

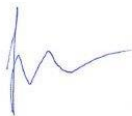
COUNCIL AGENDA

ORDINARY COUNCIL MEETING

26 February 2020

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, 26 February 2020** commencing at 6.00pm. Doors to the Francis Greenway Centre will open at 5.50pm.

Liverpool City Council Meetings are livestreamed onto Council's website and remain on Council's website for a period of 12 months. If you have any enquiries, please contact Council and Executive Services on 8711 7584.



Kiersten Fishburn

CHIEF EXECUTIVE OFFICER

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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 Mayor and Councillors Charity Ball 2020

Reason: Item CONF 01 is confidential pursuant to the provisions of s10(A)(2)(a)(g) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors); and, advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

CONF 02 Minutes of the Civic Advisory Committee Meeting held 31 January 2020

Reason: Item CONF 02 is confidential pursuant to the provisions of s10(A)(2)(a) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors).

CONF 03 RCL2828– Provision of Asbestos Removal, Site Remediation and Demolition Services

Reason: Item CONF 03 is confidential pursuant to the provisions of s10(A)(2)(d i) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CONF 04 Proposed Acquisition of Lot C DP 19162, 78 Rickard Road, Chipping Norton under the Moorebank Voluntary Acquisition Scheme

Reason: Item CONF 04 is confidential pursuant to the provisions of s10(A)(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 05 Personnel Matter

Reason: Item CONF 05 is confidential pursuant to the provisions of s10(A)(2)(a) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors).

Close



MINUTES OF THE ORDINARY MEETING HELD ON 5 FEBRUARY 2020

PRESENT:

Deputy Mayor Karnib
 Councillor Ayyad
 Councillor Balloot
 Councillor Hadchiti
 Councillor Hadid
 Councillor Hagarty
 Councillor Harle
 Councillor Kaliyanda
 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
 Ms Tina Sangiuliano, Strategic Organisational Change Manager
 Mr Vishwa Nadan, Chief Financial Officer
 Mr Michael Knight, Deputy General Counsel
 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 Deputy 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 Reverend Bruce Hammonds from Liverpool Presbyterian Church.

NATIONAL ANTHEM

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

APOLOGIES**Motion:****Moved: Cllr Kaliyanda****Seconded: Cllr Hagarty**

That a leave of absence be granted for Mayor Waller for her absence from the meeting.

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

CONDOLENCES

Mr John Jewell (read by Cllr Rhodes).

Long-time Liverpool resident John Jewell passed away on Monday 16 December 2019.

John Jewell is well known for his service to the local community and has served on many committees including:

- Bicentennial Committee;
- Holsworthy Amateur Swimming Club;
- Macarthur Woodturners; and
- Liverpool District and Moorebank Men's Sheds.

He was a member of the Liverpool Sailing Club.

John organised the 75th Anniversary Commemoration of Lieutenant George Cantello's death at Lieutenant Cantello Reserve, Hammondville. At that time he arranged for the American family descendants to come to Australia inviting them into his own home so that they could participate in their father and grandfather's 75th Memorial Service, after which he proudly became their personal tour guide, taking them to Sydney's iconic tourist attractions.

John was a passionate advocate for the monument erected in Lieutenant Cantello's honour, making sure it was maintained and presented well for the memorial services.

He was an Officer of the Order of Liverpool Award recipient in 2017 for services to the community.

He was the local go to person for the history of Liverpool and in particular the Hammondville community where he grew up and attended school as a young boy.

John was a living memory of the Hammondville housing grants, from the depression during and just after WWII.

Clr Rhodes declared a non-pecuniary interest, less than significant interest in the following item:

Item COM 01: Grants, Donations and Corporate Sponsorship.

Reason: Clr Rhodes was once a financial member of the Liverpool and District Historical Society.

Clr Rhodes left the Chambers for the duration of this item.

PUBLIC FORUM

Presentation – items not on agenda

Nil.

Representation – items on agenda

1. **Mr John Anderson** addressed Council on the following item:
Item No. NOM 04 Moorebank Intermodal.

Clr Hadchiti left the Chambers at 6:15pm.

Clr Hadchiti returned to the Chambers at 6:17pm.

Motion: **Moved: Clr Rhodes** **Seconded: Clr Hadid**

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

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

2. **Mr Erik Rakowski** addressed Council on the following item:

Item No: NOM 04 Moorebank Intermodal.

Motion: **Moved: Clr Hadid** **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.

3. **Dr Agnes Chiu** addressed Council on the following item:

Item No. NOM 01 Feral Cats and TNR Program.

ITEM NO: CEO 02
FILE NO: 010866.2020
SUBJECT: 2020 National General Assembly of Local Government

COUNCIL DECISION

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

That Council:

1. Notes that the 2020 National General Assembly of Local Government to be held in Canberra from Sunday 14 June – Wednesday 17 June 2020;
2. Councillors to contact the Councillors Support Officer if wishing to attend; and
3. Consider submitting the following motions for debate at the National General Assembly and a report be submitted to the March 2020 Council meeting for Council to consider the motions:

i. Koala Protection Order

Proposed motion: That LGA advocate for a National Koala Protection Order.

Background: Koala populations have been desecrated as a result of the Australian Bushfires and are under ever increasing threat by logging, the clearing of farming land and urban development. Unless there is a Nation Wide Protection Order with substantial fines and strict enforcement Australia may lose it famous national icon forever.

- ii. **Proposed Motion:** That LGA advocate for Sustainable Long Term Drought Mitigation Action Plan

Background: That LGA advocate for a National Action Plan to address negative impacts of drought to deliver sustainable, long term solutions that ensures water supply to all Australian cities and towns.

The recent drought has seen unprecedented number of towns run out of water requiring a national co-ordination to develop:

- a) A national plan to plant indigenous drought proofing trees that will encourage rain and the retention of water in top and sub soil.
- b) Limit on logging and land clearing plan that enforces for every tree removed 4 drought proofing trees must be planted and maintained in same local government area.

- c) Collection of flood waters into subterranean dams.
- d) A national water pipeline network.

iii. Sustainable Housing Development

Proposed motion: That LGA advocate for the federal government to enforce national housing development regulations that:

- a) Limits housing developments to cover no more than 40% of block size in urban developments.
- b) Ensures that Housing developments comply with heat sink regulations by introducing substantial fines for noncomplying developments.

iv. Feral Cats in urban areas

Proposed motion: That LGA advocate for funding:

- a) From the Federal Government and NSW State Government to support changes that enables Council to provide services that identifies stray cats that are not microchipped, nor desexed and found on the streets to be microchipped, desexed and housed until rehomed.

Increase of feral cats in suburban areas continues to grow to near plague proportions. Cats can breed at just 6 weeks of age and subsequently every 6 weeks after birth of any litter.

Unless action is taken feral cat populations will only continue to grow to plague proportions. Local Government needs financial support to address this issue.

v. Fast track Western City rail transportation network

Proposed motion: That: LGA advocate for Federal Government to provide funding to fast track a rail transportation network in the Western City.

vi. Koala Sanctuary and wildlife hospital

Proposed motion: That LGA advocate for State and Federal funding to provide Koala sanctuary and wildlife animal hospital in the southern end of the Western Sydney Parklands of the Liverpool LGA.

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

CITY COMMUNITY AND CULTURE REPORT

Cllrs Shelton, Kaliyanda, Hagarty and Rhodes left the Chambers at 6:41pm.

ITEM NO: COM 01

FILE NO: 317493.2019

SUBJECT: Grants, Donations and Corporate Sponsorship

COUNCIL DECISION

Motion: **Moved: Cllr Hadchiti** **Seconded: Cllr Balloot**

That Council approves the recommendation of **\$20,000** (GST exclusive) under the **Corporate Sponsorship Program** for the following projects:

Applicant	Project	Recommended
Vedic Festival Incorporated	Festival of Chariots 2020	\$10,000
Bonnie Support Services Ltd.	South Western Sydney International Women's Day Leadership Forum	\$10,000

That Council approves the recommendation of **\$10,000** (GST exclusive) under the **Community Grants Program** for the following projects:

Applicant	Project	Recommended
The City of Liverpool and District Historical Society	Liverpool Library Exhibition Space	\$5,000
Liverpool Neighbourhood Connections	Learn To Earn II	\$5,000

That Council approves the recommendation of **\$30,000** (GST exclusive) under the **Matching Grants Program** for the following projects:

Applicant	Project	Recommended
Moorebank Liverpool District Hockey Club	Spectator Shelter	\$15,000
Playgroup Queensland Ltd (trading as Sing & Grow)	Sing & Grow for Liverpool Community Hubs	\$15,000

That Council approves the recommendation of **\$10,000** (GST exclusive) under the **Sustainable Environment Grants Program** for the following projects:

Applicant	Project	Recommended
SCRAP	Integrating the Process at Holsworthy Community Garden	\$5,000
Civic Disability Services	Civic Seedling Start Up	\$5,000

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

Cllrs Kaliyanda, Shelton, Rhodes and Hagarty returned to the Chambers at 6:42pm.

