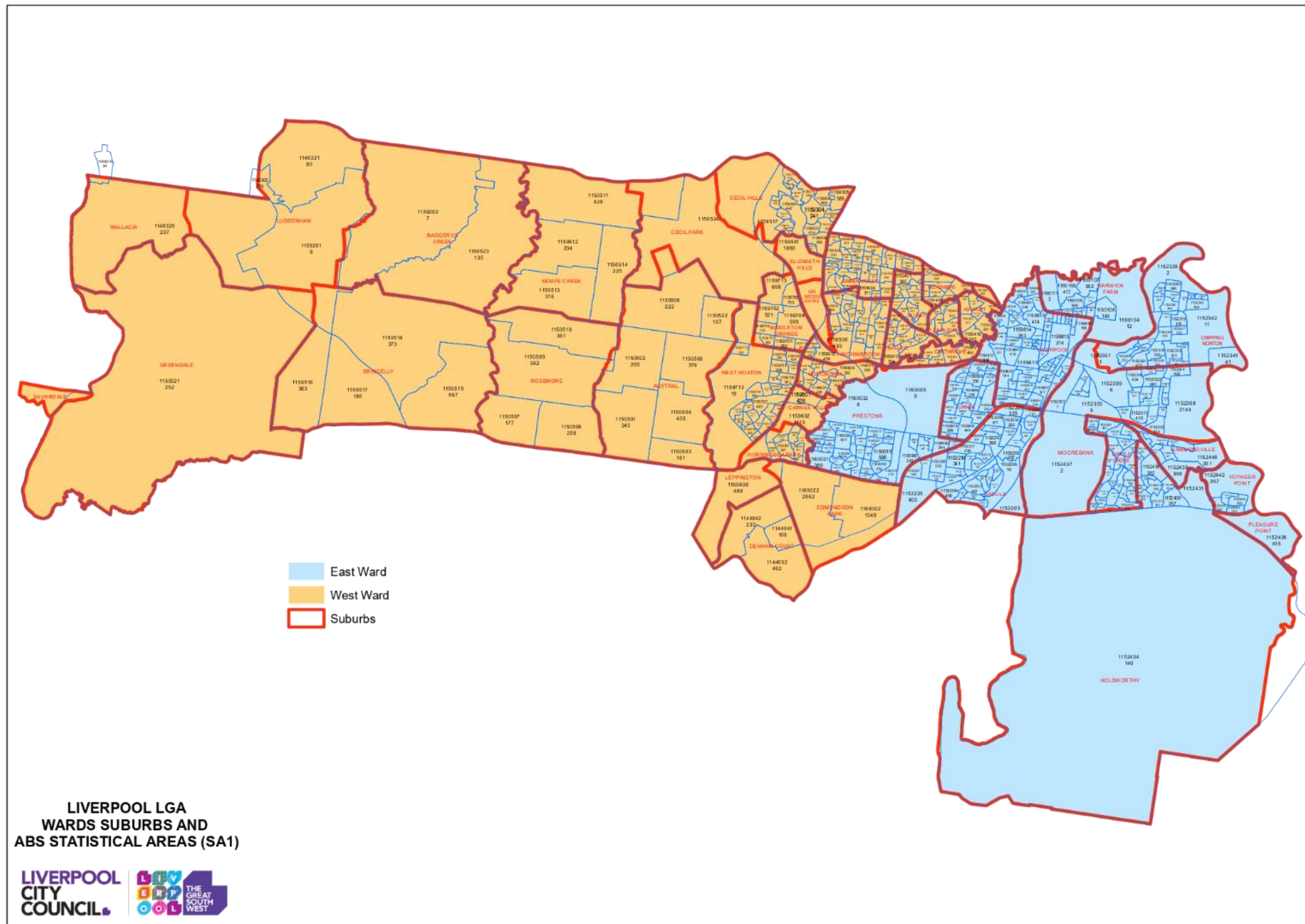




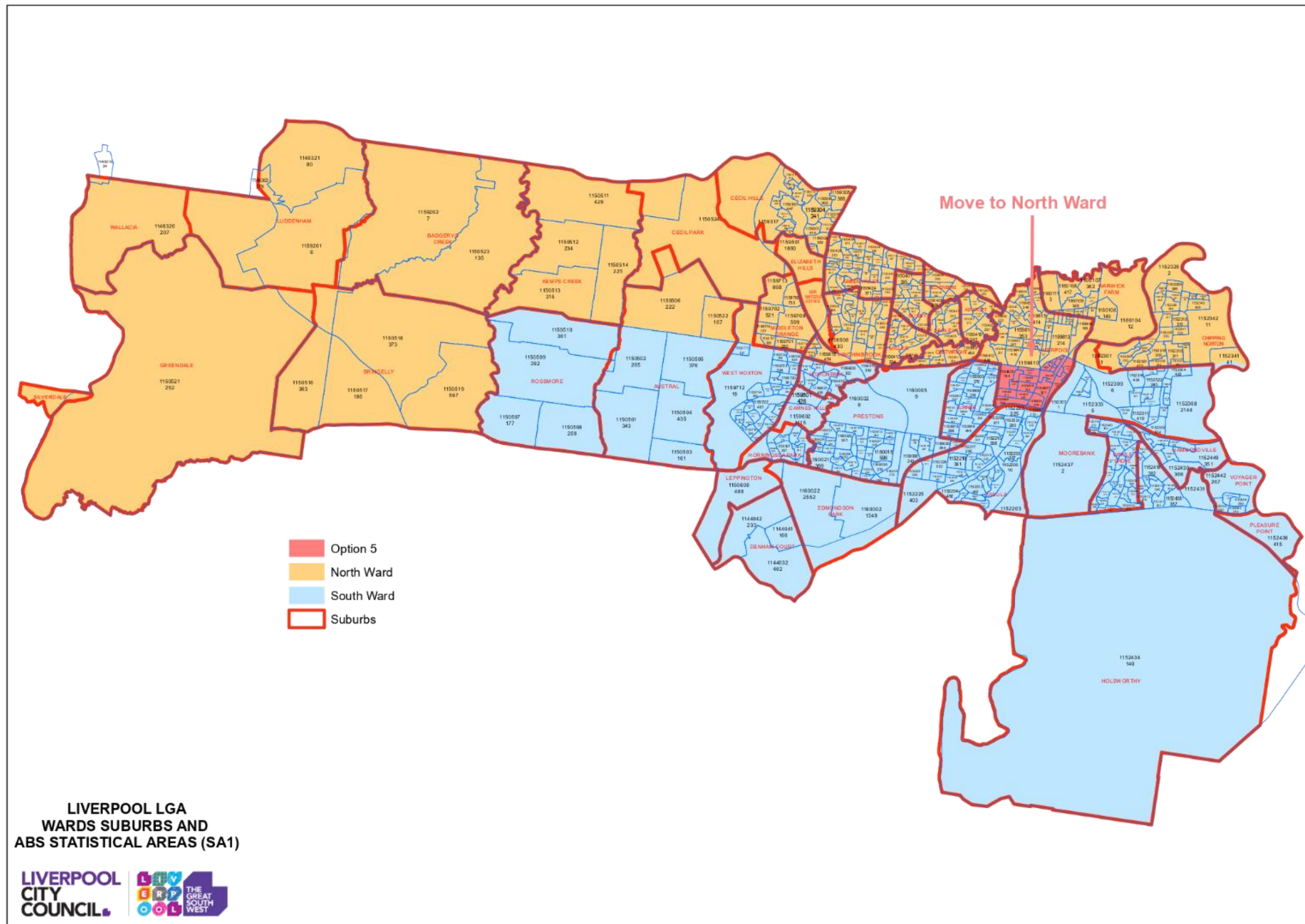












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**From:**  
**Sent:** Tuesday, 10 September 2019 11:57 AM  
**To:** LCC  
**Subject:** 2020 Liverpool Council Ward Redistribution

Ref. 2019/3481

Dear Sir/Madam,

I believe that the best of the available five options is to move the entire suburb of Liverpool into North Ward, which is option number 5. The boundaries for Council elections are confusing, especially given the fact you can't vote out of area. This is difficult in Liverpool CBD.

It is also logical to no longer have any suburbs that are split in such a way. And I think it would also be the most cost effective and minimalist approach. Rather than making things even more confusing this would absolutely simplify the process. The displayed map for option 5 includes clear boundaries that would be the least disruptive.

Furthermore, it has the least variance once completed. I believe this means that redistribution wouldn't need to occur for quite some time as opposed to some of the other options which would require redistribution in the near future. Surely this is the long-term oriented and most cost effective option.

Yours sincerely,

---

2020 Liverpool Council Ward Redistribution

[lcc@liverpool.nsw.gov.au](mailto:lcc@liverpool.nsw.gov.au)

Ref. 2019/3481

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2020 Liverpool Council Ward Redistribution

lcc@liverpool.nsw.gov.au

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2020 Liverpool Council Ward Redistribution

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Furthermore, it has the least variance once completed. I believe this means that redistribution wouldn't need to occur for quite some time as opposed to some of the other options which would require redistribution in the near future. Surely this is the long-term oriented and most cost effective option.

---

**From:**  
**Sent:** Monday, 9 September 2019 8:29 PM  
**To:** LCC  
**Subject:** Ref. 2019/3481 - Ward Boundaries

Dear Chief Executive Officer,

Any decision regarding a change to the Liverpool City Council ward boundaries should be driven by three factors:

- Simplicity
- Cost effectiveness, and
- Democracy - i.e. which is most likely to reflect the will of the people of Liverpool

In considering these three factors, option 5, moving all of the suburb of Liverpool into the North Ward, is by far the most favourable option.

#### **Simplicity**

This is the smallest change geographically. The change will also be the easiest to communicate to voters, both when the change occurs and at the polling booth. "All of the suburb of Liverpool is now in the North Ward" is a much simpler and easier message to convey than any of the other 4 options.

#### **Cost effective**

Being the smallest option geographically means the area is relatively dense. It will be easier and cheaper to communicate the change to those effected. Furthermore the area includes and is adjacent to the Liverpool CBD. As such, residents of this area are more likely to be better informed about the changes by posters, information stalls, access to local newspapers.

According to population projections, this option is the least likely to require another change over the next couple of decades. As such this is the best, most efficient option for ratepayer's money.

#### **Democratic**

Recent State and Federal elections have seen a decrease in voter turnout and an increase in informal voting in and around the Liverpool LGA. There are a number of factors that may be leading to this, including low English language proficiency due to high CALD populations.

The simplicity of this option and the ease with which the change can be communicated, means this option is the most likely to result in more formal votes and more voters in total. The more votes at an election, the better result as this is a more thorough and accurate expression of the democratic will of the people. Also, out of all 5 options, this option will result in the least variance between the two wards (0.5%). This means North and South Ward Councillors represent a more equal percentage of the population.

In closing, as you can see from the reasons outlined above, option 5 is the simplest, most cost effective means of adjusting the ward boundaries of Liverpool City Council. It is also the most likely option to result in a greater turnout of voters thus making it the most democratic option as well.

Kind Regards



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**From:****Sent:** Monday, 9 September 2019 4:45 PM**To:** LCC**Subject:** Ref. 2019/3481 - Ward Boundaries

To the Chief Executive Officer,

I am writing in regards to the potential options for altering the Ward Boundaries of the Liverpool Council's Local Government Area (LGA).

I am writing to submit my support for Option 5: "All of Liverpool moves into North Ward (it is currently divided between the North and South wards with Hoxton Park Road, Macquarie Street, Terminus Street and Newbridge Road being the boundary). This would result in almost 5,400 electors being moved into North Ward, resulting in a variance of 0.5% (North Ward being higher)."

Option 5 is the best option because it is the simplest, most cost-effective choice and will allow for more equal representation between both Wards in the LGA.

In terms of simplicity, it makes far more sense to incorporate an existing suburb rather than creating more lines that split up suburbs, which just creates more confusion for voters. To the average citizen, they do not want to have to go through an online map to find where their address lies in the LGA, they want to be able to know "All of Liverpool is in the North Ward" and that is it. The more we make Local Government understandable for constituents, the better it is for everyone.

This leads into how Option 5 is the most cost-effective. A simple, clear change that has the smallest geographical adjustment will be the cheapest to spread out amongst the population-dense suburb. Also, this option means further change will not be needed for the next few decades due to population projections, so it will save more money and allow Council to focus their efforts on the issues that matter. Ratepayers do not want to hear that too much funding is going to fix administrative issues while there are real infrastructure problems that need addressing.

Finally, Option 5 causes the least variance between the Wards of all 5 options. This is the best option for voters and it is in everyone's best interest to make sure no-one's vote is any less meaningful because of where they live. We cannot allow voters to feel disenfranchised and Option 5 keeps the variance to a bare minimum.

In conclusion, due to the reasons of simplicity, cost-effectiveness and ensuring equal representation for voters in both Wards, I believe Option 5 stands as the best option presented.

Kind regards

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**From:**  
**Sent:** Thursday, 12 September 2019 10:20 PM  
**To:** LCC  
**Subject:** 2019/3481

CHIEF EXECUTIVE OFFICER

My family and I support Option 5 of the exhibited draft ward boundaries.

Moving 5,400 electors into North Ward is the geographically 'cleaner' ie more straightforward option..

It is unfortunate that many people do not manage to effectively exercise their democratic right to vote in local Council elections. In some cases there is an assumption that voting is not compulsory at this level of government and/or there is confusion about the voting boundaries compared to state and federal electorates. Bringing the whole suburb of Liverpool into just one ward instead of the current split situation should help reduce pre-election/election day uncertainty for the residents of that suburb and it also efficiently achieves a variance of only 0.5%.

Moreover, the process of effectively communicating this situation to the residents of Liverpool would be enhanced by the relative density of this CBD and adjacent area, compared to the potential situation in other suburban areas impacted by other proposals.

yours sincerely

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This e-mail has been scanned on behalf of Liverpool City Council for viruses by MCT's Internet Managed Scanning Services - powered by MessageLabs.

## EAST LIVERPOOL PROGRESS ASSOCIATION

12<sup>th</sup> September 2019

The Chief Executive Officer

Liverpool City Council

lcc@liverpool.nsw.gov.au

Dear Ms. Fishburn,

**Reference: 2019/3481 - Liverpool Ward Boundaries**

This submission supports Option 4 for Liverpool City Council's change of its Ward Boundaries – that of a two ward city divided East and West.

It is now twelve years since the previous variation. The range of years projected by Council's report for another ward boundary review is 9 to 21 years; 2028 to 2040. It is noted that the report qualifies these estimates as being liable for change. This should be of minor consideration.

We submit that Council would be remiss if it limited its consideration to just a numbers, quantitative exercise. The Local Government Act extends such consideration to simplicity and commonality of districts as reflected in Statistical and Census areas.

Our recommendation for Option 4 rests in its commonality, and through better government as informed by history.

The simplicity of the East-West boundary is its commonality with the electoral boundary of the NSW Seat of Holsworthy at its Liverpool end. The East Ward in Council's Option 4 will, in the main, see its citizens share the electoral representation at State and Local Levels. Currently the Council boundaries cut the Holsworthy State electorate down the middle in Liverpool. Option 4 will bring together a united presence of older established Liverpool at the State and Local levels of government representation. This is surely a desired effect for good government.

History records that it is the need for better government that has driven and directed the energies of the East Liverpool Progress Association. It is an historical continuity of previous citizen based organisation formed since the soldier settler days of 100 years ago in Chipping Norton. And it was in the

exercise of working for better government that saw its name change from the East Ward Progress Association.

The name change was necessary as East Ward was expunged from the electoral boundary map in 1995. This was exercised by a Labor controlled Council and NSW State Labor Government. The current North / South boundary direction saw the previous East, North and South Wards expunged. This was a declared pay-back, due to the EWPA candidate, the undersigned, gaining 28% of the vote in the East Ward / Mayoral by-election to replace Mark Latham who was elected to the Federal Parliament in January 1994.

The North/South divide has seen Liverpool's governance eroded with poor Mayoral leadership and Council performance. It was sacked by the State Government over the shameful Oasis Affair in 2004. It caused the desired split of the East Ward electorate. This was exercised without respect for commonality and history, and the consistent effectiveness through its Aldermen/Councillors in working for better government.

Notwithstanding the history, provided herein for context, there are no political advantage or disadvantages in supporting Option 4. It puts the balance of Liverpool's growth into the emerging suburbs in Liverpool's west.

Thank you for the opportunity to provide this submission to Council.

Yours sincerely,

**CEO 04**

**2020 Local Government Elections**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	011231.2019
<b>Report By</b>	George Georgakis - Manager Council and Executive Services
<b>Approved By</b>	Kiersten Fishburn - Chief Executive Officer

**EXECUTIVE SUMMARY**

All NSW Councils are required to make a decision by 1 October 2019 on how their September 2020 ordinary elections are to be administered. Council may elect to appoint the NSW Electoral Commissioner to conduct their elections or engage the services of an electoral services provider to administer the election.

The Independent Pricing and Regulatory Tribunal (IPART) has conducted a review into the cost of conducting local government elections. The State Government will respond to that review, following which the NSW Electoral Commission (NSWEC) will provide Council with its cost estimates.

As the costs estimates are not yet known, the report recommends that Council agree “in principle” for an election arrangement to be entered by contracting the NSW Electoral Commissioner to administer the Council and Mayoral election. A further report will then be provided to Council in October 2019 with the cost estimates.

**RECOMMENDATION**

That Council:

1. Agree in principle, pursuant to s.296(2), (3) and (5a) of the Local Government Act 1993 (NSW) (“the Act”) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council;
2. Agree in principle, pursuant to s.296(2), (3) and (5a) of that Act, as applied and modified by s.18, that a Council poll arrangement be entered into by contract for the Electoral Commissioner to administer all Council polls of the Council;

3. Agree in principal, pursuant to s.296(2), (3) and (5a) of the Act, as applied and modified by s.18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council;
4. Receive a further report in October 2019 on the NSW Electoral Commission's cost estimates to conduct the September 2020 Council elections; and
5. Requests the CEO to notify the Office of Local Government and the NSW Electoral Commissioner of Council's resolution.
6. Contact Fairfield City Council after the election to discuss its experience with utilising an external service provider with a view to investigating this option for future elections.

## **REPORT**

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The Local Government Act 1993 (the Act) was amended on 25 June 2019 so that Councils are no longer able to administer their own elections.

Under s.296AA of the Act, Councils must make a decision on the administration of their September 2020 ordinary elections no later than 1 October 2019 and enter into an election arrangement with the NSWEC no later than 1 January 2020. If Councils do not enter into an election arrangement with the NSWEC for the administration of their elections, they must engage an electoral services provider to administer their elections.

New preference counting rules that come into effect at the next Council elections mean that it will no longer be possible for votes to be manually counted making it impossible for Councils to administer their own elections without the assistance of an expert electoral services provider (either the NSWEC or a commercial provider).

Traditionally, the overwhelming majority of Councils engage the NSWEC to conduct their elections. In 2012, 139 of the 152 Councils engaged the services of the NSWEC. In 2016, 76 of the 81 Councils that held elections engaged the services of the NSWEC with many of the Councils which had conducted their own elections in 2012 returning to the NSWEC. In 2017, 46 of the 47 of the Councils that held elections engaged the services of the NSWEC.

The report covers the requirements pursuant to s.296 of the Act, whereby Council elections (and, by operation of s.18 of the Act, constitutional referendums and polls) are to be administered by an electoral services provider engaged by the Council. Alternatively, s.296 of the Act also provides that Council can enter into an arrangement with the NSW Electoral Commissioner to administer elections of Council (and, by operation of s.18 of the Act, any constitutional referendums and polls).

The report highlights the reasons for recommending that the NSWEC (subject to the receipt of satisfactory cost estimates) be engaged to conduct the 2020 election, as outlined below:

- The NSWEC conducted the 2016 and 2017 Local Government elections for 122 of the 128 NSW Councils (95% of the total number of NSW Councils) and is a proven election provider operating at an arm's length from the Council;
- S.55(3) of the Act provides that a Council need not invite tenders before entering into a contract with the NSWEC to administer the Council's elections, referendums and polls. This exemption does not apply to contracts or arrangements with any other service provider. Opting with the NSWEC eliminates the need and cost of going through a tender process;
- The Electoral Commissioner is independent and able to maintain high levels of integrity with the election process and is fully accountable for any issues that arise throughout the administration of the election and any subsequent challenges;
- This option is considered the lowest risk to Council as the NSWEC is responsible to the NSW Premier for the conduct of any commissioned election, ensuring that all statutory, insurance and follow-up obligations are met by the NSWEC and not the Council. For the 2012, 2016 and 2017 elections, the NSWEC provided no advice or support to those Councils who elected to conduct Council administered elections and there is nothing to suggest that this approach will change for future elections; and
- The other main concern with engaging a provider other than the NSWEC will be managing the significant risks associated with attracting the necessary skills and experience from a relatively immature market to set up and manage an election process that is governed by strict legislative requirements. Ensuring that there is uniform interpretation of electoral-related legislation in line with the NSWEC and other Councils, and maintaining uniformity with established electoral practices. Further, this has to be achieved without any external assistance or advice from the NSWEC.

For the reasons detailed in this report, it is recommended that Council resolve "in principle" that an election arrangement be entered into by contract for the NSWEC to administer Liverpool City Council's 2020 election.

Fairfield City Council has resolved to engage an electoral services provider to administer its Local Government Elections for 2020. At the time of their resolution on 6 August 2019, it had not identified an electoral services provider as expressions of interest had only recently closed.

It is recommended that staff contact Fairfield City Council after the 2020 election to discuss their experience with utilising an external service provider with a view to investigating this option for future elections.

As noted in the attached Circular from the Office of Local Government, IPART has conducted a review into the costs of conducting local government elections. IPART's final report has been submitted to the Minister for Local Government. Until the Government's response to that report has been released, the NSWEC has advised that it is unable to provide Councils with service and costs estimates for the conduct of their elections.

As the costs estimates are not yet known, the report recommends that Council agree "in principle" for an election arrangement to be entered by contracting the NSW Electoral Commissioner to administer the Council and Mayoral election. A further report will then be provided to Council in October 2019 with the cost estimates for Council's endorsement (if acceptable). Both the Office of Local Government and the NSWEC were consulted on this and were agreeable to the approach.

## **CONSIDERATIONS**

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<b>Economic</b>	The costs associated with the administration of the Council election will be included in Council's 2020/21 budget.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Foster neighbourhood pride and a sense of responsibility. Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	S.296 of the Local Government Act 1993.

## **ATTACHMENTS**

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1. Office of Local Government Circular 19-12: IPART review of the costs of conducting local government elections



Office of  
Local Government

## Circular to Councils

<b>Circular Details</b>	Circular No 19-12 / 27 June 2019 / A652969
<b>Previous Circular</b>	19-02 IPART review of the costs of conducting local government elections and extension of the deadline for councils to make a decision on the administration of their elections
<b>Who should read this</b>	Councillors / General Managers / Council Governance Staff
<b>Contact</b>	Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information

## Consultation by IPART on recommended reforms to local government election costs and extension of the deadline for councils to make a decision on the administration of their elections

### What's new or changing?

- The Government has asked the Independent Pricing and Regulatory Tribunal (IPART) to review the costs of conducting local government elections in NSW. IPART is now seeking feedback on its recommended changes to what councils pay for election services provided by the NSW Electoral Commission (NSWEC). IPART's draft report and other information is available on IPART's website [here](#).
- The *Local Government Act 1993* (the Act) has been amended to extend the timeframes for councils to make a decision on the administration of their September 2020 ordinary elections so that these decisions may be made in light of the outcomes of IPART's inquiry.
- Other amendments made to the Act mean that councils are no longer able to administer their own elections. If councils do not enter into an election arrangement with the NSWEC, they must engage an electoral services provider to administer their elections.

### What this will mean for your council

- IPART has invited councils and other interested parties to make a submission to its draft report by **19 July 2019**. Submissions can be made via IPART's online submission form [here](#).
- IPART is also holding a public forum on **2 July 2019**. Councils can register [here](#) to attend the public forum.
- IPART is due to provide its final report to the Minister for Local Government by Friday **30 August 2019**.
- Under the amendments to the Act, councils must make a decision on the administration of their September 2020 ordinary elections no later than **1 October 2019** and enter into an election arrangement with the NSWEC no later than **1 January 2020**. If councils do not enter into an election arrangement with the NSWEC for the administration of their elections, they must engage an electoral services provider to administer their elections.
- As previously noted in the FAQ attached to circular 18-43 "*Council decisions on the administration of the September 2020 elections*", issued on 12 December 2018, new preference counting rules that come into effect at the

next council elections mean that it will no longer be possible for votes to be manually counted making it impossible for councils to administer their own elections without the assistance of an expert electoral services provider (either the NSWEC or a commercial provider).

### Key points

- Among other things, IPART is recommending that councils meet the “efficient” costs of contestable election services provided by the NSWEC on the following basis:
  - the direct costs of contestable services are allocated to individual client councils
  - indirect costs of contestable services are allocated to all client councils, mostly on a per-electoral basis
  - the NSW Government pays for non-contestable election services (because no mechanism exists to charge for these services), with the exception of ‘enrolment’ activities (eg the provision of a paper or electronic copy of the residential roll to councils) - these should continue to be paid for by both client and non-client councils.
- Other recommended reforms include:
  - the mandatory unbundling, component pricing and offering of the NSWEC’s individual local government election services, with the NSWEC providing binding quotes for each individual election service
  - the establishment of independent regulatory oversight of the performance of all providers
  - reducing the period before an election by which a council has to resolve to engage the NSWEC from 18 months to 9 months
  - provision of assistance to councils to further develop their election management capabilities through a training program delivered by OLG
  - legislative change to ensure that a council’s general manager becomes responsible for producing a valid election result if and when the council ceases to engage the NSWEC for all election services.

### Where to go for further information

- Further information on IPART’s review of the costs of local government elections, including the draft report and contact details is available on IPART’s website [here](#).
- Alternatively contact OLG’s Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Tim Hurst**  
Chief Executive

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**EGROW 01**

**Liverpool Health and Innovation Trade  
Delegation to New Zealand 2020**

<b>Strategic Direction</b>	Generating Opportunity Attract businesses for economic growth and employment opportunities
<b>File Ref</b>	213498.2019
<b>Report By</b>	Samantha Strachan - Business Programs Officer
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

**EXECUTIVE SUMMARY**

At its meeting held 29 May 2019, Council resolved to adopt the International Trade Engagement Strategy (the strategy).

The strategy identified New Zealand (NZ) as number one for ease of doing business and as a primary focus area for Council to develop activities to accelerate trade success for the business community. The strategy recommended targeting the medical and education sectors including cross-border collaboration and inviting leading researchers for exchanges and tours with the Liverpool Innovation Precinct (LIP).

On 1 May 2019, the Mayor, CEO and senior Council Managers hosted a business lunch with the NZ Consul General and discussion was had around a potential trade and civic delegation traveling to Auckland for business opportunities coinciding with their annual Pasifika Festival.

This report recommends that a local business delegation aligned with the LIP is formed, that Council facilitate arrangements for the delegation to visit Auckland and to endorse expenditure to a maximum of \$17,500.

**RECOMMENDATION**

That Council:

1. Authorise the CEO to facilitate arrangements for a trade and civic delegation to Auckland, New Zealand, in March 2020;
2. Determine which Councillors will attend as members of the delegation;
3. Endorse expenditure for this delegation of up to \$17,500; and
4. Request a report on the outcomes of the visit.

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**REPORT**

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**Background**

At its meeting held 29 May 2019, Council resolved to adopt the International Trade Engagement Strategy (the strategy).

The strategy is underpinned by the quadruple bottom line approach of Liverpool's Community Strategic Plan particularly Direction 3: Generating Opportunity. The strategy will assist Council in meeting its commitment to:

- attract businesses for economic growth and employment opportunities; and
- create an attractive environment for investment.

The strategy identified New Zealand (NZ) as number one for ease of doing business and as a primary focus area for Council to develop activities to accelerate trade success for the business community.

The strategy recommended a number of sectors that should be immediate areas of focus for Council including aerospace and defence, medicine and education. In particular, it highlighted the opportunity of *"an open environment of medical innovation across the Tasman."*

The strategy recommended that Council:

- Invite leading researchers for exchanges at Liverpool Hospital and Liverpool Innovation Precinct tours
- Encourage cross-border collaboration on data gathering and research into shared problems
- Build relationships/programs with leading NZ universities in growth fields (i.e. medical, engineering)
- Lobby for increasing mutual recognition of TAFE qualifications
- Invite senior administrative members of major NZ cities to tour the Liverpool Innovation Precinct

On 1 May 2019, the Mayor, CEO and senior Council Managers hosted a business lunch with the NZ Consul General, Bill Dobie and NZ Commercial Business Advisor, Anna Booth, to share information about respective portfolios and identify opportunities for trade and export between Liverpool, Auckland, and other NZ precincts.

An overview was provided about Council's International Trade Engagement Strategy and discussion was had around a potential trade and civic delegation to be led by the Mayor with Councillors and local businesses traveling to Auckland for business opportunities.

Subsequently, Julie Scott, Manager City Economy, and Anna Booth have discussed a broad outline of the delegation.

### **Program Overview**

It was suggested that a Liverpool Delegation to New Zealand should coincide with Auckland's Pasifika Festival (<https://www.aucklandnz.com/pasifika-festival>). The Pasifika Festival (14 – 15 March 2020) is an annual celebration that unites Pacific cultures through performance, food, drink and workshops.

A proposed draft itinerary would involve:

Fri 13 March 2020	The delegation flying from Sydney to Auckland
Sat 14 & Sun 15 March 2020	A civic program with the Mayor and Councillors as guests of the Pasifika Festival and a civic reception could be hosted by the Mayor of Auckland
Mon 16 & Tue 17 March 2020	A business matching program to be facilitated by Austrade
	Opportunity to meet with Auckland Council to discuss their urban design strategy
Wed 18 March 2020	Delegation to depart Auckland

### **Proposed Delegation**

Successful trade missions are typically sector focussed. Based on recommendations in the strategy it is suggested that the trade delegation be tailored to the health and education sector in relation to the Liverpool Innovation Precinct (LIP). The trade delegation will provide opportunities for LIP members to showcase their business capabilities, promote their research and connect them with New Zealand markets, buyers, researchers and business leaders.

It is proposed that this delegation would include the following attendees:

#### Council Representatives:

- Mayor Waller
- 2 x Councillors
- CEO
- Senior Council Officer and/or Manager LIP

Other Councillors and Council support staff may be identified to join this delegation as needed.



Liverpool Innovation Precinct Members

Liverpool Innovation Precinct members and their representatives will be invited to participate in the delegation on the basis that they fund their own travel and accommodation expenses.

- Darryl Harkness, Chief Executive Officer, Ingham Institute of Applied Medical Research
- Amanda Larkin, Chief Executive Officer, South Western Sydney Local Health District
- Josephine Chow, Director of Strategic Projects, South Western Sydney Local Health District
- Representatives from Western Sydney University, University of Wollongong, University of New South Wales and TAFE NSW.

**Business Matching**

The following institutions have been identified for potential business matching and knowledge sharing:

Auckland Council

Auckland is New Zealand's leading economic region, generating more than a third of the country's GDP. Auckland is an economic hub of the Asia Pacific region and one of the world's most business-friendly markets. More than 100 multinational corporations call Auckland their Asia-Pacific home.

Auckland's technology and knowledge-intensive industries employ thousands of STEM workers, undertaking high levels of research and development powering their economic growth. Auckland's tech sector comprises ICT and software companies across fields including cyber security, big data and fin-tech, and high tech manufacturing such as medical devices and aerospace engineering.

Key Initiatives in Auckland:

- GRIDAKL is part of the innovation precinct in Auckland's Wynyard Quarter, designed to maximise innovation by harnessing the power of collaboration. Creating pathways for innovative individuals, entrepreneurs and businesses to connect, share ideas and access the tools they need to help them grow. GridAKL's role is to assist high-impact, growth-oriented, technology-focused businesses and entrepreneurs to develop and commercialise their innovations.
- The Southern Initiative (TSI) plans and delivers a long-term programme of co-ordinated investment and actions to bring about transformational social, economic and physical change in Auckland. Areas of focus include social innovation, entrepreneurship and sustainable procurement practices.

- Auckland Co-Design Lab is funded by Auckland Council and sponsored by eight central government departments. The Lab was established to provide a neutral space to explore the use of co-design and other innovative approaches to address complex social issues. A key focus is for multi-agency teams to collaborate, work alongside citizens and to support and broker innovative ideas and solutions.

### The University of Auckland

The University of Auckland is NZ's largest university with over 40,000 students.

- Uniservices partners with the best minds at the University of Auckland to apply intelligent thinking to ideas that have the potential to change the world. They pull together three key ingredients for innovation success – IP identification and protection, market knowledge and connectivity – with best practice proof of concept and pre-seed investment management to transfer IP to the private sector as fast and efficiently as possible.
- Through the University of Auckland Inventors Fund, Uniservices has been providing early proof of concept and pre-seed investment to support the University's research discoveries, enabling them to reach a point where commercial usefulness can be demonstrated and the first steps are taken to ensure commercial viability.
- The Newmarket Innovation Precinct (NIP) connects industry professionals with the University's research and technical experts. The R&D community collaborates on high-risk challenges with the potential to create new technologies.
- The National Institute for Health Innovation (NIHI) are experts in providing researchers with complex project management, IT, data management and analytics support, delivery of commercial health projects and commercialisation/deployment of health initiatives.
- The Centre for Advanced Magnetic Resonance Imaging (CAMRI) is the first MRI venture in New Zealand to focus on high-end research work as well as routine clinical imaging.
- Auckland Medical Research Foundation had a lead role in the establishment of a Medical School in the University of Auckland with successful research in stroke, dementia, skin cancer, and tendons.
- New Zealand's Medtech Centre of Research Excellence is the single point of contact for NZ's capability and resources in Medtech. It is a national industry research network led by a partnership between Auckland University of Technology, Callaghan Innovation, Universities of Auckland, Canterbury and Otago and Victoria University of Wellington.

Manukau Institute of Technology

As Liverpool is to City of Sydney, Manukau is a satellite town to Auckland. The purpose of the Manukau Institute of Technology is to get people into great jobs. Their mission is to deliver vocationally focused tertiary education, research and technology transfer that ensures Auckland's economy, graduates, employers and communities have the capability and skills to achieve their potential.

Medical Technology Association of New Zealand

The leading industry body representing medical technology manufacturers, importers and distributors of medical devices in New Zealand.

Fisher & Paykel Healthcare

Respiratory and sleep apnea devices. Based in East Tamaki, Auckland.

In addition to these institutions and initiatives, a full business program will be developed and coordinated by Austrade to allow for LIP members to conduct business, export and investment activities for potential trade opportunities.

**Resources**

An estimated cost for this delegation is up to \$17,500, which includes travel costs, accommodation, transport, food, gifts and other incidental expenses.

**CONSIDERATIONS**

<b>Economic</b>	Further develop a commercial centre that accommodates a variety of employment opportunities. Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre). Facilitate economic development.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Facilitate the development of community leaders.
<b>Legislative</b>	There are no legislative considerations relating to this report.



**ATTACHMENTS**

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Nil

**EGROW 02****Phase 1 of LEP Review to establish the Liverpool Local Environmental Plan 2020**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Develop, and advocate for, plans that support safe and friendly communities
<b>File Ref</b>	213509.2019
<b>Report By</b>	Nancy-Leigh Norris - Strategic Planner
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

**EXECUTIVE SUMMARY**

Council has received funding under the Western Sydney City Deal, to conduct an accelerated review of the *Liverpool Local Environmental Plan 2008* (LLEP 2008), including associated studies and development of *Liverpool's Draft Local Strategic Planning Statement (LSPS) - Connected Liverpool 2050*.

As part of this review, a planning proposal has been prepared to establish the *Liverpool Local Environmental Plan 2020* (LLEP 2020), which will replace and repeal the LLEP 2008.

The timeframes set by the Western Sydney City Deal require Council to submit a planning proposal to the NSW Department of Planning, Industry and Environment (DPIE) for a Gateway determination by 31 October 2019. These timeframes mean that the LEP Planning Proposal will be finalised before the final LSPS is adopted. Therefore, a phased approach to the LEP Review is proposed with subsequent planning proposals to be delivered over the short term. This will include the implementation of LSPS Actions, as well as outcomes arising from the finalisation of various studies and strategies.

This planning proposal is 'Phase 1' of the LEP Review and is intended to establish LLEP 2020. It includes approximately 60 proposed amendments including:

- Various amendments to update and strengthen the operation of the plan, in preparation for future phases of amendments;
- Rezoning of certain R4 High Density Residential land in Moorebank to R3 Medium Density Residential;
- Rezoning of Casula Crossroads Industrial Precinct from IN3 Heavy Industrial to IN1 General Industrial; and
- Rezoning of numerous sites owned and operated by Sydney Water to SP2 Infrastructure.

Advice was sought from the Liverpool Local Planning Panel on 2 September 2019 in accordance with the *Local Planning Panel Direction – Planning Proposals* dated 23 February 2018. The Panel supports the planning proposal and their advice is detailed within this report (Attachment 14).

A Councillor workshop was held on 12 September 2019. This workshop discussed the proposed amendments within this Phase 1 LEP Review planning proposal, as well as the phased approach to the overall LEP Review process.

## **RECOMMENDATION**

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That Council:

1. Notes the advice of the *Liverpool Local Planning Panel*;
2. Supports in principle the planning proposal to establish the *Liverpool Local Environmental Plan 2020*;
3. Delegates to the CEO to make any typographical or other editing amendments to the planning proposal if required;
4. Forwards the planning proposal to the Department of Planning, Industry and Environment pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*, seeking a Gateway determination;
5. Subject to Gateway determination, undertake public exhibition and community consultation in accordance with the LEP Review Community Engagement Action Plan and conditions of the Gateway determination; and
6. Receive a further report on the outcomes of public exhibition and community consultation.

## **REPORT**

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### **BACKGROUND**

The existing *Liverpool Local Environmental Plan 2008* (LLEP 2008) has been in force since its gazettal on 29 August 2008. This instrument was prepared to comply with the State Government requirement for a Standard Instrument Local Environmental Plan, thereby replacing the Liverpool Local Environmental Plan 1997. Since its gazettal, the LLEP 2008 has been continuously reviewed and updated through various planning proposals, with nearly 80 amendments being sent to DPIE for a Gateway determination. This means that the LLEP 2008 doesn't act as an eleven year old document, rather the plan is as current as its last gazetted amendment, being the 16<sup>th</sup> August 2019.

The proposed amendments to the LLEP 2008 are a direct result of the establishment of the Western Sydney City Deal and changes to the *Environmental Planning and Assessment Act 1979* (the Act), which require Councils to prepare a Local Strategic Planning Statement (LSPS) and review their Local Environmental Plan (LEP) within an accelerated timeframe. Council is required to submit a planning proposal to the NSW Department of Planning, Industry and Environment (DPIE) for a Gateway determination by 31 October 2019.

## **LEP REVIEW PROGRAM**

### LEP Health Check

In November 2018, Council undertook an LEP Health Check as part of the preparation of the LSPS. This tested alignment of the LLEP 2008 and Council's broader strategic planning framework with the Western City District Plan. The Health Check found that while the current LLEP 2008 is a robust instrument, and broadly compliant with the Western City District Plan, updates to current policies and strategies would be required to take into account the 'three cities' concept in the Greater Sydney Region Plan.

### Associated Studies

The following studies have been completed or are currently being undertaken with the funding received from the Western Sydney City Deal. Recommendations from completed studies, notably the Social Infrastructure, Local Housing and Employment Lands studies, have informed the proposed LEP amendments. The remaining studies will inform the Phase 2 planning proposal. The studies include:

- Local housing
- Employment lands and urban services
- Local centres and corridors
- Social Infrastructure
- Green Grid
- Rural lands
- Scenic Lands
- Transport and Mobility
- Climate change and resilience

### Draft LSPS – Connected Liverpool 2050

Under Section 3.9 of the Act, Councils are required to prepare a Local Strategic Planning Statement (LSPS). Councils Draft LSPS – Connected Liverpool 2050 was endorsed by Council at its meeting on 26 June 2019 and placed on public exhibition from 28 June 2019 to 9 August 2019. By December 2019, Council will receive a further report detailing the feedback received and any amendments proposed.

Refer to Table 1 for all LSPS Actions with implications for Liverpool's LEP. The actions which have been addressed within this Phase 1 planning proposal are highlighted. Future amendments will continue to implement these highlighted actions.

*Table 1: LSPS Actions with Implications for Liverpool's LEP*

Action		Short	Med	Long
<b>Connectivity</b>				
1.2	Review and amend LEP to reflect outcomes of Transport and Traffic Study.	X		
2.2	Amend the LEP and relevant environmental planning instruments to preserve the FAST corridor.	X		
4.2	Work with Greater Sydney Commission and relevant stakeholders to address the Liverpool Collaboration Area Place Strategy through amendments to the LEP.	X	X	
<b>Livability</b>				
5.3	Review LEP and DCP to give effect to City Centre Public Domain Master Plan.	X		
5.4	Review LEP to support development, community facilities and linkages at key Council-owned sites in the City Centre.	X		
5.5	Review LEP to ensure alignment and give effect to Woodward Place Masterplan.		X	X
6.3	Review LEP to give effect to River Connections Program linking green space networks from Casula to Pleasure Point, improving accessibility and visual amenity.		X	X
7.1	Implement the Local Housing Strategy through amendments to the LEP.	X		
7.2	Develop an Affordable Housing Contributions Scheme and amend LEP.	X		
8.1	Amend LEP to implement findings of review of dwelling typologies and density around Moorebank Shopping Centre.	X		
8.3	Review and update heritage provisions in LEP, and address anomalies.	X		
<b>Productivity</b>				
10.1	Amend LEP to support the operations and growth of the Liverpool Innovation Precinct.	X		
10.2	Amend LEP applying to Warwick Farm to support the existing horse training facilities, and provide for innovation/employment uses and appropriately located residential/mixed use development.	X		
11.1	Review LEP to align with Centres and Corridors study.	X		
11.2	Amend LEP to rezone Georges River precinct north of Newbridge Road as a mixed-use zone to support the Liverpool CBD and Innovation Precinct, with an extensive open space system and cross-river linkages.	X		
11.3	Pursue LEP changes to support innovation/research/health/advanced manufacturing in the Liverpool Innovation Precinct.	X		
11.4	Pursue LEP changes necessary to support tourism and visitor accommodation.	X		
11.5	Amend LEP to increase land-use flexibility for festival uses.	X		
11.9	Review and update LEP and DCP to ensure statutory planning controls protect key freight routes and employment lands from sensitive land uses.	X	X	
11.10	Review LEP and DCP to give effect to City Centre Public Domain Master Plan.	X	X	

Action		Short	Med	Long
12.1	Review LEP to align with Industrial and Employment Lands Strategy.	X		
12.2	Review LEP and DCP for employment lands to address a future transition to “new industries” in appropriate locations.	X		
12.3	Review industrial land zones under LEP to enable innovative employment uses to support Liverpool Innovation Precinct.	X		
12.4	Investigate provision of new industrial land, including light industrial (IN2), between the airport and the CBD, including extension of industrial zoned land in Austral, to ensure ongoing supply.	X	X	
<b>Sustainability</b>				
14.1	Review Environmentally Significant Land overlay in LEP to ensure protection of areas of high ecological conservation value.	X		
14.2	Review LEP to ensure protection of biodiversity around waterways.	X		
14.3	Review LEP to implement Green and Blue grid study findings.	X		
15.1	Review LEP to suitably address sustainability in line with climate change study and resilience study.	X		
15.2	Review LEP and DCP to address sustainable waste outcomes.	X		
15.3	Review LEP and DCP to address the Urban Heat Island Effect.	X		
16.1	Review LEP to give effect to Rural Lands Study.	X		
16.2	Review LEP and DCP to protect against development that detracts from Liverpool’s scenic values, in line with findings of the Scenic Lands Study.	X		

### Future Planning Proposals

The timeframes set by the Western Sydney City Deal require Council to submit a planning proposal to the NSW Department of Planning, Industry and Environment (DPIE) for a Gateway determination by 31 October 2019. These timeframes mean that the LEP Planning Proposal will be finalised before the final LSPS is adopted. Therefore, a phased approach to the LEP Review is proposed with subsequent planning proposals to be delivered over the short term. This will include the implementation of LSPS Actions, as well as outcomes arising from the finalisation of various studies and strategies.