ITEM NO: COM 02

FILE NO: 017944.2020

SUBJECT: Council delegation to Toda City for the Tokyo Olympics in July 2020

COUNCIL DECISION

Motion:

Moved: Cllr Hadchiti

Seconded: Cllr Hadid

That Council:

1. Open the invitation to any Councillor & CEO or delegate wishing to attend subject to it being at no cost to Council whether monetary or by use of frequent flyer points; and
2. Make arrangements for travel if any interest is shown.

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

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

1. Receives and notes the Carnes Hill Recreation Precinct Stage 2 Master Plan Progress Report; and
2. As part of the final report on the draft masterplan to be presented to Council in May 2020, a full range of funding options/sources be provided.

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

Councillors voted unanimously for this motion.

ITEM NO: CTTE 02
FILE NO: 001471.2020
SUBJECT: Minutes of the Environment Advisory Committee held on 2 December 2019

COUNCIL DECISION

Motion: Moved: Clr Kaliyanda **Seconded:** Clr Ayyad

That Council receives and notes the Minutes of the Environment Advisory Committee Meeting held on 2 December 2019.

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

ITEM NO: CTTE 04
FILE NO: 007951.2020
SUBJECT: Minutes of the Liverpool Access Committee Meeting held on 12 December 2019

COUNCIL DECISION

Motion: Moved: Clr Kaliyanda **Seconded:** Clr Ayyad

That Council receives and notes the Minutes of the Liverpool Access Committee meeting held on 12 December 2019.

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

ITEM NO: QWN 02
FILE NO: 331536.2019
SUBJECT: Question with Notice - Clr Hadchiti - Contamination Reports

Please address the following:

1. What stage contamination reports does Council require with the submission of a DA?
2. How do our requirements compare to other Councils or industry standards?

Response

State Environmental Planning Policy No. 55 – Remediation of Land (SEPP No. 55) contains statutory provisions that compel Liverpool City Council to consider contamination and the need for remediation when determining a Development Application. Clause 7(1) of *SEPP No. 55* stipulates that a consent authority must not consent to the carrying out of any development on land unless:

- a) It has considered whether the land is contaminated, and
- b) If the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable after remediation) for the purpose for which the development is proposed to be carried out, and
- c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose

Risk of exposure to underlying contamination is likely to increase where a proposed development involves a transition to a more sensitive use. Therefore, Clause 7(2) of *SEPP No. 55* requires the consent authority to consider a report specifying the findings of a preliminary investigation of land if the proposed development involves a change of use on any land specified in sub clause 4 of the Policy. This includes land within an investigation area and land where potentially contaminating activities identified in Table 1 of the contaminated land planning guidelines have been undertaken.

The requirement for a preliminary investigation of the land extends to a proposed development involving a transition to a more sensitive land use (residential, educational, recreational, child care and hospital land) where there is no knowledge or incomplete knowledge of the site's history and it would have been lawful to carry out potentially contaminating activities on-site during this time.

Table 1 of the contaminated land planning guidelines identify some activities that may cause contamination including:

- acid/alkali plant and formulation
- agricultural/horticultural activities
- airports
- asbestos production and disposal
- chemicals manufacture and formulation
- defence works
- drum re-conditioning works
- dry cleaning establishments
- electrical manufacturing (transformers)
- electroplating and heat treatment premises
- engine works
- explosives industry
- gas works
- iron and steel works
- landfill sites
- metal treatment
- mining and extractive industries
- oil production and storage
- paint formulation and manufacture
- pesticide manufacture and formulation
- power stations
- railway yards
- scrap yards
- service stations
- sheep and cattle dips
- smelting and refining
- tanning and associated trades
- waste storage and treatment
- wood preservation

This is not an exhaustive list and other potentially contaminating uses can be considered at the discretion of the determining authority. It is the Applicant's responsibility to provide Council with the information to address *SEPP No. 55*.

In addition to *SEPP No. 55*, Clause 1, Section 2.3.7 Site Contamination of the Liverpool City Council Growth Centre Precincts Development Control Plan dated November 2016 stipulates that 'all subdivision Development Applications, and applications proposing a change of use to a more sensitive land use (e.g. residential, education, public recreation facility etc.), shall be accompanied by a Stage 1 Preliminary Site Investigation prepared in accordance with the NSW EPA Contaminated Sites Guidelines, State Environmental Planning Policy 55 – Remediation of Land and the *Contaminated Land Management Act, 1995 (sic)* and relevant Council Policies. Liverpool City Council Growth Centre Precincts

Development Control Plan covers development in Austral, East Leppington and a portion of Denham Court.

Clause 2 Section 2.3.7 Site Contamination of the Liverpool City Council Growth Centre Precincts Development Control Plan dated November 2016 specifies that 'where the Stage 1 Investigation identifies potential or actual site contamination a Stage 2 Detailed Site Investigation must be prepared in accordance with the NSW EPA Contaminated Sites Guidelines, *State Environmental Planning Policy (SEPP) No. 55 – Remediation of Land* and the *Contaminated Land Management Act, 1995* (sic) and any relevant Council Policies. A Remediation Action Plan (RAP) will be required to be submitted and approved by Council prior to development consent being granted for areas identified as contaminated land in the Stage 2 Site Investigation.

In accordance with these requirements, the Applicant would be required to engage the services of a suitably qualified contaminated land consultant to prepare a Stage 1 Preliminary Site Investigation for the Land. The Preliminary Site Investigation shall comply with applicable guidelines made or approved by the NSW EPA under the *Contaminated Land Management Act 1997* and identify all past and present potentially contaminating activities; identify potential contamination types; discuss the site condition; provide a preliminary assessment of site contamination; and assess the need for further investigations.

Where contaminating activities are suspected or known to have occurred, or if site history is incomplete, the Application may need to be supported by a Stage 2 Detailed Site Investigation. This investigation would need to give regard to the potential effects of any contaminants on public health, the environment and building structures and shall meet the sampling density outlined in the NSW EPA Contaminated Sites Sampling Design Guidelines (1995).

If the Stage 2 Detailed Site Investigation indicates that the site poses unacceptable risks to human health or the environment, a Remedial Action Plan (RAP) would need to be prepared by a suitably qualified contaminated land consultant in accordance with applicable guidelines made or approved by the NSW EPA under the *Contaminated Land Management Act 1997*. In these circumstances, the Remedial Action Plan shall be referred to Liverpool City Council for review prior to determination of the Application.

The contaminated land planning guidelines state that accredited site auditors can assist a planning authority by commenting on or verifying information provided by a proponent in relation to site assessment. Engaging a site auditor can provide greater certainty about the information on which the planning authority is basing its decision, particularly where sensitive uses are proposed on land that may be contaminated and a statement about the suitability of the site is required.

A Site Audit may be necessary when the planning authority:

- believes on reasonable grounds that the information provided by the proponent is incorrect or incomplete;
- wishes to verify the information provided by the proponent adheres to appropriate standards, procedures and guidelines; and
- does not have the internal resources to conduct its own technical review.

SEPP No. 55 is a statewide approach to the assessment, management and remediation of contaminated land in NSW. Consent Authorities within NSW are required to address the requirements of *SEPP No. 55* and other Local Government Authorities including but not limited to Parramatta, Cumberland, Camden and Bayside have implemented lodgement requirements and assessment approaches similar to Liverpool.

Submission of the aforementioned documentation when lodging the Development Application enables Council to complete the planning assessment in a timely manner. To improve environmental health outcomes and efficiency during the development assessment process, Council also requires Development Applications to be supported by technical reports prepared by suitably qualified and industry certified environmental consultants.

In this regard, contaminated site reports shall be prepared by a suitably qualified contaminated land consultant who is certified under either the Environment Institute of Australia and New Zealand's Certified Environmental Practitioner (Site Contamination) scheme (CEnvP(SC)) or the Soil Science Australia Certified Professional Soil Scientist Contaminated Site Assessment and Management (CPSS CSAM) scheme.

It is highly recommended that if clarification as to the extent of technical reporting required to be submitted with a Development Application is required that applicants utilise Council's services prior to lodgment of a DA including a Pre-DA application meeting, lodgment of a planning enquiry or seeking advice from Council's Planning Advisory team.

ITEM NO: QWN 03
FILE NO: 331512.2019
SUBJECT: Question with Notice - Cllr Hadchiti - Middleton Grange

Please address the following:

1. How much has been collected in 7/11's for Middleton Grange?
2. What projects are yet to be completed under Sect 7/11?
3. What is the projected 7/11 still to come in?
4. Who owns the sections of roads that run through the Parklands, for example Flynn and Twenty Seventh Ave?
5. Are there any plans to close off any existing roads referred to in point 4?
6. If the road under the M7 has all its approvals in place does Council have the funds to actually build it?

Response

1. How much has been collected in 7.11's for Middleton Grange?

As of 30 November 2019, Council has collected \$53,914,690 in s7.11 contributions in Middleton Grange. Council has provided works in accordance with the Contributions Plan to the value of \$51,688,101.