This planning proposal is Phase 1. Phase 1 will establish the LLEP 2020, incorporate certain short term LSPS actions as well as update and strengthen the plan through various housekeeping amendments. Not all short term actions have been included within the Phase 1 planning proposal, as they require additional investigation and consultation to occur before they can be presented to DPIE for a Gateway determination.

Phase 2 will incorporate various recommendations from the studies and strategies currently being prepared, as discussed above, and an initial planning proposal will be presented to Council in mid-late 2020. This phase will also investigate a potential LEP amendment for Warwick Farm, which will require additional studies to be undertaken by Council. This is in alignment with short term LSPS Action 10.2.

This Action was a prominent subject throughout the extensive LSPS community consultation process. Given the complexity of environmental, social and economic factors in relation to this precinct, additional work needs to be undertaken prior to a planning proposal being presented

to the DPIE for a Gateway determination. In accordance with Council's resolution on 31 July 2019, a report outlining possible dwelling numbers in the Warwick Farm precinct will be provided to Council by December 2019. It is anticipated that this Action will be further investigated in 2020, with a resultant planning proposal being presented to Council prior to any submission being made to DPIE.

### Timeframes

As part of the Western Sydney City Deal, Council is undertaking a review of the LLEP 2008 within an accelerated two-year timeline.

The timeframes set by the Western Sydney City Deal require Council to submit a planning proposal to DPIE for a Gateway Determination by 31 October 2019. After a Gateway determination and community consultation is complete, the finalised planning proposal is to be re-submitted to DPIE for finalisation by June 2020 (refer to Table 2 below).

*Table 2: Timeframes for Phase 1 LEP Review planning proposal*

<b>ACTION</b>	<b>TIMEFRAME</b>
<b>Council Meeting</b>	September 2019
<b>Submit planning proposal to DPIE</b>	October 2019
<b>Gateway determination issued</b>	November 2019
<b>State Agency Consultation</b>	January 2020
<b>Community Consultation</b>	February 2020
<b>Public Hearing (if required)</b>	March 2020
<b>Post Exhibition Report to Council</b>	May 2020
<b>Submit planning proposal to DPIE for finalisation</b>	June 2020

## **PROPOSED AMENDMENTS (PHASE 1)**

As indicated above Phase 1 includes updates to strengthen the plan through various housekeeping amendments. This includes a considerable number of amendments, and hence only the significant amendments are detailed within this report. For a summary of all proposed amendments, refer to the Local Planning Panel Report (Attachment 13). Additionally, Part 2 of the planning proposal provides a summary table of amendments (Attachment 1).

### **Review of Moorebank R4 land**

The draft LSPS includes a short term action (Action 8.1) to amend the LEP to implement the findings of the review of dwelling typologies and density around the Moorebank Shopping Centre.

### History of the R4 zone

In 2005, the NSW State Government released the City of Cities Metropolitan Strategy for Sydney. As part of this process, the State government identified a target for 20,000 new dwellings for Liverpool's established urban areas.



In 2006, the State government introduced a Standard Instrument Local Environmental Plan (LEP) template which sought to make the format and provisions of all LEP's in NSW consistent. In response, Council undertook a review of the Liverpool Local Environmental Plan 1997 (1997 LEP). As part of this process, a Residential Development Strategy (RDS) was adopted by Council in 2008 which identified strategies to achieve the State government target of 20,000 new dwellings in the existing urban area of the Liverpool LGA.

The RDS recommended the introduction of medium and high density zones around a number of centres across the Liverpool LGA including around the Moorebank shopping centre.

### Community Engagement

In response to a Notice of Motion at its meeting on 6 February 2019, Council resolved to consult with the residents of Moorebank with a view of reducing the density in the R4 High Density Residential zone. As part of this consultation, a letter was sent to residents, an online survey was established (395 responses received) and a consultation event was held on 7 March 2019 and attended by 112 people.

A majority of survey submissions (78.2%) were 'strongly against' the current R4 High Density Residential zone. Almost 20% of survey respondents lived within the R4 zone and majority of these residents also responded as being 'strongly against' the current zoning.

The findings of this community engagement were presented at a Councillor briefing on 7 July 2019 and at the Council meeting on 27 March 2019, where Council noted that a Local Housing Strategy is being prepared as part of the LEP Review process. Since this time, a LGA wide Housing Study has been prepared (Attachment 6) and specific advice regarding the rezoning of part of Moorebank has been provided by SGS (Attachment 5).

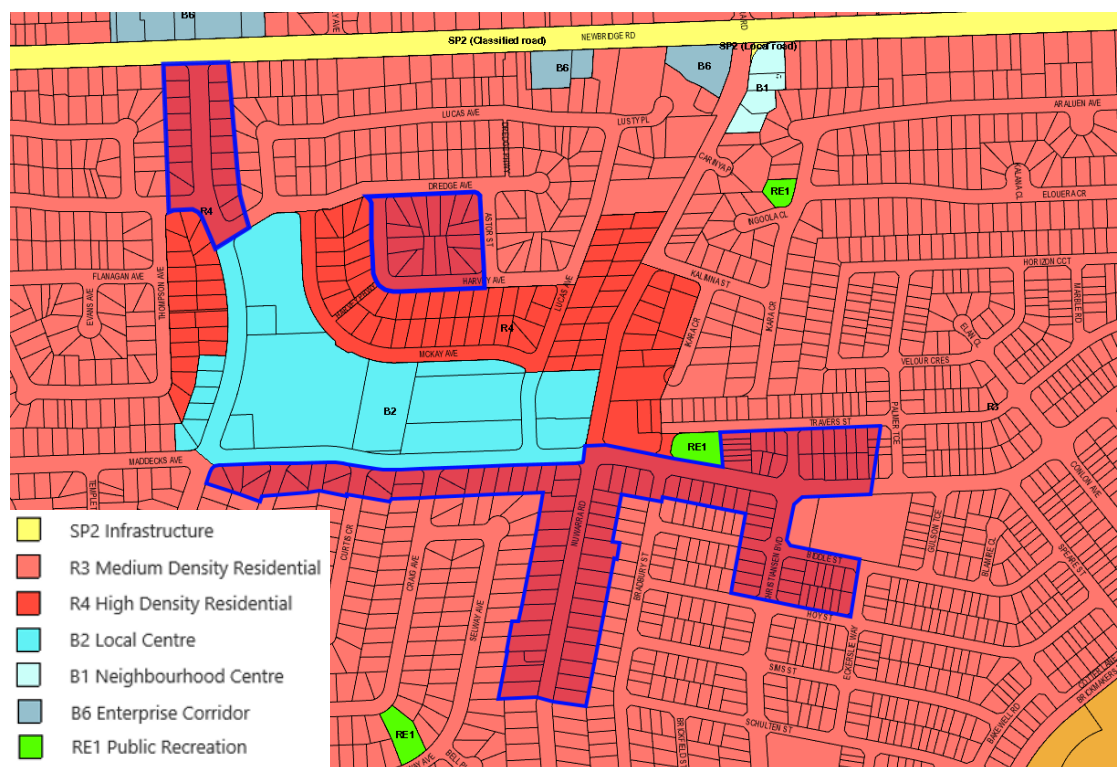
### Proposed amendments

This Phase 1 planning proposal includes the rezoning of certain R4 High Density Residential zoned land (identified in blue within Figure 1) to R3 Medium Density Residential, and in accordance with Table 3. Refer to Part 4 of the planning proposal (Attachment 1) for additional mapping.

*Table 3: Moorebank existing and proposed development standards*

	<b>LLEP 2008</b>	<b>LLEP 2020</b>
<b>Land use zoning</b>	R4 High Density Residential	R3 Medium Density Residential
<b>Minimum lot size</b>	U – 1,000m <sup>2</sup> D – 300m <sup>2</sup> (Area 1)* *Clause 4.1: allows 180m <sup>2</sup> to 225m <sup>2</sup> in certain circumstances	D – 300m <sup>2</sup> (Area 2)** G – 450m <sup>2</sup> **Clause 4.1: allows 200m <sup>2</sup> to 250m <sup>2</sup> in certain circumstances
<b>Height of buildings</b>	M – 12m O – 15m	I – 8.5m
<b>Floor space ratio</b>	I – 0.75:1 N – 1.0:1	D – 0.5:1 and D – 0.5:1 (Area 2)^ G – 0.65:1 and G – 0.65:1 (Area 2)^ ^Clause 4.4: allows additional 0.05:1 to 0.1:1 in certain circumstances





*Figure 1: Moorebank existing land use zone map (subject area in blue proposed to be rezoned to R3)*

### Justification

This rezoning is supported by the *Draft SGS Moorebank Rezoning Advice* (SGS 2019; Attachment 5) and *Liverpool Housing Study* (SGS 2019; Attachment 6) on the following grounds:

- There is adequate capacity in the broader LGA to accommodate housing demand to 2036;
- Whilst serviced by a retail centre and community facilities which contribute to suitability for additional housing capacity, Moorebank has limited public transport accessibility to justify additional housing density;
- Despite the construction of some high density residential developments in Moorebank, the Housing Study indicates that apartment development outside of the Liverpool City Centre is mostly unfeasible. Conversely, medium density development is more economically feasible and therefore may be more likely to generate additional housing capacity and diversity within Moorebank;
- The uses enabled by the R3 Medium Density Residential zone are more compatible with the predominant low density residential character and are less likely to result in interface issues such as visual bulk and scale, overshadowing and loss of visual and acoustic privacy;
- The Housing Study (p.166) and Draft SGS Moorebank Rezoning Advice (p.12) notes that land prices for properties zoned R4 are likely to be inflated by expectations of apartment development. The study notes that the R4 zone may be constraining rather than encouraging development.

- A transition to R3 may open up a potentially easier complying development pathway through the low rise medium density housing code (when implemented). This could make development more feasible in the area, as noted in the Liverpool Housing Study (p166).
- R4 High Density Residential zone has been retained in portions of the Moorebank town centre precinct where high density residential development has occurred (See Figure 2); and
- There may be other areas within Moorebank that are better suited to high density residential uses, such as Moorebank East which is currently under preliminary investigation and subject to several planning proposals.

#### Local Planning Panel Advice – Moorebank

The Local Planning Panel stated that *“the proposed change from R4 to R3 of a portion of the R4 zone at Moorebank has strategic merit.”* The Panel recommended that if this amendment proceeds to gazettal, Council should review the amendment 2-3 years after its commencement, to assess the take up of development in the R3 Medium Density Residential zone. The recommendation includes a review of FSR and height development standards to determine if they are encouraging or discouraging the development of low-rise medium density housing.

The Panel's recommendation is in response to the justification detailed above, particularly regarding the generation of housing capacity and diversity through the delivery of medium density housing, possibly via complying development. Pending the successful gazettal of this amendment, there is potential for this review to occur when medium term (2021-2029) LSPS Actions are addressed, for example Action 7.6 *“Monitor, review and update the Local Housing Strategy to ensure sufficient and appropriate housing is delivered to meet community needs”*.

#### Other Considerations

Figure 2 (p9) identifies Development Applications for Residential Flat Buildings that have been approved, or are under assessment in Moorebank. The majority of pending and approved DAs are located within the R4 High Density Residential Area that is to be retained.

DA-488/2019 at 51 Maddecks & 113-115 Nuwarra Road (lodged 7 August 2019) is located within the area proposed to be rezoned and is currently under assessment. The proposed rezoning of the site to R3 Medium Density Residential will not undermine this DA, as the zoning is R4 High Density Residential at the time of lodgment.

The land will remain as R4 High Density Residential throughout the planning proposal process, and will only change to R3 Medium Density Residential subject to finalisation and gazettal of this planning proposal. Therefore, although it would not be encouraged, this planning proposal will not prevent the lodgment of development applications for Residential Flat Buildings prior to an amendment being made.

It is noted that DPIE may stipulate certain conditions at the Gateway determination or finalisation stages. These conditions may allow for additional time for development applications for Residential Flat Buildings to be submitted prior to an amendment being made.

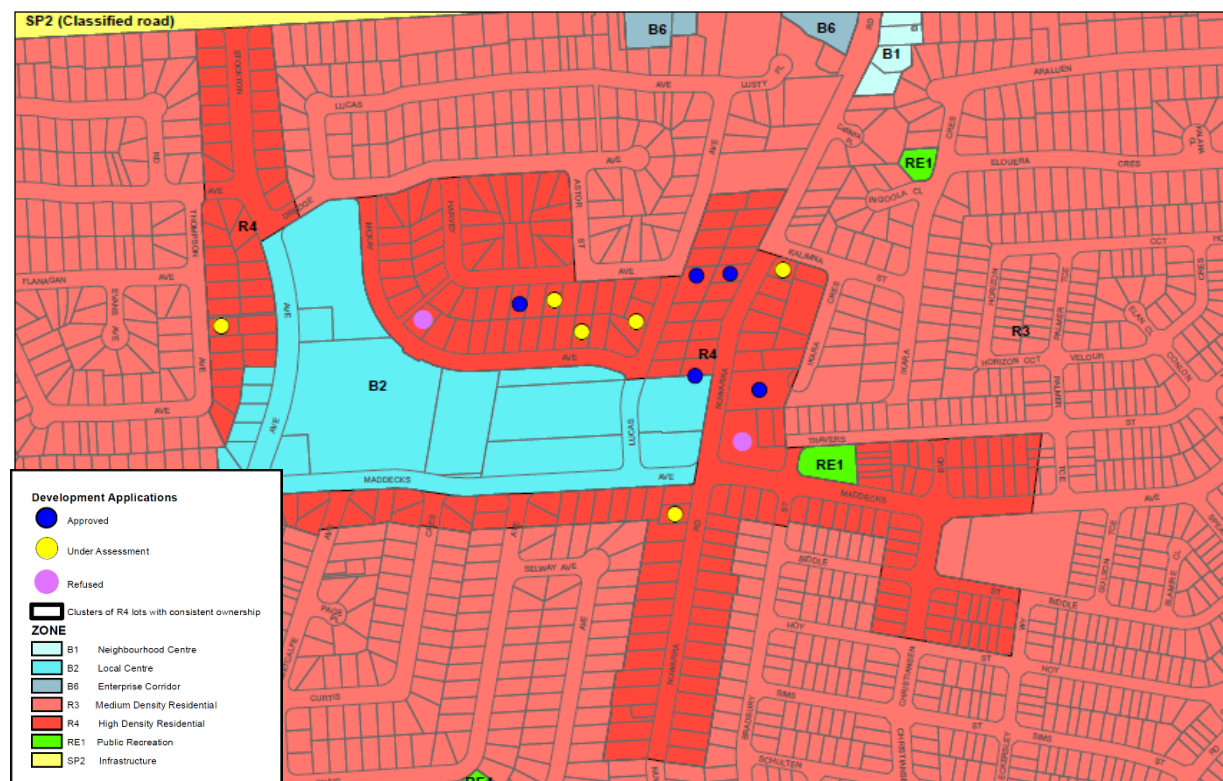


Figure 2: DAs for Residential Flat Buildings in Moorebank (August 2019)

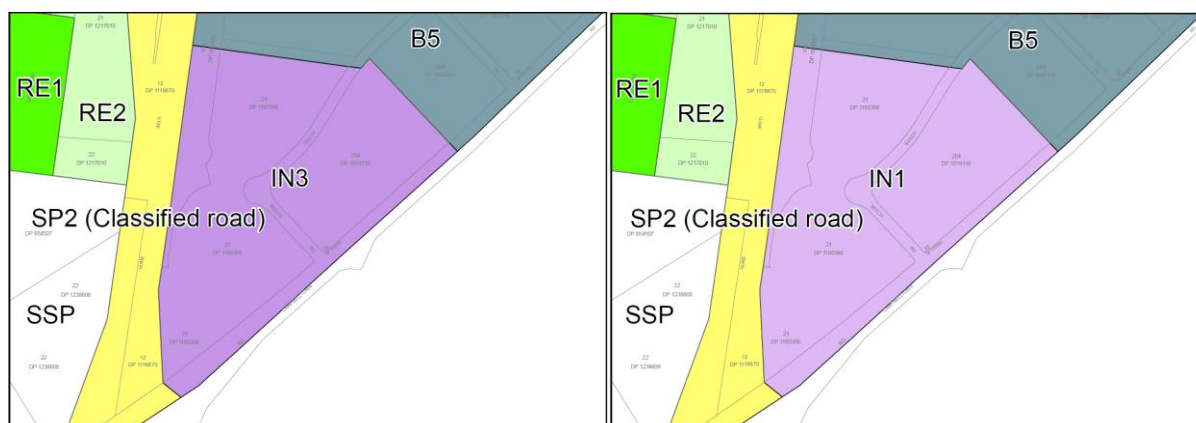
### Crossroad Casula Industrial Precinct

The existing Casula Crossroads Industrial Precinct consists of the IN3 Heavy Industrial zone between the Hume Motorway (west) and Campbelltown Road (east). It is currently occupied by a number of large-medium format industrial developments that are mostly functioning as distribution and logistics warehouses. Occupants include Cosentino, WesTrac, Electrolux and Versiclad.

The *Liverpool Industrial Development Lands Study* (APP 2019, refer to Attachment 10) identifies that the current IN3 Heavy Industrial zoning could be revised given the current uses within the precinct and the future trajectory of this precinct in the context of the broader Liverpool industrial landscape. Accordingly, it is proposed to rezone the industrial precinct from IN3 Heavy Industrial to IN1 General Industrial, while retaining the existing development standards, as detailed in Table 4. Council officers have consulted with AMP Capital who own this site, and they are satisfied with the proposed amendments. Consultation will also occur again if this amendment proceeds to public exhibition.

*Table 4: Casula Crossroads existing and proposed development standards*

	<b>LLEP 2008</b>	<b>LLEP 2020</b>
<b>Land Use Zone</b>	IN3 Heavy Industrial	IN1 General Industrial
<b>Minimum Lot Size</b>	V – 2,000m <sup>2</sup>	No change
<b>Height of Building</b>	Part P – 18m Part U – 30m	No change
<b>Floor Space Ratio</b>	Nil	No change



*Figure 3: Casula Crossroads existing and proposed land use zoning*

### **Sydney Water Infrastructure**

A total of twelve sites, comprising of 13 lots, owned and operated by Sydney Water are to be rezoned from various land use zones to SP2 Infrastructure (refer to Part 4 of the planning proposal for current and proposed zoning maps for these sites). These amendments were initiated by a request from Sydney Water after a recent review of their property portfolio. Refer to Attachment 11 for Sydney Water correspondence which states:

*“The infrastructure is critical to the servicing of the existing population and future growth within Liverpool City. As part of recognising the permanent nature of these infrastructure assets and their requirements for protection, Sydney Water recommends the rezoning of these sites to SP2 Infrastructure, as part of the upcoming Liverpool Local Environmental Plan (LEP) Review.*

*Sydney Water believed that the re-zoning of these lots to SP2 – Infrastructure:*

- *Better reflects the lands ongoing, permanent use as vital water and sewerage infrastructure;*
- *Provides clarity to the local community as to the current and intended use of the land;*
- *Is consistent with Liverpool LEP 2008 SP2 zone objectives to provide for infrastructure and related uses;*

- *Confirms the land use is intended to support population growth within the LGA, providing services and infrastructure to meet peoples changing needs."*

### **Other Amendments**

The remaining amendments are detailed within the Local Planning Panel Report (Attachment 13). These vary in nature and include the following:

#### Implement the actions of the LSPS

- Update Schedule 5 Environmental Heritage inventory (Action 8.3)
- Expand health related uses within the Liverpool CBD (Action 10.1)
- Insert an exempt development provision for the use of Council land for community events (Action 11.5)
- Changes to environmentally significant land mapping (Action 14.1)
- Insert a waste management provision as part of design excellence considerations for development within the Liverpool City Centre (Action 15.2)

#### Strengthen the future LLEP 2020

- Update the overarching aims of the Plan
- Amend permissible uses in various zones
- Update the objectives of the B1 Neighbourhood Centre zone
- Update flood planning provisions to ensure residential accommodation is considered
- Remove additional FSR provisions for dwelling houses in the R3 Medium Density Residential zone
- Remove minimum street frontage requirements in the B6 Enterprise Corridor zone
- Remove minimum lot width requirements for residential subdivision
- Include a Standard Instrument LEP clause to ensure residential subdivision and development considers the existing locality and any sensitive land uses
- Amend additional local provisions requiring specific uses within business zones to ensure the outcome for these zones are achieved
- Update Schedule 1 Additional Permissible Uses

#### Correct anomalies within the written instrument and rectify mapping inconsistencies

- Update terminology and references to legislation and Australian Standards
- Correct anomalies and errors in mapping and clauses
- Remove mapping and clauses relating to developed urban release areas and land identified as having deferred zoning
- Remove void references to height-based FSR controls in certain zones
- Re-categorise and re-order provisions in the Plan
- Remove duplication between LEP clauses, the *State Environmental Planning Policy (Exempt and Complying Codes) 2008* and the *Liverpool Development Control Plan (DCP) 2008*



## **LOCAL PLANNING PANEL ADVICE**

This planning proposal was presented to the Liverpool Local Planning Panel on 2 September 2019. Refer to Attachment 14 and 15 of this report for LPP Advice and response to advice.

In summary the Panel:

- Supported the integration of the LSPS into the LEP;
- Acknowledged it is sensible to implement the LSPS in stages, and this planning proposal is the first of several stages;
- Considers that the proposed change from R4 to R3 of a portion of the R4 zone at Moorebank has strategic merit;
- Recommends that Council review the Moorebank rezoning after 2-3 years, to assess the take up of a diverse range of housing types in the R3 zone (subject to the amendment proceeding).
- Recommends that Council officers determine the most appropriate zone IN1 General Industrial or IN2 Light Industrial for Casula Crossroads Industrial site;
- Support various land use table, clause and schedule amendments, with additional comments.

## **NEXT STEPS**

If the planning proposal is supported by Council, the proposal will be submitted to the Department of Planning, Industry and Environment (DPIE) seeking Gateway determination.

After any further technical studies are completed post Gateway, the planning proposal would then proceed to public authority consultation, followed by public exhibition of the planning proposal, which is anticipated to occur throughout February and March 2020.

During public exhibition, landowners, developers, and other interested parties will be able to make submissions on the planning proposal. This provides an opportunity for land-owners to comment on how the changes would affect them, and/or suggest amendments. Each submission will be considered, and amendments made to the planning proposal will occur as required. The planning proposal will be presented to Council following the public exhibition.

## **COMMUNITY & STAKEHOLDER CONSULTATION**

The LEP Review occurred in conjunction with the development of the LSPS, which included extensive consultation with internal and external stakeholders.

Public exhibition of the planning proposal will occur as per the Gateway determination and for a minimum of 28 days. Community engagement will be undertaken during the public exhibition period, in accordance with *Stage 3 - Exhibition of LEP Review Planning Proposal* within the *Engagement Action Plan* (Attachment 16). This plan includes the following:

- Distribution of LGA wide flyer or letter;
- Send letter to land owners and residents who are directly affected by proposed changes;
- Send letter to key stakeholders;
- Information session for any area directly impacted by proposed changes;
- Fact Sheet / Q&A on Council's website; and
- Promotion on social media, in local newspapers and in local libraries.

## **FINANCIAL IMPLICATIONS**

Under the Western Sydney City Deal funding for the accelerated LEP Review, the planning proposal is required to be submitted to DPIE by 31 October 2019 in accordance with Council's funding agreement. If this timeframe is not met, it may result in financial implications for Council.

## **CONSIDERATIONS**

<b>Economic</b>	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).</p>
<b>Environment</b>	<p>Utilise the Western Sydney City Deal agreement to enhance liveability and environment of the LGA.</p> <p>Utilise the Western Sydney City Deal agreement to facilitate Planning and Housing in the LGA.</p> <p>Enhance the environmental performance of buildings and homes.</p>
<b>Social</b>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Regulate for a mix of housing types that responds to different population groups such as young families and older people.</p>
<b>Civic Leadership</b>	<p>Implementation and Governance of the Western Sydney City Deal agreement.</p>
<b>Legislative</b>	<p><i>Liverpool Local Environmental Plan 2008</i></p> <p><i>Environmental Planning and Assessment Act 1979</i></p>

## **ATTACHMENTS**

1. Phase 1 LEP Planning Proposal (Under separate cover)

2. Attachment A - Proposed LEP Amendments (Under separate cover)
3. Attachment B - Proposed Amendments to Schedule 5 (Under separate cover)
4. Attachment C - Draft Liverpool LSPS Connected Liverpool 2050 (Under separate cover)
5. Attachment D - Moorebank Rezoning Advice (SGS) (Under separate cover)
6. Attachment E - Liverpool Housing Study (SGS) (Under separate cover)
7. Attachment F - Liverpool Industrial Lands Study (Knight Frank) (Under separate cover)
8. Attachment G - Supplement Liverpool Industrial Lands Study (Knight Frank) (Under separate cover)
9. Attachment H - Industrial Lands Snapshot (Mecone) (Under separate cover)
10. Attachment I - Liverpool Industrial Development Lands Study (APP) (Under separate cover)
11. Attachment J - Letter from Sydney Water (Under separate cover)
12. Attachment K - Moorebank lots to be rezoned (Under separate cover)
13. Summary Report - Local Planning Panel (Under separate cover)
14. Local Planning Panel - Panel Advice dated 2 September 2019 (Under separate cover)
15. Local Planning Panel - Response to Advice (Under separate cover)
16. Community Engagement Action Plan (Under separate cover)



<b>EGROW 03</b>	<b>Response to NOM 05 - A Prominent Permanent Home for the City of Liverpool and District Historical Society</b>
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<b>Strategic Direction</b>	Creating Connection Celebrate diversity, promote inclusion and recognise heritage
<b>File Ref</b>	232437.2019
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

## **EXECUTIVE SUMMARY**

In response to a notice of motion supporting the identification of a permanent and prominent home from for City of Liverpool and District Historical Society (CLDHS), the following motion was adopted by Council:

*That Council prepares a report back to the September 2019 meeting, for Council to consider all suitable public buildings, preferably historic, as a home for the City of Liverpool and District Historical Society, from which they may present a permanent public exhibition of Liverpool's proud history as well as provide a work space to manage, maintain and store their collection for the benefit of current and future generations.*

The following report has been prepared to inform Council in relation to the existing situation surrounding Council's Heritage buildings and other public buildings within the Liverpool City Centre.

A confidential attachment has been prepared outlining leasing and license arrangements for Council's buildings included in this analysis.

## **RECOMMENDATION**

1. That Council receives and notes this report.
2. That the Council resolves to adopt one of the following options:
  - a) Option 1 – Temporary Solution; or
  - b) Option 2 – Liverpool Regional Museum; or
  - c) Option 3 – Liverpool City Library; or
  - d) Option 4 – Community Grant Support; or
  - e) Option 5 - Investigate non-council building opportunities.

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**REPORT**

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**Liverpool & District Historical Society**

The CLDHS was established in 1959 with the sole purpose of preserving and promoting the history and heritage of Liverpool.

The CLDHS has approximately 50 members and is recognized as a not-for-profit organization.

The society has been based at a number of locations including the former Old Liverpool Hospital/TAFE, the demolished Colonial Hall, Former Liverpool Court House and the Liverpool Regional Museum (former Bi-centennial Museum). The society is currently located under the Liverpool City Library in a space that is known as ‘Eber’s Bunker’.

CLDHS has requested Council provide a permanent space which would allow for:

- Storage space for our archived boxed items in an environmentally controlled space;
- Space for our larger items currently stored in sheds and a shipping container;
- Permanent exhibition space;
- An office/workroom;
- Meeting space;
- Toilet and kitchenette; and
- Room for further expansion of the collection looking in the future.

**Existing Situation**

CLDHS currently occupies a former storeroom, located under Liverpool City Library known as ‘Eber’s Bunker’. They have requested a new home due to:

- The space is not disability accessible or climate controlled and public access is restricted.
- The location of the space provides no public frontage for the society, limiting opportunities for promotion and engagement.
- Storage is limited on site, and there is limited space to provide adequate working area for meetings and collections management or facilities such as toilets or kitchenettes.

### **New Locations Considered for CLDHS**

The following table provides an overview of the existing situation for a potential building and whether they are available for occupancy by CLDHS. The details relating to the lease or license has been provided in the confidential attachment.

Where necessary, further detail has been provided below the table.

<b>Property</b>	<b>Occupant</b>	<b>Details</b>	<b>Comment</b>
Collingwood House	Vacant – infrequent use by Friends of Collingwood and Liverpool Regional Museum	Used for tours and site visits on request.	The building requires extensive conservation works which are estimated to take at least 3 years (subject to funding) before permanent occupancy would be appropriate.

### **Further Information**

The building is currently in a significant state of deterioration with restoration works estimated in 2012 at between \$1.2 and \$2 million.

The Ordinary Meeting of Council on 29 May 2019, Council resolved to undertake an Expression of Interest process to determine market interest in operating Council's heritage buildings such as Collingwood House. An Expression of Interest has been drafted seeking commercial interest in operating Collingwood House is currently out in the market.

<b>Property</b>	<b>Occupant</b>	<b>Details</b>	<b>Comment</b>
Former Liverpool Courthouse	Vacant – existing Heads of Agreement (HoA) with University of Wollongong	Current agreement is for the use of the main courtroom and potentially the outbuilding for legal training.	The HoA will result in a long term use (minimum 10 years) of the courthouse building. Discussions are ongoing in relation to the outbuilding. The outbuilding requires extensive conservation works which could take up to 12 to 24 months to complete (subject to funding).

<b>Property</b>	<b>Occupant</b>	<b>Details</b>	<b>Comment</b>
Rosebank Cottage	Specialist counselling service	Use provides specialist counselling services.	The building will not be available for at least 3 years based on the current lease agreement.

### Further Information

The tenant was successful in receiving grant funding (detailed in the confidential attachment) which has contributed to the completion of the conservation works. This is in addition to annual rent and payment for utilities.

Liverpool City Council is also currently working with the tenant for further grants to support the operations of the organisation and further capital works.

Property	Occupant	Details	Comment
Casula Powerhouse Arts Centre	Council	Dedicated cultural arts facility	The building is fully occupied with no capacity for additional tenants.

Property	Occupant	Details	Comment
Former Memorial School of Arts	Vacant – existing lease with technical trades training centre.	The use was awaiting development consent. This has now been received and the tenant is progressing towards	The building will not be available for at least 3 years based on the current lease agreement.

### Further Information

The Former Soldiers Memorial School of Arts has been identified as a potential future location for Council's LRM. The justification being that it will be located directly adjacent to the Civic Place development and will enable collaboration between the Library and Museum.

Property	Occupant	Details	Comment
Dr Pirie Community Centre	Variety of community uses including U3A and Junction Works Pty Ltd.		<p>The building will not be available for at least 3 years based on the current lease agreement.</p> <p>At this stage due to the layout of the building, no casual bookings can be offered.</p>

### Further Information

The Dr Pirie Community Centre is open 365 days of the year with permanent hirers accessing the Centre providing support programs to the community of Liverpool. Support programs such as Alcoholic Anonymous and Narcotics Anonymous.

With the varied support groups and leisure, lifestyle classes, this complements the disability and seniors services making the centre a diverse space. The centre is welcoming to all patrons to access needed services.

Property	Occupant	Details	Comment
Chipping Norton Homestead	Residential lease	Ongoing lease	Due to the isolated nature, the Heritage Property Asset Strategy identified that a permanent occupant (24/7) such as a residential tenant, would be necessary to prevent vandalism and other anti-social behavior.

### Other Public Buildings

This following table considers other Council owned buildings within the Liverpool City Centre and the near vicinity.

Property	Occupant	Details	Comment
Hilda M Davis	Liverpool Senior Citizens Association	The building is managed through a s355 committee with representatives from Council and the Senior Citizens Association. The license agreement provides for exclusive use of the small hall with no charge to the association.	Subject to an existing review, the intention is to retain the LSCA as permanent tenant at the centre, with only limited casual opportunities available for other users.
Pipe Band Hall	Liverpool City Brass Band	The building is subject to an ongoing permanent lease with the Liverpool City Brass Band.	The Pipe Band Hall is available for casual lease, however Council's Community Facilities have advised that an additional permanent occupant would not be possible.

Property	Occupant	Details	Comment
Liverpool Regional Museum	Liverpool City Council – Museum and Heritage Services	The museum was established in 1988/89 through a Bicentennial grant with the primary occupant and operator being the CLDHS.	<p>Council has been operating the museum since the 1990s. The museum currently consists of a professional staff which delivers community and professional museum exhibitions.</p> <p>Potential space was identified within the area allocated for the Local History Library, however representations by LGS have raised concern (outlined in detail below) which include:</p> <ol style="list-style-type: none"> <li>1. Loss of the local history library impacting on the work of the LGS.</li> <li>2. Insufficient space to enable the development of a functional exhibition.</li> <li>3. Incompatibility between the professional museum and that of CLDHS.</li> </ol>

### **Summary of Analysis of Building Availability**

The analysis has attempt to investigate all available opportunities within the Liverpool City Centre and areas directly adjacent. This is to ensure that the potential building would meet the requirements of a prominent and publicly visible building.

What has been determined, is due to existing leases, licenses or the requirement for extensive conservation works, there is no building owned by Liverpool City Council that would be available for permanent occupancy within 3 years.

Based on this finding, the following options have been developed for the consideration of Council including a temporary short term solutions with longer term options:

**Available Options**

Options	Timeframe	Detail
Option 1 - Temporary Solution	Up to 3yrs	<p>Use of a small dedicated space within the Liverpool Regional Museum for a curated exhibition.</p> <p>Storage within the existing Eber's Bunker would still be required for the CLDHS collection, however an alternate storage location may be possible at Moorebank Library, subject to further discussions with Council's Manager Library Services.</p>
Options	Timeframe	Detail
Option 2 – Liverpool Regional Museum	From 3 yrs	<p>In 3 to 6 years' time, it is proposed to relocate LRM to the Former Soldiers Memorial School of Arts.</p> <p>The vacating of the existing museum building would provide the opportunity for a sharing agreement to be developed between CLDHS and the Liverpool Genealogy Society.</p> <p>There may also be an opportunity to incorporate the Gandangara Local Aboriginal Land Council as the museum sits on identified significant Aboriginal land.</p>

### **Further Information**

Representations have been made by the LGS in relation to the practicalities of CLDHS making use of a space within the LRM currently occupied by the Local Studies and Family History library collection.

Concern was raised that the relocation of the Family History collection would limit the capability of LGS to meet its obligations (under agreement with Liverpool City Council to occupy the LRM) to assist the public and LRM in undertaking family history research.

Further, LGS raised concerns as to whether the size of the space would provide an adequate area for the development of a museum quality exhibition which would be consistent with the standard set within the main exhibition space.

As an existing agreement is in place with LGS, Council is obliged to ensure that any changes to the LRM ensure that the LGS is able to continue to undertake its work as set out in the agreement, including retaining the family history library and research facilities.

It is not proposed within this report to close or relocate any family history research facilities or library collection from LRM.

<b>Options</b>	<b>Timeframe</b>	<b>Detail</b>
Option 3 – Existing Liverpool Library	From 3 yrs	<p>It is proposed to deliver the new Liverpool City Library at Civic Place in 3 years. The relocation of the library will see the provision of the existing library building for community purposes until its redevelopment.</p> <p>On Council vacating the building, there is an opportunity to provide a space within the library building, capitalizing on existing infrastructure including the climate controlled heritage stack currently used by the museum and heritage team for storage of significant items of Liverpool City Councils collection.</p>



Options	Timeframe	Detail
Option 4 – Community Grant Support	Immediate	<p>Liverpool City Council operates a generous community grant scheme. Consideration could be given to if CLDHS are able to identify a property within Liverpool, the community grant scheme could be used to provide support for the paying of rent on an annual basis.</p> <p>This would be subject to the terms and conditions of the grant scheme and is currently limited to between \$0 and \$10,000. Based on existing commercial rates, this may be insufficient to provide a suitable space.</p>

### Option 5 - Non-Council Buildings – Further Investigations Required

The following buildings, not owned by Council, have also been considered for the purposes of this report. Further investigations would need to be undertaken to determine the viability of these options.

Property	Owner	Current Use	Comment
Cecil Hills Homestead	Department of Planning, Industry and Environment	Unknown	The building is located within a highly visible position in Cecil Hills and subject to further investigations may have the space needed by the historical society.
Former Liverpool State Hospital	NSW TAFE	Technical College	Subject to discussions with NSW TAFE, there may be an opportunity for a space to be provided within the site for the historical society.
Moore Street Scout Hall	Scout Association of Australia	Vacant	Subject to discussions with the Scout Association of Australia, there may be an opportunity for CLDHS to make use of the vacant building.

### Grant Opportunities

There are limited granted opportunities available for heritage within NSW. The NSW Heritage Near Me grants ended in the 2018/2019 financial year and the NSW State Heritage Grants scheme finalized the 2019 to 2021 grants in February 2019. These grants provided for a maximum of \$150,000 only.

The NSW Building Community Partnership grant has been identified by CLDHS. This grant is provided by the NSW Government and allocates up to \$300,000 per electorate to support community infrastructure and capacity building projects. In the 2018 funding round, 11 community organisations received funding with the average approximately \$20,000 per group, the maximum being \$100,000.

All four identified grant programs are heavily competitive and despite the funding available, the actual realized grants average between \$20,000 and \$50,000. This funding, while complimenting an investment by Council into a particular building, a significant investment by Council would still be required to undertake any restoration and conservation works.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this report.

## **ATTACHMENTS**

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1. Confidential Attachment outlining leasing and license arrangements for Council's buildings - **Confidential**

**EGROW 04**

**Middleton Grange Town Centre**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
<b>File Ref</b>	225868.2019
<b>Report By</b>	Graham Matthews - Senior Strategic Planner
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

**EXECUTIVE SUMMARY**

This report has been prepared as a result of a Council resolution regarding NOMR 01 from the 31 July 2019 Council meeting. Specifically, this report provides detailed estimates of dwelling yields for the Middleton Grange town centre as requested by resolution points 3 (a), (b) and (c).

In summary, the estimated dwellings under the three scenarios from resolution point 3 are as follows.

- a. *Assumed outcomes for development of the site under the current zoning are **between 360 and 647 dwellings, depending on the amount of non-residential development.***
- b. *Assumed outcomes for development of the site referencing the document, with a preferred amount non-residential floor space, provided by the proponent to residents at their meeting on Sunday the 28<sup>th</sup> of July are **between 600 and 675 dwellings.***
- c. *Assumed outcomes for development of the site referencing the Draft DCP which takes into account zone boundary changes and road realignments are **between 494 and 738 dwellings, depending on the amount of non-residential development***

The assumptions used in determining the range of potential dwellings for each of the three scenarios are explained within this report.

The proponent has indicated that they intend on lodging a revised planning proposal with Council for formal assessment in coming weeks. Should a revised planning proposal be lodged with Council, it will be assessed and reported to Council as is normal practice for planning proposals.

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## **RECOMMENDATION**

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That Council receive and note the report.

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## **REPORT**

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### **Background**

On 25 June 2015, a planning proposal was lodged with Council seeking to amend Liverpool Local Environment Plan (LLEP) 2008 for 60-80 Southern Cross Avenue and 45-65 Hall Circuit, Middleton Grange, which forms part of the site for a planned local centre for Middleton Grange.

On 16 December 2015, Council resolved to provide in-principle support for the planning proposal and delegated to the CEO the authority to finalise a planning proposal and submit the planning proposal to the Department of Planning, Industry and Environment (DPIE) seeking a Gateway determination.

On 15 August 2016, the DPIE issued a Gateway determination for the planning proposal, with conditions. Council was not delegated authority to make the plan.

The proponent provided a revised planning proposal for public exhibition in July 2018 (see **Attachment 1**). The planning proposal, and supporting documentation was placed on public exhibition from 29 August to 26 October 2018.

Following public exhibition, at its Ordinary Meeting of 12 December 2018, Council withdrew support for the planning proposal and resolved as follows:

*That Council:*

- 1. Notes the gateway determination issued by the Department of Planning & Environment;*
- 2. Notes the submissions received during the public exhibition of the planning proposal, including public agency comments;*
- 3. Notes that significant infrastructure upgrades will likely be required to support the planning proposal, including regional road upgrades;*
- 4. Notes that no funding mechanism for infrastructure and public benefits has been advanced by the proponent to date;*
- 5. Notes the issues identified in the assessment report in relation to the proposed built form, environmental impacts and density and the area not serviced with regular and reliable public transport services;*
- 6. Withdraws support for the planning proposal pursuant to Section 3.35 of the Environmental Planning & Assessment Act 1979;*
- 7. Writes to the Minister of Planning and the Greater Sydney Commission to request that the planning proposal not proceed pursuant to Section 3.35(4) of the Environmental Planning & Assessment Act 1979;*
- 8. Writes to the proponent and all those who made a public submission to advise of Council's decision;*
- 9. Notes that the current zoning and land use controls enable the development of a local shopping centre for the Middleton Grange community which is consistent with the Liverpool Retail Centres Strategy; and*

- 10. Work with the applicant to explore the option of some form of temporary retail on the site.*

On 18 December 2018, a letter was sent to the DPIE, notifying it of Council's resolution and requesting that the matter not proceed pursuant to Section 3.35(4) of the Environmental Planning and Assessment Act 1979 (**Attachment 2**).

A letter was also sent to the applicant on 18 December 2018, notifying them of the Council resolution and welcoming "*the opportunity to work with the proponent to explore the option of some form of temporary retail on the site,*" as per Point 10 of the resolution (**Attachment 3**).

On 20 December 2018, a letter was sent to submitters, notifying them of Council's resolution (**Attachment 4**).

### **NOMR 01 - 31 July 2019 Council meeting**

At its meeting on 31 July 2019, in respect of the above Notice of Motion (NOM), Council resolved:

*That Council:*

- 1. Reaffirms the December 2018 resolution opposing the increase in density and heights as proposed for the Middleton Grange Town Centre at the time;*
- 2. Direct the CEO to write to all residents, via direct mail, in Middleton Grange once a further report is provided to Council in September 2019, clarifying the range of residential units under the current zoning controls;*
- 3. Direct the CEO to provide a report back to the September 2019 Council Meeting with the following information:*
  - a. Assumed outcomes for development of the site under the current zoning;*
  - b. Assumed outcomes for development of the site referencing the document handed over by the proponent to residents at their meeting on Sunday the 28<sup>th</sup> of July; and*
  - c. Assumed outcomes for development of the site referencing the Draft DCP which takes into account zone boundary changes and road realignments.*

*Outcomes in the context above means assumed yields for dwellings /retail/commercial space as well as infrastructure & contributions, noting assumptions will need to be used particularly in relation to the amount of commercial/business and retail uses. The assumptions used are to be clearly outlined in the report back to Council.*
- 4. Commit that if any amendments were to be made by the proponent for the Middleton Grange Town Centre planning proposal an exhibition/community consultation period of 28 days would be undertaken;*
- 5. Writes to the Department of Planning advising of Council's action and above resolution; and*
- 6. Investigate after 6 months if no application is lodged for the Middleton Grange Town Centre other areas in Middleton Grange that would be appropriate for retail.*

This report provides the information requested by point 3 (a), (b) and (c) of the resolution. As required by point 5 of the resolution, a letter was sent to the DPIE on 7 August 2019. The letter noted Council's written request of 18 December 2018 that the Middleton Grange town centre planning proposal not proceed and requested that further consideration "*be placed on hold and no further action taken until such time as Council has considered a further report on the matter in September 2019.*" (**Attachment 5**).

### **Questions with Notice from 31 July 2019 Council meeting**

In addition, Councillors Hadchiti and Ayyad tabled two Questions with Notice (QWN) at the 31 July 2019 meeting respectively. The QWN were as follows:

QWN Councillor Hadchiti:

*In relation to the Middleton Grange Town Centre proposal that was before Council in the December 2018 meeting*

*1 – What action has Council taken to satisfy point 10 of the recommendation which reads ‘Work with the applicant to explore the option of some form of temporary retail on site’?*

*2 – The proposal included a Middleton Grange DCP. Were there merits to that DCP as proposed?*

QWN Councillor Ayyad

*At Council’s December 2018 meeting, a motion regarding Middleton Grange Town Centre was resolved by Council. Point 10 of that motion states:*

***10. Work with the applicant to explore the option of some form of temporary retail on the site.***

*My question is:*

- *Who from Council is responsible to implement this part of the motion?*
- *When was the applicant contacted about this? (Please provide us with copies of correspondence relating to this)*
- *What is the progress of getting temporary retail on site as Cllr Hagarty moved in his motion noting that it has been 7 months since Council resolved this motion?*
- *Has the applicant lodged any amended plans for the site with any government body?*

### **Answers to Questions with Notice**

QWN Councillor Hadchiti

1. A letter was sent to the applicant on 18 December 2018, notifying them of the Council resolution and welcoming “the opportunity to work with the proponent to explore the option of some form of temporary retail on the site,” as per Point 10 of the resolution. No response was received.
2. In its assessment of the proposed development control plan (DCP) modification provided on 17 August 2015, Council’s traffic and transport team supported the modified road layout for Middleton Grange town centre with conditions. The officer’s report to the 16 December 2015 Council meeting noted the proposed amendments to the DCP and recommended endorsement of the planning proposal (including the DCP amendment) as a whole. The proponent provided Council with a proposed amended DCP layout on 22 August 2019 for discussion which is different from the DCP layout exhibited with the planning proposal in 2018. If an amended planning proposal is lodged with Council, as foreshadowed by the developer, it will be assessed as part of the revised planning proposal before being reported to a future Council meeting.

*QWN Councillor Ayyad*

1. The Manager Planning and Transport Strategy signed the letter to the proponent notifying them of Council's 12 December 2018 resolution and inviting the proponent to work with Council to explore the option of some form of temporary retail on the site.
2. As noted above, the proponent was notified on 18 December 2018 (see **Attachment 3**).
3. There was no response to Council's invitation to explore temporary retail on the site.
4. The proponent lodged amended plans with the DPIE in March 2019, as noted above (**Attachment 8**). The DPIE did not provide Council with a copy of the submission. The proponent provided Council staff with a copy of the submission on 9 August 2019.

### **Assumed outcomes for development at Middleton Grange town centre**

#### ***Resolution Point 3(a)***

#### ***Assumed outcomes for development of the site under the current zoning***

The planning proposal lodged for Middleton Grange town centre considers the following parcels of land:

- Lots 2, 3, 4, 5, and 6 in DP 1207518;
- Lot 1 in DP 1078564;
- Lot 12 in DP 1108343; and
- Lot 102 in DP 1128111

In their Yield Table Analysis provided to Council on 21 August 2019 (**Attachment 6**), the proponent estimates the quantum of developable land as follows:

- R1 — General Residential 26,189 m<sup>2</sup>; and
- B2 — Local Centre 31,278 m<sup>2</sup>.

The maximum floor space ratio (FSR) under the existing controls is 0.75:1 for land zoned R1 and 1.5:1 for land zoned B2.

In modelling potential development outcomes, the proponent's Yield Table Analysis has assumed an average dwelling floor space of 94 m<sup>2</sup> and an effective efficiency rate of 100%<sup>1</sup>.

Council staff have modelled potential outcomes with an average apartment size of 85 m<sup>2</sup> and an efficiency rate of 80%. An average unit size of 85sqm is an approximated combination of apartment sizes as per SEPP 65 (including the Apartment Design Guide), and DCP controls regarding the minimum number of one and three bedroom units. This is a government and private sector rule-of-thumb for yield calculation purposes, and is also widely used internationally in cities such as Singapore which utilise an average well-designed apartment size to cap development yield in new developments.

To approximate the model used by the proponent, further modelling has been produced assuming an average apartment size of 85 m<sup>2</sup> and an efficiency rate of 90% (which

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<sup>1</sup> The efficiency rate refers to the proportion of gross floor area (GFA), which will be developed for the purposes of dwellings within a building, taking account of additional floor space that must be provided, such as lobbies, aboveground storage and the like.



approximates with the proponent's model of an average apartment size of 94 m<sup>2</sup> and an effective efficiency rate of 100%).

Instead of showing an efficiency rate, the proponent uses a higher average apartment size to account for the additional floor space within the building. The 94 m<sup>2</sup> average, is equivalent to an efficiency of 90%. For comparison these rates are also modelled.

Assumed development outcomes are therefore expressed as a range; low (85 m<sup>2</sup> at 80% efficiency) to high (85 m<sup>2</sup> at 90% efficiency).

The resultant yield table includes approximate development contributions which would be payable to Council, calculated for each scenario, as required by point 3 of the 31 July 2019 Council resolution.

Potential outcomes are detailed in **Table 1** below.

<b>Table 1 - Potential dwellings with current zoning</b>									
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>J</b>	
Zoning	Site area m <sup>2</sup>	FSR	GFA m <sup>2</sup>	Dwellings @ 80% efficiency	Dwellings @ 90% efficiency	Total @ 80%	Total @ 90%	Contributions	
								@ 80%	@ 90%
R1	26,189	0.75:1	19,642	185	208				
B2	31,278	1.5:1	46,917						
Commercial floor space m <sup>2</sup>		B2 floor space for dwellings m <sup>2</sup>							
5500 (i)		41,417		390	439	<b>575</b>	<b>647</b>	\$21M	\$23M
11,729 (ii)		35,188		331	373	<b>516</b>	<b>581</b>	\$19M	\$21M
22,773 (iii)		18,644		175	197	<b>360</b>	<b>405</b>	\$14M	\$15M

**Legend for "Commercial floor space"**

- Retail floor space and no additional commercial floor space (as per the Liverpool Retail Centres Hierarchy Review 2012);
- Retail/commercial floor space (as modelled by the proponent in their Yield Table Analysis); and
- Retail/commercial floor space (as exhibited with the planning proposal in August/September 2018).

As shown in Table 1, the likely yield in the R1 zone is easiest to calculate as it only requires multiplying the site area (B) by the FSR control (C) to provide a maximum Gross Floor Area (GFA) yield (D).

This GFA calculation can then be divided by the average unit size (85sqm) to provide a theoretical maximum yield (approximately 231 dwellings).

When multiplied by the development efficiency (**80-90%**) the R1 zone could yield approximately **185 dwellings** if the development is 80% efficient (E) or **208 dwellings** under a 90% efficiency scenario (F).

The R1 zone allows for multiple residential typologies including dense developments such as units, but also low density developments such as single detached dwellings. Single detached



dwellings can be >200sqm each. Council staff have assumed all residential development on the site, subject to future DAs, would be residential units.

Similar math is used to calculate the resultant yield for the B2 zone. In this instance residential units are the only form of residential dwellings permissible in the zone (so we can be more confident about the 85sqm average dwelling size); however, the FSR control (C) which limits the floor space of buildings does not discriminate between residential uses and commercial uses. As such, the amount of commercial floor area in the development will 'eat into' the amount left over for residential development. The top half of Table 1 approximates that the site area (B) multiplied by the FSR control (C) results in a GFA of 46,917 m<sup>2</sup> (D).

Unlike the residential zone, we cannot yet divide this by the average unit size, as the area dedicated to commercial floor space (A) must first be subtracted, as described previously. Once the commercial areas, described as (i), (ii), and (iii) are subtracted, we are left with the residential GFA (C&D on the lower half of the table).

When this residential GFA is divided by the average unit size (85sqm) Option (i) can theoretically yield 487 units, Option (ii) about 414 units, and Option (iii) 219 units. But again, no development is 100% efficient, so the values in the centre to bottom of the table (E-F) represent the yields depending upon how efficient the development is, i.e. 80% ,as modelled by Council staff and 90% as modelled by the proponent.

Given the above, we can quantify some likely residential yields for the site, as summarised in columns G and H of Table 1 (by adding the R1 yield with the B2 yield). Columns J and K also summarise the approximate development contributions owed to Council under each development scenario, showing that greater residential development will result in greater contributions.

It should be noted that these assumptions are reliant on the development of residential units (averaging 85sqm) on the site.

***Resolution point 3(b)***

***Assumed outcomes for development of the site referencing the document handed over by the proponent to residents at their meeting on Sunday the 28<sup>th</sup> of July [2019]***

Council staff met with the proponent on 6 August 2019 to discuss the document they had provided to residents (on 28 July 2019 (**Attachment 7**)), in addition to the submission made by the proponent to the DPIE in March 2019 (**Attachment 8**).

The proponent's 28 July 2019 consultation document confirms the proponent has lodged a request for Secretary's Environmental Assessment Requirements (SEARs) for a 5 storey medical centre/day surgery in addition to the following development outcomes:

1. *Opportunities for retail and commercial investment to support the residential catchment for Middleton Grange;*
2. *An attractive urban park (2,000sqm) provide to council (Lot 12);*
3. *New roads to ensure uninterrupted traffic flow to the site and underground parking;*
4. *More than 30% reduction in apartments with 243 apartments removed from the original plan;*
5. *Changes in design, that combined with a 25% reduction in building heights, and allowance for gradual transition of height (increasing toward the town centre);*

6. *The elimination of over-shadowing issues affecting adjoining residences;*
7. *A large increase in public space with 4 large open spaces planned, including a 3000sqm park, in the heart of the residential site. Total open space now exceeding close to 6,500 sqm;*
8. *The provision of a 500 sqm multi-purpose community centre;*
9. *Investment of \$13 million to fix drainage problems; and*
10. *Injection \$16 million to address existing and to negate existing and potential traffic issues.*

Of the above 10 items included in the proponent's consultation document, three items (retail and commercial development, a 2000 m<sup>2</sup> urban park and a revised road layout) were included in the planning proposal as exhibited. Provision of a 500 m<sup>2</sup> multipurpose community centre is a nominated item in the Liverpool Contributions Plan 2009, which the current LEP maps show being developed in the Middleton Grange town centre. It would be developed in the normal course of events.

Insufficient information has been provided to Council staff at this time to confirm items 6, 9 and 10. These will be assessed as part of any future amended planning proposal.

In the Yield Table Analysis document, the proponent has indicated that they will seek to reduce the Height of Buildings in the town centre from 35 m/32 m to 29 m (a 17% and 9% reduction respectively). Nevertheless, the proponent still seeks to increase the available FSR on B2 Local Centre zoned land from 1.5:1 to 2.3:1.<sup>2</sup>

The proponent's consultation document states that total open space would exceed 6500 m<sup>2</sup>. The proponent has provided an indicative site layout, (**Figure 1** below), which shows through-site links and parkland, in addition to that zoned for public recreation. In their Yield Table Analysis, the proponent indicates that this would be 3126 m<sup>2</sup> of open space not zoned RE1.

With respect to the proposal to develop B2 zoned land for the purposes of open space, the proponent explained in a meeting with Council staff on 28 August 2019 that a letter of offer and draft Voluntarily Planning Agreement (VPA) would be lodged in conjunction with a revised planning proposal for joint public exhibition. While the additional 3126 m<sup>2</sup> of open space not zoned RE1 would remain in private ownership, the draft VPA would be intended to guarantee public access in perpetuity.

Council staff can confirm that an application for SEARs for a private day surgery and medical centre has been lodged with DPIE. Council staff responded to the Department's request for comment on 18 June 2019 (**Attachment 9**). Should the proponent receive development consent from DPIE to develop a private day surgery/medical centre on part of the Middleton Grange town centre, this would not require the proponent to actually build the day surgery/medical centre. Therefore, the potential dwelling outcomes in **Table 2**, account for potential dwelling outcomes with and without the potential day surgery/medical centre.

The exhibited (July 2018) version of the planning proposal seeks to rezone the entire drainage corridor passing through the centre of Middleton Grange town centre as SP2 Drainage (from

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<sup>2</sup> Reducing the available height of building for the Middleton Grange town centre (from 35/32 m to 29 m), will limit the potential to realise the total quantum of floor space that may be realised in the town centre development. The precise yield can only be determined when a development application, including architectural plans, is lodged.

part SP2 Drainage, part B2 Local Centre and part RE1 Public Recreation), reducing the overall site area. The entire area of the drainage corridor is in Council's ownership. In their consultation document, handed to residents on 28 July 2019, the proponent has consolidated drainage land with open space. The drainage is below ground, so this may be acceptable, but will be assessed as part of any revised planning proposal lodged with Council. Under the existing zoning, approximately 610 m<sup>2</sup> of Council-owned drainage corridor land is zoned B2 Local Centre with a further 1690 m<sup>2</sup> zoned RE1 Public Recreation.

Potential outcomes are detailed in Table 2 below.

<b>Table 2 Potential Dwellings;</b> referencing the document handed over by the proponent to residents at their meeting on Sunday the 28 <sup>th</sup> of July 2019									
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>J</b>	<b>K</b>
Zoning	Site area m <sup>2</sup>	FSR	GFA m <sup>2</sup>	Dwellings @ 80% efficiency	Dwellings @ 90% efficiency	Total @ 80%	Total @ 90%	Contributions	
								@ 80%	@ 90%
R1	14,243	1:1	14,243	134	151				
B2	43,013	2.3:1	98,930						
Commercial floorspace m <sup>2</sup>		B2 floorspace for dwellings m <sup>2</sup>							
<b>49,470 (i)</b>		<b>49,460</b>		<b>466</b>	<b>524</b>	<b>600</b>	<b>675</b>	<b>\$22M</b>	<b>\$24M</b>
34,235 (ii)		64,695		609	685	743	836	\$26M	\$30M
43,520 (iii)		55,410		522	587	656	738	\$24M	\$26M

**Legend for "Commercial floor space" for Table 2**

- i. 34,235 m<sup>2</sup> retail/commercial and 15,235 m<sup>2</sup> private day surgery/medical centre (totalling 49,470 m<sup>2</sup>, as modelled by the proponent in their Yield Table Analysis)
- ii. 34,235 m<sup>2</sup> retail/commercial, assuming the day surgery/medical centre is not developed and available floor area is used for residential purposes.
- iii. 28,285 m<sup>2</sup> retail/commercial and 15,235 m<sup>2</sup> private day surgery/medical centre (totalling 43,520 m<sup>2</sup>), assuming that all floor space on land zoned R1 general residential, is developed for residential purposes, as discussed below.

Utilising the assumptions included in the proponent's submission (i.e. 34,235 m<sup>2</sup> retail/commercial and 15,235 m<sup>2</sup> private day surgery/medical centre (i)), approximately 675 dwellings may be developed at Middleton Grange town centre, with approximately \$24 million payable in development contributions, assuming an efficiency rate of 90% for an average dwelling size of 85 m<sup>2</sup>.

For further clarification as to the assumptions and how the calculations above were carried out, please refer to the written description under Table 1.

On 30 August 2019, the proponent provided a series of calculations describing how floor space generated by the rezoning would be developed at the Middleton Grange town centre, lot by lot. The spreadsheet (**Confidential Attachment 15**), assumes the development of 5950 m<sup>2</sup> of commercial floor space on Lots 2 and 3, both intended to be rezoned R1 General Residential. The proposed commercial space is in addition to 752 m<sup>2</sup> of "retail areas".

Nevertheless, the planning proposal as exhibited in August/September 2018, noted the following with regard to proposed additional uses on R1 General Residential zoned land:

*Liverpool LEP 2008 Clause 5.4 provides "Controls relating to miscellaneous permissible uses." As agreed with Council officers on the 31 July 2017, the planning proposal has been further amended to reduce the number of additional permitted uses on parts of the site. **The proposal now seeks to amend Schedule 1 – Development for Certain Additional Purposes to use the R1 General Residential zoned part of the site for a 'restaurant and café' and a 'hotel or motel accommodation' within the proposed B2 Local Centre zone** (Planning Proposal, Table 2, Page 8 - emphasis added).*

In an email to Council staff dated 4 September 2019, the proponent has indicated that they intend to develop 5950 m<sup>2</sup> of floor space, consisting of the ground floor of units developed on Lots 2 and 3 for commercial purposes including "neighbourhood shops" and "home business". While both uses are permissible on land zoned R1 General Residential, Clause 5.4 of LLEP 2008 places tight restrictions on the floor space that may be utilised (100 m<sup>2</sup> for neighbourhood shops and 50 m<sup>2</sup> for home business). In addition, "home business" uses are defined as a residential land use by the DPIE, not a commercial land use.

Should the land be rezoned the proponent would be free to develop all of the land zoned R1 General Residential for residential purposes (the central objective of the zone). As a result, an additional scenario (iii) has been modelled (see **Table 2** above), increasing residential floor space by 5950 m<sup>2</sup> and reducing commercial floor space by the same amount. This scenario has been modelled to give a clear indication of the dwelling yield, if all land zoned R1 General Residential was developed for residential purposes (except 752 m<sup>2</sup> developed for cafes/restaurants).

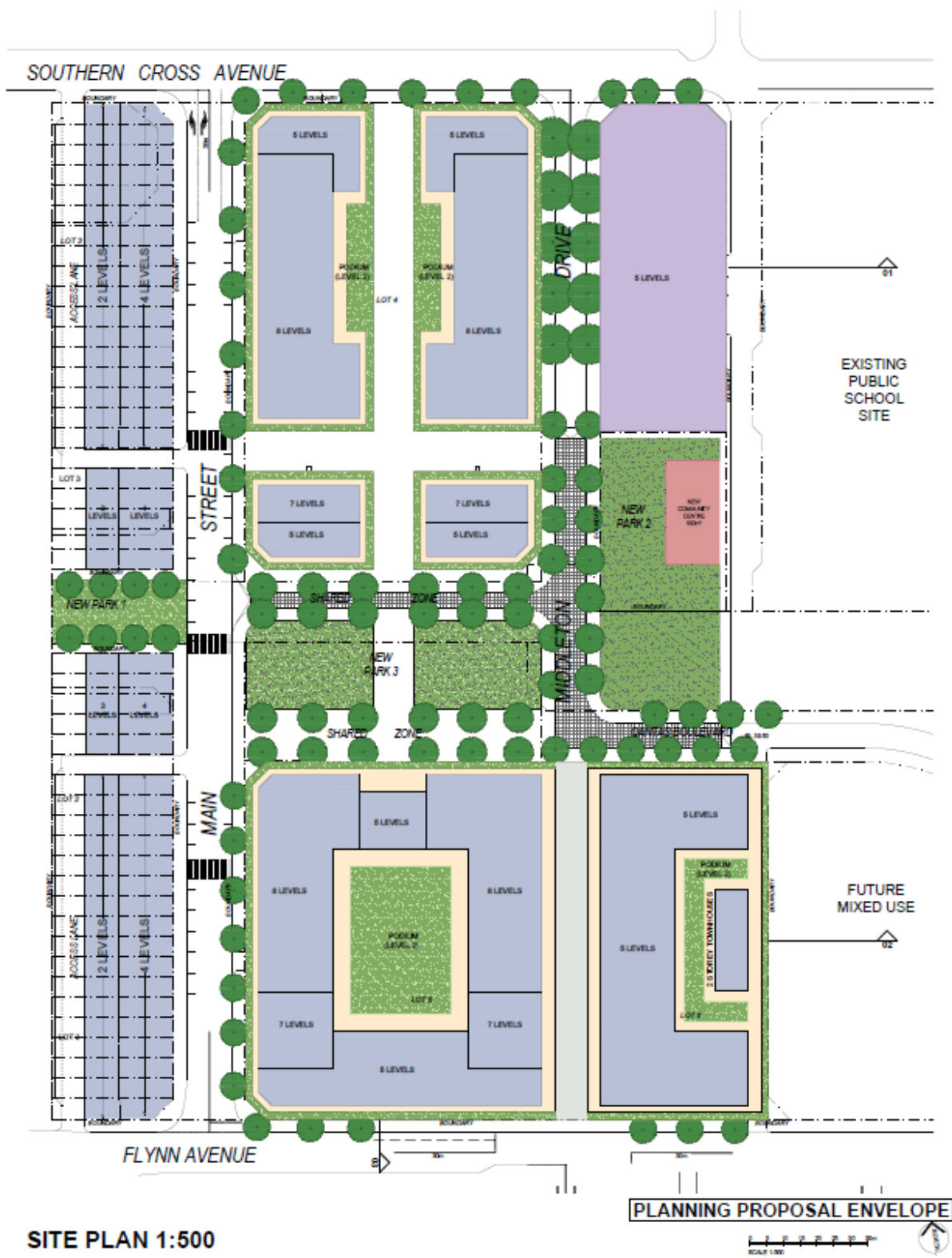


Figure 1: Detail from Revised Urban Design submitted by proponent 22 August 2019 (see Attachment 10)

***Additional information submitted***

On 22 August 2019 the proponent submitted further information providing detail regarding the modifications to the proposal exhibited in August/September 2018. A subsequent meeting was had between representatives of the proponent and Council staff on 28 August 2019.

The further information provided included a proposed FSR map (unchanged from that which was exhibited in August/September 2018), a proposed Height of Building map (incorporating a reduced maximum height of building of 29 m), a further revised Development Control Plan for Middleton Grange town centre, a revised urban design drawing and a concept landscape plan. The additional documents are included as **Attachments 11-14**.

The further revised Middleton Grange town centre DCP differs substantially from the DCP exhibited with the planning proposal in August/September 2018, in that it seeks to relocate the town centre road ("Main Street") from the east to the west of the town centre. The implications/impacts of the proposed modification to the exhibited DCP will be fully assessed concurrently with any revised planning proposal submitted to Council in the future.

***Resolution point 3(c)***

***Assumed outcomes for development of the site referencing the Draft DCP which takes into account zone boundary changes and road realignments.***

The model of potential outcomes according to the requirements of Point 3(c) will use the same site area calculations as provided by the proponent, but will assume the FSR remains at 0.75:1 for R1 General Residential and 1.5:1 for B2 Local Centre zoned land.

Potential outcomes are detailed in Table 3 below.

<b>Table 3 MGTC: Potential Dwellings; referencing the draft DCP including boundary changes and road realignments</b>									
Zoning	Site area m <sup>2</sup>	FSR	GFA m <sup>2</sup>	Dwellings @ 80% efficiency	Dwellings @ 90% efficiency	Total @ 80%	Total @ 90%	Contributions	
								@ 80%	@ 90%
R1	14,243	0.75:1	10,682	101	103				
B2	43,013	1.5:1	64,520						
Commercial floorspace m <sup>2</sup>		B2 floorspace for dwellings m <sup>2</sup>							
5500 (i)		59,020		555	625	<b>656</b>	<b>738</b>	\$24M	\$26M
11,729 (ii)		52,791		497	559	<b>598</b>	<b>672</b>	\$22M	\$24M
22,773 (iii)		41,747		393	442	<b>494</b>	<b>555</b>	\$18M	\$20M

**Legend for "Commercial floor space" for Table 3**

- i. Retail floor space and no additional commercial floor space (as per the Liverpool Retail Centres Hierarchy Review 2012);
- ii. Retail/commercial floor space (as modelled by the proponent in their Yield Table Analysis); and
- iii. Retail/commercial floor space (as exhibited with the planning proposal in August/September 2018).



Table 3 shows that, depending on the assumptions, approximately 494 to 738 dwellings could be developed at Middleton Grange town centre if the land were rezoned as proposed in the planning proposal exhibited in August/September 2018. This model assumes development standards (height of building and FSR) are retained as in the existing scheme (i.e. 0.75:1 for land zoned R1 General Residential and 1.5:1 for land zoned B2 Local Centre). The variation in dwelling yields is dependent on the amount of retail/commercial floor space developed on land zoned B2 Local Centre.

### **Retail/commercial floor space**

It is noted that the proponent's preferred development outcome for Middleton Grange town centre, as clarified in their 22 August 2019 submission to Council, is for the development of 34,235 m<sup>2</sup> retail/commercial and 15,235 m<sup>2</sup> private day surgery/medical centre.

While assessment of the proposed private day surgery/medical centre will be subject to development assessment by DPIE, the proposed development of 34,235 m<sup>2</sup> of retail/commercial floor space would be an increase in retail/commercial floor space of 11,462 m<sup>2</sup>, above that exhibited with the planning proposal in August/September 2018.

At a meeting with Council staff on 28 August 2019, representatives of the proponent indicated they would provide a revised Economic Impact Assessment (EIA) in support of the proposal to increase retail/commercial floor space by over 50% more than exhibited with the planning proposal in August/September 2018. If a revised planning proposal is lodged with Council, then the EIA will be peer reviewed by a consultant of Council's choosing (at the proponent's expense), prior to the revised proposal being reported to Council.

### **Status of the current Planning Proposal**

It is acknowledged that the current planning proposal's Gateway determination has lapsed. The objective of the planning proposal, as presented to Council at the December 2015 Council meeting was to:

*enable a broader range of permissible uses within the Middleton Grange Town, to provide additional opportunities for retail and commercial investment and accommodate an improved configuration of public open space, to ensure the viability, liveability and marketability of Middleton Grange as a place to work, live, shop and play. A further objective of the Planning Proposal is to rationalise the zoning boundary between the B2 Local Centre and R1 General Residential zoned portions of the site to reflect cadastre boundaries and reduce the number of lots that have a dual / split zoning. The intended outcome of the Planning Proposal is to facilitate redevelopment and urban renewal of the site in a coordinated fashion and in doing so achieve the site's highest and best use.*

Council staff have written to the DPIE requesting that the Gateway determination be extended until 30 June 2020. If an extension is granted, then any revised planning proposal to be lodged with Council must be consistent with the objective of the original planning proposal.

## **Conclusion**

This report shows that between **360 and 647** dwellings could be developed at Middleton Grange town centre with existing zoning of land and development standards, depending on assumptions as to the amount of retail/commercial floor space developed. Development contributions of between \$14M and \$23M would be payable.

Were the site to be developed according to the preferred plan described in the July 2019 consultation document (34,235 m<sup>2</sup> retail/commercial and 15,235 m<sup>2</sup> private day surgery/medical centre), the site may potentially yield between **600 and 675** dwellings. Development contributions between \$22M to 24M would be payable.

Were the site to be redeveloped according to resolution point 3(c), whereby the land is rezoned but development standards are not increased, the site may potentially yield between **494 and 738** dwellings, with \$18M to \$26M in development contributions.

It is recommended that Council receives and notes the report and notes that the proponent intends to lodge a revised planning proposal in coming weeks. Should a revised planning proposal be lodged with Council it will be assessed and reported to Council as is normal practice for planning proposals.

## **CONSIDERATIONS**

<b>Economic</b>	Facilitate economic development.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Environmental Planning and Assessment Act 1979

## **ATTACHMENTS**

1. Planning proposal as exhibited August/September 2018 (Under separate cover)
2. Letter to DPIE 18 December 2018 (Under separate cover)
3. Letter to proponent 18 December 2018 (Under separate cover)
4. Letter to submitters 20 December 2018 (Under separate cover)
5. Letter to DPIE August 2019 (Under separate cover)
6. Yield Table Analysis provided by proponent (Under separate cover)
7. Proponent's community consultation document July 2019 (Under separate cover)
8. Proponent's submission to DPIE March 2019 (Under separate cover)
9. Council response to DPIE request for comment regarding SEARs for proposed Medical Centre at Middleton Grange town centre (Under separate cover)
10. Indicative urban design proposal (Under separate cover)



11. Proposed Floor Space Ratio (FSR) map (Under separate cover)
  12. Proposed Height of Building map (Under separate cover)
  13. Concept landscape plan (Under separate cover)
  14. Revised DCP proposed by proponent (Under separate cover)
  15. Confidential floorspace analysis provided by proponent (Under separate cover)
- Confidential**

**COM 01**

**Grants, Donations and Corporate Sponsorship**

<b>Strategic Direction</b>	Creating Connection Implement access and equity for all members of the community
<b>File Ref</b>	211119.2019
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

**EXECUTIVE SUMMARY**

Council is committed to building strong and resilient communities in the Liverpool Local Government Area (LGA) and to maximising social wellbeing. Council helps achieve these goals by providing financial support through grants and sponsorships to develop leadership skills, increase participation in community activities and address identified social issues.

This report provides funding recommendations under the Corporate Sponsorship and Matching Grants Programs for Council's consideration. This report also details applications that have failed to meet criteria for the Corporate Sponsorship, Matching and Community Grants Program and have therefore not been recommended for funding.

**RECOMMENDATION**

That Council:

1. Endorses the recommendation of **\$40,000** (GST exclusive) under the **Corporate Sponsorship Program** for the following projects:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Western Sydney Community Forum	2020 ZEST Community Awards	\$10,000
Liverpool Christians Community Celebrations	2019 Carols in the Park	\$10,000
Turbans 4 Australia	Guru Nanak 550 <sup>th</sup> Birthday Celebrating Peace, Harmony and Service to Humanity	\$10,000
Fiji First Australia Association Inc.	Fiji Independence Day Celebration	\$10,000

2. Endorses the recommendation of **\$15,000** (GST exclusive) under the **Matching Grants Program** for the following project:

Applicant	Project	Recommended
Ingham Institute for Applied Medical Research	Multicultural First Aid Program	\$15,000

## REPORT

The Corporate Sponsorship Program received five applications, four of which met the eligibility criteria and are recommended for funding as follows:

<b>Applicant</b>	Western Sydney Community Forum	<b>Amount Requested</b>	\$10,000
<b>Project</b>	<b>2020 ZEST Community Awards</b> 27 March 2020, 5:00pm to 9:30pm, Millennium Room, ANZ Stadium Olympic Park		
<b>Description</b>	<b>Objective:</b> An annual event, the ZEST Awards showcases the work of the community services sector across the Western Sydney region, promoting a positive image of Greater Western Sydney.  <b>Outcomes:</b> <ul style="list-style-type: none"> <li>• Raises awareness of services within the Liverpool LGA, whilst promoting a positive image of the Greater Western Sydney region by highlighting assets, diversity and creativity across a range of projects within the district; and</li> <li>• Acknowledgement of over 70 Liverpool organisations supporting Liverpool residents, including 18 previous award winners from Liverpool-based organisations.</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• 550 attendees; and</li> <li>• Liverpool community organisations and the broader Greater Western Sydney region.</li> </ul>		
<b>Assessment</b>	<b>Recommended for Funding - \$10,000</b> The applicant's event aligns with the Community Strategic Plan <i>Direction 1 Creating Connections</i> and meets the Corporate Sponsorship (Outgoing) Program's funding benefits and outcomes. The event delivers a platform to champion community organisations and highlight the work and services available. <ul style="list-style-type: none"> <li>• <b>Community, cultural, and social benefits 7.7 a); b); and e).</b></li> <li>• <b>Expected program outcomes 7.7.1 a); c); and e).</b></li> </ul>		

<b>Applicant</b>	Liverpool Christians Community Celebrations	<b>Amount Requested</b>	\$10,000
<b>Project</b>	<b>Liverpool Carols in the Park 2019</b> 7 December 2019m, 4:00pm to 9:00pm, Bigge Park Liverpool		
<b>Description</b>	<p><b>Objective:</b></p> <p>An open and inclusive event to all community members in celebration of the festive season. The event will provide guests with complimentary food, games, gifts and activities. The event will include an evening of carols performances where community members will be entertained by songs sung in English and other community languages, promoting Liverpool's diverse cultures.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• The event will bring together different community groups for a family-friendly celebration of cultural performances, music, singing, and other fun activities; and</li> <li>• The event will provide the whole community with a free day of fun and celebrations.</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• 5,000 attendees</li> </ul>		
<b>Assessment</b>	<p><b>Recommended for Funding - \$10,000</b></p> <p>The applicant's event aligns with the Community Strategic Plan <i>Direction 1 Creating Connections</i> and meets the Corporate Sponsorship (Outgoing) Program's funding benefits and outcomes. The event delivers a community event, implementing access and equity for all members of the community, and celebrating diversity.</p> <ul style="list-style-type: none"> <li>• <b>Community, cultural, and social benefits 7.7</b> a); b); and e).</li> <li>• <b>Economic benefit 7.7</b> b)</li> <li>• <b>Expected program outcomes 7.7.1</b> a); c); and e).</li> </ul>		

<b>Applicant</b>	Turbans 4 Australia	<b>Amount Requested</b>	\$10,000
<b>Project</b>	<b>Guru Nanak 550<sup>th</sup> Birthday Celebrating Peace, Harmony and Service to Humanity</b> 10 November 2019, 10:00am to 4:00pm, Bigge Park Liverpool		
<b>Description</b>	<b>Objective:</b> This event will showcase Liverpool as a multicultural and vibrant city to live, work and visit. The event promotes the message of peace, harmony, tolerance and co-existence of diverse cultures. Various multicultural, religious and community leaders will be invited to be part of the celebrations and build bridges for future dialogue and collaboration.  <b>Outcomes:</b> <ul style="list-style-type: none"> <li>• Empowering young people to participate in organising events and engaging with diverse partners;</li> <li>• Promote government services to CALD communities, and provide an opportunity to meet members of NSW Police Force, Australian Defence Force, Department of Communities and Justice and TAFE; and</li> <li>• Encourage networking and future collaboration among diverse communities within the Liverpool LGA.</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• Up to 1,200 attendees</li> </ul>		
<b>Assessment</b>	<b>Recommended for Funding - \$10,000</b> The applicant's event aligns with the Community Strategic Plan <i>Direction 1 Creating Connections</i> and meets the Corporate Sponsorship (Outgoing) Program's funding benefits and outcomes. The event delivers a community event, implementing access and equity for all members of the community and celebrating diversity. <ul style="list-style-type: none"> <li>• <b>Community, cultural, and social benefits 7.7</b> a); b); c); and e).</li> <li>• <b>Economic benefit 7.7</b> b) and d).</li> <li>• <b>Expected program outcomes 7.7.1</b> a); c); d); and e).</li> </ul>		

<b>Applicant</b>	Fiji First Australia	<b>Amount Requested</b>	\$10,000
<b>Project</b>	<b>Fiji Independence Day Celebration</b> 25 – 26 October 2019, 1:00pm 25 October to Midnight, Saturday 26 October 2019. Woodward Park and Hillier Ovals.		
<b>Description</b>	<b>Objective:</b> This event celebrates Fiji's 47 years of independence with diverse cultural performances from Australia, New Zealand and other pacific nations, and Bollywood-style performances representing Fiji's Indian culture.		

	<b>Outcomes:</b> <ul style="list-style-type: none"> <li>• Provide a social event to celebrate Fiji Independence Day within the Liverpool LGA; and</li> <li>• Provide an opportunity to bring diverse community members together to celebrate Fiji Independence Day.</li> </ul>
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• 10,000 – 15,000 residents and visitors</li> </ul>
<b>Assessment</b>	<b>Recommended for Funding - \$10,000</b> The applicant's event aligns with the Community Strategic Plan <i>Direction 1 Creating Connections</i> and meets the Corporate Sponsorship (Outgoing) Program's funding benefits and outcomes. The event delivers a community event, implementing access and equity for all members of the community and celebrating diversity. <ul style="list-style-type: none"> <li>• <b>Community, cultural, and social benefits 7.7 a); and e).</b></li> <li>• <b>Expected program outcomes 7.7.1 a); b); c); d); and e).</b></li> </ul>

The Corporate Sponsorship Program received one application which did not meet the Corporate Sponsorship priorities or expected outcomes. The unsuccessful applicant will be invited to meet with the Community Development team to discuss strengthening future applications when applying for Council funds.

<b>Applicant</b>	Ethnic Communities Council NSW	<b>Amount Requested</b>	\$10,000
<b>Project</b>	<b>3<sup>rd</sup> National Advancing Community Cohesion Conference</b> , Parramatta		
<b>Description</b>	<b>Objective:</b> A national three-day conference, hosted by Western Sydney University (Parramatta Campus) to provide young students within the Liverpool LGA with the opportunity to receive a scholarship to attend. 20 young people aged 16 – 25 years will receive scholarships to attend the conference.		
<b>Assessment</b>	<b>Not recommended for Funding</b> The applicant's event does not meet the Corporate Sponsorship (Outgoing) Programs funding benefits and outcomes. The applicant did not meet the Program's outcomes: <ul style="list-style-type: none"> <li>• Does not provide opportunities for Council branding; and</li> <li>• The applicant did not demonstrate the process for identifying how the 20 young people from the Liverpool LGA will be selected to attend the conference.</li> </ul>		

### **Matching Grants Program**

The Matching Grants Program received two applications. One application met the criteria and is recommended for funding.

<b>Applicant</b>	Ingham Institute for Applied Medical Research	<b>Amount Requested</b>	\$15,000
<b>Project</b>	<b>Multicultural First Aid Program, Liverpool</b>		
<b>Description</b>	<p><b>Objective:</b></p> <p>The Ingham Institute for Applied Medical Research First Aid Program enhances connections between itself as a health organisation with Liverpool's residents from multicultural backgrounds. This program will assist residents from migrant and refugee communities by teaching them basic first aid, and raising awareness of healthy and safe lifestyles through obtaining a recognised First Aid qualification.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Enhancing social cohesion among CALD community members;</li> <li>• Providing a professional training opportunity to obtain a certified First Aid qualification to culturally diverse residents;</li> <li>• Removing the language barriers between health professionals and culturally diverse residents; and</li> <li>• Providing a platform for CALD community members to raise concerns about health treatments.</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• 100+ people from CALD backgrounds.</li> </ul>		
<b>Assessment</b>	<p><b>Recommended for Funding - \$15,000</b></p> <p>The applicant's project demonstrates a link to Council's Community Strategic Plan <i>Direction 1 Creating Connection</i> and the Matching Grants program's funding priorities and expected outcomes.</p> <p><b>Capacity Building</b> - Bring residents together and enhance participation in the community, including those who are experiencing social disadvantage, or provide benefits to address an identified community need.</p> <ul style="list-style-type: none"> <li>• <b>Expected program outcomes</b> 7.6.2 a); b); d); and f).</li> </ul>		

The Matching Grants Program received one application which failed to meet the required priorities and outcomes. The unsuccessful applicant will be invited to meet with the Community Development team to discuss strengthening future applications when applying for Council funds.

<b>Applicant</b>	Lebanese Muslim Association	<b>Amount Requested</b>	\$15,000
<b>Project</b>	<b>YouThrive</b> , Lakemba		
<b>Description</b>	<p><b>Objective:</b></p> <p>The program aims to connect young people back to their communities through outreach sporting and recreational activities during the school holidays and after school hours.</p>		
<b>Assessment</b>	<p><b>Not Recommended for funding</b></p> <p>The applicant does not demonstrate or clearly describe how the proposed project meets the assessment criteria and general eligibility and exclusions or meet the programs funding priorities and outcomes in the Grants, Donation and Corporate Sponsorship Policy.</p> <ul style="list-style-type: none"> <li>• <b>General Eligibility 5.1 b)</b></li> <li>1.</li> <li>• <b>Applications that are ineligible for funding include: 5.2 a).</b></li> <li>• <b>6.2.6</b> For all applications, Council will consider the criteria of: sustainability, value for money, appropriate project and evaluation process, evidence of a need for the project, the number of individuals participating in or benefiting from, and that the organisation has the capacity to deliver the project.</li> </ul> <p><b>Applicant did not:</b></p> <ul style="list-style-type: none"> <li>• Demonstrate how the projects meets the assessment criteria;</li> <li>• Identify the venue and the targeted participants;</li> <li>• Demonstrate value for money – the funding will be used for the purchase of BBQs, sporting equipment, venue hire and catering material; and</li> <li>• Is being held outside the Liverpool LGA.</li> </ul>		



**Community Grants Program**

The Community Grants Program received one application which failed to meet the required priorities. The unsuccessful applicant will be invited to meet with the Community Development team to discuss strengthening future applications when applying for Council funds.

<b>Applicant</b>	Learning Links	<b>Amount Requested</b>	\$4,982
<b>Project</b>	<b>Resources to support children with learning difficulties and disabilities,</b> Liverpool		
<b>Description</b>	<b>Objective:</b> This project will enable Learning Links to purchase essential resources to enhance and support programs in the Liverpool LGA. These programs provide specialist support to children with learning difficulties and disabilities, including dyslexia and dyscalculia.		
<b>Assessment</b>	<b>Not Recommended for funding</b>  The applicant does not demonstrate or clearly describe how the proposed project meets the assessment criteria and general eligibility and exclusions or meet the Program's funding priorities and outcomes in the Grants, Donation and Corporate Sponsorship Policy. <ul style="list-style-type: none"> <li>• <b>Applications that are ineligible for funding include:</b> 5.2 b); e); g); and h).</li> </ul> <b>Applicant did not:</b> <ul style="list-style-type: none"> <li>• Demonstrate how the projects meets the assessment criteria;</li> <li>• Clearly describe the proposed project, their program and actual activities – have not demonstrated what the equipment will be used for and have not identified the recipients of this equipment; and</li> <li>• The requested funds are for the purchase of general equipment which is not an eligible use of funding under the program.</li> </ul>		

**CONSIDERATIONS**

<b>Economic</b>	<b>CORPORATE SPONSORSHIP</b>			
	Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
	\$100,000	\$72,500	\$40,000	<b>\$32,500</b>
	<b>COMMUNITY GRANTS</b>			
	Budget	Balance	<i>Recommended funding in this report</i>	<i>CEO approved small grant</i>
	\$102,000	\$102,000	Nil	<b>\$101,000</b>
	<b>MATCHING GRANTS</b>			
	Budget	Current balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
	\$200,000	\$200,000	\$15,000	<b>\$185,000</b>
	<b>SUSTAINABLE ENVIRONMENT GRANTS*</b>			
	Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
	\$75,000	\$75,000	Nil	<b>\$75,000</b>
	<b>COMBINED FUNDING BALANCE</b>			
	Combined Budget	Combined Balance	<i>Total recommended funding</i>	<b>Remaining</b>
	\$477,000	\$449,500	\$55,000	<b>\$394,500</b>
* Sustainable Environment Grants funding is via a rate levy and is only eligible to be used for the Sustainable Environment Grants Program.				
<b>Environment</b>	There are no environmental considerations.			
<b>Social</b>	Support community organisations and groups to deliver services.			
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.			
<b>Legislative</b>	Local Government Act 1993 - s356.			