2. What projects are yet to be completed under Sect 7.11?

There is a range of projects encompassing roads/transport, drainage, community facility and recreational. The full list of projects that are identified for delivery within Middleton Grange as a part of *Liverpool Developer Contributions Plan 2009* is included in Appendix A. This list also includes projects funded in the 2019/20 budget.

3. What is the projected 7.11 still to come in?

There are two main elements to future contributions in Middleton Grange – development of the remaining residential land and development of the town centre.

Estimated contributions for the town centre is around \$23,000,000. This will be confirmed once a DA is lodged with final yields.

It is expected that the remaining residential land will provide an additional \$3,277,500. This may change depending on the specific densities delivered, as the contribution is based on a per dwelling rate.

4. Who owns the sections of roads that run through the Parklands, for example Flynn and Twenty Seventh Ave?

Council is the owner and roads authority for all roads that run through the western Sydney Parklands.

5. Are there any plans to close of any existing roads referred to in point 4?

There are currently no plans to close any roads that run through the Parklands area.

6. If the road under the M7 has all its approvals in place does Council have the funds to actually build it?

Council currently has half of the estimated \$6m budget for the works as a part of Section 7.11 contributions for Middleton Grange. The additional funds will need to be allocated by Council as a part of a future budget update.

COUNCIL DECISION

Motion:

Moved: Cllr Hadchiti

Seconded: Cllr Hagarty

That Council immediately review the condition of roads such as Twenty Seventh Avenue and report back to Council in the March 2020 meeting on the cost to bring the roads up to a standard that allows driving on them.

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

ITEM NO: QWN 04
FILE NO: 331516.2019
SUBJECT: Question with Notice - Cllr Hadchiti - DA's and Planning Proposals

Please address the following:

1. Based on what has been seen so far, is it fair to say that if the above are assessed externally they are turned around quicker?

Response

Development Applications

Council outsourced two development applications for external assessment, one in 2018 and one in 2019 (DA-191/2018 and DA-228/2019).

DA-191/2018 was withdrawn and Council records indicate that it took 188 working days to be finalised. DA-228/2019 was approved by the Local Planning Panel and Council records indicate that it took 103 working days to be determined.

In 2018 and 2019, Council's average determination times were 87 days and 98 days respectively. Based on this information, applications dealt with internally as opposed to externally were determined quicker.

Planning Proposals

Consultants have assessed eight planning proposals on behalf of Council over the past two years to supplement existing staff resources within the Planning & Transport Strategy department. The work undertaken by consultants involves reviewing the planning proposal and preparing a report for the advice of the Liverpool Local Planning Panel and for a Council decision.

During this time, Council has been responsible for the preparation of several key strategic planning projects involving the use of significant staff resources, including the Local Strategic Planning Statement, the Community Participation Plan and the Local Environmental Plan review. Council has also been involved, through the Western Sydney Planning Partnership on the development of the Western Sydney Aerotropolis Plan.

The use of consultants to undertake the assessment of some planning proposals has been necessary to ensure that the high workload of the strategic planning team is appropriately managed to minimise the time taken from lodgment of the planning proposal to a decision of Council on whether the planning proposal should proceed to a Gateway determination.

Planning proposals undertake a 7-step process, including:

- Preliminary assessment (or preparation of proposal if initiated by Council)
- Prepare a report on the merits of the proposal for the advice of the Liverpool Local Planning Panel (LPP)
- Seek endorsement from Council to proceed to Gateway determination
- Gateway determination by the Department of Planning, Industry and Environment (DPIE)
- Action conditions of Gateway determination (including public agency consultation and public exhibition)
- Seek endorsement from Council to finalise planning proposal
- Liaise with Parliamentary Counsel to gazette changes to the LEP (DPIE may do this depending on authorisation)

Consultants have assisted with the first two steps in the planning proposal process with staff responsible for the remaining once the Council has decided whether a proposal should proceed.

The outsourcing of planning proposals assists greatly in managing workloads and ensuring the merit assessment of a proposal is considered in a timely manner. This is particularly the case at present given the significant development interest in Liverpool and legislative change requiring Councils to prepare a LSPS and review their LEP. However, the use of consultants does not necessarily mean that planning proposals are gazetted quicker as the use of consultants is largely limited to the initial phases of the planning proposal process, with Council officers required to do most of the work after a decision is made by Council on whether a proposal should proceed.

ITEM NO: QWN 05
FILE NO: 331517.2019
SUBJECT: Question with Notice - Cllr Hadchiti - Flooding

Please address the following:

1. In the history of Liverpool has there ever been a time where a development has been required to be built above the PMF?

Response

Council's management of its flood prone lands is governed by the NSW Government's Flood Prone Lands Policy, its Floodplain Development Manual and associated Guidelines, which together support the wise and rational development of flood prone lands. While Government Guidelines preclude the use of probable maximum flood (PMF) to set development controls for residential development, it acknowledges that development controls may need to be applied to critical infrastructure (such as hospitals) and vulnerable developments (like nursing homes) in floods exceeding the 100-year event. Further, the Guidelines also require Councils to fully consider accessibility of evacuation routes for all types of developments in flood events exceeding the 100-year flood to ensure people affected by the more rare and extreme floods can be safely and quickly evacuated.

To this end, there are numerous critical and vulnerable developments within Liverpool where Council has adopted and accordingly applied the PMF as the flood planning level. Examples include the Scalabirini Village Aged Care Facility at Chipping Norton, and the Liverpool Boys and Liverpool Girls High Schools in Liverpool.

Further, and as noted above, while PMF levels are not suitable to set development controls for residential developments, under the Government Policy, it is prudent to consider evacuation routes and its viability in floods exceeding the 100-year event. It is possible that while flood free and accessible to 100-year flood level, evacuation routes could become inaccessible quite rapidly in flood events even slightly over the 100-year event, thus making any emergency evacuation and recovery efforts impossible, with consequent serious risks to human life.

Areas in Moorebank East that are affected by flooding from the Georges River are relevant examples of this. These areas are located above the 100-year flood level and can be accessible in floods up to that level. However, in larger floods they will become flood islands isolated by hazardous flood waters, and it will be quite possible for these flood islands to be completely inundated by hazardous flooding. Because these areas can be isolated and remain inundated by hazardous flooding for over two days, sheltering in place is not considered to be an appropriate primary or secondary flood response. These properties must therefore be evacuated before the evacuation routes are cut. Hence the need to consider flood risks to developments for the full range of flood events, beyond the 100-year flood.

It should also be noted that the State Emergency Services, as the responsible authority for emergency evacuation during floods, do not support council approving developments on such flood prone lands unless appropriate access for fail-safe evacuation of the entire population at risks of flooding is made available.

Note: 100-year flood in this report refers to the 1% AEP flood, which has a 1% or 1 in 100 chance of occurring in any one year.

ITEM NO: QWN 06
FILE NO: 331519.2019
SUBJECT: Question with Notice - Cllr Hadchiti - Professional Development

Please address the following:

1. Does the CEO think it would be worthwhile to engage an expert to run a session for Councillors on the costs of developments and on impacts policies may have in being able to deliver affordable housing?

The Question with Notice was included in the 11 December 2019 Council Agenda and a response was provided by the Chief Executive Officer at that meeting.

ITEM NO: QWN 07
FILE NO: 331523.2019
SUBJECT: Question with Notice - Cllr Rhodes - External Reports Commissioned by Council

Please address the following:

1. Can Council provide a report on all external reports commissioned by Council from September 2016 to November 2019?
2. Can all reports be made available to all Councillors on the Council Intranet?

The Question with Notice was included in the 11 December 2019 Council Agenda. The matter was discussed by Council at that meeting and a motion was moved and carried. Therefore a response to these questions are no longer required as officers will be actioning the resolution from the December meeting.

ITEM NO: QWN 08
FILE NO: 331526.2019
SUBJECT: Question with Notice - Cllr Rhodes - RMS Traffic Modelling

Please address the following:

On June 25th 2019 Liverpool City Council advised the Independent Planning Commission the RMS Modelling is being withheld and Liverpool City Council has not been supplied with the traffic modelling.

Only a week later on July 2nd 2019 the Road and Maritime Services advised the Independent Planning Commission it had supplied the traffic modelling to Liverpool City Council.

1. Can Council confirm that the \$3.4 million dollar traffic and transport study of the Moorebank / Liverpool region and the Terminals, performed by the NSW State Agency Road and Maritime Services has in fact been supplied to Liverpool City Council?
 - a) If so, when it was supplied?
 - b) Was the underpinning data set also supplied?
 - c) What internal review process has been undertaken by Liverpool City Council since it was supplied?
 - d) What if any external peer review has been sought by Liverpool City Council since it was supplied?
 - e) Can Council obtain the underpinning data set for the mesoscopic modelling, if it was not supplied by Road and Maritime Services?
 - f) Can Council provide a copy of the RMS Traffic report to all Councillors via email before, or at the December Council Meeting 2019?

COUNCIL DECISION

Moved: Cllr Rhodes

Seconded: Cllr Harle

That Council:

1. Immediately lodge a GIPA application with the RMS for the traffic modelling report and take any follow up legal action necessary; and
2. Write to the State and Federal Governments requesting an extension of exhibition time for Council and Councillors to be able to carry out their duties in accordance with the law.