**ATTACHMENTS**

1. Grants, Donations, and Corporate Sponsorship Policy (Under separate cover)

**COM 02**

**Lighthorse Park Landscape Masterplan**

<b>Strategic Direction</b>	Creating Connection Provide community facilities which are accessible to all
<b>File Ref</b>	224703.2019
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

**EXECUTIVE SUMMARY**

Council, at its meeting on 29 August 2018, considered a Notice of Motion regarding the need to activate Lighthorse Park and the adjoining Georges River. At the meeting, it was resolved that Council investigate and provide a report on the full range of issues that require consideration to enable recreational use and enjoyment of the river and adjoining parklands.

The Georges River and associated parklands are key assets and destinations in Liverpool, which will play a major role in supporting the urban renewal and revitalisation of the City Centre and adjoining lands. A report to Council at its meeting on 29 May 2019 discussed the range and complexity of issues that currently affect the management and utilisation of the river, and provided a way forward to achieving, over time, Council's goal of transforming areas of the Georges River and associated parklands into vibrant and active public spaces.

In view of the significant benefits of the urban renewal of key sites along the Georges River, Council has commenced planning and delivering a package of high value projects along the Georges River corridor. Known as the River Connections Program, these projects respond to the identified constraints in a way that is designed to leverage the available opportunities to create public spaces along the river that are inviting and desirable. The Lighthorse Park Precinct Improvement Program (LPPIP) is one of the projects included in the River Connections Program.

Consultants were commissioned to prepare a Landscape Masterplan for Lighthorse Park, which supports and builds upon the findings from the 2017 Landscape Assessment. The revitalisation of Lighthorse Park has been planned to meet the following key objectives:

- An accessible, safe and welcoming park;
- A destination park for enjoyment and play, providing a variety of functions and facilities;
- A park that reflects its history; and
- A park that embraces the river.

The objectives were formulated following consultation with Councillors, internal stakeholders and community during 2018 and 2019, from which improved access, improved safety, a new community facility, and new park features, including river activities, were expressed as priorities.

This report has been prepared to present the draft Lighthorse Park Landscape Masterplan for Council's endorsement and recommends proceeding with the detailed design process on the basis of the draft Landscape Masterplan.

## **RECOMMENDATION**

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That Council:

1. Adopts the Draft Landscape Masterplan attached for the redevelopment of Lighthorse Park; and
2. Develops detailed designs for the redevelopment of Lighthorse Park on the basis of the Draft Landscape Masterplan.

## **REPORT**

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### **BACKGROUND**

Council, at its meeting on 29 August 2018, considered a Notice of Motion regarding the need to activate Lighthorse Park and the adjoining Georges River. At the meeting, it was resolved that Council investigate and provide a report on the full range of issues that require consideration to enable recreational use and enjoyment of the river and adjoining parklands.

The Georges River and associated parklands are key assets and destinations in Liverpool, which will play a major role in supporting the urban renewal and revitalisation of the City Centre and adjoining lands. A report to Council at its meeting on 29 May 2019 discussed the range and complexity of issues that currently affect the management and utilisation of the river, and provide a way forward to achieving, over time, Council's goal of transforming areas of the Georges River and associated parklands into vibrant and active public spaces.

Lighthorse Park (Figure 1) is Liverpool City Centre's only park providing river access along the Georges River. The park is a historically significant site along the western bank of the Georges River and includes the convict-built sandstone weir and the pylons of the railway bridge that carried the rail link from Liverpool to the Holsworthy Army Camp prior to and during World War II. Despite its relative proximity, the park remains structurally separated from the city with the railway corridor, Lighthorse Bridge, the river and the level change from the city centre to the river all acting as barriers that limit movement and greater utilisation.

A summary of the key issues at Lighthorse Park are:

- Park access – the park is hard to access. There is only one direct pedestrian connection from the CBD by stairs that limits access for many users. The internal park paths are indirect and circuitous;
- Park facilities - there are few park facilities and those evident are dated and in poor quality offering limited amenity for park users;
- Park isolation – the park's location, at the bottom of a steep embankment and adjacent to the rail line limits access from surrounding areas. The absence of active frontages overlooking the park reduces passive surveillance and can create a perception of an unsafe space. Community members have reported anti-social behaviour and activities within the park, which tends to make it undesirable for families to use;
- Park layout – the dense shrub plantings, overgrown amphitheatre, and pylons create small disjointed park spaces. Dense plantings of shrubs and trees restrict views and exacerbates safety issues;
- Park history - the park's significant role in the development of Liverpool and its historic features lack interpretation; and
- River and park health - the riverbank is weed infested and water quality is poor. Increased flooding in the catchment may further impact on river health and exacerbate bank erosion.

Despite its prime location, the above conditions have resulted in the park being less feasible or desirable as a recreation and open space destination.

The draft Landscape Masterplan provides an analysis of these issues, constraints and opportunities to redevelop the park into a major district hub within walking distance from the City Centre.

The redevelopment of Lighthorse Park will deliver on an overall vision for the creation of a true river city that has a vibrant mix of uses and activities that promote active and healthy lifestyles and social cohesion. The implementation of the masterplan will also help to address local issues related to the existing conditions of Lighthorse Park and the surrounding precinct.

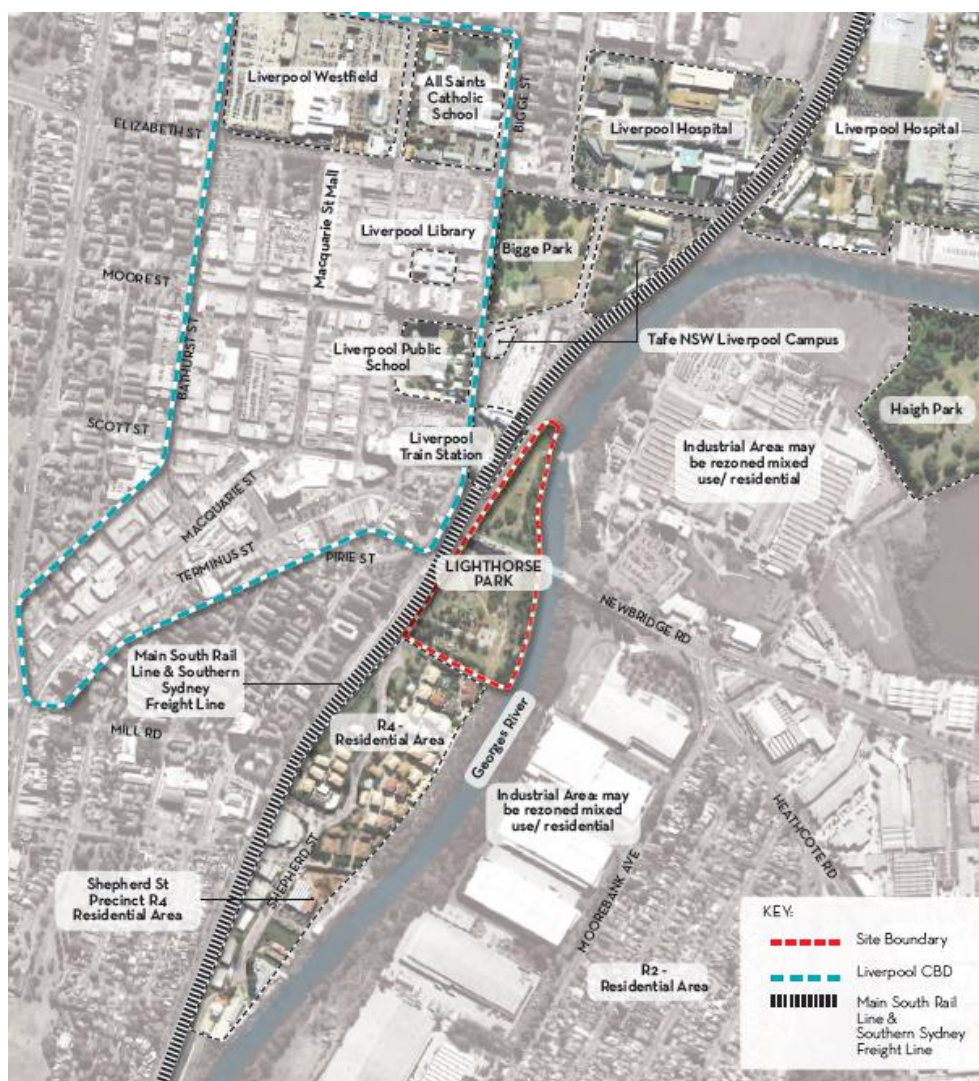


Figure 1. Lighthorse Park Site

## **LIGHTHORSE PARK LANDSCAPE MASTERPLAN**

The draft Lighthorse Park Landscape Masterplan builds on the findings of the Landscape Assessment prepared in 2017. The Masterplan was undertaken in four phases:

- Preliminary analysis and development of guiding principles;
- Development of park structure;
- Community and stakeholder engagement on principles and park structure; and
- Refinement of the Landscape Master plan, informed by internal stakeholder feedback and community input.

Liverpool City Centre is an area undergoing rapid transformation, with a changing economic mix and increased residential and commercial development. The City Centre has seen a substantial increase in high-density residential development in just the last few years – since 2013 more than 2,100 new apartments have been approved for development equating to an increase of almost 6,000 people. This trend is expected to continue in the coming decades.



Ensuring that residents of new apartment buildings have access to adequate greenspace is an increasingly challenging exercise given the scarcity of undeveloped land within the Liverpool City Centre.

The increasing commercial and residential development in the Liverpool City Centre and the precinct surrounding Lighthorse Park is changing the characteristics of the local community and area, as summarised below:

- The residential community living close to the park is culturally diverse with around 45 languages spoken by residents living within 400 metres of the park;
- There are many families with children living in apartments in this neighbourhood, who are frequent users of public parks;
- Residential areas to the south are being developed, with several new apartment blocks completed and under construction around Shepherd Street;
- Substantial changes are also occurring in the City Centre with the development of new mixed-use high-rise and residential apartments, the expansion of Liverpool Hospital and new CBD campuses for Western Sydney University and the University of Wollongong; and
- Riverfront lands to the north and east of the park are planned as locations for future mixed use and residential development.

As the population along the Shepherd Street Precinct grows and new residential development along the Georges River is expected, the revitalisation of Lighthorse Park will provide for much needed social infrastructure, and a place to foster social cohesion and interaction. Only a short walking distance from the Liverpool City Centre, the park will meet the needs of the community for equitable and accessible leisure, learning and recreation areas, and address existing gaps in the provision of facilities and recreational spaces outlined in Council's Community Facilities Strategy and Recreation, Open Space and Sports Strategy.

### **Objectives**

On the basis of the Landscape Masterplan, revitalisation of Lighthorse Park will meet the following key objectives:

- An accessible, safe and welcoming park;
- A destination park for enjoyment and play, providing a variety of functions and facilities;
- A park that reflects its history; and
- A park that embraces the river.

These objectives were formulated following consultation with Councillors via a briefing and workshop in 2018, and internal stakeholders and community during 2018 and 2019, from which improved access, improved safety, a new community facility, and new park features, including river activities, were expressed as priorities.

### **Community consultation**

In addition to the internal stakeholder feedback, formal feedback on the concept design was sought from the community. Two community engagement pop-up sessions were held at Liverpool Train Station and Lighthorse Park respectively with approximately 60 people participating in the pop-up activities across both sessions.

The community were invited to vote and give feedback on ideas for improvements, including features such as the new community building, play spaces and riverfront amenities. A number of display panels featuring ideas for improvement and development were used to capture feedback and responses. The consultation report identified that the vast majority of participants agreed with all of the improvement ideas (95%) in the draft Masterplan. One interviewee noted that *Liverpool is thought of in a negative way; these ideas could change that perception.*



The outcomes of community and stakeholder consultation, coupled with research, site analysis and empirical evidence demonstrate that:

- The redevelopment of Lighthorse Park will generate a higher use by the local community, in light of the future population across the river and along the Shepherd Street Precinct, seeking passive uses (especially play, walking and socialising) as well as community and recreational spaces;
- The new community facilities will act as a focal social place for the community to play, socialise, gather and learn;
- Anti-social behaviour is more likely to be reduced in parks of this nature by a wider range of activities that sees the park in constant use; and
- Provision of on-water activities will provide recreational and leisure activities to the Liverpool community that have not been available to them before.

Across all community engagement activities, the following priorities and ideas emerged:

- Improved paths and access – direct access to the park for all abilities;
- Improved safety and new community facility – sports courts, spaces for young people, kiosk/ café, general community hireable space, public toilets and lighting;



- New park features and play elements – exercise equipment, water play, children’s cycle path, slides, climbing wall, natural play elements and trampolines;
- Features on the river – river pool (noted as long term), river walk, kayak hire, seating, viewing deck and habitat restoration; and
- Park facilities – litter bins, shade structures, drinking fountains, BBQs and picnic tables.

### **Masterplan recommendations**

A series of park structural changes are recommended to improve park amenity, safety, utilisation, social, recreational and health benefits. The recommended structural changes are as follows:

- A new path network - A new path system designed to make it safer and easier for people to enjoy all areas of the park, entering and moving within the park;
- River’s edge - River walk, new native vegetation, viewing/ seating platforms at the riverfront edge;
- New community facility facing the river - programs/ activities space, function rooms, childcare, amenities, accessible rooftop and café;
- New spaces and facilities within the park – a new destination playground - pylon playgrounds with multiple play elements including water play in the centre of the park, lawn field for informal games, multipurpose courts, new shelters and picnic facilities and fitness equipment;
- Passive paths and seating at the north side of the park and east from the proposed new pedestrian bridge – a waterfront seating terrace defined by a grove of trees and relocation of existing memorial features to this terrace providing a place for rest and reflection;
- Fitness - multiple places for fitness and activity along the pathway systems which is designed as a loop. Along this loop path are exercise stations and drinking fountains. Foot and cycle paths provide opportunities for connections to other riverfront parks and destinations; and
- Trees - Indicative trees in the centre, river banks, memorial, playground, car park and embankment.

The redevelopment of Lighthouse Park on the banks of the Georges River aligns with the overall vision for the creation of a true river city that has a vibrant mix of uses and activities. It will provide an integrated safe and multipurpose modern facility and parkland for the growing population in the City Centre. The co-location and integration of community facilities such as function rooms and childcare, along with recreation and open space offerings is an endorsed approach to social infrastructure provision under the Community Facilities Strategy and the Recreation, Open Space and Sports Strategy. The co-location of recreational with community facilities will enable a range of functions for different users on the one site to meet the diverse needs of the Liverpool community.



Details for the building design are to be developed in consultation with key internal stakeholders.

### **LIGHTHORSE PARK PRECINCT IMPROVEMENT PROGRAM (LPPIP)**

The Lighthouse Park project forms part of a broader LPPIP, which is comprised of the following three elements - the Lighthouse Park redevelopment, the Georges River Pedestrian and Cycleway Crossing, and the Liverpool Station Vertical Access and Railway Overpass. The description of the three elements is provided below:

- Lighthouse Park redevelopment - Transform the park into a vibrant and active public space, with a variety of cultural and sporting facilities, to reconnect the park with the Liverpool City Centre, make it safe and inviting to visitors of all ages and capacities.
- Georges River Pedestrian and Cycleway Crossing – Construction of a new lightweight crossing using the existing bridge pylons over the heritage-listed Liverpool Weir to open up access to the area and the City for residents in the east, while improvements to the path network at the Foreshore will greatly enhance interaction with and enjoyment of the River. Detailed designs are well advanced and are planned to be completed by December 2019, except interfacing works at the Station and Haigh Av
- Liverpool Station Vertical Access and Railway Overpass – Provision of a new lift and stair access directly from Liverpool Station to Lighthouse Park and the Georges River to create a welcoming, and highly visible new entry point, activity area and urban Gateway for commuters, day-trippers and casual visitors alike. A procurement process is underway to secure consultants to develop required designs for approval by Sydney Trains and ARTC.

In view of the significant benefits of the urban renewal of key sites along the Georges River, Council has commenced planning and delivering a package of high value projects along the Georges River corridor. The LPPIP respond to the identified constraints in a way that is designed to leverage the available opportunities to create public spaces along the river that are inviting and desirable.

The Liverpool City Centre will be a key cultural destination for south-western Sydney. The 'River City' arrival experience to the City Centre will attract people to visit, guide people to the diverse range of destinations within the City Centre and help differentiate the City Centre as a unique place. The River and associated parklands will become a key asset and destination for the City Centre and will support the urban renewal and revitalisation of the City Centre and adjoining lands.

The LPPIP provides the opportunity to improve the connection of the City Centre to the river, improve the presentation and arrival experience of the City Centre from Newbridge Road. It will improve the function and aesthetics of the riverfront parklands, reflecting its values and attributes that make it unique, and befitting a Regional City in south western Sydney. The LPPIP will improve the connectivity for residents on the eastern side with the city centre, increase utilisation of the park and improve perceptions of safety and isolation in the park.

**Funding options**

Council has made a submission under the second round of the Western Sydney City Deal Liveability Program to proceed with the detailed design stage of the LPPIP. Other potential funding opportunities for the redevelopment includes a combination of:

- Voluntary Planning Agreements (VPA) with private investors;
- Loans;
- State and Federal Government grants; and
- General Council revenue.

**Conclusion**

The redevelopment of the Lighthorse Park and the surrounding precinct through the implementation of the LPPIP is an opportunity to provide a range of community, recreational and sporting uses that respond to the expressed needs of the local community and deliver on the aspiration for a true riverside park. Redeveloping these sites to include new view corridors, improved pedestrian amenity, more generous public space along the foreshore, and clear routes to the river would place the Georges River at the heart of a new Liverpool, and in effect, connect the eastern and western sides of the City.

This report recommends Council proceed with the detailed design process for Lighthorse Park, subject to confirmation of funding through the Western Sydney City Deal Liveability Program.

## **CONSIDERATIONS**

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<b>Economic</b>	The estimated total project cost should approval to proceed be given by Council is \$10M. This total estimate might change once the detailed design for the building commences. An application for the latter has been submitted through City Deal Liveability Fund.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	<p>Support policies and plans that prevent crime.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Responds to different population groups needs such as young families and older people.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p> <p>Promote community harmony and address discrimination.</p> <p>Support access and services for people with a disability.</p> <p>Deliver high quality services for children and their families.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Encourage the community to engage in Council initiatives and actions.</p>
<b>Legislative</b>	There are no legislative considerations relating to this report.

## **ATTACHMENTS**

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Nil

**COM 03**

**Draft Civic Events and Ceremonial Functions  
Policy**

<b>Strategic Direction</b>	Creating Connection Deliver a range of community events and activities
<b>File Ref</b>	227376.2019
<b>Report By</b>	Dany Ngov - Policy and Projects Officer
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

**EXECUTIVE SUMMARY**

The Civic Events and Ceremonial Functions Policy provides guidance on the processes involved with delivering Council's civic events and ceremonial functions. Council last adopted the Civic Events and Ceremonial Functions Policy on 13 December 2017.

The Policy has since been reviewed and several amendments are proposed to the Policy. These amendments include:

- A clear protocol and form for requesting Mayoral attendance at community events or functions;
- Clearer assessment criteria and expected outcomes for the assessment of nominations from organisations wishing to receive fundraising proceeds from the Liverpool Charity Ball;
- Protocol for appropriate acknowledgement of traditional custodians of land; and
- Protocol for playing the Australian National Anthem at civic events and functions.

The revised Policy is presented with this report for endorsement to be placed on public exhibition. A further report will be brought to Council at the completion of the public exhibition period noting feedback received and any changes made to the draft Policy in line with community feedback. However, should no submissions be received, it is recommended that Council delegate authority to the CEO to endorse the draft Civic Events and Ceremonial Functions Policy.

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## **RECOMMENDATION**

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That Council:

1. Endorse the draft Civic Events and Ceremonial Functions Policy for public exhibition; and
2. Receive a report at the completion of the public exhibition period noting feedback received and any changes made to the draft Policy in line with community feedback, or if no submissions are received, delegate authority to the CEO to endorse the draft Civic Events and Ceremonial Functions Policy.

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## **REPORT**

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Civic events and ceremonial functions foster positive relationships between the community and Council, connect the community in celebration, recognise and celebrate individual and community achievements and promote community pride.

The Civic Events and Ceremonial Functions Policy provides direction on the management of Council's civic events and ceremonial functions and outlines the planning procedure for the delivery of these civic events and ceremonial functions. Council last adopted the Civic Events and Ceremonial Functions Policy on 13 December 2017.

The Policy has since been reviewed and several amendments are proposed to the Policy. These amendments include:

- A clear protocol and form for requesting Mayoral attendance at community events or functions;
- Clearer assessment criteria and expected outcomes for the assessment of nominations from organisations wishing to receive fundraising proceeds from the Liverpool Charity Ball;
- Protocol for appropriate acknowledgement of traditional custodians of land; and
- Protocol for playing the Australian National Anthem at civic events and functions.

A summary of the key amendments is provided below:

### **Civic requests to the Mayoral Office**

The amendments provide clearer guidance on the protocol for engaging the Mayor or Councillors at external community events or functions. It sets out the process, timeframes, information required by Council and general protocol for inviting the Mayor or delegate to these events to ensure a consistent protocol is applied for all requests. The Mayor will review all requests, in consultation with the CEO, to represent Council at a public event or function.

**Assessment criteria and expected outcomes for the Liverpool Charity Ball**

A clearer process and assessment criteria have been developed to assess nominations from organisations wishing to receive fundraising proceeds from the Liverpool Charity Ball. This sets out the process for assessment to ensure there are clear links between the proposed projects/programs and the benefits to the Liverpool community. Nominations will be processed using Council's online grants management system ensuring the process will be transparent and accountable.

The following criteria will be used to assess all nominations:

- a) Evidence provided to support need for the project including addressing at least one of the strategic directions in Council's Community Strategic Plan;
- b) The anticipated number of individuals that will benefit from the proposed project from within the Liverpool LGA;
- c) Timeframe and budget are realistic and align with project objectives;
- d) Capacity of the organisation to deliver the project;
- e) The project offers suitable branding and acknowledgement opportunities for Council;
- f) Project does not duplicate existing services;
- g) Appropriate project evaluation method; and
- h) Sustainability of project post funding.

The projects receiving fundraising proceeds will be required to demonstrate how their proposed project will meet at least one of the strategic directions in Council's Community Strategic Plan:

- a) Direction 1 - Creating connection;
- b) Direction 2 - Strengthening and protecting our environment;
- c) Direction 3 - Generating opportunity; or
- d) Direction 4 - Leading through collaboration.

**Protocol for appropriate acknowledgement of traditional custodians of land**

The protocol for ensuring all events appropriately acknowledge the traditional custodians of our land has been set out in the Policy. A Welcome to Country, Acknowledgement of Country or if appropriate, Smoking Ceremony should be undertaken before commencing proceedings for an event or function.

**Protocol for playing the Australian National Anthem at civic events and functions.**

The Policy specifies how much of the Australian National Anthem should be played at Council civic events and ceremonial functions. The first verse of the Australian National Anthem should be played at all Council civic events and ceremonial functions.

The revised Policy is presented with this report for endorsement to be placed on public exhibition. A further report will be brought to Council at the completion of the public exhibition period noting feedback received and any changes made to the draft Policy in line with community feedback. However, should no submissions be received, it is recommended that



Council delegate authority to the CEO to endorse the draft Civic Events and Ceremonial Functions Policy.

**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups and volunteers to deliver coordinated services to the community. Promote community harmony and address discrimination.
<b>Civic Leadership</b>	Foster neighbourhood pride and a sense of responsibility. Encourage the community to engage in Council initiatives and actions. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.

**ATTACHMENTS**

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1. Draft Civic Events and Ceremonial Functions Policy September 2019 (Under separate cover)



**COM 04**

**Helles Park Radio Control Car Racing Track  
Refurbishment Update**

<b>Strategic Direction</b>	Creating Connection Deliver a range of community events and activities
<b>File Ref</b>	233221.2019
<b>Report By</b>	Mark Westley - Manager Recreation and Community Outcomes
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

**EXECUTIVE SUMMARY**

A report was presented to the 29 May 2019 Council meeting informing Council that the NSW Radio Control Racing Car Club (NSWRCCRC) had written advising that the Helles Park racing track at Moorebank is in need of resurfacing and drainage works due to ground movement issues beyond normal wear and tear.

The report further advised that the Club had flagged their success in attracting to Liverpool the 2020 Internal Combustion (IC) 1/10 World Championships, and the corresponding potential for attracting future high-level events, as factors in favour of Council supporting the project and the need to act in a timely manner.

Council's resolution in response to this report was that Council:

1. Note that Helles Park is owned by Council;
2. Provide funding of up to \$120,000 for the resurfacing and drainage works to the Radio Control Racing Track at Helles Park;
3. Direct the CEO to manage payment of funds for the project should there be a cost benefit by allowing the NSWRCCRC to call for tenders;
4. Report back to Council should funds be required to repair the state of the carpark in that location; and
5. In the event support is proposed, should it be required, resolves to advertise the proposed payment or support for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to manage the working of this project into the capital works program. No objections were received.

On 20 August 2019 new correspondence from the NSWRCRCC informed Council that on 17 August the Association of Australian Radio-Controlled Model Car Clubs had written to the NSWRCRCC advising that the 2020 IFMAR 1/10 Scale IC World Championship was now to be held in Brendale, Queensland, rather than Liverpool.

The hosting of the 2020 World Championship event was a prominent selling point in the information presented to Council in May 2019 and therefore it is considered important to communicate this change in circumstance to provide Council with an opportunity to re-confirm or re-consider their resolution.

Direction is sought from Council on this issue.

### **RECOMMENDATION**

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That Council:

1. Confirms the May 29 resolution to “Provide funding of up to \$120,000 for the resurfacing and drainage works to the Radio Control Racing Track at Helles Park”;
- or
2. Provides new direction regarding the NSW Radio Control Racing Car Club’s request for financial assistance for improvements to the Helles Park racing track at Moorebank.

### **REPORT**

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A report was presented to the 29 May 2019 Council meeting informing Council that the NSW Radio Control Racing Car Club (NSWRCRCC) had written advising that the Helles Park racing track at Moorebank is in need of resurfacing and drainage works due to ground movement issues beyond normal wear and tear.

The report further advised that the Club had flagged their success in attracting to Liverpool the 2020 Internal Combustion (IC) 1/10 World Championships, and the corresponding potential for attracting future high-level events, as factors in favour of Council supporting the project and the need to act in a timely manner.

Council’s resolution in response to this report was that Council:

1. Note that Helles Park is owned by Council;
2. Provide funding of up to \$120,000 for the resurfacing and drainage works to the Radio Control Racing Track at Helles Park;
3. Direct the CEO to manage payment of funds for the project should there be a cost benefit by allowing the NSWRCRCC to call for tenders;

4. Report back to Council should funds be required to repair the state of the carpark in that location; and
5. In the event support is proposed, should it be required, resolves to advertise the proposed payment or support for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to manage the working of this project into the capital works program.

On 20 August 2019 new correspondence from the NSWRCRCC informed Council that on 17 August the Association of Australian Radio-Controlled Model Car Clubs had written to the NSWRCRCC advising that the 2020 IFMAR 1/10 Scale IC World Championship was now to be held in Brendale, Queensland, rather than Liverpool. The correspondence from the NSWRCRCC and AARCMCC is provided as Attachment 1.

In the NSWRCRCC correspondence the Club advises Council that due to circumstances beyond their control they are no longer hosting the 2020 1/10 Scale IFMAR World Championship after initially having been awarded the event. The correspondence further notes that the Club had challenged the AARCMCC over its change of decision but that it is too late to relocate an event of this scale. Further pursuit of this event is regarded as in conflict with the best interests of the Club and the sport more widely.

The hosting of the 2020 World Championship event was a prominent selling point in the information presented to Council in May 2019 and, while the resolution allows for the CEO to manage payment of funds for the project, it is considered important to communicate this change in circumstance to provide an opportunity for Council to re-confirm or re-consider their resolution.

In support of Council maintaining its resolution to financial support the track resurfacing project the Club states that the support that Council is providing for the track resurfacing is integral to enabling future major event submissions and the continuation of the Club at a local level. The Club is of the view that without these works its ability to survive will be in question. The Club confirms that, in relation to future major state, national and international events, they are actively committed to bidding for upcoming championships in conjunction with the AARCMCC.

In making a decision on this issue Council will need to consider whether it is satisfied that the continuation of local state and national events at the Helles Park track and the potential attraction of future World Championship events warrants the confirmation of its previous resolution to *“Provide funding of up to \$120,000 for the resurfacing and drainage works to the Radio Control Racing Track at Helles Park”*. Alternatively Council may consider that the 2020 World Championship Event was a significant factor in their decision to make this contribution and the movement of the event from Helles Park is grounds to reconsider the resolution.

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**CONSIDERATIONS**

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<b>Economic</b>	<p>This project will facilitate the development of tourism based on local attractions.</p> <p>Enable the hosting of state, national and international events within the Liverpool LGA.</p> <p>No allowance has been made in Council's 2019/2020 Operational Plan for funding of this project.</p> <p>The works will impact on projects already programmed in the Capital Works Program and the depreciation of this project will impact on the long-term financial plan.</p>
<b>Environment</b>	<p>There are no environmental and sustainability considerations.</p>
<b>Social</b>	<p>Support community organisations, groups and volunteers to make available a diversity of sporting and recreational opportunities to the community.</p>
<b>Civic Leadership</b>	<p>There are no civic leadership and governance considerations.</p>
<b>Legislative</b>	<p>Compliance with section 356 and sections 21 – 23 of the Local Government Act.</p>

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**ATTACHMENTS**

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1. Helles Park Track Funding Request Council Report and Resolution May 2019
2. IFMAR World Championships 2020 Relocation Letters

**LIVERPOOL  
CITY  
COUNCIL**

1

ORDINARY MEETING 29 MAY 2019

CITY COMMUNITY AND CULTURE REPORT

<b>COM 03</b>	<b>Helles Park Radio Control Car Racing Track Refurbishment</b>
<b>Strategic Direction</b>	Creating Connection Deliver a range of community events and activities
<b>File Ref</b>	109637.2019
<b>Report By</b>	Mark Westley - Manager Recreation and Community Outcomes
<b>Approved By</b>	Tina Sangiuliano - Acting Director City Community and Culture

**EXECUTIVE SUMMARY**

The NSW Radio Control Racing Car Club (NSWRCCRC) has written to Council advising that the Helles Park racing track at Moorebank is in need of resurfacing and drainage works due to ground movement issues beyond normal wear and tear. The club reports that the condition of the track is now below the standard required to support local, regional, national and international events at this venue.

The facility is constructed on Council-owned community land that is licensed to the Club. Since 1993, the Club has funded track maintenance and building works at the Helles Park site, with some works funded through matching grants from Council. Historically, licence Agreements issued by Council to the NSWRCCRC for this site have been on a peppercorn rental basis, and have indicated Club responsibility for properly maintaining the licenced area, including but not limited to general housekeeping, buildings maintenance, mowing and track maintenance.

According to correspondence received from the Club, the scale and urgent timeframe of the required upgrade works has triggered them to approach Council for financial assistance. They have requested either a direct funding of 100% of costs, or alternatively, a 100% Council funding, with 50% of that funding to be paid back to Council over a 10-year period.

Currently Council's 2019/2020 capital works plan or operational budget does not identify funding for this project. As such, support for the project would need to be considered in light of competing budget priorities, and may impact other projects and/or service delivery. However, the Club has flagged their success in attracting to Liverpool the 2020 Internal Combustion (IC) 1/10 World Championships, and the corresponding potential for attracting future high-level events, as factors in favour of Council supporting the project.

Council has the option to either support the request, decline the request, or offer to support their proposal in part, or via an alternative strategy such as a Council loan or payback scheme to fund the works.

Direction is sought from Council on this issue.

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**RECOMMENDATION**

That Council:

1. Provides direction on a position to take with the NSW Radio Control Racing Car Club in relation to potential improvements to the Helles Park racing track at Moorebank based on the options presented in this report; and
2. In the event support is proposed, resolves to advertise the proposed payment or support for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to manage the working of this project into the capital works program.

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**REPORT**

The NSW Radio Control Racing Car Club (NSWRCRCC) has written to Council advising that the Helles Park racing track at Moorebank is in need of resurfacing and drainage works due to ground movement issues beyond normal wear and tear. The club reports that the condition of the track is now below the standard required to support local, regional, national and international events at this venue.

Included as Attachment 1 to this report is a copy of correspondence received from the Club, outlining details of their request and proposals.

The NSWRCRCC currently reports 62 members, including 23 from the Liverpool LGA, attracting an estimated 1,450 local and special event participants annually. The club's affiliation with the International Federation of Model Auto Racing has enabled the Club to bring world titles, sub-continent, State and national championships to Liverpool.

The Club has advised Council that it has accepted the 2020 IC 1/10 World Championships which they estimate will inject more than \$500,000 into the local economy with 200-250 people attending across two events (pre-world warm-up and the world championship) in 2019-2020. Council has no way of independently verifying this claim of economic impact. The NSWRCRCC's hosting of the 2020 IC 1/10 World Championship in September 2020 and a "warm up event" in the 6 months before September 2020 requires any track refurbishment to be completed in the 2019 calendar year to enable the track to settle.

The car club acknowledges the support of Liverpool City Council that enabled their relocation to Helles Park in the 1990s, and ongoing support for their activities. The Helles Park track is one of four international standard racing facilities in Australia, the other three being located in Queensland, Victoria and South Australia.

## 3

**LIVERPOOL  
CITY  
COUNCIL****ORDINARY MEETING 29 MAY 2019****CITY COMMUNITY AND CULTURE REPORT**

The current Helles Park track was replaced approximately 10 years ago and the Club reports that in recent years there has been significant wear and damage from ground movement, water impact and weather extremes. Faults with the track include cracking, bumps, pooling of water and loosening of the asphalt surface all which bring the track below the quality requirements for local use and hosting larger events. Recent correspondence with the Club have indicated that the track is at the point where they are losing racing events because the track is no longer suitable for smaller cars which make up 50% of their users.

The facility is constructed on Council-owned community land that is licensed to the Club. Since 1993, the Club has funded track maintenance and building works at the Helles Park site, with some works funded through matching grants from Council. Historically, licence Agreements issued by Council to the NSWRCRCC for this site have been on a peppercorn rental basis, and have indicated Club responsibility for properly maintaining the licenced area, including but not limited to general housekeeping, buildings maintenance, mowing and track maintenance.

However, the scale of the current works has led the Club to approach Council for further assistance. The Club has sourced cost estimates of approximately \$105,000 ex GST for the resurfacing of the Helles Park racing track and supporting kerbing and drainage works. Whilst the final costs for this project may be less, Council estimates the provision of \$120,000 is required to allow for contingencies within the project.

Council staff have carried out inspections of the track condition and concur with the assessment that re-surfacing and drainage works are required and that the costs identified are a reasonable estimate for these works.

Over the recent years the club have also carried out a number of building related projects, (partially funded through a 2016 \$15,000 Council matching grant) to improve the toilets and disability access within the site. The Club also has an application for a \$15,000 matching grant for floodlighting that is being presented for approval at Council's May 2019 meeting.

Council has a number of broad options on how to proceed. These include:

- Determining not to offer additional support to the Club at this time;
- Offering to support the Club by accepting one of the two proposed options advanced by the club, as per Attachment 1 (see below); or
- Directing the CEO and her delegates to negotiate further with the club to offer support in a different form and/or in a different amount to that sought.

As referenced by Attachment 1, the scale of the required track works has led the Club to approach Council for major financial assistance suggesting the options of, 1) a direct grant for 100% of costs, or 2) a 50% grant and a 50% 10-year loan.

In consideration of Option 2, Council's City Corporate directorate has advised that Council can enter into a loan agreement as suggested by the Club in Option 2 where it complies with section 356, and where it fits within the functions of Local Government outlined in ss.21-23 of the Local Government Act.

Section 356 of the Local Government Act states that "A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions. Section 36G Core objectives for management of community land categorised as a park, includes "to encourage, promote and facilitate recreational, cultural, social and educational pastimes". It is considered that, if Council is minded to proceed, Section 36G demonstrates that this project can be justified as a function of local government.

There is no obligation on Council to support the proposal. However, and if Council is minded to offer support to the Club in some form, Council may consider one of the following options, or a combination of the following options:

Option 1 - Council funds, Council builds:

If Council is minded to support the proposal, it may elect to fund the initiative in full, and add the works to Council's capital works program for 2019/20.

This would result in the works being 100% capital funded by Council's capital works budget, with ongoing operational budget impact in the form of depreciation over the life of the asset.

It would also require Council to realign its current capital works program to accommodate the proposed works, as the 2019/20 capital works program is already fully subscribed with projects.

Option 2 - Council grants capital funds (in part or in full), and Club builds:

Such an approach would commit Council to a grant to the Club of part or all of the cost of the facility.

This would result in the works being 100% capital funded by Council's capital works budget, with ongoing operational budget impact in the form of depreciation over the life of the asset.

It would also require Council to realign its current capital works program to accommodate the proposed works, as the 2019/20 capital works program is already fully subscribed with projects.

Option 3 - Council loan-funds (in part or in full), and Club builds:

Such an approach could be facilitated by a loan from Council's general fund, with interest (if any) and payment terms to be agreed between the parties.

The impact would be a cash outflow impact in the amount of the loan in 2019/20, with ongoing cash inflow (in the amount of the ongoing repayments) each year for the term of the loan.



**LIVERPOOL  
CITY  
COUNCIL**

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**ORDINARY MEETING 29 MAY 2019  
CITY COMMUNITY AND CULTURE REPORT**

There would be no impact on Council's 2019/20 capital works program under this option.

Option 4 - Council loan-funds (in part or in full), and Council builds:

Such an approach may be facilitated by Council delivering and paying for the asset, and seeking repayment from the club of part or all of the cost of the asset (for example, by recovery of the depreciation cost of the asset, in whole or in part, across the life of the asset).

This approach would impact Council's capital works budget to the extent of the works in 2019/20, but would have reduced or zero impact on Council's ongoing operational budget (depending on whether full or partial recovery was sought from the club).

This approach would also require Council to realign its current capital works program to accommodate the proposed works, as the 2019/20 capital works program is already fully subscribed with projects.

Option 5 – Decline request for assistance:

If Council is not minded to assist the club, it seems likely that the Club will find it difficult to source funding from elsewhere, which may put the project at risk.

However, there will be no impact on Council's capital or operational budgets, nor will there be any impact on Council's existing capital works program.

Council delivery vs. Club delivery:

In the event Council is minded to support the upgrade works in some form, and whether or not such works are funded by Council to any degree, the question of the method of delivery should be considered.

It is apparent from their correspondence that the Club currently favours an option that sees them arrange the delivery of the improvements (and to do so at Council's cost).

Recent experience, including experience with another radio-controlled car facility, suggests there is some risk in allowing a licensee to undertake works involving the importation of fill and surfacing materials onto Council land. As such, Council may prefer to have staff manage the delivery of the works, in order to ensure that quality control can be maintained, and to minimise the risk of contamination.

This, of course, will require staff resourcing that is currently committed to other projects. Decisions will need to be made in relation to project priority. Council's infrastructure team has expressed concern in relation to its capacity to adjust its capital works program without impacting other projects that are important to various communities across the LGA.

Should Council prefer an option that permits the works to be delivered by the Club, or by contractors engaged by the Club, staff will take all reasonable steps to monitor the works to ensure quality and to minimise the risk of contamination. However, given such staff will likely need to be diverted from the project management of other capital works, there is still likely to be a resourcing impact on the capital works program (though less than if Council are responsible for delivering the works). Furthermore, and even taking precautions, it will not be possible to fully eliminate the risk of contamination to the site.

Pros and Cons of each option summary:

	Pros	Cons
<b>Option 1 – Council funds; Council builds</b>	<ul style="list-style-type: none"> <li>• Improvements delivered</li> <li>• Quality of improvements managed by Council</li> </ul>	<ul style="list-style-type: none"> <li>• Capital budget impact</li> <li>• Ongoing operational budget impact (depreciation)</li> <li>• Impact on Council's capital works delivery program</li> </ul>
<b>Option 2 – Council grant-funds; Club builds</b>	<ul style="list-style-type: none"> <li>• Improvements delivered</li> <li>• Reduced requirement for Council project management</li> </ul>	<ul style="list-style-type: none"> <li>• Capital budget impact</li> <li>• Ongoing operational budget impact (depreciation)</li> <li>• Impact on Council's capital works delivery program</li> <li>• Reduced control over quality of works</li> </ul>
<b>Option 3 – Council loan-funds; Club builds</b>	<ul style="list-style-type: none"> <li>• Improvements delivered</li> <li>• No impact on Council's capital works delivery program</li> <li>• No impact on Council's capital budget</li> <li>• Future cashflow from loan repayments</li> </ul>	<ul style="list-style-type: none"> <li>• Significant up-front impact on Council's 2019/20 cashflow (in the amount of the loan)</li> <li>• Reduced control over quality of works</li> <li>• Repayment risk</li> </ul>
<b>Option 4 – Council loan-funds; Council builds</b>	<ul style="list-style-type: none"> <li>• Improvements delivered</li> <li>• No operational budget impact (Council capital works, with depreciation funded by Club)</li> <li>• Quality of improvements managed by Council</li> </ul>	<ul style="list-style-type: none"> <li>• Capital budget impact</li> <li>• Impact on Council's capital works delivery program</li> <li>• Repayment risk</li> </ul>
<b>Option 5 – Decline request for assistance</b>	<ul style="list-style-type: none"> <li>• No operational or capital budget impact</li> <li>• No impact on capital works program</li> <li>• No quality control risks to site</li> </ul>	<ul style="list-style-type: none"> <li>• Improvements likely not delivered in full/on time, or perhaps not at all.</li> <li>• Venue no longer suitable for local and event use.</li> </ul>

In the event Council chooses an option to support the Club's proposal in some degree, there is also the possibility of a precedent being set, depending on the nature and degree of support being offered outside of Council's usual budgeted grants program. Depending on the circumstances, this may be considered either a pro or a con.

Recommendations for each option:

Draft recommendations for each of the options open to Council are set out below. It is requested that Council provide direction to staff on which option to implement.

Option 1 – Council funds; Council builds

That Council:

1. Provides financial assistance to the NSW Radio Control Racing Car Club for the carrying out of resurfacing and related works to the Helles Park racing track at Moorebank;
2. Funds the proposed works up to \$120,000 excl. GST from Council's capital works budget;
3. Adds the proposed works to Council's capital works program for 2019/2020 and realigns the program to accommodate the proposed works; and
4. Advertises the proposed financial assistance for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to manage the working of this project into the capital works program.

Option 2 – Council grant-funds (in part or in full); Club builds

That Council:

1. Provides financial assistance to the NSW Radio Control Racing Car Club for the carrying out of resurfacing and related works to the Helles Park racing track at Moorebank;
2. Funds the proposed works up to \$120,000 excl. GST (or other amount determined by Council) from Council's capital works budget;
3. Requires the Club to provide a report to Council of the works on completion; and
4. Advertises the proposed financial assistance for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to grant the funds to the Club.

**Option 3 – Council loan-funds (in part or in full); Club builds**

That Council:

1. Provides financial assistance to the NSW Radio Control Racing Car Club for the carrying out of resurfacing and related works to the Helles Park racing track at Moorebank;
2. Provides a loan up to \$120,000 excl. GST (or other amount determined by Council) to the Club from Council's capital works budget with interest and repayment terms to be agreed between the parties;
3. Requires the Club to provide a report to Council of the works on completion; and
4. Advertises the proposed financial assistance for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to negotiate the terms of loan with the Club and to provide the loan to the Club.