Clr Hadchiti left the Chambers at 7.04pm.

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

Councillors voted unanimously for this motion (Clr Hadchiti was not in the Chambers when the motion was voted on).

Clr Hadchiti returned at 7.06pm

ITEM NO: QWN 09
FILE NO: 331530.2019
SUBJECT: Question with Notice - Cllr Harle - Access to GIPA Information Referred to in the Confidential Section at Council Meeting 20 November 2019

Please address the following:

1. Council recently received numerous GIPA request for relevant documents relating to the Warwick Farm Racing Precinct that is now subject to an independent inquiry.

a) What steps are necessary for Councillors to have a copy of those documents?

Response

The information supplied in response to the applications can be accessed by making an application under the GIPA Act.

ITEM NO: QWN 10
FILE NO: 331540.2019
SUBJECT: Question with Notice - Cllr Harle - Refurbishment Costs of Council Buildings at Hoxton Park Road Complex

Please address the following:

1. What were the total costs of refurbishing the Council buildings at Hoxton Park Road complex?
2. What were the costs associated with moving the SES Unit from the Rose Street Depot to the Hoxton Park complex?
3. What are the overall costs of accommodating the Men's Shed in the previous SES accommodation at the Rose Street Depot?

Response

1. What were the total costs of refurbishing the Council buildings at Hoxton Park Road complex?

The costs of Council refurbishing the Hoxton park Road building for its accommodation needs are as follows:

Refurbishment, rectification and repair work: \$940,000
 (costs reflect significant repairs due to previous vandalism and theft from vacant building)

Future works – compliance to Australian Standards and Codes: \$750,000

2. What were the costs associated with moving the SES Unit from the Rose Street Depot to the Hoxton Park complex?

In accordance with the Council resolution to relocate the SES Unit from the Rose Street Depot to Council's Hoxton Park Road complex, the new SES Unit premises was designed and constructed in conjunction with the SES to meet their operation needs and allow for future growth.

The cost to construct the new SES premises at Hoxton Park Road was: \$1,500,000.

The cost of relocation of the SES from Rose Street Depot to Hoxton Park Road was borne by the SES.

3. What are the overall costs of accommodating the Men's Shed in the previous SES accommodation at the Rose Street Depot?

As addressed in the Council meeting of 11 December 2019, Council resolved to allocate \$120,000 for the upgrading/ refurbishment of the old SES premises at Rose Street Depot to accommodate the Men's Shed.

ITEM NO: QWN 11
FILE NO: 331542.2019
SUBJECT: Question with Notice - Clr Harle - Parkbridge Estate

Please address the following:

1. Did Council Staff attend the Movie Night function held on 30 November 2019?
2. What was the function of Council Staff's attendance?
3. How and by whom was Council invited?
4. Who authorised Council Staff to attend?
5. How much did it cost Council?
6. Could Council's attendance be misinterpreted as supporting people opposed to the Town Centre proposal by attending and giving them additional information, support, and convenience to make a submission that Council does not offer to the broader residence in Middleton Grange?

Response

1. Did Council Staff attend the Movie Night function held on 30 November 2019?

Yes. Two staff attended the event (Senior Strategic Planner and Community Engagement Officer) for one hour (between 5pm-6pm).

2. What was the function of Council Staff's attendance?

At its meeting of 25 September 2019, Council resolved, amongst other things, to "undertake community consultation in conjunction with the assessment of an application and that the community consultation not overlap the December / January holiday period." Two staff attended the event to conduct community consultation on the revised planning proposal for Middleton Grange town centre, as provided for by Council's resolution.

3. How and by whom was Council invited?

Council received an invitation to attend the event by the Chairperson of the Parkbridge Executive Committee.

4. Who authorised Council Staff to attend?

Based on the Council resolution, the Director of City Economy & Growth accepted the invitation for Council staff to attend the event to undertake community consultation.

5. How much did it cost Council?

The cost was limited to staff salary costs for the one hour of attendance at the event.

6. Could Council's attendance be misinterpreted as supporting people opposed to the Town Centre proposal by attending and giving them additional information, support, and convenience to make a submission that Council does not offer to the broader residence in Middleton Grange?

Community consultation of the planning proposal was authorised by Council resolution of 25 September 2019. Staff attending the event did not provide "additional information" to those attending the event. The information provided by staff was the same as that provided to those who attended the New Release/Established Areas Community Forum held at the Thomas Hassall Anglican College on 25 November 2019.

ITEM NO: QWN 12
FILE NO: 331543.2019
SUBJECT: Question with Notice - Cllr Hadid - Briefing Session on the City Deal

Please address the following:

A couple of Council meetings ago, the CEO advised that the briefing session on the City Deal that was cancelled will be rescheduled.

1. Has it been?
2. Why was the initial one cancelled?

Response

The City Deal briefing was postponed due to an unavoidable diary clash that meant the CEO would not be in attendance. As the CEO has been the key officer in all City Deal meetings and negotiations, it was determined that she should be in attendance at a briefing in order to answer any questions. The briefing will be rescheduled as soon as possible.

ITEM NO: QWN 13
FILE NO: 331546.2019
SUBJECT: Question with Notice - Cllr Ayyad - Civic Place

Please address the following:

1. In relation to the proposed Civic Place, are there any updates on how the submission that Council Officers made to the UOW are going?
2. Once a resolution is carried by Council, what does the Local Government Act state should happen?

Response

- 1. In relation to the proposed Civic Place, are there any updates on how the submission that Council Officers made to the UOW are going?**

In relation to Council and Built's joint submission for University of Wollongong's South Western Sydney Campus, University staff are still reviewing the various submissions and expect to short list the options mid-February 2020.

- 2. Once a resolution is carried by Council, what does the Local Government Act state should happen?**

Section 335 of the Local Government Act notes that, in relation to lawful decisions of the Council, they are to be implemented "without undue delay".

ITEM NO: QWN 14
FILE NO: 331549.2019
SUBJECT: Question with Notice - Clr Balloot - Warwick Farm Precinct Economic Study

Please address the following:

Council commissioned a report regarding Warwick Farm Precinct Economic Study that Council Management had possession of in 2017:

1. What were the findings of that report?
2. Was this report ever shown to Councillors?
3. And if not, can Councillors have a copy of that report?

Response

1. What were the findings of that report?

Page iii, iv, and v of the AEC report outlines the key findings. These are:

Munday Street Precinct

The NSW Joint Regional Planning Panel approved a proposal by the Australian Turf Club (ATC) to develop part of the Warwick Farm Racecourse that will accommodate relocation of William Inglis and Son's thoroughbred auctioneering facility from Randwick to construct a new state-of-the art \$100m equine complex by 2018.

The new Equine Centre is expected to accommodate a multi-purpose selling area, parade areas, hospitality rooms and horse stabling facilities. There is also proposed a 4.5 star hotel on the site with 145 rooms and a range of hospitality facilities including a bar, gym, wellness centre, café and restaurants.

The new stabling facility at the Racecourse is estimated to be a \$40m-\$50m project, indicated to be the first of its kind in Australia (similar facilities understood to be operating in America and France). The ATC are understood to have plans to utilise value released from their landholdings at Munday Street Precinct (should the area be rezoned to permit higher density residential uses) as contribution to the new stabling facility project.

Whilst the Munday Street Precinct is currently operating as a defacto stabling precinct, this function could potentially shift to the racecourse in the future on completion of new stabling facilities. Survey findings from businesses, landowners and trainers in the Precinct indicate there is a highly favourable sentiment in the neighbourhood for rezoning the Precinct for alternative uses so long as suitable alternatives for horse stabling and related activity in close proximity to the Warwick Farm Racecourse is available.

The ATC proposal to develop horse stabling facilities at the Warwick Farm Racecourse could effectively meet the demand for stabling currently provided for in the Munday Street Precinct. The provision of this new stabling area on the racecourse would enable the economic contribution of the Munday Street Precinct to be retained in the Liverpool LGA, while also allowing for the Munday Street Precinct to be redeveloped for higher value land uses.

Lot 1 Governor Macquarie Drive (known as 240 Governor Macquarie Drive)

Large format retailers and commercial uses require certain features in order to be competitive and sustainable in the long term. Large format retailers require large sites which allow numerous retailers to co-locate and cluster. Office precincts require critical mass in order to facilitate the clustering of services amenity and transport access (public transport).

The Site is challenged on all of the above-mentioned fronts.

As a B5 zoned site, due to its modest scale and relative isolation, unless commitment from an anchor tenant can be found the Site will likely struggle to be competitive.

Generic feasibility analysis demonstrates that should the Site be rezoned to R4 High Density Residential, a minimum FSR of 1:1 is required for feasible residential unit development. The FSR is less compared to that which the planning proposal lodged for the Site proposes (FSR 3.5:1).

Priddle/Scrivener Street Precinct

The Precinct is generally well occupied, catering to a local service need. While manufacturing activity declined over the 2006-2011 period, the Precinct experienced growth in transport logistics and local service-based businesses.