**Option 4 – Council loan-funds (in part or in full); Council builds**

That Council:

1. Provides financial assistance to the NSW Radio Control Racing Car Club for the carrying out of resurfacing and related works to the Helles Park racing track at Moorebank;
2. Provides a loan up to \$120,000 excl. GST (or other amount determined by Council) to the Club from Council's capital works budget with interest and repayment terms to be agreed between the parties;
3. Adds the proposed works to Council's capital works program for 2019/2020 and realigns the program to accommodate the proposed works; and
4. Advertises the proposed financial assistance for a period of 28 days under s.356 of the Local Government Act 1993, and if no submissions in objection are received, that the CEO be delegated authority to negotiate the terms of loan with the Club, provide the loan to the Club, and manage the working of this project into the capital works program.

**Option 5 – Decline request for assistance**

That Council provides no financial assistance to the NSW Radio Control Racing Car Club for the carrying out of resurfacing and related works to the Helles Park racing track at Moorebank.

**CONSIDERATIONS**

<b>Economic</b>	<p>This project will facilitate the development of tourism based on local attractions.</p> <p>Enable the hosting of state, national and international events within the Liverpool LGA.</p> <p>No allowance has been made in Council's 2019/2020 Operational Plan for funding of this project.</p> <p>The works will impact on projects already programmed in the Capital Works Program and the depreciation of this project will impact on the long-term financial plan.</p>
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups and volunteers to make available a diversity of sporting and recreational opportunities to the community.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Compliance with section 356 and sections 21 – 23 of the Local Government Act.

**ATTACHMENTS**

1. Helles Park Radio Controlled Racing Car Club letter seeking special financial support





**New South Wales Radio Control Racing Car Club**  
**The John Grant International Raceway**  
**Helles Park, Helles Avenue, Moorebank NSW 2170**  
**WEB: WWW.NSWRCRCC.ORG.AU**

Tuesday, 27 August 2019

Mark Westley  
 Manager Community Recreation  
 Liverpool City Council  
 52 Scott Street  
 Liverpool NSW 2170

Dear Mark,

**Re: 2020 IFMAR World Championship**

We write to advise that, due to circumstances beyond our control, we are no longer hosting the 2020 1/10 Scale IFMAR World Championship. Whilst we had initially been awarded this event and agreed to host it, it has now been moved to Queensland.

Despite our Club challenging the Association of Australian Radio Controlled Racing Car Clubs (AARCMCC) for its change of decision it is now apparent that, regardless of any outcome it is too late to relocate an event of this scale and its pursual is in conflict the best interests of our Club and the sport more widely.

The support that Council is providing with our track resurface is integral to enabling these submissions and, more widely, the continuation of our Club with the domestic racing scene. Without the track surface replacement support from Council our Club will struggle to survive. In conjunction with AARCMCC, we can confirm that we are actively committed to bidding for upcoming World Championship's with such examples being the 2021 Large Scale World Championships, 2021 1/8 GT World Championships, 2021 1/8 Pan Car World Championship and the 2023 Large Scale World Championship.

Please see the attached letter of support from AARCMCC and a copy of our submission to the 2021 Large Scale World Championship attached for your reference. In addition, there are upcoming State and National Championships, along with sponsored international events and our annual racing calendar.

Whilst we appreciate that the 2020 IFMAR World Championship was a late supplementary support item to our original request for funding for a replacement track surface, we did progress our bid for this event without any security for Council's support to the new surface. With Council's support now resolved, we are able to move forward in a much stronger position to host future events. We look forward to informing Council once one or more of these events have been secured.

We are not happy with the decision regarding the 2020 World Championship and are extremely disappointed with its relocation interstate. We value our relationship with Liverpool City Council immensely and wanted to inform you of the change imposed upon us.

The NSWRCRCC Inc is resolute in bringing another World Championship event once again to our Liverpool Local Government Area and have allocated focussed roles and targets towards delivering upon this and other opportunities which will arise from a replaced track surface.

We anticipate the ongoing support of Liverpool City Council and look forward to further strengthening our strong working relationship with you. As such, we would like to invite the Liverpool City Council Mayor or nominated representative to open our upcoming NSW Large Scale Championship on Friday 6<sup>th</sup> September 2019 at 11.50am. This event will provide Council the opportunity to formally announce its generous support and to meet with participants who have travelled from Victoria, Tasmania, South Australia, Queensland, New Zealand and many regional locations across NSW, along with local attendees

If there are any further questions please do not hesitate to contact me

Regards

Daniel Shaw  
 President  
 NSWRCRCC Inc  
 M: 0427 446 017  
 E: President@nswrccc.org.au





17 August 2019

To whom it may concern,

### RCRA / AARCMCC Inc Letter of Support to NSWRCRCC

We advise the 2020 IFMAR 1/10 Scale IC World Championship is now to be held in Brendale, Queensland.

This letter is provided to the New South Wales Radio Controlled Racing Car Club (NSWRCRCC) to confirm our ongoing support to the Club and its continued effort in partnership with our Association to successfully secure an IFMAR World Championship event at its Moorebank location in NSW.

The Club is one of five dedicated, major on road facilities remaining in Australia, is a foundation member of the Association and has been a strong advocate for the sport for more than four decades.

We are very pleased to hear of the support the Club has been awarded by Liverpool City Council with its commitment to a track resurface and sealing of parking bays. The scale of work being supported by Council is in most cases beyond the capacity of our Clubs and can lead to their unfortunate closure.

We are in no doubt that the NSWRCRCC, with our support, will be a great candidate in future bids for an upcoming World Championship.

Should you have any queries regarding the above please do not hesitate to contact me via email at [secretary@rcra.org.au](mailto:secretary@rcra.org.au) or phone on +61 402 223 335

Kind Regards

A handwritten signature in blue ink, appearing to read 'Clive Silva', is positioned above the printed name.

Clive Silva

Secretary, AARCMCC (Associated of Australian RC Model Car Clubs) Inc





**CORP 01**

**Tender Exemption Report - Corporate Applications**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	224453.2019
<b>Report By</b>	George Harb - Manager Information Technology
<b>Approved By</b>	Chris White - Director City Corporate

**EXECUTIVE SUMMARY**

Over the past two decades or more, Liverpool City Council has adopted a “Best Of Breed” approach to procuring software technologies for internal and external service delivery. As a consequence, Council’s technology environment has evolved in complexity, to the point where its four most significant systems (being Customer Relationship Management (CRM), Finance, Document Management, and Assets) are all provided by different companies - namely:

- Content Manager (aka “Trim”) - since 2009;
- Technology One (financials) - since 2006;
- Assetic (asset management) - since 2015;
- Infor Pathway (rates and CRM) - since 2001.

These applications provide the following broad functionalities:

- Budgeting and Financial, including Accounts Payable and Receivable
- Corporate IP&R planning and KPI management
- Procurement management, and management of vendors and suppliers
- Asset management
- Name and address register for ratepayers and residents
- Rates module and land management
- Invoice generation
- Booking system for halls and community facilities
- Customer requests
- Records management.

These systems have some degree of interoperability, which has allowed for channels of integration. However, Council staff have started the journey of investigating a possible move to a consolidated system that will be able to perform most, if not all, of the above-mentioned functions.

This exercise is highly complicated and is expected to take at least 12 months to procure and plan, followed by at least 3-6 years to migrate these systems (and the underlying data sets) into a new environment. To this end, staff expect to be in a position to brief Council on its chosen approach within 3 months, with a view to bringing a report dealing with procurement of the chosen consolidated system in Q3/4 of this financial year.

As a consequence, staff see little point in conducting interim procurement exercises for legacy systems that, by reason of the above, are likely to be replaced in the coming years by another (consolidated) system. Staff therefore recommend that Council grant a tender exemption to allow the current maintenance needs of the existing legacy software systems to be met, and to provide the time necessary for the steps required to move toward a consolidated system environment.

## **RECOMMENDATION**

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That Council:

- 1) Delegate authority to the CEO to negotiate directly with:

Assetic Australia PTY LTD  
Infor Global Solutions PTY LTD  
HPE Content Manager (Kapish PTY LTD); and  
Technology One Ltd

to extend their engagement with Council to provide annual software license renewals and maintenance for up to five (5) years (to September 2024) pursuant to 55(3)(i) of the *Local Government Act 1993*, for the following reasons:

- a) The above mentioned systems are integral software packages that allow Council to meet customer service objectives across all service delivery areas.
- b) Council has successfully used the systems for many years as stated above.
- c) To migrate to alternative systems at this time would be both cost prohibitive and difficult to achieve for various technical reasons.
- d) Staff are investigating and evaluating a consolidated corporate software solution which will take up to 12 months to procure, and an additional period of years to adopt for all relevant systems.

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**REPORT**

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Over the past two decades or more, Liverpool City Council has adopted a “Best Of Breed” approach to procuring software technologies for internal and external service delivery. As a consequence, Council’s technology environment has evolved in complexity, to the point where its four most significant systems (being Customer Relationship Management (CRM), Finance, Document Management, and Assets) are all provided by different companies - namely:

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These applications provide the following broad functionalities:

- Budgeting and Financial, including Accounts Payable and Receivable
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- Asset management
- Name and address register for ratepayers and residents
- Rates module and land management
- Invoice generation
- Booking system for halls and community facilities
- Customer requests
- Records management.

These systems have some degree of interoperability, which has allowed for channels of integration. However, Council staff have started the journey of investigating a possible move to a consolidated system that will be able to perform most, if not all, of the above-mentioned functions.

This exercise is highly complicated. It first involves Council management establishing whether it will look to existing “off-the-shelf” system options, or alternatively, commission a provider to build a bespoke system for Council. There are cost, resourcing and functionality questions to tackle in this first stage question, and at the time of writing this report, Council’s Executive are soon to consider a strategy paper to address this question.

Once this decision is made, there will follow a process which will involve a careful review of the market in the chosen area. For example, and assuming Council opt for an off-the-shelf solution, there are currently only 3 providers who are known to have a suitable system available that will meet Council’s cross-business functionality needs. Staff have already began to informally evaluate these systems against each other, with all three providers presenting several times to staff across the business. Given the breadth of systems captured by the proposed consolidated software environment, there are dozens of key staff who need to be consulted and provide input on the quality and functionality of their individual elements of the

system. These opinions will then need to be captured and weighted into an evaluation, which will also need to include a careful review of (among other things):

- a. the quality of customer experience offered by each of the systems;
- b. the technical specifications and needs of each competitive system;
- c. the pricing of each system, both for the purchase of the system, as well as for data migration, integration, future add-ons, and the value of the provider being engaged to provide ongoing hosting (if adopting a “software-as-a-service” model);
- d. the capacity of each provider to invest in and improve their product;
- e. the demonstrated commitment of the provider to the NSW local government sector.

A similar process would need to be followed for a bespoke system – although in this case, it may not be possible to narrow the field down to 2-3 providers at the outset, which may require an EOI process to narrow the field.

As such, it is expected to take at least 12 months to procure and plan this migration, followed by at least 3-6 years to migrate these systems (and the underlying data sets) into a new environment. To this end, staff expect to be in a position to brief Council on its chosen approach within 3 months, with a view to bringing a report dealing with procurement of the chosen consolidated system in Q3/4 of this financial year.

As a consequence, staff see little point in conducting interim procurement exercises for legacy systems that, by reason of the above, are likely to be replaced in the coming years by another (consolidated) system. Staff therefore recommend that Council grant a tender exemption to allow the current maintenance needs of the existing legacy software systems to be met, and to provide the time necessary for the steps required to move toward a consolidated system environment.

Council has maintained a very good working relationship with all existing software vendors and partners. Their services and professionalism have generally been of a high quality. It is expected that this will continue should the exemption be granted, which will authorize the CEO or her delegate to negotiate the best possible pricing for continuing services during the planning, procurement and migration period.

Therefore, this report recommends that Council, under s.55(3)(i) of the *Local Government Act 1993*, resolve to exempt the requirement for a tender process for engaging vendors to provide ongoing maintenance support for the systems listed above for the next five (5) years, during which time the Council will progress steps toward a consolidated system.

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**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision-making processes.  Deliver services that are customer focused.  Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	<i>Local Government Act 1993, s.55(3)</i>

**ATTACHMENTS**

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Nil

**CORP 02**

**Investment Report August 2019**

<b>Strategic Direction</b>	Leading through Collaboration Seek efficient and innovative methods to manage our resources
<b>File Ref</b>	225129.2019
<b>Report By</b>	John Singh - Accountant - Investments & Treasury Management
<b>Approved By</b>	Vishwa Nadan - Chief Financial Officer

**EXECUTIVE SUMMARY**

This report details Council's investment portfolio.

As at 31 August 2019, Council held investments with a market value of \$285 million.

The portfolio yield to the end of August 2019 is 113 basis points above the AusBond Bank Bill index.

	AusBond Bank Bill Index (BBI)
Benchmark	1.82%
Portfolio yield	2.95%
Performance above benchmarks	1.13%

Return on investment for August 2019 was \$104k lower than the budget.

Council's investments and reporting obligations fully comply with the requirements of section 625 of the *Local Government Act 1993* and clause 212 of the *Local Government (General) Regulation 2005*.

Council's portfolio also fully complies with limits set out in its Investment Policy. NSW TCorp however has recommended that Council progressively reduce its exposure to lower-rated financial institutions to below 25% of its investment portfolio by 2021.

**RECOMMENDATION**

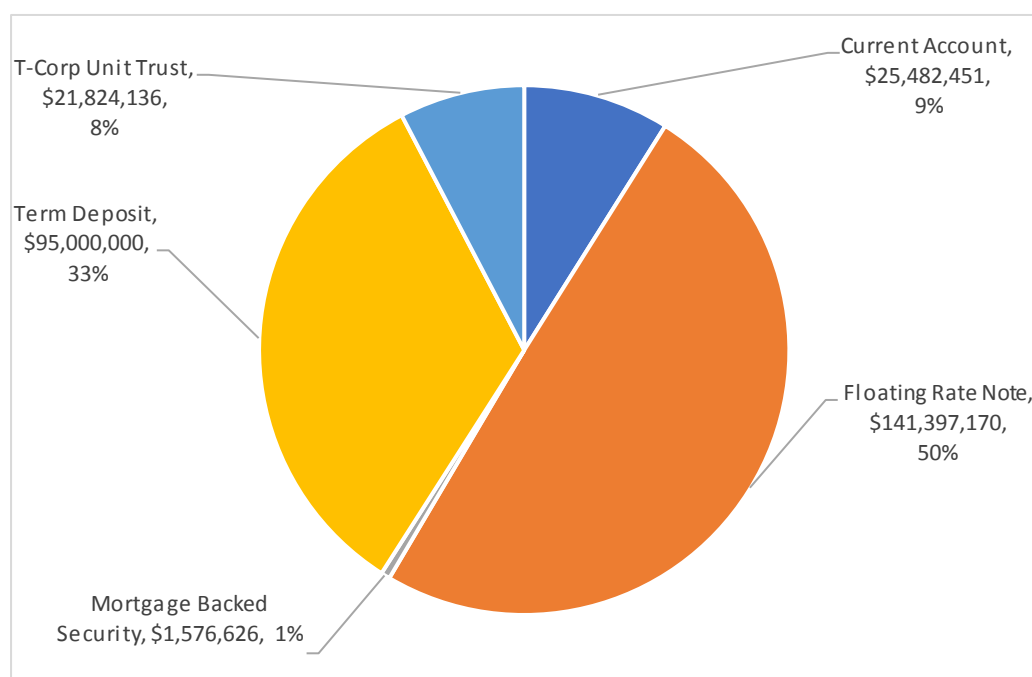
That Council receives and notes this report.

## REPORT

Clause 212 of the *Local Government (General) Regulation 2005* requires that the Responsible Accounting Officer must provide Council with a written report setting out details of all money that Council has invested under section 625 of the *Local Government Act 1993*.

### Council's Portfolio

At 31 August 2019, Council held investments with a market value of \$285 million. Council's investment register detailing all its investments is provided as an attachment to this report. In summary, Council's portfolio consisted of investments in:



The ratio of market value compared to face value of various debt securities is shown in the table below.

Asset Class	Aug-19	Jun-19
Senior Debts (FRN's ,TCD's & FRB)*	100.85%	100.76%
MBS (Reverse Mortgage Backed Securities)	59.48%	59.48%
T-Corp Unit Trusts	103.92%	103.65%

#### \*Definition of terms

- *Transferrable Certificate of Deposit (TCD)* - security issued with the same characteristics as a *Term Deposit* however it can be sold back (transferred) in to the market prior to maturity. A floating TCD pays a coupon linked to a variable benchmark (90 days BBSW).
- *Fixed Rate Bond (FRB)* – returns *Fixed Coupon (interest) Rate* and is tradeable before maturity.

Council is fully compliant with the requirements of the Ministerial Investment Order including the grandfathering provisions. The grandfathering provisions state that Council may continue to hold to maturity, redeem or sell investments that comply with previous Ministerial Investment Orders. Any new investments must comply with the most recent Order. Council continues to closely monitor the investments in its portfolio to ensure continued compliance and minimal exposure to risk.

NSW TCorp has recommended that Council progressively reduce its exposure to lower rated financial institutions to below 25% by 2021. Downgrading of AMP Bank's credit rating on 27 August 2019 from "A" to "BBB" has increased Council exposure to 30.5% this month compared to 24.9% at 31 July 2019. Council staff will monitor and work with investment advisors to meet this requirement.

### Portfolio Maturity Profile

The table below shows the percentage of funds invested at different durations to maturity.

Term to Maturity	Total	% Holdings	Term to Maturity Policy Limit Minimum	Term to Maturity Policy Limit Maximum	Complies to Investment Policy' "Yes/No"
Current Account	25,482,451	8.93%			
Term Deposits < 1 Yr	58,000,000	20.33%			
T-Corp Unit Trust	21,824,136	7.65%			
Tradeable securities	141,397,170	49.56%			
<b>Portfolio % &lt; 1 Yr - ( Short term liquidity)</b>	<b>\$246,703,757</b>	<b>86.48%</b>	<b>40%</b>	<b>100%</b>	Yes
Term Deposit > 1 Yr < 3Yrs	37,000,000	12.97%	0%	60%	Yes
Grand Fathered Securities	1,576,626	0.55%	N/A	N/A	Yes
<b>Portfolio % Medium term liquidity)</b>	<b>\$38,576,626</b>	<b>13.52%</b>			Yes
<b>Total Portfolio</b>	<b>\$285,280,383</b>	<b>100.00%</b>			



**Market Value by Issuer and Institution Policy limit as per Investment Policy**

Issuer	Security Rating	Market Value	% Total Value	Maximum Institutional Policy Limit % holdings	Complies to Investment Policy' "Yes/No"
AMP Bank Ltd	BBB	20,688,957	7.25%	25%	Yes
ANZ Banking Group Ltd	AA-	15,121,220	5.30%	25%	Yes
Auswide Bank Ltd	BBB	9,008,540	3.16%	15%	Yes
Bank Australia Ltd	BBB	1,508,205	0.53%	15%	Yes
Bank of China/Sydney	A	2,011,140	0.70%	25%	Yes
Bank of Nova Scotia	A+	5,543,065	1.94%	25%	Yes
Bank of Queensland Ltd	BBB+	16,524,040	5.79%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	503,655	0.18%	15%	Yes
Commonwealth Bank of Australia Ltd	AA-	45,141,604	15.82%	35%	Yes
Credit Union Australia Ltd	BBB	2,018,340	0.71%	15%	Yes
Emerald Reverse Mortgage Trust ( Class A)	AA	851,626	0.30%	35%	Yes
Emerald Reverse Mortgage Trust ( Class C)	Fitch A	725,000	0.25%	2%	Yes
G&C Mutual Bank Limited	BBB	1,000,000	0.35%	15%	Yes
Heritage Bank Ltd	BBB+	3,525,550	1.24%	15%	Yes
HSBC Sydney Branch	A+	3,007,890	1.05%	25%	Yes
Macquarie Bank	A	10,989,500	3.85%	25%	Yes
Members Banking Group Ltd t/a RACQ Bank	BBB+	2,503,560	0.88%	15%	Yes
Members Equity Bank Ltd	BBB	10,610,688	3.72%	15%	Yes
National Australia Bank Ltd	AA-	38,234,000	13.40%	35%	Yes
Newcastle Permanent Building Society Ltd	BBB	7,570,540	2.65%	15%	Yes
NSW Treasury Corporation	AA	21,824,136	7.65%	35%	Yes
P&N Bank Ltd	BBB	5,000,000	1.75%	15%	Yes
Police Credit Union	Not Rated	2,000,000	0.70%	2%	Yes
Qbank	BBB	2,521,075	0.88%	15%	Yes
Rabobank Australia Ltd	A+	2,000,000	0.70%	25%	Yes
Rabobank Nederland Australia Branch	A+	2,026,180	0.71%	25%	Yes
Suncorp Bank	A+	6,023,710	2.11%	25%	Yes
Teachers Mutual Bank Ltd	BBB	2,119,572	0.74%	15%	Yes
Westpac Banking Corporation Ltd	AA-	44,678,590	15.66%	35%	Yes
<b>Portfolio Total</b>		<b>\$285,280,383</b>	<b>100.00%</b>		

**Overall Portfolio Credit Framework compliance to Investment Policy**

<b>Credit Rating</b>	<b>Market Value</b>	<b>% Portfolio</b>	<b>Maximum Policy Limit</b>	<b>Complies to Investment Policy' "Yes/No"</b>
AA Category -T Corp	21,824,136	7.65%	100%	Yes
AA Category	144,027,040	50.49%	100%	Yes
A Category or Below	32,326,485	11.33%	60%	Yes
BBB Category	85,102,722	29.83%	40% - 45%	Yes
Unrated	2,000,000	0.70%	5% - 10%	Yes
<b>Total Portfolio</b>	<b>\$285,280,383</b>	<b>100.00%</b>		

**Portfolio performance against relevant market benchmark.**

Council's Investment Policy prescribes the AusBond Bank Bill Index (ABBI) as a benchmark to measure return on cash and fixed interest securities. The ABBI represents the average daily yield of a parcel of bank bills. Historically there has been a positive correlation between changes in the cash rate and the resulting impact on the ABBI benchmark.

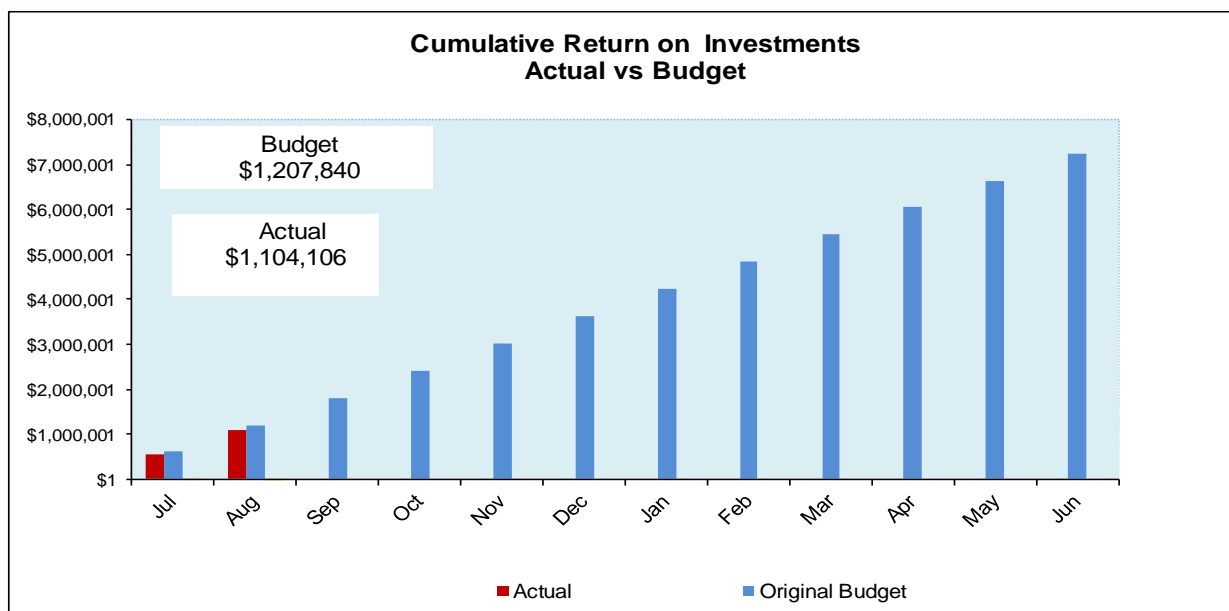
The portfolio yield to 31 August 2019 exceeded the AusBond Bank Bill index by 113 basis points (2.95% against 1.82 %).

Council continues to achieve a solid outcome despite ongoing margin contraction and significantly lower market term deposit yields. Comparative yields for the previous months are charted below:



### Performance of Portfolio Returns against Budget

Council's investment income for August 2019 is lower than the budget by \$104k, however portfolio performance is expected to improve in coming months.



### Investment Portfolio at a Glance

Portfolio Performance	✓	The portfolio yield to 31 August 2019 exceeded the AusBond Bank Bill index by 113 basis points (2.95% against 1.82%).
Annual Income vs. Budget	✓	Council's investment interest income is lower than the budget by \$104k as at 31 August 2019, however portfolio performance is expected to improve in coming months.

### Investment Policy Compliance

Legislative Requirements	✓	Fully Compliant
Portfolio Credit Rating Limit	✓	Fully Compliant
Institutional Exposure Limits	✓	Fully Compliant
Overall Portfolio Credit Limits	✓	Fully Compliant
Term to Maturity Limits	✓	Fully Compliant

## **Economic Outlook – Reserve Bank of Australia**

The Reserve Bank has left the official cash rate on hold at 1.00 per cent in its meeting on 3 September 2019. The current 1.00 per cent cash rate is at a historically low level and impacts returns on investment.

## **Certificate of Responsible Accounting Officer**

The Chief Financial Officer, as Responsible Accounting Officer, certifies that the investments listed in the attached report have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy at the time of their placement. The previous investments are covered by the grandfathering clauses of the current investment guidelines issued by the Minister for Local Government.

## **Independent verification by Head of Audit, Risk and Improvement (HARI)**

Council has requested an on-going independent review of its investment portfolio by the Audit Risk and Improvement Committee (ARIC) or its representative under delegated authority. The ARIC has agreed for its Chairperson to provide a certificate on a quarterly basis – the next certificate will be presented to Council on 20 November 2019.

## **CONSIDERATIONS**

<b>Economic</b>	Council's investment interest income is lower than the budget by \$104k as at 31 August 2019, however portfolio performance is expected to improve in coming months.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Council is fully compliant with the requirements of the <i>Local Government Act 1993</i> – Investment Order (authorized investments) and with reporting requirements under clause 212 of the <i>Local Government (General) Regulation 2005</i> .

## **ATTACHMENTS**

1. Investment Portfolio - August 2019



### Portfolio Valuation As At 31 August 2019

Fixed Interest Security	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
AMP Notice Account	S&P ST A2	273,088.81	273,088.81	0.10%	1.80%
AMP Business Saver	S&P ST A2	320,567.87	320,567.87	0.11%	1.30%
CBA Business Saver	S&P ST A1+	19,732,583.74	19,732,583.74	6.92%	1.20%
CBA General Account	S&P ST A1+	5,156,210.52	5,156,210.52	1.81%	0.75%
		25,482,450.94	25,482,450.94	8.93%	
<b>Fixed Rate Bond</b>					
AMP 2.99 07 Dec 2020 Fixed	S&P BBB+	5,000,000.00	5,104,800.00	1.79%	2.99%
		5,000,000.00	5,104,800.00	1.79%	
<b>Floating Rate Deposit</b>					
Westpac 1.05 18 Aug 2022 1826DAY FRD	S&P AA-	6,000,000.00	6,000,000.00	2.10%	2.02%
		6,000,000.00	6,000,000.00	2.10%	
<b>Floating Rate Note</b>					
AMP 1.08 10 Sep 2021 FRN	S&P BBB+	5,000,000.00	4,990,500.00	1.75%	2.45%
ANZ 0.9 09 May 2023 FRN	S&P AA-	3,000,000.00	3,025,680.00	1.06%	1.87%
ANZ 1.03 06 Dec 2023 FRN	S&P AA-	7,000,000.00	7,095,690.00	2.49%	2.41%
ANZ 0.77 29 Aug 2024 FRN	S&P AA-	5,000,000.00	4,999,850.00	1.75%	1.74%
Auswide 1.15 13 Jul 2020 FRN	Moody's Baa2	2,000,000.00	2,004,860.00	0.70%	2.28%
Auswide 1.1 06 Nov 2020 FRN	Moody's Baa2	2,000,000.00	2,003,680.00	0.70%	2.09%
BAL 1.3 30 Aug 2021 FRN	S&P BBB	1,500,000.00	1,508,205.00	0.53%	2.27%
BOC 1.03 17 Apr 2021 FRN	S&P A	2,000,000.00	2,011,140.00	0.70%	2.15%
BNS 0.92 08 Sep 2022 FRN	S&P A+	3,000,000.00	3,022,440.00	1.06%	2.29%
BONA 0.98 07 Sep 2023 FRN	S&P A+	2,500,000.00	2,520,625.00	0.88%	2.35%
BOQ 1.17 26 Oct 2020 FRN	Fitch A-	1,500,000.00	1,510,380.00	0.53%	2.21%
BOQ 1.48 18 May 2021 FRN	Fitch A-	1,000,000.00	1,013,660.00	0.36%	2.45%
BENAU 1.05 25 Jan 2023 FRN	Moody's A3	500,000.00	503,655.00	0.18%	2.10%
CBA 0.8 25 Apr 2023 FRN	S&P AA-	3,000,000.00	3,015,030.00	1.06%	1.85%
CBA 0.93 16 Aug 2023 FRN	S&P AA-	7,500,000.00	7,568,775.00	2.65%	1.90%
CBA 1.13 11 Jan 2024 FRN	S&P AA-	9,500,000.00	9,669,005.00	3.39%	2.26%
CUA 1.25 06 Sep 2021 FRN	S&P BBB	2,000,000.00	2,018,340.00	0.71%	2.63%
HBS 1.23 29 Mar 2021 FRN	Moody's Baa1	3,500,000.00	3,525,550.00	1.24%	2.43%
HSBCSyd 0.8 07 Dec 2022 FRN	S&P AA-	3,000,000.00	3,007,890.00	1.05%	2.17%
MACQ 0.75 21 Jun 2022 FRN	S&P A	2,000,000.00	2,004,620.00	0.70%	1.97%
MACQ 0.8 07 Aug 2024 FRN	S&P A	4,000,000.00	3,984,880.00	1.40%	1.80%
RACB 1.1 11 May 2020 FRN	Moody's Baa1	1,000,000.00	1,001,940.00	0.35%	2.07%
RACB 1.05 23 May 2022 FRN	Moody's Baa1	1,500,000.00	1,501,620.00	0.53%	2.04%
ME Bank 1.27 16 Apr 2021 FRN	S&P BBB	1,600,000.00	1,610,688.00	0.56%	2.39%
NAB 0.9 16 May 2023 FRN	S&P AA-	2,000,000.00	2,016,500.00	0.71%	1.87%
NAB 0.93 26 Sep 2023 FRN	S&P AA-	12,000,000.00	12,114,720.00	4.25%	2.11%
NAB 1.04 26 Feb 2024 FRN	S&P AA-	5,000,000.00	5,069,100.00	1.78%	2.00%
NAB 0.92 19 Jun 2024 FRN	S&P AA-	4,000,000.00	4,033,680.00	1.41%	2.18%
NPBS 1.35 07 Apr 2020 FRN	S&P BBB	4,000,000.00	4,019,800.00	1.41%	2.48%
NPBS 1.65 24 Jan 2022 FRN	S&P BBB	2,000,000.00	2,035,860.00	0.71%	2.74%
NPBS 1.4 06 Feb 2023 FRN	S&P BBB	1,500,000.00	1,514,880.00	0.53%	2.39%
Qld Police 1.5 14 Dec 2021 FRN	S&P BBB-	1,000,000.00	1,009,300.00	0.35%	2.80%
Qld Police 1.4 25 Mar 2022 FRN	S&P BBB-	1,500,000.00	1,511,775.00	0.53%	2.58%
RABOBK 1.08 03 Mar 2022 FRN	S&P A+	2,000,000.00	2,026,180.00	0.71%	2.48%
SunBank 1.38 12 Apr 2021 FRN	S&P A+	2,000,000.00	2,028,080.00	0.71%	2.51%
SunBank 0.97 16 Aug 2022 FRN	S&P A+	1,000,000.00	1,008,350.00	0.35%	1.94%

Fixed Interest Security	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
SunBank 0.78 30 Jul 2024 FRN	S&P A+	3,000,000.00	2,987,280.00	1.05%	1.79%
TMB 1.37 02 Jul 2021 FRN	S&P BBB	2,100,000.00	2,119,572.00	0.74%	2.55%
Westpac 0.83 06 Mar 2023 FRN	S&P AA-	5,000,000.00	5,031,100.00	1.76%	2.21%
Westpac 0.95 16 Nov 2023 FRN	S&P AA-	6,000,000.00	6,060,780.00	2.12%	1.92%
Westpac 1.14 24 Apr 2024 FRN	S&P AA-	4,000,000.00	4,073,760.00	1.43%	2.23%
Westpac 0.88 16 Aug 2024 FRN	S&P AA-	2,500,000.00	2,512,950.00	0.88%	1.85%
		135,200,000.00	136,292,370.00	47.77%	
<b>Mortgage Backed Security</b>					
ERM 0.45 21 Aug 2051 2006-1 A MBS	S&P AAA	1,150,845.57	851,625.72	0.30%	1.43%
ERM 1.2 21 Aug 2056 2006-1 C MBS	S&P A	1,000,000.00	455,000.00	0.16%	2.18%
ERM 0.95 21 Jul 2057 2007-1 C MBS	Fitch A	500,000.00	270,000.00	0.09%	2.06%
		2,650,845.57	1,576,625.72	0.55%	
<b>Term Deposit</b>					
AMP 2.75 01 Oct 2019 180DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	0.70%	2.75%
AMP 2.7 14 Oct 2019 181DAY TD	S&P ST A2	5,000,000.00	5,000,000.00	1.75%	2.70%
AMP 2.75 29 Oct 2019 210DAY TD	S&P ST A2	3,000,000.00	3,000,000.00	1.05%	2.75%
Auswide 1.95 24 Feb 2020 187DAY TD	Moody's ST P-2	5,000,000.00	5,000,000.00	1.75%	1.95%
BOQ 4.25 03 Sep 2019 1826DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	0.70%	4.25%
BOQ 4.35 05 Sep 2019 1826DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	0.70%	4.35%
BOQ 4.25 Nov 2019 1826DAY TD	Moody's ST P-2	3,000,000.00	3,000,000.00	1.05%	4.00%
BOQ 3.05 19 Aug 2020 1461DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	0.35%	3.05%
BOQ 3.07 Sep 2020 1462DAY TD	Moody's A3	1,000,000.00	1,000,000.00	0.35%	3.00%
BOQ 3.07 Sep 2020 1463DAY TD	Moody's A3	1,000,000.00	1,000,000.00	0.35%	3.00%
BOQ 3.6 08 Feb 2021 1462DAY TD	Moody's A3	2,000,000.00	2,000,000.00	0.70%	3.60%
BOQ 3.75 07 Feb 2022 1826DAY TD	Moody's A3	2,000,000.00	2,000,000.00	0.70%	3.75%
G&C MB 3.6 30 Mar 2020 1827DAY TD	S&P ST A3	1,000,000.00	1,000,000.00	0.35%	3.60%
MACQ 1.8 03 Mar 2020 195DAY TD	S&P ST A1	5,000,000.00	5,000,000.00	1.75%	1.80%
ME Bank 1.75 27 Sep 2019 60DAY TD	S&P ST A2	5,000,000.00	5,000,000.00	1.75%	1.75%
ME Bank 1.76 17 Feb 2020 182DAY TD	S&P ST A2	4,000,000.00	4,000,000.00	1.40%	1.76%
NAB 2.61 03 Sep 2019 187DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	1.75%	2.61%
NAB 2.5 01 Oct 2019 180DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	1.05%	2.50%
NAB 1.7 26 Nov 2019 91DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	1.75%	1.70%
NAB 1.8 18 Feb 2020 188DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	0.70%	1.80%
P&NB 3.7 12 Feb 2020 1827DAY TD	S&P ST A2	3,000,000.00	3,000,000.00	1.05%	3.70%
P&NB 3.14 Aug 2020 1460DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	0.70%	3.00%
PCUSA 3.2 16 Aug 2021 1463DAY TD	Unrated UR	2,000,000.00	2,000,000.00	0.70%	3.20%
RABO 3.38 29 Aug 2022 1826DAY TD	Moody's Aa3	2,000,000.00	2,000,000.00	0.70%	3.38%
Westpac 1.59 02 Sep 2020 369DAY TD	S&P AA-	5,000,000.00	5,000,000.00	1.75%	1.59%
Westpac 3.05 28 Sep 2020 1095DAY TD	S&P AA-	4,000,000.00	4,000,000.00	1.40%	3.05%
Westpac 3.05 28 Sep 2020 1096DAY TD	S&P AA-	4,000,000.00	4,000,000.00	1.40%	3.05%
Westpac 2.88 14 Dec 2020 1096DAY TD	S&P AA-	3,000,000.00	3,000,000.00	1.05%	2.88%
Westpac 3.21 Dec 2020 1097DAY TD	S&P AA-	3,000,000.00	3,000,000.00	1.05%	3.00%
Westpac 3.32 31 Aug 2022 1826DAY TD	S&P AA-	2,000,000.00	2,000,000.00	0.70%	3.32%
		89,000,000.00	89,000,000.00	31.20%	
F1 Total		263,333,296.51	263,456,246.66	92.35%	

Security Type	Face Value Current	Market Value	
<b>Unit Trust</b>			
NSWTC IM Cash Fund UT	20,000,000.00	20,742,604.39	7.27%
NSWTC IM Short Term Income Fund UT	1,000,000.00	1,081,532.06	0.38%
Security Type Total	21,000,000.00	21,824,136.45	7.65%
F1 Total	263,333,296.51	263,456,246.66	92.35%
<b>Portfolio Total</b>	<b>284,333,296.51</b>	<b>285,280,383.11</b>	<b>100.00%</b>

**CTTE 01**

**Minutes of the Tourism and CBD Committee  
meeting held on 6 August 2019**

<b>Strategic Direction</b>	Generating Opportunity Create an attractive environment for investment
<b>File Ref</b>	217328.2019
<b>Report By</b>	Vi Girgis - Senior Officer City Precinct
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Tourism and CBD Committee Meeting held on 6 August 2019.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Tourism and CBD Committee Meeting held on 6 August 2019; and
2. Endorse the recommendations and actions in the Minutes.

**REPORT**

The Minutes of the Tourism and CBD Committee meeting held on 6 August 2019 are attached for the information of Council.

The minutes identify a number of actions which can be progressed with current staffing and resources.

## CONSIDERATIONS

<b>Economic</b>	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).</p> <p>Facilitate economic development.</p> <p>Facilitate the development of new tourism based on local attractions, culture and creative industries.</p>
<b>Environment</b>	<p>There are no environmental and sustainability considerations.</p>
<b>Social</b>	<p>Raise awareness in the community about the available services and facilities.</p> <p>Provide cultural centres and activities for the enjoyment of the arts.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Deliver high quality services for children and their families.</p>
<b>Civic Leadership</b>	<p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Deliver services that are customer focused.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

## ATTACHMENTS

1. Tourism and CBD Committee Meeting Minutes - 6 August 2019





This meeting was recorded for minute taking purposes

## MINUTES FROM TOURISM & CBD MEETING 6 AUGUST 2019

### COUNCILLORS:

Wendy Waller  
Geoff Shelton  
Tony Hadchiti  
Peter Harle  
Karress Rhodes

Mayor, **Chairperson**  
Councillor, Committee Member  
Councillor, Committee Member  
Councillor, Observer  
Councillor, Observer

### COMMITTEE REPRESENTATION:

Jason Aquilina  
Ian Bailey  
Michelle Caruso  
Chris Donovan  
Valentine Mukuria  
Carol Christine North-Samardzic  
Tom Wang  
June Young

University of Wollongong  
Winedge  
IAP2  
Liverpool Catholic Club  
Western Sydney University  
Radio 2GLF  
Quest Liverpool  
Community Representative

### INVITEES

Angela Daly  
Basil Czerwaniw

South Western Sydney Local Health District  
South Western Sydney Local Health District

### COUNCIL STAFF:

Tim Moore  
Julie Scott  
Vi Girgis  
Brooke McDonald  
Rose Koch

Acting CEO  
Manager City Economy  
Senior Officer City Precinct  
Acting Festival and Business Events Officer  
Committees Officer (**minutes**)

### APOLOGIES:

Nathan Hagarty  
Susana Freitas  
Mckayla Vamarasi

Councillor, Committee Member  
Tourism Officer  
Community Representative

### ABSENTEES:

Gus Balloot  
Mazhar Hadid  
Marc Edwards

Councillor, Committee Member  
Councillor, Committee Member  
Club Liverpool, Committee Member



## OPEN

Meeting opened at 10:02 am

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Waller welcomed the meeting and noted all apologies.

**MOTION:** That all apologies on page 1 of the minutes be noted and endorsed by the Committee.

**Moved:** Cllr Shelton

**Seconded:** Michelle Caruso

On being put to the meeting, the motion was declared carried

### 2. DECLARATIONS OF INTEREST

Nil

### 3. ACKNOWLEDGEMENT OF PREVIOUS MINUTES

**MOTION:** That the meeting notes from the previous meeting held on 4 June, 2019 be adopted by the Committee.

**Moved:** Cllr Shelton

**Seconded:** June Young

On being put to the meeting, the motion was declared carried

### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 4.1 International Tourism Figures

Cllr Rhodes expressed concerns regarding the Baseline Visitor Figures study for the Liverpool LGA, and that hotels, such as Quest, should be contacted directly in order to collate the total figures.

Tom Wang advised that Quest feeds this information to Smith Travel Research (STR) and that he is unsure of the data that STR has, and whether this aligns with the figures provided to Liverpool City Council.

Senior Officer City Precinct advised that the methodology undertaken by Council's consultant involved collating the figures from international and national visitor surveys, which is categorised as best practice in the industry and used within all tiers of Government.

Mayor Waller advised that due to certain reasons, not all hotels were included in the figures, and that there is a protocol in how the information is gathered.

Mayor Waller sought to ascertain whether Cllr Rhodes was requesting that all local hotels are approached for the number of international visitors, which was confirmed. It was advised that this process would pose additional costs to Council.

This discussion was continued later at the meeting in general business.



## 5. PRESENTATION: NSW HEALTH - Smoking in Macquarie Mall findings

Angela Daly provided an overview to the Committee on the survey made in 2015 of the impacts resulting from smoking in Macquarie Mall. The highlights were as follows:

- In July 2015, commercial outdoor dining areas became smoke free, including playgrounds, entrances to public buildings and at or within 4 metres of a seated dining area at a licensed venue, restaurant or café;
- It is mandatory for commercial outdoor dining areas to have a "no-smoking" sign where food is served, therefore food premises may decide to dedicate an area to smoking;
- Post survey results indicated that premises deciding to designate smoking areas, had reported profit loss from food sales; and
- Few cafes at Macquarie Mall offered combined dining, one offered for smokers only and others offer food only, which are typically take away venues.

### Queries & Discussion

- i. Cllr Harle advised that the North Sydney area has become smoke free and queried whether data was available for before and after the implementation of the regulations.

Ms Daly advised that a section of Crows Nest, within the confines of North Sydney Council, was made smoke free and that there were no reported issues from the community. It was advised that this is a different demographic.

- ii. Cllr Hadchiti noted that the regulations are not enforced within areas designated for non-smoking, such as Martin Place.

Ms Daly advised that this involves cultural change which requires time, and was in agreement that there should be more enforcement. She also advised of the Tobacco Enforcement Unit based in St Leonards which targets Macquarie Mall, and has powers to issue cautions and fines.

Cllr Harle queried what would occur if an offending person were to refuse to pass over their details. Ms Daly advised that a fine cannot be issued, however the majority of people do want to do the right thing, where change is possible through education.

- iii. Cllr Rhodes queried whether statistics were available on the level of fines issued within Macquarie Mall.

**Action:** Ms Daly to provide Cllr Rhodes the statistics on the level of cautions and fines issued at Macquarie Mall or the Liverpool LGA, if Macquarie Mall data is not available.

- iv. Basil Czerwaniw advised that NSW Health is looking for a way to work with business owners that offer shisha smoking after hours, as the fines are not a deterrent due to significant profit made.
- v. Mayor Waller queried whether there will be an education program that covers issues relating to the culture of smoking.

Mr Czerwaniw confirmed that NSW Health is focusing on this.



## 6. PRESENTATION – Update by Senior Officer City Precinct

The Senior Officer City Precinct provided an overview of the upcoming events in the Liverpool LGA as well as the outcome of events recently held.

### Highlights:

- The Love Liverpool launch had an attendance of over 2,200 people and was overall positively regarded by those who had attended;
- Time Out magazine featured a print ad of “five fabulous things to do in Liverpool”;
- A discount program is available to students where they can look for a ‘Love Livo Students’ decal in shop windows and claim a discount from the business;
- The Love Livo Students event was held on 2 August at Macquarie Mall, which had participants from Westfield, Police, WSU and other organisations;
- CBD Exposed event was held on 21 July at the Library Forecourt with 300 students in attendance;
- Eat Your Heart Out event will be held on 31 August at Norfolk Serviceway, Liverpool;
- Love Livo Nights is a new pop-up laneway program which will be held on the first Thursday of every month from 5pm – 8pm.
- Love Livo Nights is funded by the Office of Responsible Gambling’s Activate Sydney@Night grant program.

### Queries & Discussion

- i. Ian Bailey noted that Norfolk Serviceway is not very salubrious location in Liverpool and queried how the Eat Your Heart Out event would work.

Senior Officer City Precinct advised that the idea is to bring attention to the different food and beverage businesses in Liverpool, particularly in Norfolk Serviceway, while also activating these regions of Liverpool to change negative perceptions.

- ii. Carol Christine North-Samardzic queried whether consideration was given for disabled parking and improved mobility to the Eat Your Heart Out event, as there were insufficiencies at the DMP launch.

Senior Officer City Precinct advised that this feedback will be taken into consideration for future events.

- iii. Clr Rhodes queried the process of engaging with Time Out magazine, and whether the staff involved had liaised with those from the International Chinese magazine that was presented at a previous Tourism & Events Committee.

Senior Officer City Precinct advised that this query will be taken on notice.

**Action Item:** Senior Officer City Precinct to investigate the above.

- iv. Clr Hadchiti noted that Senior Officer City Precinct’s Visions of Peace was nominated for the LG Awards, and that this is an important acknowledgement within the Committee.
- v. Clr Hadchiti supported holding the Eat Your Heart Out event in Norfolk Serviceway due to bringing people to a different part of the CBD and instilling local pride amongst residents and business owners.



- vi. Cllr Harle requested that there is adequate lighting when holding these events around the heart of the Liverpool CBD, as there were previous complaints of faulty lighting.  
Senior Officer City Precinct advised that there is a considerable lighting budget for these events in order to tackle safety issues.
- vii. Michelle Caruso praised the initiative and efforts of Council in gaining funding for the Love Livo Nights program.

## 7. GENERAL BUSINESS

### 7.1 International Tourism Figures

Cllr Rhodes continued the discussion from item 4.1 when the issue was brought to this Committee, that Council should have base figures of actual visitation, to measure any levels of growth or decline. She added that it would give the opportunity of reconfirming the figures placed into the Destination Management Plan (DMP) for the international tourism sector in Liverpool.

Cllr Rhodes added that to ensure the accurate figures are available, this would involve the survey company STR, to consult with the local hotels.

Acting CEO advised that the approach Council has taken in gathering the baseline data is following industry standards, consisting of a representative sample. He further added that it captures the figures of visitors to the area who aren't staying in the hotels, as they are staying with friends and relatives.

Acting CEO advised that if Council is to undertake surveys with the hotels, this would present an operational budget impact, which would be a matter for Council to decide.

Senior Officer City Precinct advised that the surveys already undertaken fall under the industry best practice and is the standard used by Federal and State bodies for tourism planning. Any changes to the approach would skew the results, therefore making it difficult to compare the data of Liverpool City Council with other Councils. She highlighted that any data obtained from hotels does not take into account the 80% of overall international tourists to Liverpool who are visiting friends and relatives, who often stay in homes.

Cllr Rhodes added that this request was intended for Council to initiate the undertaking of a survey and to confirm the number of international tourists that are staying in hotels around the Liverpool LGA, and that it is required that the hotels are consulted with directly for this information.

Mayor Waller advised that this is a different set of statistics for this particular cohort, as the majority of tourists to Liverpool are visiting friends and relatives.

Cllr Rhodes advised that by obtaining this data, it will provide significant insights such as tracking the increase or decrease of international visitors to Liverpool.

Tom Wang from Quest confirmed that he has access to these figures. Cllr Hadchiti requested that Mr Wang send this information through to Council and also requested the owners of all other local hotels in the LGA to submit this information.

Mr Wang advised that this data is very general and that there are uncertainties around accuracies and analytical conclusions, therefore this should be taken into consideration before utilising this information for Council's efforts.

**Action:** Council staff to contact the local hotels directly for figures of international tourism within the Liverpool LGA.



## CLOSE

**Meeting closed at 11:58 am.**

## NEXT MEETING

Tuesday 1 October

10am – 12pm

Gold Room, Liverpool City Council

**CTTE 02****Minutes of the Civic Advisory Committee  
meeting held on Monday 2 September 2019**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	220225.2019
<b>Report By</b>	George Georgakis - Manager Council and Executive Services
<b>Approved By</b>	Andrew Stevenson - Chief Strategy and Engagement Officer

**EXECUTIVE SUMMARY**

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This report is tabled in order to present the Minutes of the Civic Advisory Committee Meeting held on 2 September 2019.

**RECOMMENDATION**

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That Council receives and notes the Minutes of the Civic Advisory Committee meeting held on 2 September 2019.

**REPORT**

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The Minutes of the Civic Advisory Committee meeting held on 2 September 2019 are attached for the information of Council.

The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

The meeting also considered the nominations and made recommendations for people to receive the Order of Liverpool Awards for 2019. As this information contains personal information, that part of the minutes has been included in a separate report in the Confidential Section of this meeting agenda.

**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.

**ATTACHMENTS**

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1. Civic Advisory Committee Minutes from 2 September 2019 - Excluding Item 5





This meeting was recorded for minute taking purposes

## MINUTES FROM CIVIC ADVISORY COMMITTEE MEETING 2 SEPTEMBER 2019

### COUNCILLORS:

Ali Karnib  
Tony Hadchiti  
Peter Harle  
Karress Rhodes

Deputy Mayor (**Chairperson**)

### COMMITTEE REPRESENTATION:

Colin Harrington  
Noel Short  
Stephen-Dobell-Brown  
Alf Vella

Geoff Neville  
Antonio Pascale  
Bob Brassell  
Ellie Robertson  
June Young  
Jacquie Burne

Former Mayor  
Former Mayor  
Former Councillor  
Former Councillor and also representing City of  
Liverpool & District Historical Society  
Former Councillor  
Former Councillor  
Former Council Civic Officer  
Community Member  
Community Member  
Holsworthy Army Barracks (Defence)

### COUNCIL ATTENDEES:

Dr Eddie Jackson  
Dr Clare Cochrane  
Mark Brookfield  
George Georgakis  
Rose Koch

Director City Community & Culture  
Public Arts Officer  
Operational Risk and Insurance Coordinator  
Manager Council & Executive Services  
Committees Officer (**Minutes**)

### APOLOGIES:

Geoff Shelton  
Alyson Infanti  
Thomas Wheeler  
Jeanette Jackson  
Margaret Favelle

Councillor  
Civic/Citizenship Coordinator  
Heritage Officer  
Quota International  
Rotary International



## OPEN

Meeting opened at 10:01 am

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Deputy Mayor Karnib opened the meeting and noted all apologies, as shown on page 1 of the minutes.

### 2. DECLARATIONS OF INTEREST

Bob Brassell declared a non-pecuniary (less than significant) interest in Item 5 - Order of Liverpool Awards as he nominated one of the nominees, which he advised he did not score.

Alf Vella declared a non-pecuniary (less than significant) interest in Item 5 - Order of Liverpool Awards as he knows one the nominees. He also did not vote on this item.

### 3. PREVIOUS MINUTES

It was advised that the minutes of the previous meeting held on 3 June, 2019 as previously distributed, had been received and noted at the 26 June 2019 Council meeting.

### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 4.1 Queries relating to Holsworthy Army Barracks

Manager Council & Executive Services highlighted the action items below from the minutes of the previous meeting and reported the emailed responses from Mr Dan Hunnisett (of the Holsworthy Army Barracks) to the Committee.

**Action Item:** Dan Hunnisett to investigate whether claims had been made by landowners for negative property valuations due to PFAS infestation.

It was advised that there are no PFAS related non-litigated claims against Defence in the Liverpool/Holsworthy area.

**Action Item:** Dan Hunnisett to investigate whether the Holsworthy Army Barracks will host further meetings in relation to PFAS.

Jacque Burne advised that a community newsletter was produced by the PFAS team in Defence, and that the next steps will involve the drafting of the Human Health and Ecological Risk Assessment, which will be submitted to the Project Control Group for review. It was advised that a further community meeting will also be held.

#### 4.2 Centenary of ANZAC Project Update

Dr Clare Cochrane provided an update on the below action item from the previous meeting.

**Action Item:** The Public Arts Officer to provide an update on the location site options for the placement of the Centenary of ANZAC sculpture, to the next Civic Advisory Committee meeting.

It was reported that Council is seeking additional sites for the ANZAC memorial, and that the Holsworthy Army Barracks have been prompted to accept or reject Council's proposal to install the



art work on their land. Dr Cochrane added that once a response has been received, Council's Director City Community & Culture will be liaising with the office of Craig Kelly MP.

Site locations considered included the following:

- The John Edmondson VC Memorial Park has been flagged, however issues with the park include the small size, close proximity of residential homes, drainage infrastructure and park access; and
- Mill Park in the vicinity of Casula Parklands and just outside the Hughes electorate was also flagged.

Dr Cochrane noted that the grant funding was originally to be spent on a location in the Hughes electorate, however apart from the John Edmondson VC Memorial Park, there are very limited options. It was highlighted that the Artist had suggested that the art work be placed in the original location, therefore all options will be exhausted.

#### 4.2 Cenotaph at Berryman Reserve

Dr Cochrane advised that she had liaised with the Artist and they had come to an agreement on new plantings around the Cenotaph, and that the location of the stepping stones to enter the work is still yet to be determined in order to commence plantation works.

Council's Operational Risk and Insurance Coordinator advised that there are no statistics indicating vehicles running off the road and into Berryman Reserve. It was added that to place bollards to the site would cost Council approximately \$20,000 - \$30,000 and given the low visitation rates, it would not be recommended.

#### 4.3 Feasibility of the installation of flag poles in the Liverpool LGA & Kirkpatrick Boyland Park

The Manager Council & Executive Services had provided a handout of the Heritage Officer's emailed response to the following motions from the previous meeting.

**MOTION:** A report to consider the feasibility of the installation of flag poles in the Liverpool LGA and appropriate sites to place flagpoles for flags to be flown 24/7.

The Heritage Officer's emailed response was as follows:

*"Council installed three flag poles at the site as a part of the Cenotaph. Lighting was not installed as the park is not serviced and the cost of providing electricity to the site was estimated at over \$40,000.*

*An option could be solar up lighting as this would negate the need for servicing the site, however this was not investigated at the time due to budget limitations.*

*The flying of the Australian flag, Aboriginal flag and either Liverpool's flag or the state flag would be possible on the site, however it would require Council's City presentation team to regularly attend to the flags. It is national protocol that the flags be lowered and removed when raining and only fly at night if there is up lighting. Further, the flags need to be replaced whenever torn or damaged. This is currently not occurring and would require direction to be provided."*

**MOTION:** Council's Heritage Officer to provide an update on the memorial stones at Kirkpatrick Boyland Park and investigate the actions to be taken during the proposed road widening works at Fifteenth Avenue.

The Heritage Officer's emailed response was as follows:



*"Back in 2014, it was proposed to restore the memorial stones and plaques currently located on the site. Grant funding was received, however due to the proposed road works the restoration works were not commenced.*

*I am currently seeking advice from City Presentation who were responsible for carrying out the works.*

*Council is currently developing an urban design framework and is reviewing tenders to engage a consultant to develop a strategic concept design for Fifteenth Avenue. A revised approach to the road has been instigated due to the announcement of the Western Sydney Airport with the previous design developed prior to the airport being confirmed.*

*We will not know the full impact to the park until this strategic concept design has been finalised.*

*Initial indications are that the proposal will not take the entirety of the park, as such, there may still be space for the monuments to be retained within the park.*

*Therefore it is proposed to retain the monuments within Kirkpatrick Boyland Park, however this will be subject to further detail in relation to the road.*

*Unlike the Brown Memorial which was not located within a dedicated park, the Kirkpatrick and Boyland memorials are, therefore it is preferred that the memorials stay within the park that was dedicated as a memorial to the two identities."*

## **5. 2019 ORDER OF LIVERPOOL AWARDS**

### **Note:**

As this part of the minutes contains personal information regarding recommended recipients to receive an Order of Liverpool Award, it has been excluded from these minutes. A separate report is on the Agenda for the 25 September 2019 Council meeting under confidential cover regarding the Order of Liverpool Awards, which contains this section of the minutes.

## **6. AUSTRALIA DAY AWARDS**

The Manager Council & Executive Services reminded the Committee that the nominations for the 2020 Australia Day Awards close on 10 September 2019.

## **7. GENERAL BUSINESS**

### **6.1 Gift of Time Awards**

June Young thanked Council on their efforts in organising the Gift of Time Awards in conjunction with the Heroes Awards, and added that the event should continue to be held in this manner.

Ms Young expressed concerns of attendees who had RSVP'd, however their names were not listed on the night of the event and requested that this be addressed for future events.

### **6.2 List of Memberships and External Groups**

Colin Harrington added that it may be worthwhile for all Committee members to list all of the external groups they are members of, to assist those who may struggle to determine whether they have a pecuniary or non-pecuniary interest for an agenda item.



### 6.3 Casula Parklands

Bob Brassell congratulated Council on their efforts in developing Casula Parklands.

Mr Brassell did however express concern on the lack of BBQ facilities and insufficient parking, leading people to cook by using open fires with leaves, as well as vehicles driving on garden beds and near the children's playground.

Clr Harle advised that these issues had been raised at the Environmental Advisory meeting and are being attended to.

### 6.4 Road Ownership – Anzac Road

Stephen Dobell-Brown made reference to the following from the previous minutes:

*"Department of Defence owns the section of Anzac Road between the Liverpool Fire Station towards Heathcote Road, however it does not have ownership of the two roundabouts on this road."*

Mr Dobell-Brown requested that the Traffic or Property team to re-determine the jurisdiction of Anzac Road, due to a historical anomaly.

**Moved:** Stephen Dobell-Brown

**Seconded:** Bob Brassell

**MOTION:** That Council's Traffic and Property teams reconsider the jurisdiction of the Department of Defence for Anzac Road, and determine whether ownership should be reverted to Liverpool City Council or the Moorebank Intermodal Company.

On being put to the meeting, the motion was declared carried.

## **CLOSE**

Meeting closed at 11:27 am.



**CTTE 03**

**Minutes of the Environment Advisory Committee  
Meeting held on 6 August 2019**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Develop, and advocate for, plans that support safe and friendly communities
<b>File Ref</b>	221433.2019
<b>Report By</b>	Michael Zengovski - Manager City Environment
<b>Approved By</b>	Raj Autar - Director City Infrastructure and Environment

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Environment Advisory Committee Meeting held on 6 August 2019.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Environment Advisory Committee Meeting held on 6 August 2019.

**REPORT**

The Minutes of the Environment Advisory Committee held on 6 August 2019 are attached for the information of Council.

The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

**CONSIDERATIONS**

<b>Economic</b>	Enhance the environmental performance of buildings and homes.
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<b>Environment</b>	<p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p>
<b>Social</b>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Encourage the community to engage in Council initiatives and actions.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

## **ATTACHMENTS**

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1. EAC Minutes - 6 August 2019



This meeting was recorded for minute taking purposes

## MINUTES FROM ENVIRONMENT ADVISORY COMMITTEE MEETING 6 AUGUST 2019

### COUNCILLORS:

Geoff Shelton  
Peter Harle

Councillor (**Chairperson**)  
Councillor

### COMMITTEE REPRESENTATION:

Ian Bailey  
Stephen Dobell-Brown  
Rosalyn Faddy  
Patricia Glossup  
Floret Meredith  
Ellie Robertson  
Robert Storey  
Signe Westerberg  
Michael Streatfield

Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Environment Group Sub-Committee Rep

### COUNCIL ATTENDEES:

Michael Zengovski  
Raj Autar  
Madhu Pudasaini  
Alexi Gilchrist  
Chris Guthrie  
Shaun Beckley  
Steven Hodosi  
Cameron Jewell  
Rose Koch

Manager City Environment  
Director City Infrastructure and Environment  
Manager Technical Support  
A/Coordinator Environment Restoration Plan  
Senior Business Liaison  
Manager Infrastructure Planning  
Coordinator Environmental Operations  
Strategic Planner  
Committees Officer (**Minutes**)

### APOLOGIES:

Karress Rhodes  
Peter Patterson  
Francis Cooray

Councillor  
Director City Presentation  
Community Representative





## OPEN

Meeting opened at 17:40 pm

## 1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Shelton welcomed the Committee and acknowledged the traditional custodians of the land. Apologies were noted.

## 2. DECLARATIONS OF INTEREST

Nil

## 3. MINUTES FROM PREVIOUS MEETING

The Committee endorsed the minutes from the previous meeting.

**Motion:** That the minutes from the previous EAC meeting on 4 June, 2019, be endorsed by the Committee.

**Moved:** Stephen Dobell-Brown

**Seconded:** Signe Westerberg

On being put to the meeting, the motion was declared carried.

## 4. PRESENTATION

### 4.1 Coopers Paddock VPA – Update by Senior Business Liaison

Council's Senior Business Liaison provided an overview of the Coopers Paddock Voluntary Planning Agreement (VPA) in response to a request put forward at the previous meeting, for an update on the status of the Vegetation Management Plan (VMP) in the area.

Senior Business Liaison advised that to achieve the rezoning of the industrial sites, Council had entered into a Voluntary Planning Agreement with the Australian Turf Club (ATC), thus paving way to road and footpath upgrades between the developments of William Inglis and Stockland.

It was advised that Council held individual bonds for all items of VPA works to be completed by the proponents, with the exception of 'Management of the Designated Land'. Council has released 95% of the bond values for completed items.

The area referred to as Coopers Paddock, which is to receive a shared bike and pedestrian path and ecological restoration works, was illustrated on a map to the Committee. Senior Business Liaison advised that the path had been constructed on the easement between Stockland and Sydney Water land. ATC while having submitted a DA, is yet to obtain consent from Council to complete the works in full, as Council requires a detailed contamination investigation to be completed to determine if Coopers Paddock is contaminated.

Manager Infrastructure Planning advised that to progress remaining works, a meeting is to be scheduled in the near future between the ATC and Council.



### Discussions and Actions Arising

- i. Robert Storey advised that during the initial subdivision stages of the site and prior to construction, the issue of contamination was noted in the original consultancy report, and that it was part of the DA agreement that any contamination would be removed overall from the site.  
  
**Action:** Manager Infrastructure Planning to review the report and identify whether issues of contamination were considered and actioned for removal prior to the construction of Coopers Paddock.  
  
A/Coordinator Environment & Restoration Plan advised that this report may have referred to certain zones, specifically the industrial area, which has since been treated. Much of the foreshore reserve was inaccessible due to weed coverage at that time.
- ii. Signe Westerberg noted the foreshore reserve contains a delicate ecosystem and asked as to the actions undertaken by Council for its protection.  
  
A/Coordinator Environment & Restoration Plan advised that the shared path occurs outside the statutory forty-metre buffer for riparian corridors and that its footprint occurs outside the Powerful Owl habitat in the southern portion of the site. It was advised that construction of the path included requirements for a fence between the cycleway and the Powerful Owl habitat, limiting public access into that area.
- iii. Ms Westerberg queried whether protection mechanisms will be in place for the banks and waterways during construction.  
  
Senior Business Liaison advised that further stabilisation works are to be forthcoming.
- iv. Ellie Robertson queried how Council's extent of protection for the Powerful Owl population is monitored, and whether a mechanism can be in place to count the population.  
  
A/Coordinator Environment Restoration Plan advised that the population is on private land still owned by the ATC. Ongoing monitoring of the Powerful Owl is the responsibility of the Project Ecologist in managing the site, therefore a report can be requested.  
  
**Action:** A/Coordinator Environment Restoration Plan to ask Project Ecologist to provide update on monitoring of the Powerful Owl population within the foreshore reserve.
- v. Ms Westerberg queried whether surveys have been made in the area, and whether Council had considered undertaking community environmental activities on the site, such as National Tree Day.  
  
A/Coordinator Environment Restoration Plan advised that flora and fauna studies were undertaken as part of preparations for the VPA and VMPs, and apart from this Council has not made further consideration of repair works due to limitations with access. As future works remain, it is unclear what opportunities exist and what further works may be required.  
  
It was advised that site inspections have been made and that there may be capacity to carry out works, and incorporate community activation, however this is contingent on the land being dedicated to Council after VPA works have been executed.
- vi. Dr Meredith noted that it would be beneficial for Committee members to have pertinent background information on agenda items prior to the meetings being held in order to prepare and provide useful feedback on points of discussion.

### 4.2 Local Environmental Plan Review

The Strategic Planner provided an overview of the Local Strategic Planning Statement (LSPS), which is a 30 year vision for Liverpool and is established as part of the Local Environmental Plan (LEP) review. It was advised that the exhibition period was due to close on 9 August 2019.



### Discussions and Actions Arising

- i. Patricia Glossup queried whether bus services will be provided through Western Sydney Airport (WSA), for people to get dropped off inside the premises.

The Strategic Planner advised that Council is advocating for a transport interchange at the airport, where planning is in the early stages and discussions are being held between Council, WSA Corporation and Transport for NSW.

- ii. Ms Robertson queried how the installation of black roofs on new residential dwellings have been approved.

The Strategic Planner advised that residential developments occur within a State policy called the Exempt and Complying Development Codes Strategic Environmental Planning Policy (Codes SEPP) and that once a certain criteria is met for a house, a private certifier can sign off on this application. It was highlighted that Council does not get adequate input on these development applications, however it is undertaking works to improve this problem through advocacy.

A/Coordinator Environment Restoration Plan advised that certain representatives from the Department of Planning, Industry & Environment (DPIE), had indicated that they are reviewing the issues evident in the areas such as Austral, Oran Park and Middleton Grange; seeking to address lot size ratios and the presence of trees and canopy, which affect liveability and Urban Heat Island Effect.

- iii. Ms Robertson sought to ascertain whether Council has had a say in the decision to place residential properties for miles and miles without tree presence.

The Coordinator Environmental Operations advised that in Edmondson Park, they had found that the allocated tree spaces in front of properties as per the development requirements was inadequate due to the presence of underground services. It was added that many trees are requested for removal due to problems of root damage impacting on the infrastructure, rendering their installation unsustainable.

The Coordinator Environmental Operations added that as per the State policies, Council has little say in these developments.

Clr Harle added that he has raised these issues at the Planning Panel and it was also raised as part of the feedback for the LSPS.

- iv. Rosalyn Faddy raised concerns of residential dwellings in Oran Park that are very close together. The Strategic Planner advised that many Councils are raising this issue to the DPIE.

## 5. GENERAL UPDATES

### 5.1 Speaking for the Planet Results

A/Coordinator Environment Restoration Plan summarised the outcome of the Speaking for the Planet event held on 7 June, with a number of schools within Campbelltown, Camden and Liverpool Councils that participated.

The winner and runner up of the prepared speech category were from Unity Grammar College within the Liverpool Local Government Area.

### 5.2 ERP Financial Snapshot



Manager City Environment provided an overview of the ERP Financial Snapshot for the 2018-19 financial year.

- Environmental Levy totalled \$1,703,157;
- Transfer expenditure from the Environmental Levy totalled \$884,507; and
- Ending balance as of 30 June, 2019, totalled \$4,990,235.

#### Discussions and Actions Arising

- i. Stephen Dobell-Brown queried whether Council would be in a position to utilise funding to purchase sites with environmental significance, particularly of remnant bushland near Progress Circuit in Prestons.

Clr Shelton added that there is likely a covenant on the land, and if this is the case it should be a private expense.

A/Coordinator Environment Restoration Plan (ERP) advised that this is not a valid use of the Levy, noting that it was not included as an item in the ERP, the fixed package of projects and programs governing the expenditure of the Levy. It was added that any expenditure of this sort would need to be explored using other funds, such as general revenue.

- ii. Michael Streatfield advised that he had hoped for a more detailed financial breakdown detailing the projects and programs where the Levy is to be spent.

**Action:** A/Coordinator Environment Restoration Plan to provide a financial breakdown of the Environment Levy expenditure for discussion at the next EAC meeting.

- iii. Ms Westerberg queried whether Council has looked at opportunities to increase funding in order to address the staff shortages at Council, particularly for the ERP Team.

A/Coordinator Environment Restoration Plan advised that a business case is in process for signoff with the Bush Regeneration Team, doubling their resourcing. It was added that there are other opportunities to improve environmental outcomes in the LGA and that Council has other business units that contribute in this regard, in addition to the ERP Team.

**MOTION:** That this Committee congratulates the efforts of the ERP team at Council and advocates for additional resourcing where required.

**Moved:** Signe Westerberg

**Seconded:** Robert Storey

On being put to the meeting, the motion was declared carried.

#### 5.3 Update on Glyphosate use

Coordinator Environmental Operations advised that Glyphosate was introduced to the market in 1970, and that its mechanism to treating weeds is by blocking the enzyme pathways for their growth. It was noted to be the most commonly used herbicide in the world, particularly Roundup®.

It was advised that due to recent international events and community concerns, Council is exploring alternative options such as the trialling of Slasher, an organic herbicide.

Alternatives to Roundup mentioned included thermal methods, such as steam weeding, and mechanical and manual removal. Coordinator Environmental Operations advised that Roundup continues to be used so long as the Australian Pesticide & Veterinary Medicine Authority (APVMA) deems it safe. In doing so, staff will utilise the required risk management approach, including Personal Protective Equipment, per APVMA guidelines for safe use.





Coordinator Environmental Operations advised that while alternatives are being considered, glyphosate cannot be fully phased out. It was added that the Bush Regeneration team has reduced their use of Glyphosate.

A/Coordinator Environment Restoration Plan noted that Slasher is a strong acid that destroys leaf structures. It will affect any vegetation it touches, unlike Glyphosate, which affects photosynthesis in certain types of plants. It was also noted that Slasher may require repeat treatments on the more resilient weeds, which tend to reshoot.

#### **Discussions and Actions Arising**

- i. Cllr Shelton queried how the alternative products stack up financially.

Coordinator Environmental Operations advised that Weed Slasher is significantly more costly and can only be used under certain circumstances.

### **6. GENERAL BUSINESS**

#### **6.1 Letter from Peter Fraser**

Mr Fraser had suggested that the EAC meetings be moved to day time.

Ms Westerberg advised that while she supports Mr Fraser's concerns, this would not be ideal for Committee members who work during the day.

**MOTION:** This Committee recommends that Council staff work with Peter Fraser for alternative solutions for his attendance of the EAC meetings, such as teleconferencing.

**Moved:** Stephen Dobell-Brown

**Seconded:** Signe Westerberg

On being put to the meeting, the motion was declared carried.

#### **6.2 National Tree Day**

Ms Westerberg congratulated the efforts of Council staff that made National Tree Day a success.

Coordinator Environmental Operations advised that 300 people had attended the event, where approximately 40 late arrivals were turned away as plant supply had been exhausted.

#### **6.3 Stray cat population in Liverpool**

Ms Robertson advised of local veterinarians who expressed major concern about stray cat populations within the LGA.

A/Coordinator Environment & Restoration Plan advised the topic is tabled for discussion at the October Meeting and that a representative of the Community Standards team, responsible for companion animals, will be on hand to provide the local government context. It was also advised that other animal welfare agencies will be invited to contribute to the discussion of these issues.

#### **6.4 Acacia Pubescens on Council road reserves**



Stephen Dobell-Brown noted the presence of *Acacia Pubescens* at two locations: on a roadside near 125 Fourteenth Avenue, Austral and on Council's road reserve on Campbell Street, Liverpool, opposite 2B Park Road, on the southern side of the open drain.

**Action:** Coordinator Environmental Operations to investigate and advise management response to protect the *Acacia Pubescens* in these areas.

## CLOSE

**Meeting closed at 7:49 pm.**

<b>CTTE 04</b>	<b>Notes of Aboriginal Consultative Committee Meeting held on 2 May 2019 and Minutes of the Aboriginal Consultative Committee Meeting held on 1 August 2019</b>
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<b>Strategic Direction</b>	Leading through Collaboration Increase community engagement
<b>File Ref</b>	222670.2019
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

## **EXECUTIVE SUMMARY**

This report is tabled in order to present the notes of the Aboriginal Consultative Committee Meeting held on 2 May 2019 and the Minutes of the Aboriginal Consultative Committee Meeting held on 1 August 2019.

## **RECOMMENDATION**

That Council receives and notes the Notes of the Aboriginal Consultative Committee meeting held on 2 May 2019; and the Minutes of the Aboriginal Consultative Committee meeting held on 1 August 2019.

## **REPORT**

The Notes of the Aboriginal Consultative Committee held on 2 May 2019 and Minutes of the Aboriginal Consultative Committee held on 1 August 2019 are attached for the information of Council.

The Notes and Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

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**CONSIDERATIONS**

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<b>Economic</b>	Facilitate the development of new tourism based on local attractions.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	<p>Raise awareness in the community about the available services and facilities.</p> <p>Provide cultural centres and activities for the enjoyment of the arts.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p> <p>Promote community harmony and address discrimination.</p>
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this report.

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**ATTACHMENTS**

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1. Notes of the Aboriginal Consultative Committee Meeting held on 2 May 2019
2. Minutes of the Aboriginal Consultative Committee meeting held on 1 August 2019





## NOTES FROM THE ABORIGINAL CONSULTATIVE COMMITTEE MEETING

2 May 2019

### COUNCILLORS:

Mayor Wendy Waller  
Councillor Geoff Shelton

Liverpool City Council  
Liverpool City Council

### COMMITTEE MEMBERS:

Aunty Norma Shelley  
Aunty Lexie Carroll  
Sandy Oldfield

Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member (Acting Chairperson)

### COUNCIL ATTENDEES:

Norma Burrows  
Dr Clare Cochrane

Liverpool City Council  
Liverpool City Council

### GUESTS:

Vanessa Nagy

Mainsbridge School

### APOLOGIES:

Aunty Gail Smith  
Aunty Maggie Neal  
Christine Nickel  
Kerriane Garrard  
Ruth Maginness  
Emma Eldridge  
Amy Eldridge  
Stephen Dobell Brown  
Sandra Kitching

Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member (Chairperson)  
Aboriginal Community Member  
Community Member  
Aboriginal Community Member



## 1. WELCOME, ATTENDANCE AND APOLOGIES

Sandy Oldfield welcomed everyone to the meeting and Aunty Norma Shelley conducted the Acknowledgement to Country.

## 2. GUEST SPEAKERS

### 2.1 Vanessa Nagy, Mainsbridge School

Committee members were advised of Mainsbridge School's plans to develop and implement a Reconciliation Action Plan (RAP). The RAP will guide Mainsbridge's vision for reconciliation, and assist with creating a learning environment that recognises and values Aboriginal and Torres Strait Islander people and culture.

The school is hoping to take positive action in a society that embraces diversity, equality and the contributions of all. Mainsbridge will work with the school and community to develop their RAP and sought interest from committee members to assist in developing the RAP. Aunty Lexie Carroll agreed to assist in this process, and suggested involving local Elders who conduct cultural talks in local schools.

**ACTION:** Committee member Aunty Lexie Carroll to liaise with local Elders regarding working with Mainsbridge School in the development of their RAP.

### 2.2 Dr Clare Cochrane, Liverpool City Council Public Arts Officer

Committee members were advised of Council's public arts projects. Council's Public Art Survey was on public exhibition from 3 April 2019 to 2 May 2019. 851 community members viewed the Public Arts Survey, and 570 responses were received.

Committee members were advised that based on this survey, community members preferred to see sculptures, murals, street art and lightworks installations, mosaics, paintings and videos as public art. Committee members offered suggestions of locations for public art, including along the Georges River such as in Lighthorse Park, Mill Park, Bigge Park and the City Centre, such as Macquarie Mall.

The results of this survey will support Council's Public Arts Policy and Strategy.

## 3. DECLARATION OF INTEREST

Nil

## 4. CONFIRMATION OF PREVIOUS MINUTES

As quorum was not achieved at this meeting, confirmation of the minutes of the previous meeting will be held over to the next meeting.



## 5. BUSINESS ARISING FROM PREVIOUS MINUTES

A number of actions from the previous meeting will be carried over to be addressed at the next meeting.

### 5.1 Maria Lock sign

Committee members were advised Council is investigating the renewal of the Maria Lock sign located next to the Brickmakers Drive TWAY Bus Stop. Committee members were advised that further investigation is required and an update will be provided at the next meeting.

### 5.2 "Cabrogal to Fairfield" book

Committee members were advised that the Community Development Worker (ATSI) is seeking a stockist to purchase the "Cabrogal to Fairfield" book for members. A further update will be provided at the next meeting.

## 6. GENERAL BUSINESS

### 6.1 Development Application: 25 Brown Avenue, Austral

Committee Members were advised that the owner of 25 Brown Avenue Austral (also known as 30 Seventh Avenue Austral) has lodged a Development Application (DA) to subdivide their property from one lot to 20 lots for a residential development. As part of the DA requirements, the owner has engaged Apex Archaeology (Apex) to conduct an Aboriginal Assessment at the site.

The proposed residential development is within a 50-metre radius of known Aboriginal sites.

Aunty Lexie Carroll agreed to review this report and provide feedback to the Committee at the next meeting.

**ACTION:** Committee Member Aunty Lexie Carroll agreed to provide feedback to the Committee on the Aboriginal Assessment report of 25 Brown Avenue, Austral and provide feedback at the next meeting.

### 6.2 Western Sydney Parklands – Southern Parklands

Committee Member Aunty Norma Shelley provided feedback to the committee on a recent site visit to the Southern Parklands. Council and the community will continue to provide input into the design of the parklands in the coming months.



## 7. REPORTS BACK FROM COMMITTEES

### 7.1 Liverpool Local Aboriginal Research Report

No report from this Committee for this meeting.

### 7.2 2168 Committee Report

Aunty Lexie Carroll provided an update from the most recent community meeting at Miller. As part of the Miller Square redevelopment the wall murals were revitalised and new artwork included. Old garden beds were also refreshed with new plants.

### 7.3 Heritage Advisory Committee

No report from this Committee for this meeting.

### 7.4 Local Aboriginal Land Council (LALC) update

No reports from the Local Aboriginal Land Councils for this meeting. Committee Members discussed the recent general meeting of Gandangara LALC. Committee Member Aunty Lexie Carroll suggested training workshops be offered to the community in order to gain a better understanding about Crown Lands and the Aboriginal Land Rights Act.

**ACTION:** Community Development Worker (ATSI) to investigate opportunities for training workshops about Crown Lands and Aboriginal Land Rights Act for the community.

### 7.5 Liverpool City Council report

Councillor Geoff Shelton provided an update from the most recent Council meeting:

- The Minister for Industry, Science and Technology Karen Andrews announced \$35 million in funding for the newly-formed Future Food Systems Cooperative Research Centre. The first of six food hubs will be located in Liverpool, where researchers, growers and manufacturers will work together to find new ways to meet the growing demand for Australia's high-quality produce locally and internationally;
- Council adopted the draft Liverpool Development Control Plan 2008 (Amendment 33). Shopping trolleys must include a coin deposit or restriction feature which will stop wheels once they leave the shopping centre;
- The 2019/20 Council Budget is currently on public exhibition;



- Council is investigating additional parking at the Whitlam Centre, which will have up to 300 car park spaces, and an additional 200 car spaces in Speed Street. Council voted against turning off the meters and explained the essential need for parking meters;
- Councils within the South West Sydney region are in discussion regarding a shared Animal Welfare Centre to help reduce operational costs. A partnership with Blacktown Council regarding a facility in Glenmore is proposed;
- Council is currently in negotiations to renew its waste collection contract;
- Council adopted the Destination Management Plan 2018/19-2022/23;
- Council's 'Busking Policy' is due for renewal. The advice of Committee members is sought on whether to fully or partially exempt persons of Aboriginal descent from compliance with this policy; and
- A Notice of Motion regarding the removal of parking meters was raised. From 1 July 2019, Council will direct all revenue raised from parking meters to parking related activities.

**ACTION:** Committee members to receive further information on Council's Busking Policy at the next meeting.

#### • CLOSE

There being no further business, the meeting closed at 8.00pm.

#### • NEXT MEETING

The next meeting will be on 1 August 2019, 6pm at Liverpool PCYC (Cartwright Avenue, Miller).



## MINUTES FROM THE ABORIGINAL CONSULTATIVE COMMITTEE MEETING

1 August 2019

### COUNCILLORS:

Councillor Geoff Shelton

Liverpool City Council

### COMMITTEE MEMBERS:

Emma Eldridge  
Aunty Norma Shelley  
Aunty Maggie Neal  
Christine Nickel  
Kerriane Garrard  
Ruth Maginness

Aboriginal Community Member (Chairperson)  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member

### COUNCIL ATTENDEES:

Norma Burrows

Liverpool City Council

### GUESTS:

Troy Davis

Gandangara Local Aboriginal Land Council

### APOLOGIES:

Mayor Wendy Waller  
Sandy Oldfield  
Sandra Kitching  
Aunty Gail Smith  
Aunty Lexie Carroll  
Stephen Dobell Brown

Liverpool City Council  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Aboriginal Community Member  
Community Member



## **1. WELCOME, ATTENDANCE AND APOLOGIES**

Norma Burrows welcomed everyone to the meeting and conducted the Acknowledgement of Country.

## **2. CONDOLENCES**

Committee Members observed one minute of silence to acknowledge the passing of Committee member Aunty Gladys Nimmitt.

Committee members were advised that notices of condolence by Mayor Wendy Waller for Aunty Gladys and Anwar Khoshaba, former Mayor of Fairfield City Council, were presented at Council's meeting on 31 July 2019.

## **3. DECLARATIONS OF INTEREST**

Nil

## **4. CONFIRMATION OF PREVIOUS MINUTES**

The meeting held on 2 May 2019 did not achieve a quorum.

## **5. BUSINESS ARISING FROM PREVIOUS MINUTES**

There was no business arising from the previous minutes.

## **6. GENERAL BUSINESS**

### **6.1 NAIDOC Week event held at Bigge Park**

Committee member Aunty Maggie Neal congratulated Council and all of the staff involved in the planning of the NAIDOC Week event held in Bigge Park. Jasmine Burrows was congratulated for her performance for the Acknowledgement of Country.

### **6.2 Casula Parklands**

Committee member Aunty Norma Shelley raised concerns regarding the lack of shade and seating within Casula Parklands. Committee members suggested that Council install more seating and tables with shade.

Committee members discussed a potential shuttle bus from the Liverpool CBD and Liverpool Train Station to Shepherd Street to provide greater access to the Casula Parklands.

### **6.3 Copyright of the Aboriginal Flag**

Committee member Ruth Maginness raised the copyright debate regarding ownership of the Aboriginal flag. Committee members discussed this matter, the history of the Aboriginal flag, its design and origins.



The Aboriginal flag was designed by Luritja artist Harold Thomas. In 2018, Mr Thomas granted "Wam Clothing" worldwide exclusive rights to use the flag on clothing. The federal government are seeking a solution to the copyright and licensing dispute.

#### **6.4 Department of Communities and Justice (DCJ) community consultation**

Committee members were advised that on Monday 19 August, Department of Community and Justice (former Department of Family and Community Services) are hosting a community consultation at Miller Community Centre. This consultation will inform changes to DCJ's aged and disability funding strategy. Local Aboriginal residents are encouraged to attend this consultation.

## **7. REPORTS BACK FROM COMMITTEES**

### **7.1 Liverpool Local Aboriginal Research Report**

No report was received from this Committee for this meeting.

Committee member Emma Eldridge raised the issue of updating the Maria Lock sign in Hoxton Park. Committee members proposed that the original sign be placed in the Liverpool Regional Museum with a map showing the location of the memorial for visitors to Liverpool.

Community Development Worker (ATSI) advised that Council will be applying for a Stronger Communities grant to fund the replacement of the original sign.

Committee member Emma Eldridge advised Committee members that this book is not available to the public. A copy of the "Cabrogal to Fairfield City Council" book was tabled for Committee members to circulate amongst themselves.

**ACTION:** Community Development Worker (ATSI) to provide an update to the Committee on the outcome of the Stronger Communities funding application at the next meeting

### **7.2 2168 Committee Report**

No report from this committee for this meeting. The Community 2168 project ceased as of 1 June 2019. This committee will no longer operate in its previous capacity.

### **7.3 Heritage Advisory Committee**

No report from this Committee for this meeting.

### **7.4 Liverpool City Council report**

Councillor Geoff Shelton provided an update from the most recent Council meeting:

- Committee members are invited to attend the Gift of Time event, to be held at Liverpool Catholic Club on 21 August 2019. Members will receive further detail of this event via email;
- Gandangara Local Aboriginal Land Council (GLALC) hosted their inaugural NAIDOC lecture on 26 July 2019. GLALC invited Gail Mabo, the daughter of Eddie Mabo, to present the lecture;
- The Australian Local Government Women's Association NSW Branch hosted their Annual Conference on 4-6 April 2019 at Casula Powerhouse Arts Centre (CPAC). More than 100 women from councils across New South Wales attended the conference;





- Liverpool will host the Local Government NSW Annual Conference from 14 -16 October 2019 at the William Inglis Hotel, Warwick Farm. The conference is an annual policy-making event for NSW councils, and provides an opportunity for Councillors from across the state to network;
- Council will be conducting an annual communications campaign to inform community members of effective methods to prevent and reduce mosquito numbers in the lead up to the warmer months. This is in response to increased mosquito numbers being reported in the Liverpool LGA, particularly in areas close to the Georges River;
- Liverpool's Birthday and Citizenship Ceremony celebrations to be held on 7 November 2019 at Casula Powerhouse Arts Centre (CPAC); and
- Council's annual Charity Ball to be held on 21 September 2019 at the William Inglis Hotel. Tickets can be purchased through Council's website. This year's nominated charity is the Ingham Institute for Applied Medical Research.