Market investigations demonstrate the Precinct generally enjoys good market appeal. That said, the difficulty of access to and from the Precinct detracts from its central location within Liverpool and the South West region. If the issue of road access is left unaddressed, it is conceivable that market interest will decline over time as other locations that offer better vehicle access are available.

The Precinct has an important role to play in providing local urban services (i.e. mechanics and construction businesses) and facilitate urban logistics as market penetration for online retail continues to increase. As the population of Liverpool and the South West region grows, so too will the need for urban services to support the population's needs.

Notwithstanding the importance of the Precinct's role, key to the Precinct being sustainable in the long term will be implementation of the proposed Manning Street bypass that facilitates direct access to and from Governor Macquarie Drive.

Planning Scenario Analysis

Business-as-usual

In the Business-as-usual scenario, each component precinct within South Warwick Farm remains in their existing use. Implications for each of the precinct components are detailed:

- Munday Street Precinct

This residential area (zoned R2) currently functions as a defacto horse stabling facility for horses who train and race at Warwick Farm Racecourse. Owing to its location just adjacent to the racecourse, it provides horse trainers with the close proximity required for training and racing.

Despite the valuable location of this precinct close to the racecourse, there are a number of safety concerns particularly with respect to horses commuting to and from the racecourse on roads shared with passenger vehicles, heavy trucks and pedestrians.

- Lot 1 Governor Macquarie Drive

The site is relatively small in scale and offers limited opportunity for large format retailers to cluster/co-locate. Unless commitment from an anchor large format retail tenant can be secured, it is conceivable the Site will face market resistance owing to its less desirable location and site characteristics.

- Priddle/Scrivener Street Precinct

The industrial precinct (currently zoned IN1) is not suited to large format industrial users as it does not provide unrestricted access for large trucks. Current road access is via narrow roads and through the residential/horse stabling area of Munday Street.

Notwithstanding the heavy vehicle access challenges, the Precinct continues to play an important role by accommodating service-based businesses as well as urban logistics businesses, both of whom respond to population growth.

Being an established industrial area (and with many older style buildings), it is conceivable that the Precinct will be at risk of being uncompetitive in time (as buildings age and road access continues to be challenged).

Potential Planning Interventions and Scenarios

Owing to the important role played by the Priddle/Scrivener Street industrial precinct, all planning scenarios envisage retention of the area for general industrial uses (i.e. retaining the IN1 General Industrial zone). Various planning interventions are considered for Munday Street Precinct and Lot 1 Governor Macquarie Drive.

Residential Uses

A rezoning of Munday Street Precinct and Lot 1 Governor Macquarie Drive to permit a mix of residential densities should be predicated on the ability of the horse stabling function to be relocated and accommodated on the Racecourse. This is important for three key reasons:

- Economic contribution of horse stabling precinct

Economic modelling indicates the contribution Munday Street Precinct makes to the Liverpool LGA is significant - supporting 238 jobs (direct and indirect) and approximately \$20.3m in Gross Regional Product each year, and paying \$11.9m in wages and salaries.

A relocation of horse stabling to the racecourse would allow the economic contribution of Munday Street Precinct to be retained within the Liverpool LGA. Developing horse stables at the racecourse will result in the land being consumed and potential for development for alternative uses on the site being lost. Though, any potential opportunity costs associated with developing horse stables at the racecourse will be more than offset by the retention of horse stabling activities in Liverpool LGA and higher value uses available at Munday Street.

- Viability of Warwick Farm Racecourse

Should the Munday Street Precinct be rezoned independent of the delivery of new horse stabling facility at the racecourse, there is a risk that utilisation rates at the racecourse will decline, thereby resulting in severe economic loss for the Liverpool LGA.

Many respondents to the survey indicated that availability of horse stabling facilities in close proximity to the racecourse is essential in their decision to continue training and racing at Warwick Farm.

- Value released from rezoning

As a major landowner in Munday Street Precinct, it is understood that ATC plan to leverage value that may be released from its landholdings following a rezoning to permit higher density residential uses.

A critical requirement that underpins this scenario is implementation of alternate access to Priddle/Scrivener Street Precinct that bypasses the new residential area.

Residential and industrial uses do not mix. In order for both precincts to be viable and have market appeal, there needs to be provision for separate access and unimpeded access to the industrial precinct.

Existing-use values in Munday Street Precinct and Lot 1 Governor Macquarie Drive are at levels that facilitate even a modest increase in residential density. A rezoning to permit higher densities accompanies an opportunity for Council to require contributions to public benefit as part of a planning proposal. Contributions could include amenity and infrastructure items for the new residential precinct as well as to fund the Manning Street bypass.

While the rezoning of Lot 1 Governor Macquarie Drive would theoretically result in the 'loss of employment land', the nature of its location and scale makes it challenging to establish a viable cluster of large format retail uses. Potentially some local convenience retail and supporting commercial space could be considered at this location (intersection of Manning Street, Warwick Street and Munday Street) as part of wider masterplanning for a new residential precinct.

Employment Uses

A rezoning to facilitate employment uses at Munday Street Precinct to be sandwiched between two employment zoned areas - Lot 1 Governor Macquarie Drive (zoned B5) and Priddle/Scrivener Street Precinct (zoned IN1) is a logical land use scenario. Similar to the residential scenario, this scenario is predicated on the relocation of Munday Street Precinct's horse stabling function to the racecourse.

A rezoning to employment uses would effectively eliminate any land use conflicts between the existing industrial, residential and horse stabling activities. There would accordingly be a less compelling case to progress and implement the Manning Street bypass.

In practical terms, this scenario is unlikely to result in meaningful outcomes on-ground as existing-uses (low density residential) are generally more valuable than potential B5 or IN1 lands. In the main, it is conceivable that most properties will remain in their existing use (potentially even retaining horse stabling), there being little incentive for landowners to change or redevelop. As a consequence, land use conflicts will arguably still present between existing residential uses and industrial uses at Priddle/Scrivener Street Precinct.

A bypass road solution could still be required to address safety risks and amenity issues. 'New' employment uses are unlikely to be able to contribute to public benefit considering there is unlikely to be any 'value uplift' to the lands in Munday Street Precinct, rather a value decrease.

Summary

The future of Lot 1 Governor Macquarie Drive is inextricably linked to the future of the Munday Street Precinct. Should the horse stabling functions of Munday Street Precinct be successfully and viably relocated to the racecourse, opportunities arise for Munday Street Precinct and Lot 1 to collectively deliver a masterplanned outcome incorporating a range of housing formats, required urban amenity and commercial support services, as well as meet social/community infrastructure need.

Despite the presence of the Warwick Farm train station, the Precinct (South Warwick Farm) is not currently planned to accommodate higher density residential uses. Comprehensive land use planning will be required to unlock the Precinct's potential for a new community.

Resolution of road access and conflicts between different road users (residents and employment uses) is critical to ensuring any new residential community and the existing industrial precinct are viable and sustainable.

2. Was this report ever shown to Councillors?

To inform the Warwick Farm Precinct Strategy, Council officers commissioned FloodMit Pty Ltd to prepare a preliminary flood assessment and the AEC Group (AEC) to prepare an economic and market assessment study.

The Council report to the 26 July 2017 Council meeting and its attachment (the draft Warwick Farm Precinct Strategy) both contained numerous references to the AEC study and extensive quotes directly from it. No Councillor at that time requested a copy of the report or queried why it had not been provided in full.

At the time, copies of the flood and economic studies were not attached to the report because it was considered that focussed summaries and extracts of the key findings was a more effective way to report on their findings.

3. And if not, can Councillors have a copy of that report?

A copy of the report was attached to this item of the Council Agenda.

ITEM NO: QWN 15
FILE NO: 331554.2019
SUBJECT: Question with Notice - Cllr Hagarty - Edmondson Park Commuter Car Parking

Background

In July 2019 Council passed the following motion in regards to the Commuter Car Parking Crisis in Liverpool:

That Council write to the relevant Minister as well as the Premier reminding them of their commitment of providing commuter parking at Edmondson Park Train Station and request a firm timeframe of the delivery of such parking provisions.

Please address the following:

1. Has a letter been sent to the Minister?
2. Has a response been received by the Minister?
3. If so, what was the response?

Response

1. Has a letter been sent to the Minister?

Yes, two letters were sent by Council dated 15 August 2019 to the Premier and to the Minister for Transport and Roads. A copy of these letters were attached to this Item of the Council Agenda.

2. Has a response been received by the Minister?

Yes, a response was received by Council from Hon Gabrielle Upton MP, Parliamentary Secretary to the Premier on behalf of the Premier dated 3 September 2019 and a response was received from Ms Eleni Petinos MP, Parliamentary Secretary for Transport and Roads on behalf of the Minister for Transport and Roads dated 17 October 2019.

The response letter from the Parliamentary Secretary to the Premier and the response letter from the Parliamentary Secretary for Transport and Roads were attached to this Item of the Council Agenda. The responses were included in the Correspondence Register and in the CEO update sent to the Councillors on 24 October 2019.