## **8. CLOSE**

There being no further business, the meeting closed at 8.00pm.

## **9. NEXT MEETING**

The next meeting will be held on 1 November 2019, 6pm at Liverpool PCYC (Cartwright Avenue, Miller).

**CTTE 05**

**Minutes of the Liverpool Youth Council Meeting  
held 7 August 2019**

<b>Strategic Direction</b>	Leading through Collaboration Encourage community participation in decision-making
<b>File Ref</b>	222717.2019
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Dr Eddie Jackson - Director City Community and Culture

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Liverpool Youth Council Meeting held on 7 August 2019.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Liverpool Youth Council Meeting held on 7 August 2019.

**REPORT**

The Minutes of the Liverpool Youth Council held on 7 August are attached for the information of Council.

The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups and volunteers to deliver coordinated services to the community.

<b>Civic Leadership</b>	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes.
<b>Legislative</b>	There are no legislative considerations relating to this report.

## **ATTACHMENTS**

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1. Minutes of the Liverpool Youth Council meeting held on 7 August 2019.



## Minutes

### MINUTES OF LIVERPOOL YOUTH COUNCIL MEETING

7 August 2019

#### COUNCILLORS:

Councillor Charishma Kaliyanda  
Councillor Nathan Hagarty

Liverpool City Council  
Liverpool City Council

#### COMMITTEE MEMBERS:

Cheryl Anthony  
Vishal Senthilkumar  
Lily Bolin  
Shonali Kumar  
Alyssia Dower  
Simbarashe Zimbudzana  
Madison Young  
Michael Azzi  
Saurabh Sibal

Chairperson  
Treasurer  
Secretary  
Media Representative  
Youth Councillor  
Youth Councillor  
Youth Councillor  
Youth Councillor  
Youth Councillor

#### COUNCIL ATTENDEES:

Derek Tweed

Community Development Worker (Youth)

#### GUESTS:

Laura Luna

Settlement Services International

#### APOLOGIES:

Mayor Wendy Waller  
Jayesh Joshi  
Tjarani Barton-Vaofanua  
Manar Al-Ogaidi

Liverpool City Council  
Deputy Chairperson  
Media Representative  
Youth Councillor



## Minutes

### 1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Chairperson Cheryl Anthony welcomed everyone and opened the meeting at 6.10pm.

### 2. DECLARATIONS OF INTEREST

Nil.

### 3. GUEST SPEAKER – Laura Luna, Arts and Cultural Project Officer, Settlement Services International (SSI)

Settlement Services International (SSI) delivers arts and cultural programs across four priority areas including:

- Advocacy, leadership and capacity building in the arts;
- Community arts and cultural engagement;
- Delivering festivals and cultural events; and
- Provide pathways for newly arrived artists and cultural practitioners.

The arts & cultural programs aim to provide support for individuals and communities to feel a sense of belonging in the community including:

- SSI sponsors awards and provides opportunities for culturally diverse women in the arts; and
- Engaging with Aboriginal community members involved in the arts.

The New Beginnings Festival is the SSI's biggest cultural festival and will be held on Saturday 16 November 2019 at Tumbalong Park in Darling Harbour.

### 4. CONFIRMATION OF PREVIOUS MINUTES

The Minutes from the meeting held on 3 July 2019 were confirmed as a true record of that meeting.

**Moved:** Michael Azzi

**Seconded:** Shonali Kumar

### 5. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 5.1 Youth Council Instagram page

Chairperson Cheryl Anthony has created a Liverpool Youth Council Instagram page, to further assist in promoting Youth Council events and activities.

#### 5.2 Youth Council Biographies

The Media Representative Shonali Kumar has planned Wednesday 4 September to film Youth Council biographies prior to the next Youth Council Meeting.

**Moved:** Alyssia Dower

**Seconded:** Shonali Kumar



## Minutes

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

### 6. CORRESPONDENCE

There was no correspondence tabled at this meeting.

### 7. COUNCILLOR UPDATE

Councillors Hagarty and Kaliyanda provided the following updates from the Council meeting held on 31 July 2019:

- At the Council meeting in December 2018, Council resolved a motion to withdraw support for the Middleton Grange Town Centre planning proposal. At the August meeting, Council discussed the density of the proposal and short term retail options for the community.
- A development proposal for 500 apartments in Warwick Farm bordering the Hume Highway has been received;
- Council endorsed a report for master planning of Carnes Hill Recreation Precinct Stage 2. The master plan will include recreational areas including indoor and outdoor pools, water play park, sports fields and basketball courts;
- The Commonwealth Government has agreed to pay equivalent of 100% of the annual rates for Moorebank Intermodal Terminal to Liverpool City Council;
- Business Incubator facility for people wanting to create start-up businesses is being considered. Feedback from community is encouraged;
- Western Sydney Migrant Resource Centre (WSMRC) is starting a podcast to highlight the stories of diverse individuals in the Liverpool community;
- The Quota Student of the Year Public Speaking contest was recently held in Liverpool. The winner was a student from Good Samaritan Catholic College; and
- Councillor Charishma Kaliyanda discussed canine therapy programs in libraries for students and members of the public. The Youth Council were encouraged to look into similar programs if interested.

**Moved:** Simbarashe Zimbudzana **Seconded:** Alyssia Dower

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.



## Minutes

### 8. YOUTH WORKER'S REPORT

#### 8.1 NSW Youth Council Conference

Nominations for the NSW Youth Conference to be held at Blacktown are due for submission.

#### 8.2 Refugee Youth Participation Project

The first meeting of this project group was held at the WSMRC. The young people present have decided to plan a festival of art, music and sport. A project plan was completed and sent to the Department of Communities and Justice (former Department of Family and Community Services) in accordance with funding requirements.

#### 8.3 University of Wollongong Pathways

The University of Wollongong are offering a free course through the UOW College which educates students on study and university techniques. It is aimed at students who didn't achieve the ATAR level required, but would still like to study at University. Upon completion of the pathways course, students can gain entry into an appropriate degree.

#### 8.4 Liverpool Youth Council

2019 marks the 20<sup>th</sup> Anniversary of the Liverpool Youth Council. The Community Development Worker (Youth) discussed a possible reunion of current and former members of the Liverpool Youth Council to celebrate the occasion.

#### 8.5 Eat Your Heart out Liverpool

The annual Eat Your Heart Out Liverpool event will be held on Saturday 31 August and will include art, music, and food. The event will be held in the Norfolk Laneway, Liverpool.

#### 8.6 Adolescent Workshop on Health Surveys

Youth Council members and local young people have been invited to attend a consultation with local GP's to assist them to understand youth health needs. This consultation will include role plays and discussions in a confidential setting.

**Moved:** Simbarashe Zimbudzana **Seconded:** Cheryl Anthony

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

### 9. TREASURER'S REPORT

The Youth Council budget expenditure so far this financial year is \$72.00, with a remaining balance of \$10,652.

**Moved:** Michael Azzi

**Seconded:** Shonali Kumar

**MOTION:** That the information be received and noted.



## Minutes

On being put to the meeting, the motion was declared carried.

### 10. RADAR REPORT

The RADAR show is now airing regularly on 2GLF FM and can be accessed online at [www.89.3fm.com.au](http://www.89.3fm.com.au). RADAR is airing from 5.00pm-6.00pm on Thursday afternoons. New names for the RADAR program to be further discussed.

**Moved:** Madison Young      **Seconded:** Saurabh Sibal

### 11. MEDIA REPRESENTATIVE'S REPORT

The following updates were provided on the Youth Council Facebook page:

- The number of Likes for the Youth Council Facebook page currently sits at 832; and
- The date set to record Youth Council video biographies will be Wednesday 4 September.

**Moved:** Simbarashe Zimbudzana      **Seconded:** Michael Azzi

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

### 12. GENERAL BUSINESS

#### 12.1 Officer Bearer elections for the 2019/2020 term

Nominations were received for the following roles, and a silent vote conducted to finalise all vacant positions. Congratulations to the following members who will be Office Bearers for the remainder of the Youth Council term until 30 June 2020.

Chairperson	Madison Young
Vice Chairperson	Simbarashe Zimbudzana
Treasurer	Saurabh Sibal
Vice Treasurer	Michael Azzi
Media Representative	Cheryl Anthony
Media Representative (Vice)	Shonali Kumar
Secretary	Rotating roster to continue

### 13. CLOSE

The meeting closed at 7:45pm.

The next Youth Council meeting will be held on 4 September 2019.



**CTTE 06**

**Minutes of the Intermodal Committee Meeting  
held on 14 August 2019**

<b>Strategic Direction</b>	Leading through Collaboration Increase community engagement
<b>File Ref</b>	228073.2019
<b>Report By</b>	David Smith - Manager Planning & Transport Strategy
<b>Approved By</b>	Tim Moore - Director, City Economy and Growth / Deputy CEO

**EXECUTIVE SUMMARY**

This report is tabled in order to present the minutes of the Intermodal Committee meeting held on 14 August 2019.

**RECOMMENDATION**

That Council:

1. Receives and notes the minutes of the Intermodal Committee meeting held on 14 August 2019;
2. Endorse the recommendations in the minutes; and
3. Determine whether to continue with or disband the Intermodal Committee.

**REPORT**

The minutes of the Intermodal Committee meeting held on 14 August 2019 are attached for the information of Council.

The Committee unanimously supported two recommendations, one of which will have a financial impact. The Committee also requested that the traffic modelling presentation from Paul Van Den Bos included in the Committee agenda be attached to the Committee minutes for the information of Council.

The recommendations are:

### **Recommendation 1**

Committee Chair Cr Hadchiti proposed that the motion from the 14 May Intermodal Committee regarding the peer review of a traffic report be resubmitted to Council for consideration as additional funding was allocated:

“The Committee recommends to Council that a peer review is undertaken of the traffic report prepared by the applicant and the report findings of the Director Transport Modelling, Paul Van Den Bos, and present the peer review to the Committee and Council and IPC of the traffic report prepared by the applicant and the report findings of the Director Transport Modelling, Paul Van Den Bos, and present this peer review to the Committee and Council and IPC”.

### Officer comment

At its meeting on 29 May 2019, Council resolved:

That Council:

1. Receives and notes the minutes of the Intermodal Committee meeting held on 14 May 2019;
2. Endorse the recommendations in the minutes, except recommendation 1 to be changed to read:

***Approve funds of up to \$30,000 for a peer review of the traffic modelling on the proviso that it can be used for future council submissions or be submitted and completed in time for the current proposal.***

3. Requests the Independent Planning Commission carry out an independent traffic related peer review during the assessment and determination of the relevant development applications.

The peer review was not undertaken as there was insufficient time to complete it for the IPC hearing. If Council wishes to proceed with the peer review, the \$30,000 already approved by Council can be utilised.

### **Recommendation 2**

Council write to the RMS raising concerns of excessive noise from compression braking on the M5 and requesting additional signage be installed along the M5 corridor requesting trucks limit the use of compression brakes.

Officer comment

This request is reasonable and there is existing signage on the M5 near residential properties requesting heavy vehicles limit their use of compression brakes.

**Intermodal Committee Charter**

The Committee Charter is due for review. The Committee was requested to provide their advice on whether the Committee is still needed and useful and should continue or whether the committee should be disbanded given the approvals obtained for the Intermodal. One Committee member advised that the Committee is useful and should remain, whilst another Committee member advised that as the Community Consultative Committee has now been established, and that two committee members are members of that Committee, that there is no longer a need for the Intermodal Committee due to a double-up between the two. A decision from Council on whether the Committee should remain or be disbanded and the Charter revoked is required.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Manage air, water, noise and chemical pollution. Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes.
<b>Legislative</b>	There are no legislative considerations relating to this report.

**ATTACHMENTS**

1. Intermodal Committee Minutes 14 August 2019 (Under separate cover)
2. Intermodal Committee Charter (Under separate cover)
3. Traffic Impact Presentation - Paul Van De Bos (Under separate cover)

**CTTE 07**

**Minutes of the Strategic Panel - 12 August 2019**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	229245.2019
<b>Report By</b>	Claudia Novek - Senior Corporate Planner
<b>Approved By</b>	Andrew Stevenson - Chief Strategy and Engagement Officer

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Strategic Panel Meeting held on 12 August 2019.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Strategic Panel Meeting held on 12 August 2019.

**REPORT**

The Minutes of the Strategic Panel Meeting held on 12 August 2019 are attached for the information of Council.

## CONSIDERATIONS

<b>Economic</b>	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Facilitate economic development.</p>
<b>Environment</b>	<p>There are no environmental and sustainability considerations.</p>
<b>Social</b>	<p>Deliver high quality services for children and their families.</p> <p>Review community recommendations to create a collaborative approach to Council's strategic direction.</p> <p>Improve Liverpool's social profile to achieve a community renewal of the City Centre.</p>
<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Actively advocate for federal and state government support, funding and services.</p> <p>Work in partnership with organisations to achieve the best result for the community.</p> <p>Achieve an integrated and coordinated approach to deliver strategic initiatives.</p> <p>Make informed decisions as a Council.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

## ATTACHMENTS

1. Minutes of the Strategic Panel Meeting - 12 August 2019



This meeting was recorded for minute taking purposes

## MINUTES FROM THE STRATEGIC PANEL

### 12 August 2019

#### COUNCILLORS:

Nathan Hagarty  
Geoff Shelton  
Mazhar Hadid  
Tony Hadchiti  
Karress Rhodes

#### Chairperson

#### EXECUTIVE & COUNCIL STAFF:

Tim Moore  
Raj Autar  
Eddie Jackson  
Chris White  
John Morgan  
David Smith  
Andrew Stevenson  
George Nehme  
Julie Scott

Acting Chief Executive Officer (CEO)  
Director City Infrastructure & Environment  
Director City Community & Culture  
Director City Corporate  
Director Property & Commercial Development  
Acting Director City Economy & Growth  
Chief Strategy & Engagement Officer  
Acting Manager Development Assessment  
Manager City Economy

Claudia Novek  
Vi Girgis  
Susanna Freitas  
Rose Koch

Acting Coordinator Corporate Planning  
Senior Officer City Precinct  
Tourism Officer  
Committees Officer (**minutes**)

#### GUESTS:

Michael Campbell

Director, Lucid Economics

#### APOLOGIES:

Kiersten Fishburn  
Wendy Waller  
Ali Karnib  
Peter Harle  
Charishma Kaliyanda

Chief Executive Officer  
Mayor  
Deputy Mayor  
Councillor  
Councillor



## OPEN

Meeting opened at 10:03 am

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Shelton opened the meeting in place of Clr Hagarty and welcomed attendees. Apologies were discussed.

**Motion:** That the apologies on page one of the minutes be acknowledged by this Panel.

**Moved:** Clr Hadid

**Seconded:** Clr Rhodes

On being put to the meeting, the motion was declared carried.

Clr Hagarty entered the meeting at 10:05 am, and chaired the meeting.

### 2. DECLARATIONS OF INTEREST

Nil

### 3. AGENDA ITEMS

#### 3.1 PRESENTATION – Baseline Visitor Figures

Michael Campbell from Lucid Economics presented to the Panel on the Liverpool Baseline Visitor Figures. The highlights were as follows:

- Tourism Research Australia, a Federal Government body, conducts the national and international visitor survey;
- Liverpool City Council has a low sample size and the sample size is important to provide accurate information from the surveys;
- Accurate figures for Liverpool was determined by averaging multiple years of data to achieve a sufficient sample size, therefore delivering higher confidence;
- For domestic tourists, the length of stay averaged to almost three nights in 2018;
- For international tourists, the length of stay averaged to twenty days in 2018; and
- Visitors had injected \$376.9 million into the local economy in 2018, particularly within the small business sector of retail, cafes and restaurants.

#### Queries & Discussion

- i. Clr Rhodes advised that these baseline visitor figures do not take into consideration of the local information existing in Liverpool and the surrounding area of international visitors.

Clr Rhodes noted that a motion was passed at a previous Tourism & CBD meeting to retrieve this information and that it is written in Council's Destination Management Plan (DMP) that up to 200,000 international tourists have stayed in Liverpool in 2018. Clr Rhodes advised she believed that this figure underlines a possible market that Liverpool is not exploiting.

Acting CEO mentioned that Council staff will reach out to the hotels to obtain that data and compare this with the data in the DMP.



Mr Campbell explained that he had discussions with Chris Donovan from Mercure Sydney Liverpool and was advised that the market for international tourist groups is subject to irregularities.

Clr Hagarty sought to ascertain whether the intention of the new data obtained will be part of the DMP and to therefore, determine new target markets. This was confirmed.

The Senior Officer City Precinct highlighted that the visiting friends and relatives market is significant in Liverpool, where Council's efforts are prioritised to target locals as an initial strategy, and that the market for international tourists is currently a growth area.

#### 4. STANDING AGENDA ITEMS

##### 4.1 City Economy Update

Manager City Economy provided an annual City Economy Update. The highlights were as follows:

- 3016 new jobs were created;
- 981 Development Applications (DAs) were lodged and the total approved DA value amounted to \$1.46 billion;
- The unemployment rate has remained steady at 5% and is below the national average;
- As part of the Small Business Program, Council had partnered with Ingham Institute where local high school students had talks with professionals in the medical industry and onsite training from staff; and
- The Darcy Street Project was held to assist people from disadvantaged backgrounds and those long-term unemployed, to obtain job skills.

The Presentation slides can be found here: [City Economy - Annual Update](#)

##### Queries & Discussion

- i. Clr Hagarty queried how Council can work to increase the number of professionals working in Liverpool to also live in the Liverpool LGA.

Manager City Economy advised that this is not an overnight fix and involves a range of activities. She advised of feedback received where such professionals would prefer mixed use developments and full usage of the 18 hour economy with improved retail and hospitality offering. It was noted that Westfield is ambitious in this space in their planning over the next twelve to eighteen months.

- ii. Clr Hagarty advised that the 18 hour economy appears to be a "wait and see" situation and that an organisation will need to take action in terms of investment in Liverpool, such as in retail, Government entity or big banks, therefore other investors will follow suit.

Manager City Economy advised that the feedback she has received from major bank and insurance institutions is that they are waiting for other players to make the initial move, where caution is being used.

- iii. Clr Shelton sought to ascertain why the number of DA's lodged had dropped from last year's figure of 1333.





Acting CEO advised this was due to a downturn in the residential market. Acting Manager Development Assessment advised that despite the downturn, the cost of works accrued has increased.

- iv. Cllr Rhodes queried whether Council is promoting to have more residents employed in Liverpool via conjunction programs with educational institutions.

Manager City Economy advised of Council's partnership with the Moorebank Intermodal Company (MIC), where they pay Council a rate equivalent payment, partially funding a dedicated position of Employment Officer who will work with large companies and determine how local jobs can be created.

#### 4.2 Major Development Update

The Acting Manager Development Assessment provided an overview on the major Development Applications (DAs) to date. The highlights were as follows:

- 12% of all DAs had taken more than two hundred days to process;
- As of 31 July, 2019, the number of outstanding DAs have decreased to 389, which is likely impacted due to the downturn in residential applications;
- 171 Fourteenth Avenue Austral will have the demolition of existing structures and the construction of a six by four storey residential flat building; and
- Bathurst Street, Memorial Avenue and Castlereagh Street will have the demolition of existing structures and the construction of a mixed-use development comprising of two towers.

The Presentation slides can be found here: [Major Development Applications](#)

#### Queries & Discussion

- i. Acting CEO advised that the more complex residential applications fall into the 12% category, with a longer processing time. It was advised that Council will focus more attention on these applications.
- ii. Cllr Hadchiti queried why this had been reported on two hundred days instead of the regulatory standard of forty-two days.

Acting CEO advised that Council looks at the determination time across the board, which is eighty four days, and that no Council approves DAs on an average of forty two days. He further advised that once the 12% of DAs are removed, the average comes to forty-eight days, and that once the benefits are gained from this 12%, it shows a positive position for Council.

- iii. Cllr Hadchiti queried why some DAs have an exceedingly lengthy process time.

Acting Manager Development Assessment advised that these DAs are generally not straightforward and can be subject to long negotiations between Council and the applicant and other organisations involved in the process. It was added that the complicated DAs typically involve multi dwelling houses and residential flats. Additionally, it was mentioned that Council does not have the delegation to approve some DAs and it is required to be reviewed at the Local Planning Panel, thus causing further delay.

- iv. Cllr Shelton queried whether it was possible to break down the figures and isolate the DAs that are subject to unsatisfactory design and those involving concurrences.

Acting CEO advised that this can be done manually within the database.



**Action Item:** Acting Manager Development Assessment to break down the figures and isolate the DAs that are subject to unsatisfactory design and those involving concurrences.

- v. Acting Director City Economy & Growth advised that the number of outstanding DAs has been overall consistent around the 400 range, and staff investments and improvements to the planning process has seen the determination timeframes reduced over the years.
- vi. Cllr Rhodes sought to ascertain how Liverpool City Council compares with other Councils in terms of DA processes.  
**Action Item:** Link to be provided in the next CEO update of the yearly DA statistic report from the Department of Planning, Industry & Environment website.
- vii. Cllr Hadchiti and Cllr Hagarty noted that it would be beneficial to have regular updates on how Liverpool City Council compares to other Councils on the DA process, what Council is doing while liaising with external agencies and noting any external factors that are slowing down the process.
- viii. Cllr Rhodes praised Acting Manager Development Assessment's presentation.

#### 4.3 Civic Place

Director Property & Commercial Development provided an update on Liverpool Civic Place. The size, dimensions and the planned designs of the Council Offices, Library, University of Wollongong or other commercial buildings and parking arrangements were summarised.

It was also advised that the amended Master Plan for Liverpool Civic Place will be submitted in September 2019, followed by an early works Development Application (DA), with the Council works DA to be submitted in March 2020. It was noted that the demolition works should commence in early 2020, with completion of the Council works between December 2021 and early 2022.

#### 4.4 City Deal Update

Director City Community & Culture provided a regular update on the City Deal. It was advised that confirmation was received that an Indigenous Business Hub will be located in Liverpool, and is hoped to be launched in October. It was further advised that Council is waiting on confirmation for the opportunity hub, where this will involve working exclusively with the Aboriginal community ensuring that children remain at school longer and are on track to improved career pathways.

#### 4.5 Planning Proposals Update

Acting Director City Economy & Growth circulated the Strategic Planning Work Plan to the Panel and advised for members to forward any queries to him.

## **CLOSE**

**Meeting closed at 11:43 am.**

<b>QWN 01</b>	<b>Question with Notice - Cllr Hadchiti - Timeframe for response to calls and emails from residents or proponents</b>
<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	214432.2019

## **QUESTION WITH NOTICE**

Please address the following:

1. Is there a policy in place in the organisation, covering all departments, for timeframes that calls/emails must be responded to from residents or proponents dealing with Council?
2. If so who monitors it?
3. If monitored what does the data show?

## **Response**

1. **Is there a policy in place in the organisation, covering all departments, for timeframes that calls/emails must be responded to from residents or proponents dealing with Council?**

A copy of Council's Customer Service and Communication Policy is attached.

The intent of this policy is to enable continuous improvement of service and communication between Council and the community. It includes various service levels for, among other things, written correspondence and emails (clause 4.4.1), and telephone calls (cl. 4.4.2).

Following the migration of Council's Customer Experience team to internal management, the policy has been under review for the past 12 months, with a view to migrating the policy to something more akin to a Customer Service Charter.

In light of the August 2019 resolution of Council directing consultation on revised changes allowing the recording of staff calls, this review is now expected to be completed around November 2019. The review will include changes providing for basic service level expectations for responses to customer enquiries.

**2. If so who monitors it?**

The monitoring of communications is conducted at a local level. With the adoption of the Internal Ombudsman model by Council in 2017, issues are often escalated to Council's Internal Ombudsman in accordance with the Internal Ombudsman Policy (copy attached).

**3. If monitored what does the data show?**

Council-wide data is not available. However, and for enquiries lodged via Council's Internal Ombudsman, a six-monthly report is provided to ARIC in accordance with the Internal Ombudsman Policy.

**ATTACHMENTS**

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1. Customer Service and Communication Policy
2. Internal Ombudsman Policy



## **CUSTOMER SERVICE AND COMMUNICATION POLICY**

Adopted: 25 May 2014

TRIM 129277.2014



## CUSTOMER SERVICE AND COMMUNICATION POLICY

### 1. PURPOSE/OBJECTIVES

This policy aims to set out:

- A program for the continuous improvement of service and communication between Council and the community
- The commitment of Council to the maintenance and further development of effective communication with, and the provision of a high standard of service for, the local community
- The responsibilities of members of the community in their dealings with Council.

### 2. LEGISLATIVE REQUIREMENTS

*Environmental Planning and Assessment Act 1979*  
*Local Government Act 1993*  
*Ombudsman Act 1974*  
*Privacy and Personal Information Protection Act 1998*  
*Public Interest Disclosures Act 1993*  
*Work Health and Safety Act 2011*

### 3. DEFINITIONS

**Council:** Liverpool City Council

**Customer:** refers to both external customers including residents, ratepayers, developers and visitors, and to internal customers e.g. members of Council staff, the Mayor and Councillors.

**ICAC:** Independent Commission Against Corruption

### 4. POLICY STATEMENT

#### 4.1 Commitment to service and communication

4.1.1 Council is committed to providing quality service to the community in order to meet their needs using the available resources. To demonstrate this commitment, Council seeks to build and to maintain a relationship based on open and effective communication with the community. Council offers several service methods:

- Email: [lcc@liverpool.nsw.gov.au](mailto:lcc@liverpool.nsw.gov.au)
- Fax: 9821 9333
- In person: Customer Service Centre, level 2, 33 Moore Street Liverpool (Monday-Friday 8.30am to 5.00pm)
- Post: Locked Bag 7064 Liverpool BC 1871
- Telephone: 1300 36 2170 (NSW residents)  
 (02) 9821 9222 (interstate calls)  
 133677 (National relay service for hearing/speech impaired customers).

**CUSTOMER SERVICE AND COMMUNICATION POLICY**

4.1.2 Council is committed to better understanding the needs and expectations of the community and will do so by:

- Carrying out periodic community surveys to learn about what the community thinks about the areas where Council is performing well and the areas where Council needs to improve service
- Consulting with representatives of the community to create an ongoing dialogue between Council and the community about its service, improving its services and issues of public interest
- Continuing to provide information about Council activities through a variety of means, including publishing regular community updates, publishing community information in local newspapers and on the Council website, placing on exhibition plans and other documents relating to Council activities at Council offices and libraries, and using public meetings and other open forms of consultation and dialogue where appropriate, including referring matters to any appropriate committee
- Continuing to encourage input from the community on Council's activities through a variety of means, including provision for the community to attend and speak at Council meetings, the ability to contact Councillors to discuss concerns, publicising Council's complaint handling and feedback systems and giving full consideration to submissions on plans and other documents relating to Council activities.
- Establishing levels of service in a number of areas and regularly measuring the performance of Council against these levels of service
- Maintaining a complaint handling system to respond to service failures and dissatisfaction
- Maintaining an agency information guide so that members of the public can inspect files by prior arrangement, subject to the fees and conditions detailed in the policy and subject to Council's duties of confidentiality and privacy
- Maintaining opportunities for feedback by encouraging the public to complete feedback forms that Council will record and analyse.

**4.3 Council's general levels of service**

4.3.1 Council is committed to:

- Adopting clear and consistent policies and procedures, making decisions using processes that are fair, impartial and reasonable, using information and Council resources responsibly and efficiently, and acting in accordance with legislation, Council's Code of Conduct and other Council policies.
- Being aware of the multicultural nature of the community and any language or other communication barriers experienced by members of the community when providing advice and other information, seeking feedback and consulting and taking appropriate action, through use of language aides and interpreter services and other methods
- Providing the community with advice and other information that is clear and concise
- Treating members of the community with courtesy, patience, sensitivity and attentiveness.

## CUSTOMER SERVICE AND COMMUNICATION POLICY

### 4.4 Council's specific levels of service

#### 4.4.1 **Answering correspondence**

Council recognises the importance of correspondence such as letters, faxes and email messages and tries to provide clear and concise responses promptly.

Council is committed to:

- Acknowledging correspondence or providing an interim reply, where appropriate, within one week of the receipt of any correspondence by Council
- Providing a substantive response within two weeks in the case of simple inquiries and within four weeks in the case of more complex inquiries
- Keeping the writer informed if a final reply cannot be provided within the time allowed
- Responding to correspondence by telephone, such as simple requests and correspondence for information only, and recording the response
- Ensuring all correspondence includes the name and contact details of the Council staff member dealing with the matter and Council's file reference
- Using plain and simple language.

#### 4.4.2 **Telephone calls**

Council recognises the importance of telephone calls and will try to answer them promptly, quickly refer calls to the appropriate officer and provide clear and concise information in response to caller inquiries.

Council is committed to:

- Answering calls within five rings, wherever possible
- Speaking clearly and dealing with callers calmly, courteously and patiently
- Informing the caller, on answering a call, of the name and work unit of the Council staff member answering the call
- Dealing with calls, redirecting calls or taking clear messages, as appropriate
- If redirecting the call, ensuring that the Council staff member to whom the call is being redirected is available and that the caller's details are announced
- Answering unattended telephones in the absence of the responsible officer
- Ensuring that messages taken include details of the caller's name and number, the caller's message and details of the timing of the call and the person who took the call
- If the call cannot be fully responded to, giving clear advice on what has to be done to respond to the call fully and how long that response is likely to take
- Recording all significant telephone calls in the form of a written file note
- Returning telephone messages, as soon as possible and not more than one business day after any call is received by Council.

#### 4.4.3 **Availability of Council staff at customer service counters and for interviews**

Council recognises the need for prompt service of members of the public who come to Council to seek information and transact other business. Council provides customer service counters where the public can obtain information and transact business. Council accommodates interviews by appointment and tries to ensure that the appropriate Council officers are available.



**CUSTOMER SERVICE AND COMMUNICATION POLICY**

Council is committed to:

- Attending quickly and efficiently to members of the public at customer service counters
- Promptly informing the relevant Council staff member when a member of the public is present at a customer service counter for an appointment
- Providing convenient access to all information that is available for public inspection
- Speaking clearly and dealing with visitors calmly, courteously and patiently.
- Making Council staff available for interviews by prior arrangement and otherwise during Council's hours of business
- If Council staff cannot attend interviews on request, attempting to arrange a mutually convenient appointment in the future.

**4.4.4 Customer service requests**

Council is committed to:

- Entering customer requests immediately, wherever possible
- Obtaining proper contact details, including customers' names, addresses and phone numbers
- Obtaining sufficient information from each customer, relevant to the customer request
- Giving each customer a customer request number and response time, wherever possible
- Referring customer requests to the appropriate Council staff members
- Reallocating a customer request to the relevant Council staff member promptly, if it was initially allocated incorrectly
- Providing a substantive and correct response on each customer request
- Contacting a customer, wherever applicable, informing the particular customer of the relevant action taken by Council
- Updating the status on any customer request appropriately and only finalising the customer request when work has been completed by Council
- Actioning a customer request within the specified timeframe of the request type

**4.4.5 Customers wishing to attend and speak at Council meetings**

The Council meeting is the peak decision-making forum of Council. Council values the input of members of the public in the consideration of issues determined by Council.

Council is committed to:

- Endeavouring to provide Councillors, in a timely fashion, with submissions and other information provided by members of the public for the consideration of Councillors
- Making agendas and business papers available to interested persons prior to meetings pursuant to Council's obligations under the *Local Government Act 1993* and the Code of Meeting Practice
- Making contact details available to members of the public wishing to present their views to Councillors directly, as agreed upon by each Councillor, including telephone number and, where relevant, the contact hours for each Councillor
- Providing opportunities for members of the public to speak at meetings of Council and Council committees, as set out in the Code of Meeting Practice

**CUSTOMER SERVICE AND COMMUNICATION POLICY**

- Providing members of the public requesting to speak during the Public Forum at Council meetings with the necessary request form and relevant information about the running of Council meetings
- Publicising the time and date of meetings of Council and Council committees pursuant to Council's obligations under the *Local Government Act 1993* and the Code of Meeting Practice
- Taking into account any relevant points of view expressed by members of the public on issues for decision by Council.

**4.4.6 Communication with the local community**

Council is committed to ensuring that members of the local community are informed about proposed Council actions, policies and plans that may affect them. In particular, Council seeks to:

- Comply with all legal requirements in relation to notification, including, where relevant, Council's obligations under the *Environmental Planning and Assessment Act 1979* and its associated Regulation, the *Privacy and Personal Information Protection Act 1998* and Council's planning instruments
- Ensure letters of notification include the full name and the direct telephone number of the member of Council staff who is responsible for handling the relevant application and information on how to obtain further information on the matter
- Ensure that consultation is timely and appropriate but does not unduly delay the decision-making process
- Ensure that information is available for inspection and that Council staff are available for consultation in relation to matters that are the subject of notification and consultation
- Meet Council's obligations under the *Privacy and Personal Information Protection Act 1998*, including informing persons notified that submissions may be obtained by members of the public under the *Local Government Act 1993* and the *Government Information (Public Access) Act 2009*
- Provide persons notified with information in relation to submissions
- Provide access to Council files consistent with Council's legal obligations under the *Local Government Act 1993*, the *Government Information (Public Access) Act 2009* and the *Privacy and Personal Information Protection Act 1998*
- Publish details of all development applications in local newspapers and on Council's website, subject to Council's obligations under the *Privacy and Personal Information Protection Act 1998*
- Undertake consultation, irrespective of any legal or policy requirement to do so, in relation to issues of significant community or public interest or if the issue is likely to adversely affect the interests of a significant number of members of the community

**4.4.7 Complaints and compliments**

Council values the opportunity that complaints and compliments provide to Council in identifying areas of service that are working well and those which need improvement so as to strengthen the relationship between Council and the community.

Council is committed to dealing with all complaints and compliments received by Council in accordance with Council's Customer Complaints and Compliments Policy.

**CUSTOMER SERVICE AND COMMUNICATION POLICY****4.5 What are the responsibilities of members of the community in dealing with Council?**

4.5.1 Communication is a two-way process. To be effective, both Council and the public should strive to adopt a fair and reasonable approach to communicating with each other. When communicating with Council, members of the public will:

- Behave appropriately, avoiding the use of abusive language and/or threatening behaviour,
- Focus their dissatisfaction on the conduct or performance of Council, Councillors and/or Council staff members, rather than on personal criticism of Councillors and/or Council staff
- Provide Council with all relevant information in order that their opinion, concern or complaint can be readily understood
- Pursue alternative means of resolving complaints and disputes through external agencies, if the complaint or dispute cannot be resolved to their satisfaction
- Understand that Council operates under resource constraints, noting that the allocation of resources is a matter for Council to determine
- Use the methods of service delivery outlined in clause 4.1 above.

**4.6 What if Council does not honour its commitments?**

4.6.1 Any member of the public who believes that Council has failed to honour the commitments set out in this policy should raise the matter with Council in the form of a complaint. Council will investigate the complaint and advise the complainant of the outcome in a reasonable time.

4.6.2 Complaints are to be dealt with in accordance with Council's Customer Complaints and Compliments Policy.

4.6.3 If a complaint is deemed to be justified, Council tries to explain the problem and what Council is doing to resolve the matter.

4.6.4 If a complainant remains dissatisfied, the complainant can seek a review. Alternatively, the complainant can complain to an appropriate such as the NSW Ombudsman, ICAC or the Division of Local Government.

**4.7 Putting limits on services by and communication with Council**

4.7.1 Council accepts and values complaints and criticism of Council's performance. Council also understands and accepts that some members of the public may experience frustration, from time to time, arising from dissatisfaction with Council services.

4.7.2 In some circumstances, Council may consider placing limits on communication between certain members of the public and Council. These limits apply if a particular member of the public becomes abusive of Councillors or members of Council staff, or makes excessive demands upon Council staff and resources. These limits are imposed in the interest of responsible management of Council's limited resources and to fulfil Council's work health and safety obligations as a responsible employer.

4.7.3 These limits are only applied as a result of a determination by the Chief Executive Officer or a member of Council staff with appropriate delegated authority, in serious cases of inappropriate conduct and, only if the person concerned has first been warned about the consequences of persisting with the identified inappropriate conduct. Council

**CUSTOMER SERVICE AND COMMUNICATION POLICY**

will then set out these limits in writing and include a statement of reasons for their imposition.

- 4.7.4 Council does not impose unconditional limits on communication between Council and any member of the public. Council will keep an accurate record of any limits imposed and will, upon request; review the limits, after decision of Council, following the expiration of a period of three months.

**4.8 Customers who cannot be satisfied or who make unreasonable demands**

- 4.8.1 Customers who cannot be satisfied, include members of the public or groups who do not accept that Council is unable to assist them, or that Council can provide any further assistance or level of service than that which has been provided already and/or who disagree with the action Council has taken in relation to their complaint or concern.

- 4.8.2 Customers who make unreasonable demands include members of the public whose demands upon Council start to divert Council's resources, significantly and unreasonably, away from other Council functions or create an inequitable and unfair reduction of resources or staff time for other customers. Such demands may result from the amount of information requested, the nature or scale of services sought or the excessive number of approaches seeking information, assistance or service.

- 4.8.3 If in the opinion of the Chief Executive Officer or the Chief Executive Officer's delegate, a customer cannot be satisfied or makes unreasonable demands, and all appropriate avenues of internal review or appeal have been exhausted and the customer continues to write to, telephone and/or visit Council, the following actions may be taken:

- The Chief Executive Officer/delegate is to brief Councillors about the contents of any correspondence issued in accordance with this clause.
- The Chief Executive Officer/delegate may write to the customer restating Council's position on the matter, if necessary, and informing them that, if the customer continues to contact Council regarding the matter, Council may:
  - I. Not accept any further phone calls and/or emails from the customer
  - ii. Not grant any further interviews
  - iii. Require all further communication to be put in writing, excluding email
  - iv. Continue to receive, to read and to file correspondence but only to acknowledge or otherwise respond to it if:
    - the customer provides significant new information relating to their complaint or concern; or
    - the customer raises new issues, which in the Chief Executive Officer's/delegate's opinion, warrant fresh action
- The customer is to be given an opportunity to make representations about Council's proposed course of action
- If the customer continues to contact Council after being advised of Council's proposed course of action, the Chief Executive Officer/delegate may, after considering any representations from the customer, advise the customer that any or all of the restrictions in this clause of Council's policy will now apply.

**CUSTOMER SERVICE AND COMMUNICATION POLICY****4.9 Customers who constantly raise the same issue with different Council staff members**

4.9.1 If in the opinion of the Chief Executive Officer/delegate, a customer is constantly raising the same issues with different members of Council staff, the following actions may be taken:

- The Chief Executive Officer/delegate is to brief Councillors about the contents of any notification issued in accordance with this clause
- The Chief Executive Officer/delegate may notify the customer that:
  - I. Only a nominated staff member must deal with them in future
  - II. They must make an appointment with that person if they wish to discuss their matter; or
  - III. All future contact with Council must be in writing.
- The customer is to be given an opportunity to make representations about Council's proposed course of action.

**4.10 Customers who behave in a rude, abusive or aggressive manner**

4.10.1 Rude, abusive or aggressive behaviour may include vulgar noises, expressions or gestures, verbal abuse of a personal or general nature, threatening or offensive behaviour, physical violence against property or physical violence against a person.

4.10.2 If in the opinion of any Council staff member, rude, abusive or aggressive comments or statements are made in telephone conversations or interviews by a customer, the Council staff member may:

- Warn the customer that if the behaviour continues, the conversation or interview will be terminated
- Terminate the conversation or interview if the rude, abusive or aggressive behaviour continues after a warning has been given
- If the customer continues to give verbal abuse and/or threatens physical abuse, the Chief Executive Officer/delegate or the relevant manager may inform the customer that they are to be removed from the building
- If a conversation or interview is terminated in accordance with this clause, the Council staff member must notify the Chief Executive Officer/delegate or the relevant manager of the details as soon as possible.

**4.11 General**

4.11.1 Many of the types of behaviour set out in clauses 4.16-4.25 above may constitute harassment. If a member of the public, member of Council staff or a Councillor believes they have been discriminated against or harassed, while conducting business with Council or assisting a member of the public to conduct business with Council, they have a legal right to complain to the Anti Discrimination Board of NSW.

4.11.2 If in the opinion of the Chief Executive Officer/delegate, any correspondence to Council contains personal abuse, inflammatory statements, or material clearly intended to intimidate, it must be returned to the sender and not otherwise acted upon.

4.11.3 In regard to all of the situations referred to in this policy, adequate documentary records must be made and maintained on the appropriate Council file.

#### **CUSTOMER SERVICE AND COMMUNICATION POLICY**

4.11.4 If the Chief Executive Officer/delegate determines to limit a customer's access to Council, in any of the ways specified in this policy, the Chief Executive Officer/delegate must inform Council, as soon as possible, about the relevant circumstances and the action taken. This advice, as appropriate, should be forwarded to the Division of Local Government, ICAC and the NSW Ombudsman for information.

#### **4.12 Legal action**

4.12.1 Despite its commitment to quality service and improved communication, there may be situations when conflict between Council, including members of Council staff and Councillors, and members of the public may escalate to the point where parties resort to legal action.

4.12.2 Council is committed to improve service and communication with the community, the speedy and cost effective resolution of disputes involving Council and to minimise any impact on the rights of members of the public to participate in the affairs of Council. Council also considers that legal action should be considered only when all other reasonable and appropriate alternatives to resolving disputes have been attempted.

4.12.3 To this end, Council seeks to encourage and to assist the parties to resolve these disputes through other means including, where appropriate, engaging appropriate external mediators. In the case of action taken against Council, Councillors and/or members Council staff, Council may contribute towards the cost of any mediation or defending any legal action upon the resolution of Council.

## CUSTOMER SERVICE AND COMMUNICATION POLICY

### **AUTHORISED BY**

Council Resolution 25 May 2014

### **EFFECTIVE FROM**

25 May 2014

### **DEPARTMENT RESPONSIBLE**

Community and Culture (Customer Service)

### **REVIEW DATE**

25 May 2016

### **THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH**

Corporate Service (Governance and Legal Services)

### **VERSIONS**

Version	Amended by	Date	TRIM Number
1	Council Resolution	9 December 2002	Not applicable
1	Council Resolution	14 July 2003	Not applicable
2	Council Resolution	17 October 2005	046063.2005
4	Council Resolution	19 July 2010	211613.2010
5	Council Resolution	25 May 2014	129277.2014

### **REFERENCES**

Liverpool City Council: Code of Conduct  
 Liverpool City Council: Code of Meeting Practice  
 Liverpool City Council: Customer Feedback Policy  
 Mosman Council: Complaints Handling Policy  
 NSW Ombudsman: Better Service and Communication for Council 2000  
 NSW Ombudsman and Department of Local Government: Complaints Management in Councils, revised 2009  
 NSW Ombudsman: Effective Complaint Handling Guidelines 2nd edition, 2010  
 NSW Ombudsman: Good Conduct and Administrative Practice Guidelines for State and Local Government 2nd edition, 2010  
 NSW Ombudsman: Managing Unreasonable Complainant Conduct Manual 2012  
 NSW Ombudsman: The Complaint Handlers Toolkit 2000  
 NSW Ombudsman: Unreasonable Complaint Conduct – Model Policy 2012  
 Parramatta City Council: Customers Compliments and Complaints Policy  
 Penrith City Council: Customer Charter  
 Strathfield Council: Complaints Handling Policy



## INTERNAL OMBUDSMAN POLICY

Adopted: 28 March 2018

TRIM: 042571.2018





**INTERNAL OMBUDSMAN POLICY****1. LEGISLATIVE REQUIREMENTS**

*Government Information (Public Access) Act 2009*  
*Health Records and Information Privacy Act 2002*  
*Independent Commission Against Corruption Act 1988*  
*Local Government Act 1993*  
*Ombudsman Act 1974*  
*Privacy and Personal Information Protection Act 1998*  
*Public Interest Disclosures Act 1994*

**2. PURPOSE/ OBJECTIVES**

2.1 The Internal Ombudsman is responsible for:

- a) Administering the process for dealing with customer complaints to Council;
- b) Assessing and inquiring into complaints referred by the Mayor, Councillors and the CEO;
- c) Assessing and inquiring into complex and difficult complaints referred by Council directors and managers;
- d) Assessing and reviewing privacy complaints and providing privacy advice to Council and members of the public;
- e) Assisting the CEO as Complaints Coordinator in regard to Code of Conduct complaints;
- f) Managing public interest disclosures (whistleblowing complaints) by members of Council staff;
- g) Training members of Council staff in relation to complaint handling;
- h) Undertaking internal reviews of decisions by Council regarding access to documents in accordance with provisions of the *Government Information (Public Access) Act 2009*.
- i) Undertaking reviews of Council's complaint handling policies and processes.

**3. DEFINITIONS**

3.1 For the purpose of this policy:

- a) ARIC means the Audit, Risk and Improvement Committee;
- b) CEO means the Chief Executive Officer of Council;
- c) Council means the Liverpool City Council;
- d) IO means the Internal Ombudsman.

**4. POLICY STATEMENT****4.1 Jurisdiction**

- 4.1.1 The IO may, on receiving a complaint, or on the IO's own initiative, undertake an inquiry into a decision or recommendation, an act done or omitted, a procedure or process relating to a matter of administration or conduct of members of Council staff or Council (in its administrative capacity) whereby a person is or may be aggrieved.

**INTERNAL OMBUDSMAN POLICY**

- 4.1.2 The IO should be consulted in regard to all matters reportable to the Office of Local Government, the Independent Commission Against Corruption, the NSW Ombudsman and the NSW Police.
- 4.1.3 The IO is Council's designated;
  - a) Disclosures Coordinator dealing with public interest disclosures by persons defined as public officials of Council by section 4A of the *Public Interest Disclosures Act* 1994;
  - b) Complaints Coordinator in accordance with Council's Code of Conduct Procedures;
  - c) Privacy Contact Officer in accordance with Council's Privacy Policy.
- 4.1.4 The IO may conduct internal reviews of decisions relating to access to documents in accordance with Part 5 of the *Government Information (Public Access Act)* 2009.
- 4.1.4 The IO shall seek to act in a fair and transparent manner and to apply the principles of procedural fairness to any inquiry into a complaint.
- 4.1.5 The IO has the right to undertake an inquiry into any complaint without the need for any prior consent of any person or body within Council against whom the complaint is made.
- 4.1.6 Once an inquiry has concluded, any executive decisions in relation to findings and recommendations of the IO require the approval of the CEO or the Mayor (in the case of any findings or recommendations relating to the CEO). However, if the CEO refuses to endorse or act upon any findings or recommendations of the IO without good reason, the IO may report this situation directly to the Mayor or to a relevant external agency.
- 4.1.7 Submission of a complaint to the IO does not prevent the submission of a complaint to external agencies such as the ICAC, NSW Ombudsman, the Office of Local Government or the Information and Privacy Commission. However, if a matter is being dealt with by an external agency, the IO may refuse or cease to undertake an inquiry into the matter.
- 4.1.8 This policy does not affect any right in terms of any person to seek redress from any court or tribunal of competent jurisdiction in respect of any inquiry undertaken or recommendation made by the IO.

**4.2 Refusal to undertake an inquiry into a complaint**

- 4.2.1 The IO may refuse to undertake an inquiry, or cease to undertake an inquiry into a complaint where:
  - a) The complaint, in the reasonable opinion of the IO, is trivial, frivolous, vexatious or not made in good faith;
  - b) An adequate remedy or right of appeal already exists, whether or not the complainant uses the remedy or the right of appeal;
  - c) The complaint is a request for service or information (which shall then be referred to the appropriate business unit of Council);
  - d) The complaint relates to a decision, recommendation, act or omission of which the complainant had knowledge for more than three months before making the complaint to the IO;
  - e) The complaint relates to a Council decision;
  - f) The complaint relates to actions or conduct of the Mayor and/ or a Councillor, other than in an administrative capacity;

**INTERNAL OMBUDSMAN POLICY**

- g) The complaint relates to matters before a court or tribunal;
- h) The complaint relates to matters under investigation by the:
  - 1. Audit Office of NSW;
  - 2. Independent Commission Against Corruption;
  - 3. Information and Privacy Commission;
  - 4. NSW Ombudsman;
  - 5. NSW Police Force;
  - 6. Office of Local Government;
  - 7. Any other regulatory authority.
- i) The complaint is a complaint by a member or members of Council staff which, in the reasonable opinion of the IO, concerns performance management or a disciplinary procedure, dispute or grievance, which may be subject to the provisions of the *Local Government (State) Award 2017*. (If this is the case, the matter shall be referred to Council's People and Organisational Development unit to manage.);
- j) The complaint relates to a matter awaiting determination by Council (although conduct in dealing with the matter can be the subject of an inquiry by the IO);
- k) The complaint relates to the actions or conduct of private individuals;
- l) Senior Council staff have not had an adequate opportunity to address the complaint;
- m) There is insufficient information available;
- n) The complainant declines, or refuses to provide, further information and/ or there are threats made against Council, Councillors or members of Council staff.

**4.3 Decision not to undertake an inquiry**

- 4.3.1 Where the IO decides not to undertake an inquiry, or to cease to undertake an inquiry into a complaint, the IO shall inform the complainant and any other interested person, in writing, of this decision and shall state the reason(s) for this decision.

**4.4 Anonymous complaints**

- 4.4.1 The IO shall not undertake an inquiry into any anonymous complaint, unless the issue places public safety at risk or raises a serious matter (such as an allegation of corrupt conduct, serious misconduct, maladministration or waste) and there is sufficient information for the IO to undertake an inquiry.

**4.5 Confidentiality**

- 4.5.1 The IO, and any member of Council staff carrying out duties relating to any inquiry undertaken by the IO, and any member of Council staff who becomes aware of an inquiry being undertaken by the IO, shall maintain confidentiality in regard to all matters that come to their knowledge. However, there may be situations where this may not be possible or appropriate for the IO, especially in relation to procedural fairness requirements or if the IO is of the opinion that disclosure of the information is necessary to inquire into the matter effectively, in which situation(s) the IO shall confer with the person(s) affected to implement a process to ensure that they are supported and protected from any risk of reprisal, undue publicity or embarrassment.

**4.6 Privacy**

- 4.6.1 The personal information of any complainant shall not be disclosed without their consent.

## INTERNAL OMBUDSMAN POLICY

4.6.2 The IO shall manage personal information collected by the IO in accordance with Council's Privacy Policy, the *Health Records and Information Privacy Act 2002*, the *Privacy and Personal Information Protection Act 1988* and the *Government Information (Public Access) Act 2009*.

4.6.3 Interviews by the IO shall take place in a secure, discreet area of Council's Administration Centre, where complainants can provide information confidentially and all information is secure. Interviews may also take place in other locations, as appropriate in the reasonable opinion of the IO.

### **4.7 How to submit a complaint to the IO**

4.7.1 Complaints can be submitted to the IO, using Council's online form, by email to [lcc@liverpool.nsw.gov.au](mailto:lcc@liverpool.nsw.gov.au), or by letter addressed to the Internal Ombudsman, Liverpool City Council, Locked Bag 7064 Liverpool BC 1871.

4.7.2 The IO can be contacted for advice regarding the submission of a complaint or progress in its resolution on 1300 36 2170 (Tuesdays to Thursdays). However, the IO shall not accept complaints made during a phone call.

### **4.8 The complaint handling process**

4.8.1 Within five working days of receiving a complaint, the IO shall acknowledge receipt of the complaint made by the complainant in writing, indicating whether the IO shall undertake an inquiry into the complaint.

4.8.2 Whenever practicable, feedback on an inquiry into a complaint shall be provided to the complainant within 10 working days of receiving the complaint.

4.8.4 An inquiry into a complaint by the IO may include a review of the related files or policies and procedures, interviews with relevant witnesses, site visits, facilitated meetings with relevant members of Council staff and the complainant, and a report to the CEO (or the Mayor in the event that the complaint relates to the CEO), setting out any finding(s) and recommendation(s).

4.8.5 Throughout the inquiry process, the IO shall inform a complainant about the progress of an inquiry.

4.8.6 At the conclusion of an inquiry by the IO, the IO shall inform the complainant in writing of the outcome of the complaint, including any finding(s) and recommendation(s) made by the IO to the CEO in regard to their complaint.

### **4.9 Cost**

4.9.1 There is no charge for submitting a complaint to the IO or for any subsequent inquiry into a complaint.

### **4.10 Access to Council information and to Council premises by the IO**

4.10.1 The IO may receive and obtain information, documents and other materials from any person in accordance with relevant Acts and Regulations and Council policies, in a

**INTERNAL OMBUDSMAN POLICY**

manner that the IO considers appropriate. However, any inquiry requiring any detailed ICT information must be undertaken by the IO in accordance with the Council's Information and Communication Technology (ICT) Policy.

**4.10.2 The IO may:**

- a) At a reasonable time enter, remain on and inspect premises occupied by Council;
- b) Converse in private with any member of Council staff on the premises;
- c) Require, in writing, a member of Council staff to furnish information, or produce a document, or thing in that person's possession or control, which relates to an inquiry by the IO;
- d) Make copies of a document produced under this clause;
- e) Seek independent legal advice in relation to an inquiry.

**4.11 Recommendations by the IO****4.11.1 The IO may recommend that:**

- a) A decision or recommendation by a member or members of Council staff be revoked or varied;
- b) A Council policy, procedure or process be altered;
- c) A matter be referred to the CEO or the Mayor for further consideration;
- d) An apology be provided to complainant in writing by Council;
- e) An omission or delay be rectified;
- f) Council pay compensation to a complainant;
- g) Council provide a particular service or good, or undertake any necessary corrective work to resolve a complaint;
- h) Council undertake an appropriate correction, deletion or addition to a record;
- i) Provide an apology on Behalf of Council or recommend that an apology be provided by Council (without any admission of legal liability by Council);
- j) Reasons be given by a member or members of Council staff for a decision;
- k) Such other steps are taken that the IO considers reasonable and just.

**4.12 Implementation of findings and recommendations**

4.12.1 When any recommendation or finding is made under this policy, the IO may request the CEO or the appropriate director to notify the IO, within a specified period of time, about steps taken, or proposed to be taken, to give effect to any finding(s) and recommendation(s) made by the IO.

**4.13 Report to a complainant**

4.13.1 When an inquiry is undertaken about a complaint, the IO shall report the finding(s) and recommendation(s) to the complainant, in such manner and at such time as the IO deems suitable.

**4.14 Review of findings and recommendations made by the IO**

4.14.1 Findings and recommendations made by the IO can only be reviewed by the appropriate statutory agency external to Council, including the:

- a) Audit Office of NSW;

**INTERNAL OMBUDSMAN POLICY**

- b) Independent Commission Against Corruption;
- c) Information and Privacy Commission;
- d) NSW Ombudsman;
- e) NSW Police Force;
- f) Office of Local Government.

4.14.2 No proceedings can be brought against the IO for anything done in the course of the exercise or performance, or intended exercise or performance, of functions and duties of the IO under this policy, unless it is done in bad faith.

**4.15 Reporting to the ARIC, Council and the local community**

4.15.1 The IO shall provide a six-monthly report to the ARIC covering (subject to confidentiality) matters dealt with and findings as well as an annual report to Council on the performance of the functions and duties of the IO under this policy. The report to Council shall include a summary of matters dealt with by the IO in the previous 12 months.

4.15.2 The IO shall report to the local community on the work and activities of the IO through Council's Delivery Program and Operational Plan reporting process.

**4.16 Media matters**

4.16.1 All media inquiries regarding the work of the IO should be referred to the IO for comment.

4.16.2 Subject to approval by the Mayor, and after consultation with the CEO and Council's Manager Communications, the IO may issue media statements and public comments on matters relating to the IO.

**4.17 Breaches of this policy**

4.17.1 A member of Council staff who wilfully and without justification:

- a) Obstructs, hinders or resists the IO in the performance of the functions and duties of the IO under this policy;
- b) Fails to comply with a reasonable request of the IO;
- c) Makes a false statement to, or misleads or attempts to mislead, the IO or any other person in the exercise or performance of the functions and duties of the IO under this policy;

may be in breach of this policy and may be liable to disciplinary action.

4.17.2 A breach of this policy by members of Council staff shall be dealt with in accordance with any relevant staff agreements, awards, industrial agreements, contracts and Council policies, including the Code of Conduct and Code of Conduct Procedures.

4.17.3 If a matter being inquired into by the IO tends to show or shows maladministration, corrupt conduct, serious and substantial waste, government information contravention or criminal activity, the IO shall refer the matter to the CEO or the Mayor (as applicable) for reporting to the appropriate investigative agency.

#### INTERNAL OMBUDSMAN POLICY

#### **4.18 Appointment and removal**

4.18.1 To ensure that the IO can act and be perceived to act transparently, fairly and impartially:

- a) Whenever practicable, at least one Independent Member of the ARIC shall be a member of any selection panel for the appointment of the IO. The Mayor should also be consulted by the CEO prior to approval of the appointment of the IO by the CEO
- b) The IO should only be removed from the position by the CEO after prior consultation with the Mayor and the Chair of the ARIC.

## INTERNAL OMBUDSMAN POLICY

### AUTHORISED BY

Council Resolution

### EFFECTIVE FROM

28 March 2018

### DIRECTORATE RESPONSIBLE

Office of the Chief Executive Officer (Internal Ombudsman)

### REVIEW DATE

28 March 2020

### VERSION

Version	Amended by	Date	Changes Made	TRIM Number
1	Council Resolution	22 November 2017	New policy	241542.2017
2	Council Resolution	28 March 2018	Minor changes	042571.2018

### CONSULTATION

This policy has been developed after consultation with:

Audit, Risk and Improvement Committee 20 October 2017

City Corporate (Governance, Legal and Procurement)

City Corporate (People and Organisational Development)

### REFERENCES

Burwood Council: Ombudsman Policy

Liverpool City Council: Code of Conduct

Liverpool City Council: Code of Conduct Procedures

Liverpool City Council: Information and Communication Technology (ICT) Policy

Liverpool City Council: Privacy Policy

Liverpool City Council: Ethical Governance: Internal Reporting (Public Interest Disclosures) Policy

NSW Ombudsman: Effective Complaint Handling Guidelines, 3<sup>rd</sup> edition 2017

NSW Ombudsman: Good Conduct and Administrative Practice: Guidelines for State and Local Government, 3<sup>rd</sup> edition 2017

NSW Ombudsman: Managing Unreasonable Complainant Conduct Manual, 2<sup>nd</sup> edition 2012

NSW Ombudsman: Model Guidelines - Managing and Responding to Threats, Aggressive Behaviour and Violence from Members of the Public 2014

(Former) Warringah Council: Internal Ombudsman Guidelines



<b>QWN 02</b>	<b>Question with Notice - Cllr Ayyad - Status of Item CORP 03 from 27 March 2019 Council Meeting - Provision of Public Parking to City Centre South</b>
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<b>Strategic Direction</b>	Generating Opportunity Meet the challenges of Liverpool's growing population
<b>File Ref</b>	214437.2019

## **QUESTION WITH NOTICE**

Please address the following:

1. 'What is the status of the items resolved in the attached'?

### **Response**

Council, at its meeting held on 27 March 2019 considered a report regarding the provision of additional parking and resolved the following:

*That Council:*

1. Approves the implementation of the additional at-grade car parking proposal at Woodward Park;
2. Directs the CEO to include sufficient funds to implement the works in the 2019/20 budget;
3. Approves the repurposing of 68 Speed Street, Liverpool (Lot 231 DP635209) as public car parking;
4. Delegates authority to the CEO to negotiate with the interested parties to achieve favourable commercial terms on 68 Speed Street in both financial outcome and public benefit, and advise Councillors of progress through the CEO update process;
5. Advocates for the delivery of commitments in relation to commuter carparks as promised by the State Government;
6. Direct the CEO to bring a report to Council, listing all commitments made by the Government relating to the Liverpool LGA during the election campaigning period and also specifically related to the delivery of commuter carparking.

The following provides an update on actions taken to effect the above resolution of Council.

### **1. Additional at-grade car park at Woodward Park**

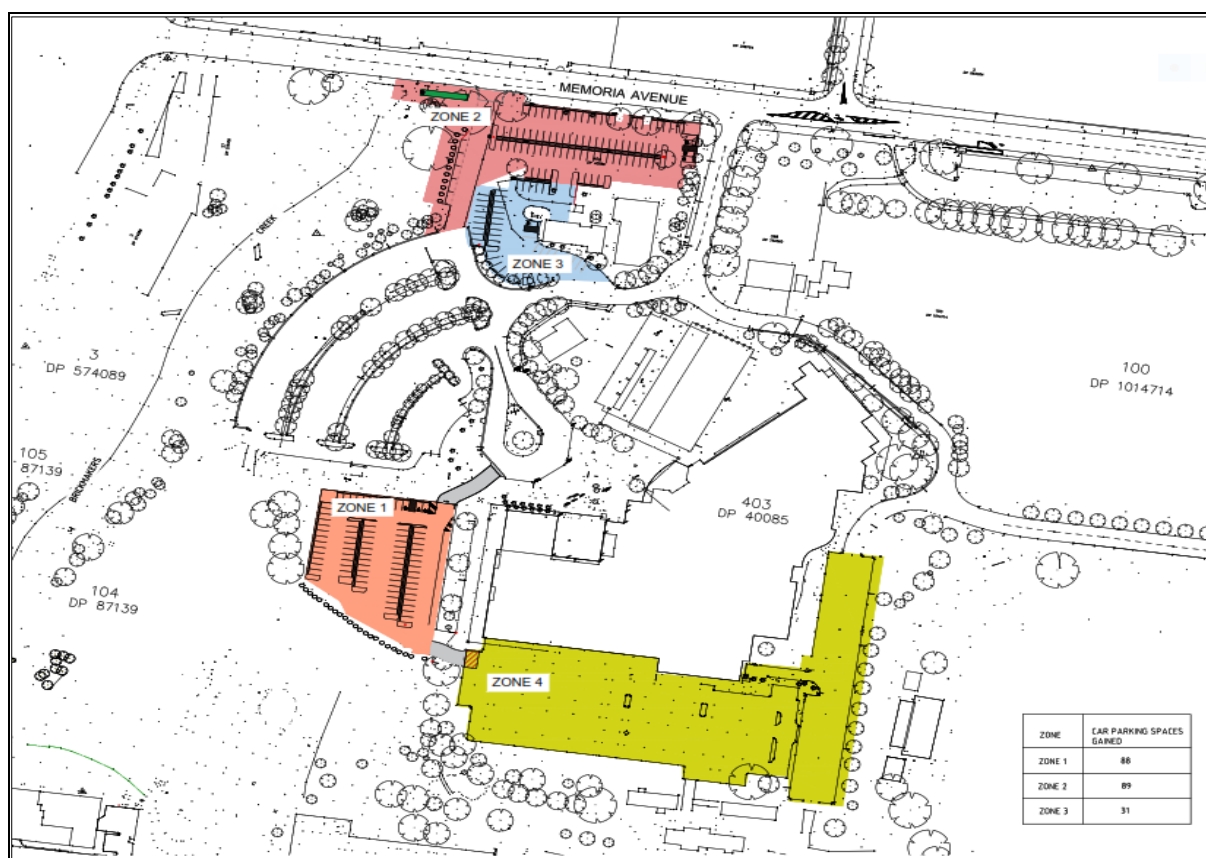
Council accepted the following program of improvement works to provide additional parking capacity at Woodward Park.

Stage 1 - refer to plan below

Location	spaces provided	Scope
Zone 1	88 additional spaces	Conversion into car park, new road links
Zone 4	49 existing spaces	Existing car park, new sign posts

Stage 2 - refer to plan below

Zone 2	89	New car park
Zone 3	31	Reconfigured car park



Council is pleased to advise that Stage 1 of the program was successfully completed in June 2019, with a total of 106 additional parking spaces created through line marking and appropriate signposting.

With regards to Stage 2 of the Program, detailed designs are being progressed to enable construction works to be completed in December 2019. Council is concurrently liaising with the Aboriginal Land Council in relation to pending Aboriginal Land Claim over the subject site.

## 2. 68 Speed Street Carpark

Construction of the Speed Street car park will involve the demolition of the existing decommissioned community building and provision of controlled earthworks to fully encapsulate the contaminated underlying surface.

A Development Application is being prepared to enable demolition works to be undertaken later this year followed by car park construction works. At this stage, the car park works are anticipated to be completed in early 2020.

3. **Delegates authority to the CEO to negotiate with the interested parties to achieve favourable commercial terms on 68 Speed Street in both financial outcome and public benefit, and advise Councillors of progress through the CEO update process;**

Recent discussions with the interested party (Coronation Pty Ltd) have revealed that at this time they do not wish to proceed with the car park.

4. **Advocates for the delivery of commitments in relation to commuter carparks as promised by the State Government;**

Council has written on several occasions to the NSW Government about commuter carparking commitments. The issue has also been raised with local MPs, stakeholders and government agencies on a regular basis.

5. **Direct the CEO to bring a report to Council, listing all commitments made by the Government relating to the Liverpool LGA during the election campaigning period and also specifically related to the delivery of commuter carparking.**

A report listing election commitments made by the NSW Government, including those relating to commuter carparking, was provided to the April 2019 Council meeting.

## **ATTACHMENTS**

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1. CORP 03 - Provision of Public Parking to City Centre South - from 27 March 2019 Council meeting

**ITEM NO:** CORP 03  
**FILE NO:** 054834.2019  
**SUBJECT:** Provision of Public Parking to City Centre South

## RECOMMENDATION

That Council:

1. Approves the implementation of the additional at-grade car parking proposal at Woodward Park;
2. Directs the CEO to include sufficient funds to implement the works in the 2019/20 budget;
3. Approves the repurposing of 68 Speed Street, Liverpool (Lot 231 DP635209) as public car parking; and
4. Delegates authority to the CEO to negotiate with the interested parties to achieve favourable commercial terms on 68 Speed Street in both financial outcome and public benefit, and advise councillors of progress through the CEO update process.

## COUNCIL DECISION

**Motion:** Moved Cllr Hagarty      **Seconded:** Cllr Hadchiti

That Council:

1. Approves the implementation of the additional at-grade car parking proposal at Woodward Park;
2. Directs the CEO to include sufficient funds to implement the works in the 2019/20 budget;
3. Approves the repurposing of 68 Speed Street, Liverpool (Lot 231 DP635209) as public car parking;
4. Delegates authority to the CEO to negotiate with the interested parties to achieve favourable commercial terms on 68 Speed Street in both financial outcome and public benefit, and advise councillors of progress through the CEO update process;
5. Advocates for the delivery of commitments in relation to commuter carparks as promised by the State Government; and

**28**

6. Direct the CEO to bring a report to Council, listing all commitments made by the Government relating to the Liverpool LGA during the election campaigning period and also specifically related to the delivery of commuter carparking.

On being put to the meeting the motion was declared CARRIED.

<b>QWN 03</b>	<b>Question with Notice - Cllr Harle - Excessive Noise and Use of Public Address Systems in Recreational Areas</b>
<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	236467.2019

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**QUESTION WITH NOTICE**

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For over a decade Council has been experiencing consistent negative feedback due to objectional and excessive noise generated by unauthorised use of Public Address systems at Council owned recreational facilities. Considering the high number of complaints, particularly around the Chipping Norton Lakes area and Black Muscat Park, Council needs to take positive action as it detrimentally affects all users of the park and nearby residential homes.

It is obvious current action by Councils is not having the desired effect both from a park user and nearby residents point of view.

Please address the following:

1. Can Council issue substantial fines for using PA systems contrary to signage and if so, what are the maximum penalties that can be applied and how can these be enforced and by whom?
2. Can Council legally confiscate the offending equipment?
3. If so, can Council ensure signage includes applicable penalty notices?
4. Does Council have practical enforceable suggestions to prevent this continuing problem?

**A response to these questions will be provided in the 28 October 2019 Council meeting business papers.**

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**ATTACHMENTS**

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Nil

**QWN 04****Question with Notice - Cllr Hagarty - Edmondson  
Park Commuter Car Park**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
<b>File Ref</b>	236227.2019

**QUESTION WITH NOTICE**

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**Background**

Despite allocating just \$212,000 in this year's budget, the New South Wales Government continues to commit to a 'mid 2020' time frame for the completion of a multi-storey car park at Edmondson Park station.

Potential risks to the project's completion date of have been given as "weather, Liverpool Council and other land holders".

Please address the following:

1. Does Council own land within the vicinity of Edmondson Park train station suitable for a multi-storey car park?
2. Has Council been approached by the State Government about the use of Council owned land for a multi-storey car park at Edmondson Park? If so when?
3. What approvals would Liverpool Council need to give for a multi-storey car park at Edmondson Park?
4. Are there any other delays or impediments Council could potentially cause to the timely completion of this project?

**A response to these questions will be provided in the 28 October 2019 Council meeting business papers.**

**ATTACHMENTS**

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Nil

**QWN 05**

**Question with Notice - Cllr Hadchiti - Basketball**

<b>Strategic Direction</b>	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
<b>File Ref</b>	236180.2019

### **QUESTION WITH NOTICE**

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Please address the following:

1. Has Council undertaken any studies which identify a need for more basketball facilities in the LGA?

**A response to this question will be provided in the 28 October 2019 Council meeting business papers.**

### **ATTACHMENTS**

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Nil



**QWN 06**

**Question with Notice - Cllr Hadchiti - Parking  
Meters**

<b>Strategic Direction</b>	Leading through Collaboration Seek efficient and innovative methods to manage our resources
<b>File Ref</b>	236196.2019

**QUESTION WITH NOTICE**

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Please address the following:

1. Have there been any issues brought to Councils attention in relation to the roll out of the new parking meters?

**A response to this question will be provided in the 28 October 2019 Council meeting business papers.**

**ATTACHMENTS**

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Nil

**NOM 01****Outdoor Dining Policy**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	232466.2019
<b>Author</b>	Nathan Hagarty - Councillor

**BACKGROUND**

As Councillors we should all strive to be cutting red tape and making it easier for small businesses to get on with doing business.

The NSW Small Business Commissioner recently released an Outdoor Dining Policy. The NSW Outdoor Dining Policy is intended to replace Council's comparable policy and therefore make it easier and more cost effective for restaurants, bars and cafes to expand their existing dining activities outdoors.

According to the Commissioner, the benefits include:

- a streamlined and simplified approach for outdoor dining approvals
- cutting red tape for small businesses and local Councils
- user-friendly, online assessment and approval
- lower costs and compliance burdens on small businesses

With Amendment 52 now passed and the City Centre Public Domain Master Plan imminent, the Liverpool CBD is on the cusp of realising Council's objective of an 18 hour economy. Adopting policies such as the NSW Outdoor Dining Policy will help Council realise this vision.

**NOTICE OF MOTION**

That Council review the NSWBC Government's Outdoor Dining Policy and Guide as part of the development of the City Centre Public Domain Master Plan with a view to repealing Council's existing Outdoor Dining Policy and adopting the NSW Policy and Guide

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**CHIEF EXECUTIVE OFFICER'S COMMENT**

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The outdoor dining policy has been reviewed as part of the Liverpool City Centre Public Domain Master Plan document review process. Staff are in favour of the broad intentions behind the NSW Policy and Guide. However, Councillors must consider that adopting the guide will have significant impacts on the current administrative arrangements surrounding the issue and monitoring of Permits, specifically:

1. Loss of income to Council and the associated impact on Council's ability to fund public domain improvements and the necessary administration and compliance costs of outdoor dining. The income for FY19-20 is estimated at \$34,800pa.
2. Transferring the financial income benefit to the Landlords of adjoining premises by way of higher rents being charged that reflect the value of "free" outdoor dining space.
3. The time and cost of Council resources in managing and compliance of the outdoor dining areas. This responsibility will remain with Council.

For these reasons and although the intentions of the NSW Policy and Guide are positive, Council may wish to consider whether adopting the Policy and Guide in its current form is in the best interest of Council.

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**CONSIDERATIONS**

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<b>Economic</b>	Facilitate economic development.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.

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**ATTACHMENTS**

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Nil

**NOM 02****Ferrington Park**

<b>Strategic Direction</b>	Leading through Collaboration Encourage community participation in decision-making
<b>File Ref</b>	232486.2019
<b>Author</b>	Nathan Hagarty - Councillor

**BACKGROUND**

The Ferrington Park project shows the best of the Liverpool community. Earmarked for sale with 14 other parks by the previous Council, the community around Ferrington Park got together to revitalise a barren strip of grass. Working with the Men's Shed and with assistance from Council and local businesses, the Ferrington Collaborative have created a thriving neighbourhood park and focal point for their community.

Built by the community, the community has an added incentive to use and maintain the park. This not only fosters stronger community ties, but has the potential to save ratepayers money.

Council should document the lessons learnt from this project and seek to encourage other similarly minded neighbourhoods to create their own 'Ferrington Parks'.

**NOTICE OF MOTION**

That Council:

- Work with all the stakeholders involved in the Ferrington Park project to document the lessons learned and develop a policy to encourage similar projects throughout the LGA; and
- Bring a draft policy back to Council by March 2020.

## **CHIEF EXECUTIVE OFFICER'S COMMENT**

The Ferrington Park project was initiated in 2017 through a \$15,000 Matching Grant from Council's Grants and Donations Program. The project provided an opportunity for Council to work closely with the local residents to redevelop a local park for the benefit of residents. The primary role of Council was to assist local residents to work with the Liverpool Men's Shed to revitalise their local park.

Neighbourhood parks could serve as a focal point to build a safe and cohesive community, as demonstrated through the Ferrington Park project. While an internal review of the process has been undertaken, it will be necessary for Council to monitor and evaluate the residents' interactions with the park and its broader community utilisation over the next 5-10 years and to determine if the community engagement and ownership of the park remains at its current levels.

As the project is now complete, Council will continue to work with the Ferrington Collaborative and other stakeholders to document the lessons learnt, to serve as considerations for future projects. Such considerations include alignment with Council's Recreation, Open Space and Sports Strategy, community needs and utilisation analysis, priority programs and full costing of projects of this nature.

Further consideration of the lessons learnt, and a proposed way forward will be presented to Council in March 2020.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	<p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p>
<b>Social</b>	<p>Raise awareness in the community about the available services and facilities.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p> <p>Deliver high quality services for children and their families.</p>

<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

**ATTACHMENTS**

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Nil

**NOM 03**

**Changes to the Code of Meeting Practice**

<b>Strategic Direction</b>	Leading through Collaboration Increase community engagement
<b>File Ref</b>	233180.2019
<b>Author</b>	Karress Rhodes - Councillor Peter Harle - Councillor

**BACKGROUND**

Council Meetings are held mid-week at the busiest time for our constituents and therefore they may not always be available to watch the Live stream or attend Council meetings.

Live streaming the Council meetings and then removing the video recording once the Council Meeting has finish means some people are less informed than others for no other reason than they could not be available on the night of the Council Meeting.

All constituents have the same right to ease of access to that information contained in the Video recordings as those people who were able to attend or watch the Live Stream on the night of the meeting.

Council recently chose to upload a video recording onto the Council website because Council understood that by uploading that video onto the Council website they were providing the maximum opportunity for all of the public to have the same factual information as those people who were fortunate enough to either attend the meeting or watch via the Live Stream.

For Council to make a decision about what information they upload onto the website and what information they do not upload onto the website for public access could be perceived as Council controlling what information it is willing to share with the public and what information it is not willing to share.

It is also permitting Council to make a decision on what they feel is important rather than permitting the public to have access to the entire video recordings in order for them to decide for themselves what is important to them.

It is in the best interest of Liverpool that the public is fully informed at the same time to the facts of each meeting that is included in the entire video recording of each Council meeting. This can only be attained by uploading the video recordings of each meeting onto the Council website after the meeting has concluded for full public access in a similar way as the Minutes are made publicly available.

We need to upload the video recordings onto the Council website because not all people are available to watch the live stream of the meeting.

In Liverpool we have over 80% of constituents who have to leave the Liverpool LGA each day to work. At the time our Council meetings are being live streamed on our Council website, many residents are not even home from work.

When they do get home, they are busy providing family meals and preparing for work or school the next day.

In Liverpool we have a high percentage of constituents who work night shift making them unavailable to watch the live stream of the Council Meeting.

We pride ourselves on being a Health and Education Hub and yet Doctors, Nurses, Educators, Students, Night Time shift workers and Hospitality workers all people who work nights are being excluded if we do not upload video recordings onto the website. That is the only way they can engage, at a time when they are available.

If we do not upload the video recording after the council meeting onto the Council website we are excluding all the above people from having the same right of access to council information.

This Council has nothing to hide from our constituents, and yet by limiting the access to the recording of Council Meetings, that is what some constituents may think, "What is Liverpool Council hiding"?

The recordings of Council meetings are there to validate and substantiate the written minutes. The recordings cannot undermine the minutes of the meetings as councillors were previously advised. In writing the minutes of Council Meetings the recordings of the meetings are often referenced to assure the accuracy of those minutes, that is not undermining but is actually validating the written minutes.

Director of the Institute for Public Policy and Governance at the University of Technology, Associate Professor Roberta Ryan, said research showed that people held their councils in higher regard when they had more contact and more exposure to what their councils did.

It is difficult for the constituents to understand the range of things that councils do – or the complexity of the decisions that they have to make – if you are not involved with councils. It is only by maximising access to the video recordings of Council meetings that the constituents have that greater understanding and engagement.

Other councils who have embraced the opportunity to better engage with their community through making the video recordings available on their websites are Wollongong, Northern Beaches, Wollondilly, Inner West Council, with Parramatta and Campbelltown set to implement by next year.

General Manager of Northern Beaches said webcasting encouraged the community to understand and be involved with local issues.



Our neighbouring Councils Wollondilly, said “This is a great accomplishment for council as it is one step closer to bringing the Wollondilly community closer together”.

Wollondilly Council’s general manager said webcasting council meetings is an excellent way to enhance access to the democratic decision-making process.

Local government has a very broad range of responsibilities and makes decisions that can affect the whole community.

Uploading the video recording onto Council’s website will provide Liverpool Council the opportunity to:

- Extend its transparency and maximise the opportunity for public access and participation in council meetings.
- Increase the value of our relationship between council and our community.
- Allow everyone equal and inclusive access to the opportunity to observe the decision-making process regardless of meeting time.

We as Councillors have a duty of care to the constituents of Liverpool, who elected us to be their voice in the decision making processes.

Many in our community believe that it seems since the last election the local community has lost its ability to be heard, and that decisions are made despite their objections, or without their knowledge and decisions are often made after expert advice from people who do not live in Liverpool.

For these reasons now more than ever there is a need to provide the greater opportunity for the Community to be able to access the video recordings of Council meetings, so they may know first hand all the issues and representations made on their behalf by the Councillors they elected to serve them. To demonstrate the open, transparent and democratic process of local government decision making.

As Councillors we have an obligation to maximise all opportunities for our local community to be engaged, to have access to knowledge about what is going on in our community. That is our job, what we were elected to do.

It is the right thing to do for our constituents, it is the right thing to do for Liverpool. We ask that you vote in favour of this motion.

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**NOTICE OF MOTION**

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That Council Change the Code of Meeting Practice to:

1. Live stream the Council meeting and up-load the video recording onto the Council website after the conclusion of each meeting.
2. Place all past and future video recording of Council Meetings onto the Council website for full public access, for the same duration as the Council Minutes are made available to the public.
3. Ensure a link to the video recordings is prominently displayed on the home page of the Council website for easy public access to the recordings at all times.
4. Change section 5.13 Entitlement of the public to attend council meetings to include section 3.22 from the previous code of meeting practice.
5. Update the Code of Meeting Practice to reflect the above decision of Council shown below:

Code of Meeting Practice May 2019

Change the Webcasting of meetings

Change Section 5.19 (Page 11) to:

- 5.19 A recording of each meeting of the council and committee of the council is to be livestreamed onto the Council's website and on the conclusion of each meeting to be further uploaded for public viewing onto the Council website for the same period of time as the minutes of each meeting. Recordings of meetings may be disposed of in accordance with the State Records Act 1998.

Code of Meeting Practice May 2019

Change section 5.13 Entitlement of the public to Attend Council Meetings (Page 10) to re-insert and include section 3.22 from the previous Code of Meeting practice.

- 5.13 Everyone is entitled to attend a meeting of the council and committees of the council. The Council must ensure that all meetings of the council and committees of the council are open to the public.

(Re-insert and include from the Previous Code of Meeting Practice:

Principals Subsection (3.22) below:

"Meetings should be a part of Council's commitment to Open Government and maximise the access and participation available to the City's residents".

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**CHIEF EXECUTIVE OFFICER'S COMMENT**

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If Council wishes to make a change to its Code of Meeting Practice, it will also need to resolve to place the changes on public exhibition for comment and receive a further report following the public exhibition, or if no submissions are received, delegate to the CEO to adopt the changes to the Code of Meeting Practice.

Clauses referred to in the Notice of Motion item are provided in full below.

- Clause 3.2.2. of the previous Code of Meeting Practice was:  
“Meetings should be part of Council’s commitment to open government and maximise the success and participation available to the City’s residents.”
- Clause 5.13 of the current Code of Meeting Practice is:  
“Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public”.
- Clause 5.19 of the current Code of Meeting Practice is:  
“A recording of each meeting of the council and committee of the council is to be retained on the council’s website for the duration of the meeting. Council meetings will be livestreamed and then removed from the website at the conclusion of the meeting. Recordings of meetings may be disposed of in accordance with the State Records Act 1998”.

It should also be noted that, as previously advised on 2/5/19 via the CEO update, as the Strategic Panel and Budget Review Panel (of which all Councillors are members) consistently includes information of a confidential nature, those meetings are not open to the public. Members of the public may be invited to those meetings in the following instances:

- Representatives of organisations or the general community may be invited by the Chairperson to address the Panel on matters on the agenda; and
- Relevant experts, stakeholders and community members may be invited to participate in the Panel from time to time, as determined by the Panel”.

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**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Raise awareness in the community about the available services and facilities.

<b>Civic Leadership</b>	<p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

**ATTACHMENTS**

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Nil

**NOM 04****Affordable Housing and Planning for  
Infrastructure**

<b>Strategic Direction</b>	Generating Opportunity Meet the challenges of Liverpool's growing population
<b>File Ref</b>	236118.2019
<b>Author</b>	Charishma Kaliyanda - Councillor

**BACKGROUND**

A 2018 report commissioned by the Southern Sydney Regional Organisation of Councils (SSROC) found the NSW Government's Affordable Rental Housing Policy (AHRSEPP) has delivered very little genuinely affordable rental housing for very-low and low-income households.

According to the report, conducted by the UNSW City Futures Research Centre, despite a growth in boarding rooms and secondary dwellings (granny flats) in Southern Sydney, rents were marginally higher.

Furthermore, the NSW Government's AHRSEPP contains few to no mechanisms for monitoring to actually see if it has been effective in addressing the very real issue of housing affordability. The lead report author, Dr Laurence Troy, found that, "while the ARHSEPP has delivered large numbers of dwellings across central and southern Sydney, it appears that many of the provisions are being used to circumvent other development controls, such as apartment design standards and dwelling mix, rather than deliver genuinely affordable rental housing".

The report also found that, as a result, considerable pressure has been added to parts of Sydney without properly planning for wider infrastructure and community services. This is certainly the apprehension of the community in parts of Moorebank and Casula, where developments have been approved under AHRSEPP.

The report found that the Affordable Rental Housing policy needed to be integrated within a broader affordable housing strategy, and more explicitly linked to supporting the delivery of local affordable housing targets required as part of the Greater Sydney Region Plan. As a result, the SSROC have used the report as a basis to advocate for better planning and to have a collaborative approach to an affordable housing strategy among their member councils.

Recent media articles identify Western Sydney as bearing the brunt of population increase in Sydney. Therefore, the need to take a strategic approach to planning affordable housing and better plan for infrastructure and services that will support our whole community is pressing.

## **NOTICE OF MOTION**

That Council:

1. Write to WSROC to consider a collaborative approach to affordable housing strategy amongst member councils;
2. Write to NSW Minister for Planning to outline concerns around the issues with AHRSEPP in providing adequate infrastructure and community services for not just the existing residents in an area, but also the incoming residents; and
3. Publicly advocate for a review of AHRSEPP to take local infrastructure needs into account.

## **CONSIDERATIONS**

<b>Economic</b>	Deliver a high quality local road system including provision and maintenance of infrastructure and management of traffic issues.
<b>Environment</b>	<p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p> <p>Promote an integrated and user friendly public transport service.</p> <p>Support the delivery of a range of transport options.</p>
<b>Social</b>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Regulate for a mix of housing types that responds to different population groups such as young families and older people.</p>

<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>

**ATTACHMENTS**

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Nil

**NOM 05**

**Removal of Liverpool Station Safety and Information Booth**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Develop, and advocate for, plans that support safe and friendly communities
<b>File Ref</b>	236144.2019
<b>Author</b>	Charishma Kaliyanda - Councillor

**BACKGROUND**

A number of Railway Stations across Sydney have glass rooms at the ticket gates that serve a number of purposes, including safety and provision of information to commuters. They are known as “Garrisons” or “GAC Booths”.

Sydney Trains wants to remove the Garrison at Liverpool Station and replace it with nothing.

The Garrison provides station staff and customers with a safe place in times of overcrowding and during violent episodes.

The Garrison allows them to perform their operational role safely when the rail network is in meltdown (train cancellations, out of course running). The Garrison in the past has assisted commuters and staff for events such as:

- Assisting a pregnant woman during a medical emergency
- Protecting the public and staff from a person wielding an axe
- Helping dementia patients
- Administering first aid
- Shielding staff from violent and abusive customers
- Protecting lost children
- Recuperating from heat exhaustion during summer

The decision to remove the Garrison comes less than a year after Sydney Trains installed new ducted air conditioning in the Garrison.

Liverpool was recently reported to be a hotspot for crime and assault. In dangerous situations, a physical refuge at Liverpool Station like the Garrison is much needed.



## **NOTICE OF MOTION**

That Council:

1. Writes to Sydney Trains CEO, Howard Collins, and NSW Transport Minister, Andrew Constance, to intervene to prevent the closure of the Garrison at Liverpool Station; and
2. Inform the local Liverpool community about the proposed removal of the Garrison via Council's official communication channels.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues. Promote an integrated and user-friendly public transport service.
<b>Social</b>	Support policies and plans that prevent crime. Support access and services for people with a disability. Deliver high quality services for children and their families.
<b>Civic Leadership</b>	Act as an environmental leader in the community. Undertake communication practices with the community and stakeholders across a range of media. Foster neighbourhood pride and a sense of responsibility. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct. Actively advocate for federal and state government support, funding and services.
<b>Legislative</b>	There are no legislative considerations relating to this report.

## **ATTACHMENTS**

Nil