COUNCIL DECISION

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

1. Welcomes any additional parking at Edmondson Park Station, but also expresses its disappointment that to date no work has taken place despite promises made by the Premier and the Member for Holsworthy in January 2019; and
2. Write to the State Government and Federal Ministers requesting them to fast track funds for rail infrastructure in Western City.

Foreshadowed motion: **Moved:** Clr Ayyad **Seconded:** Clr Hadid

1. Welcomes any additional parking at Edmondson Park Station and Council also expresses the need for an increase in parking spaces at Edmondson Park Station;
2. Request the State Government to implement the proposal as quickly as possible noting that under Section 335 of the Local Government Act 1993, lawful decisions of the Council are to be implemented without undue delay;
3. Receive an update at the March 2020 Council meeting as to when these letters were sent out and copies of letters written to relevant Ministers in State Government provided; and
4. Write to the State Government and Federal Ministers requesting them to fast track funds for rail infrastructure in Western City including the metro and the Leppington link to the Airport.

On being put to the meeting the motion (moved by Cllr Hagarty) was declared LOST.

Division called (for the Motion moved by Cllr Hagarty):

Vote for: Deputy Mayor Karnib
Cllr Hagarty
Cllr Kaliyanda
Cllr Shelton

Vote against: Cllr Ayyad
Cllr Balloot
Cllr Hadchiti
Cllr Hadid
Cllr Harle
Cllr Rhodes

The Foreshadowed motion (moved by Cllr Ayyad) then became the motion and on being put to the meeting the motion was declared CARRIED

ITEM NO: QWN 16
FILE NO: 020162.2020
SUBJECT: Question with Notice - Cllr Hagarty - Community Sport Infrastructure Grants

Please address the following:

1. Did Council make any applications for the Federal Government's Community Sport Infrastructure Grants?
2. If so, what for and how much was requested?

A response to these questions will be provided in the 26 February 2020 Council meeting business papers.

PRESENTATIONS BY COUNCILLORS

Nil.

Clr Balloot left the Chambers at 7:30pm.

Clr Balloot returned to the Chambers at 7.34pm.

NOTICES OF MOTION

ITEM NO: NOM 01
FILE NO: 021297.2020
SUBJECT: Feral Cats and TNR Program

BACKGROUND

Complaints regarding the effects of feral cats on local wildlife, domesticated pets and quality of living of residents are frequently made by members of the community to Council and Councillors.

Thus far, attempts to ascertain which tier of government holds responsibility for this issue and work towards a satisfactory way to manage the concerns of residents and deal with the impacts of feral cats in the area have not been satisfactory.

Trap-neuter-release (TNR) programs are in place around Australia and across many other countries as a way of mitigating the impacts of feral cat populations in an ethical and humane way.

NOTICE OF MOTION (submitted by Clr Kaliyanda)

That Council:

1. Investigate the feasibility of developing a TNR program at Liverpool Animal Shelter;
2. Involve local veterinarians and veterinary clinics in providing pro bono services to assist with the TNR program and rehoming of cats;
3. Identify other organisations, i.e. the RSPCA, that may also be able to assist and add value to a local TNR program; and
4. Consider other measures that can be undertaken within the LGA to mitigate the impacts of feral cats on the local community and provide a report back to Council by the May 2020 Council meeting.

Seconded: Clr Hagarty

1. Investigate the feasibility of developing a TNR program at Liverpool Animal Shelter;
2. Involve local veterinarians and veterinary clinics in providing pro bono services to assist with the TNR program and rehoming of cats;
3. Identify other organisations, i.e. the RSPCA, that may also be able to assist and add value to a local TNR program;
4. Consider other measures that can be undertaken within the LGA to mitigate the impacts of feral cats on the local community and provide a report back to Council by the May 2020 Council meeting;
5. Write to relevant State Minister recommending that the State Government adopt legislation similar to the Western Australian Cat Act;
6. Addresses with WSROC the opportunity for WSROC to advocate for a regional solution;
7. Include in the LGA and LGNSW Conference Agenda a call for the Federal and State Government to provide funding to Council, to change the Companion Animal Act and provide Council funding to enable councils to enact the new measures to identify stray animals and non-registered cats as homeless and desex and house the cats until homes can be found in order to address feral cat plagues in urban areas; and
8. Bring its No Kill Policy to the next Council meeting for its consideration and that the report include some measurement in terms of what neighbouring Councils do or what the standard is across NSW.

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

The entire nation has been moved by the unprecedented bushfire emergency. I recently had the privilege of speaking to members from the Casula and Middleton RFS crews. When asked what the community could do to show their appreciation, one of the members remarked "we thrive on thank you".

The Liverpool community is proud of every one of its residents who have assisted in the emergency response, rescue and recovery effort. Let's come together and give them the thank you they deserve.

That Council hold a 'Thank you' BBQ for all of the volunteers and workers from the Liverpool LGA involved in the bushfire response, rescue and recovery effort.

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

1. That Council hold a 'Thank you' BBQ for all of the volunteers and workers from the Liverpool LGA involved in the bushfire response, rescue and recovery effort.
2. That we use our social media channels to promote the RFS and how to become a volunteer in the RFS.

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

Councillors voted unanimously for this motion.

ITEM NO: NOM 03
FILE NO: 021347.2020
SUBJECT: No Injecting Room

BACKGROUND

Council and the community have previously expressed its strong opposition to medically supervised injecting facilities in Liverpool on a number of occasions.

In December last year, the journal 'Current Issues in Criminal Justice' published an article by two academics, George Christopher Dertadian & Stephen Tomsen, titled 'The case for a second safe injecting facility (SIF) in Sydney'. The article attempts to 'make the case' for a second injecting centre in Sydney's Western or South Western Suburbs, with Liverpool listed as a potential location.

In the same week as that article was published, Deputy State Coroner Harriet Grahame, called for NSW Health and Liverpool Hospital to undertake a feasibility study into the establishment of a medically supervised injecting room within the grounds of Liverpool Hospital. The recommendation was made following Ms Grahame's inquest into the tragic 2015 death of a young man who overdosed in the toilets at Liverpool Hospital.

NOTICE OF MOTION (submitted by Cllr Hagarty)

That Council:

- reaffirms
 - its strong opposition to a medically supervised injecting facility in the Liverpool LGA; and
 - support for drug rehabilitation services and programs.
- acknowledges that domestic violence, homelessness and mental health are contributing factors to drug addiction.
- notes that the NSW State Government is the level of Government responsible for the approval and establishment of medically supervised injecting facilities.
- calls on the State Government to:
 - immediately rule out the establishment of a medically supervised injecting facility in the Liverpool LGA; and
 - boost funding to legal aid, domestic violence, homelessness and mental health services in the Liverpool LGA.

COUNCIL DECISION

Motion: **Moved: Cllr Hagarty** **Seconded: Cllr Kaliyanda**

That the recommendation be adopted.

Foreshadowed motion: **Moved: Cllr Hadchiti** **Seconded: Cllr Hadid**

That Council

1. Note the NOM of the Council Meeting dated 12th October 2016 that I proposed which was not supported by the majority of Council being:

That Council:

1. *Reaffirms its position that it will never support a program that encourages the use of illicit drugs in our LGA.*
 2. *Writes to Mr Matt Noffs making it clear that an "ice" room is not welcome here.*
 3. *Support programs that encourage users to get off these deadly drugs (rehabilitation centres).*
 4. *Writes to each State & Federal member that represent our LGA requesting their support to ensure no "ice" room is established in Liverpool noting that Melanie Gibbons MP has already made her position of no support clear.*
2. Strongly oppose a medically supervised injecting facility in the Liverpool LGA;
3. Notes the State Government through the local member for Holsworthy previously ruled out support for the establishment of medically supervised injecting facilities in the Liverpool LGA;
4. Notes The Drug Misuse and Trafficking Act 1985 only allowed for one supervised injecting facility licence in NSW to be issued, and a 2016 statutory review found there was insufficient need elsewhere to recommend changes to the act to add more;
5. Notes The 2019-20 NSW Budget includes \$1 billion in continued funding towards a range of homelessness and social and affordable housing programs;

6. Notes The NSW Government committed new funding of \$61 million over four years to implement the strategy, including:
 - a) \$20 million for social impact investment reducing exits from health institutions into homelessness.
 - b) \$10.7m for assertive outreach to support people sleeping rough, providing an end to end model with increased health capability.
 - c) \$10.6 million for sustaining tenancies support, by addressing complex needs such as mental health and drug and alcohol issues.
 - d) \$9.1 million for additional transitional accommodation.
 - e) \$6.2 million to expand the Staying Home Leaving Violence program to new locations.
 - f) \$4.7 million for universal risk screening and supports to respond early to young people at risk.
7. Notes that in 2019-20 State Budget there is \$20 million committed to homelessness programs and services in the South Western Sydney district (including Liverpool), including women's and youth refuges. Non-government organisations (NGOs) are funded to deliver a range of services to support people who are experiencing homelessness or at risk of becoming homeless, including young people, families, single men, and single women, with or without children. Services may include outreach, case management, links to education and training, crisis and transitional accommodation;
8. Notes that South Western Sydney Local Health District provides inpatient and community Mental Health services across the age range to the Liverpool area. Community services are provided by Liverpool and Fairfield community Mental Health teams, providing a range of services for people experiencing issues with their mental health and severe psychological distress. The mental health services are accessible 24 hours a day, 7 days a week by calling 1800 011 511;
9. Calls on the State Government to put a program in place to phase out the methadone clinics in the Liverpool LGA; and
10. Through its social media platforms promote the service identified in point 8.

On being put to the meeting the motion (moved by Cllr Hagarty) was declared LOST.

The Foreshadowed motion (moved by Cllr Hadchiti) then became the motion and on being put to the meeting was declared CARRIED.

Division called (for the motion moved by Cllr Hadchiti):

Vote for: Deputy Mayor Karnib
Cllr Ayyad
Cllr Balloot
Cllr Hadchiti
Cllr Hadid
Cllr Hagarty
Cllr Harle
Cllr Kaliyanda
Cllr Rhodes

Vote against: Cllr Shelton

ITEM NO: NOM 04
FILE NO: 021359.2020
SUBJECT: Moorebank Intermodal

BACKGROUND

An application to modify Moorebank Precinct West was lodged over three and half years ago, in July 2016, prior to this term of Council. The modification application and the associated 'staged development application' for Moorebank Precinct West was determined and notified in November and December of 2019.

As stated by the NSW DPIE Notification the Staged Development for Moorebank Precinct West has merits appeal rights attached. This statutory notification made on December 9th 2019 triggered a 28-day deadline for appeal.

During the last Council meeting it was proposed off the floor that Council lodge an appeal in the courts. Given the timing and information available at short notice, Council was not in a position to make an informed decision within the statutory limit of Jan 6th 2020.

A community advocacy group has lodged a Class 1 merits appeal before the statutory deadline and the first appearance has been set down for the 7th Feb 2020.

We now find ourselves able to join this action as the 2nd Applicant or provide financial and material support to the 1st Applicant.

At the time of Councillors deadline (28/01/2020 – 9.30am) to have motions in for the 5th February 2020 Council meeting, I still had some questions of the community group which I am awaiting answers. These go to the scope of the case, the possible outcomes and cost estimates that ensure a case can be run in its entirety.

The purpose for now is to give all notice that pending the response, a motion may be moved to commit funding subject to statutory requirements or have Council join as the 2nd applicant.

NOTICE OF MOTION (submitted by Cllr Hadchiti)

That Council note that a motion may be moved to commit funding subject to statutory requirements or have Council join as the 2nd applicant.

COUNCIL DECISION

Motion: **Moved: Cllr Hadchiti** **Seconded: Cllr Rhodes**

That Council:

- 1 Continue to act on its promise and duty to do all it can to protect the safety and minimise any negative impacts the Intermodal may have on its ratepayers;
- 2 Note that RAID Moorebank Inc. did lodge a Class 1 merits appeal before the statutory deadline and the first appearance has been set down for the 7th February 2020;
- 3 Subject to the public exhibition requirements contained in s.356 of the Local Government Act 1993 and also subject to a case outline to be received from the resident group, Council consider allocating a financial amount of up to \$300,000, subject to presentation of invoices, to fund legal fees and disbursements and expert witness costs relating to the Class 1 Appeal in the NSW Land and Environment Court by RAID Moorebank Inc. at the next Council meeting;
- 4 Advise RAID Moorebank Inc. that no funding is guaranteed and they currently progress this case at their own financial risk; and
- 5 Request the CEO to list this item on the Agenda for 26 February 2020 Council meeting for an update to Council on:
 - a) Community feedback received at that point;
 - b) Any issues; and
 - c) What Council has received from RAID in relation to the prospects and what Council are trying to achieve in that case.

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

Division called:

Vote for: Deputy Mayor Karnib
 Clr Ayyad
 Clr Balloot
 Clr Hadchiti
 Clr Hadid
 Clr Hagarty
 Clr Harle
 Clr Kaliyanda
 Clr Rhodes

Vote against: Clr Shelton

Deputy Mayor Karnib called a recess at 8.16pm.

That Council move into Closed Session to consider CONF 01 – CONF 07 pursuant to the provisions of the Local Government Act 1993 shown below:

Item CONF 02 - WT2805 - Whitlam Leisure Centre Indoor Pool Concourse: is confidential pursuant to the provisions of s10A(2)(d ii) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council;

Item CONF 04 – Legal Affairs Report is confidential pursuant to the provisions of s10A(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; and

Item CONF 05 - Proposed Acquisition of Lot 19 DP 17134, 36 Rickard Road, Chipping Norton under the Moorebank Floodway Voluntary Acquisition Scheme, item CONF 06 Question with Notice - Cllr Hadchiti - 35 Scott Street, Liverpool and item CONF 07 Question with Notice - Cllr Harle - Leasing of 33 Moore Street, Liverpool are confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act 1993 because they contain information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

COUNCIL IN CLOSED SESSION**CONFIDENTIAL ITEMS****ITEM NO:** CONF 01**FILE NO:** 329294.2019**SUBJECT:** EOI2910 Lurnea Affordable Housing Project**COUNCIL DECISION****Motion:** **Moved: Cllr Rhodes** **Seconded: Cllr Hadchiti**

That Council:

1. In accordance with Section 178(1) (b) of the Local Government (General) Regulation 2005, declines to accept any of the Expression of Interest received for EOI2910 Lurnea affordable Housing Project;
2. Makes public its decision regarding tender EOI2910 Lurnea Affordable Housing Project; and
3. Bring a report to the March 2020 Council meeting with other possible land uses suitable for this parcel of land (options to be presented in a table format) and the value of the land.

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

Cllr Shelton asked that his name be recorded as having voted against the motion.

ITEM NO: CONF 02
FILE NO: 005109.2020
SUBJECT: WT2805 - Whitlam Leisure Centre Indoor Pool Concourse Refurbishment

COUNCIL DECISION

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

That Council:

1. Declines to accept any of the tenders received for WT2805 – Whitlam Leisure Centre Indoor Pool Concourse Refurbishment in accordance with Section 178(1)(b) of the Local Government (General) Regulation 2005.
2. In accordance with Section 178(3)(f) of the Local Government (General) Regulation 2005, noting that Council is carrying out the requirements of the proposed contract itself.
3. Makes public its decision regarding Tender WT2805 - Whitlam Leisure Centre Indoor Pool Concourse Refurbishment.
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.
5. Be supplied with a costing to:
 - a) Soundproof and paint the exhibition hall; and
 - b) Upgrade the electricity supply to the hall to be able to run the air conditioning unit and that a report with the above costings to be brought back to the March 2020 Council meeting.

Cllr Ayyad retired from the meeting at 8.30pm.

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

Councillors voted unanimously for this motion.

Note: Cllr Ayyad had retired from the meeting when this motion was voted on.

ITEM NO: CONF 03
FILE NO: 006220.2020
SUBJECT: WT2864 - Design and Construction of external lift at 3 Hoxton Park Road, Liverpool

COUNCIL DECISION

Motion: **Moved: Cllr Hadchiti** **Seconded: Cllr Shelton**

That Council:

1. Retracts the Letter of Acceptance dated 30 October 2019 issued to All Tilt SLD Pty Ltd;
2. Declines to accept any of the Tenders received for WT2864 - Design and Construction of an external lift at 3 Hoxton Park Road, Liverpool in accordance with Section 178(1)(b) of the Local Government (General) Regulation 2005;
3. In accordance with Section 178(3)(e) of the Local Government (General) Regulation 2005, enters into negotiations with SD Civil with a view to entering into a contract for the same scope of works;
4. In accordance with Section 178(4) of the Local Government (General) Regulation 2005, notes that the reasons for entering into negotiations with SD Civil and not calling fresh tenders are:
 - a) SD Civil is a subsidiary of the same parent SD Group as was All Tilt and will deploy the same resources and subcontractors as per All Tilt's offer;
 - b) Based on the evaluation of all the tenders, All Tilt provided the most advantageous offer to Council and negotiations will allow Council to evaluate SD Civil's capacity to provide the same offer;
 - c) SD Civil is the only tenderer offering a lift that is uniform with the other lifts that are being provided across Council's other facilities. This will enable cost-effective long-term operations and maintenance arrangements to be established for Council's entire portfolio of lifts; and
 - d) Inviting fresh tenders at this stage for the same scope of works is not expected to result in any significant benefits considering time delays and additional costs associated with a new tender process.

5. Notes that should the negotiations disclose any uncertainty regarding SD Civil's ability to undertake the required works or any material change to the original offer, fresh tenders will be invited for these works;
6. Makes public its decision regarding Tender WT2864 Design and Construction of an External Lift for 3 Hoxton Park Road;
7. Notes that the Chief Executive Officer will finalise all details and sign the Letter of Acceptance for the tender, giving it contractual effect, in accordance with delegated authority; and
8. 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.

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

Councillors voted unanimously for this motion.

Note: Cllr Ayyad had retired from the meeting when this item was voted on.

ITEM NO: CONF 04
FILE NO: 009668.2020
SUBJECT: Legal Affairs Report

COUNCIL DECISION

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

That Council receives and notes the report concerning the legal affairs of Liverpool City Council.

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

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

1. Approves the acquisition of Lot 19 DP 17134, 36 Rickard Road, Chipping Norton under the provisions of the Moorebank Voluntary Acquisition Scheme for the price and terms outlined in this report;
2. Upon settlement of the acquisition, classifies Lot 19 DP 17134, 36 Rickard Road, Chipping Norton as 'Community' land;
3. 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 the Council is conducting (or proposes to conduct) business; and
4. Authorises its delegated officer to execute any documents, under Power of Attorney necessary to give effect to this decision.

.....

Chairperson

ITEM NO: CONF 06
FILE NO: 331553.2019
SUBJECT: Question with Notice - Cllr Hadchiti - 35 Scott Street, Liverpool

Please address the following:

Council is currently leasing floor space at 35 Scott Street, Liverpool.

1. To date what is the overall cost of leasing that space?
2. When did the lease start?
3. What is the ongoing monthly leasing cost?
4. Is the whole leased area being occupied?

Responses to these questions were provided to Councillors and discussed in confidential session.

ITEM NO: CONF 07
FILE NO: 331532.2019
SUBJECT: Question with Notice - Cllr Harle - Leasing of 33 Moore Street, Liverpool

Please address the following:

1. What is the annual leasing income from space within 33 Moore Street?
2. What were the overall costs of moving Council staff from 33 Moore Street to the refurbished buildings at the Hoxton Park Road complex?

Responses to these questions were provided to Councillors and discussed in confidential session.

THE MEETING CLOSED AT 9.04pm.

<Signature>

Name: Ali Karnib

Title: Deputy Mayor

Date: 26 February 2020

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 5 February 2020. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

CEO 01**Biannual Progress Report - July-December 2019**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	029349.2020
Report By	Hiba Soueid - Manager Corporate Strategy and Performance
Approved By	Andrew Stevenson - Chief Strategy and Engagement Officer

EXECUTIVE SUMMARY

The Biannual Progress Report provides an overview of Council's performance against the Principal Activities that were scheduled for the July to December 2019 period in the Delivery Program and Operational Plan 2019-20.

This is the first progress report for 2019-20 and has been prepared in line with the Office of Local Government Integrated Planning and Reporting Guidelines.

RECOMMENDATION

That Council notes and receives the Biannual Progress Report which outlines the progress of the actions detailed in the Delivery Program and Operational Plan 2019-20.

REPORT

On 26 April 2017, Council adopted the Community Strategic Plan *Our Home, Liverpool 2027*.

Our Home, Liverpool 2027 outlines the community's vision and priorities for Liverpool. The Plan was developed after extensive engagement with the community and contains four key directions for the future of Liverpool. These directions guide Council's operations and services for the next ten years.

Council's four-year Delivery Program 2017-2021 and one-year Operational Plan and Budget 2019-2020 outline Council's commitment to the community. The combined document details the Principal Activities that Council plans to deliver towards achieving the community vision that has been outlined in *Our Home, Liverpool 2027*.

Upon adoption of the four-year Delivery Program 2017-2021 and one-year Operational Plan 2019-2020 in June 2019, Council determined to deliver 107 actions (Principal Activities).

Section 404(5) of the *Local Government Act 1993* requires the Chief Executive Officer to ensure that a progress report is provided to Council at least every six months. It should include an update on the principal activities that have been detailed in the four-year Delivery Program. This allows Councillors and the community to monitor Council's progress. The attached report contains an update on the delivery of these for the July to December 2019 period.

Highlights of this period include the re-opening of Bigge Park Water Playground, Liverpool Sculpture Walk, 2019 Western Sydney International (Nancy Bird-Walton) Airport Minecraft competition, Fifteenth Avenue upgrade and milestone events including the 25th anniversary of Casula Powerhouse Arts Centre and 20 years of Liverpool Youth Council.

All the 107 Principal Actions that Council is undertaking for the 2019-20 financial year are on track.

CONSIDERATIONS

Economic	To deliver Council services within approved budget.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Undertake communication practices with the community and stakeholders across a range of media. Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	As per the <i>Local Government Act (1993)</i> Section 404 (5), Council must ensure regular progress reports are provided to the Council reporting as to its progress with respect to the principal activities detailed in its delivery program at least every six months.

ATTACHMENTS

1. Biannual Progress Report - July-December 2019 (Under separate cover)

EGROW 01

**Developer Contributions - instalment payments
for secondary dwellings**

Strategic Direction	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
File Ref	324661.2019
Report By	Shaun Beckley - Manager, Infrastructure Planning
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

At its meeting on 11 December 2019, Council resolved to develop:

“a policy that allows 7.11 payments on secondary dwellings to be paid in instalments with instalment 1, 50% on the issue of a Construction Certificate and instalment 2 being 50% prior to any Occupation Certificate (OC) being issued (interim and final).

The purpose of this report is to facilitate changes to enact this resolution and clarify the relationship between complying development certificates and contributions.

Secondary Dwellings

Secondary dwellings are a form of low cost housing that can be added to a property with an existing dwelling. They provide opportunity to house existing residents of the property, downsize for friends and relatives or provide commercial opportunity for the property owner. The resolution of Council seeks to provide flexibility to existing residents providing additional accommodation for family members.

The addition of a secondary dwelling in the rear yard of an existing dwelling typically occurs within the established areas of existing suburbs, covered *Liverpool Contributions Plan 2018 – Existing Areas* (CP2018).

CP2018 provides the framework for payment, including the stage in the development process where contributions need to be paid. The current framework does not provide the flexibility to accept instalment payments. CP2018 therefore needs to be updated to include a provision that allows instalment payments as outlined in the previous resolution of Council.

The change to CP2018, though minor in nature, requires a formal amendment to deliver the benefits anticipated by Council’s resolution. As such, this report recommends the necessary changes to enable instalment payments.

Complying Development Certificates

Secondary dwellings can be approved as a development application by Council or a complying development certificate by Council or a private certifier. Some minor amendments are required to the administration section of the CP2018 to ensure that the relationship between CDC and contributions is clear and certifiers understand their obligations.

It is noted that Council cannot allow for payment by instalment for development approved by a CDC, as provisions regarding payment of contributions are set by the *Environmental Planning and Assessment Regulation 2000*.

If supported by Council, the amendment to CP 2018 will be placed on public exhibition in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and the Regulations.

If any submissions are received opposing the changes, a report will be submitted to Council following exhibition. If no such submissions are received, the CEO could finalise the update to CP 2018.

RECOMMENDATION

That Council:

1. Resolve to exhibit draft *Liverpool Contributions Plan 2018 – Established Areas (Amendment 1)* on public exhibition in accordance with the requirements of the *Environmental Planning and Assessment Act 1979* and regulations; and
2. Delegate to the CEO authority to finalise *Liverpool Contributions Plan 2018 – Established Areas (Amendment 1)* if no submissions opposing the changes are received.

REPORT

Secondary dwellings, often referred to as granny flats, provide an important housing option within our existing communities. They represent the ability of residents to down size within their existing communities, provide additional accommodation for existing residents of the property or as a commercial rental opportunity.

A contribution plan (CP) provides a mechanism for Council to obtain funding to provide infrastructure to meet the increase in demand associated with new development. This infrastructure often takes the form of existing park upgrades and storm water upgrades.

Council currently levies contributions on secondary dwellings under two CPs:

- Liverpool Contributions Plan 2018 – Established Areas
- Liverpool Contributions Plan 2014 – Austral and Leppington North Precincts

The following question with notice was considered by Council at its meeting of 11 December 2019:

What legal or other impediments are there to allowing the payment of contributions in instalments for those who can exhibit limited financial means?

Council subsequently resolved:

That Council develops a policy that allows 7.11 payments on secondary dwellings to be paid in instalments with instalment 1, the option of paying 50% being on the issue of a Complying Development Certificate (CDC) and instalment 2 being 50% prior to any Occupation Certificate (OC) being issued (interim and final).

The provision of a secondary dwelling as an addition to an existing dwelling most commonly occurs within established suburbs covered by CP2018. At present, CP 2018 does not provide the ability to pay contributions in instalments.

The *Environmental Planning and Assessment Act, 1979*, and the Regulations, do not prevent Council from specifying payment of contributions in instalments for DAs. As such, Council do not need to develop a further policy (as resolved by Council), rather update the CPs to allow instalment payments.

An overview of the key changes proposed to CP 2018 are detailed below. A marked-up version of CP2018 is included as an attachment to this report.

No.	Proposed Change	Comment
1	<p>Insert new text:</p> <p>Adoption of Plan</p> <p>Amendment 1 applies to any application determined after the date on which the amendment came into effect.</p>	<p>Details when these specific provisions will commence.</p>
2	<p>Replace existing text:</p> <p>Timing of payment of the contributions</p> <p>Monetary contributions are required to be paid to Council:</p> <ul style="list-style-type: none"> a) for development approved as a development application, prior to the issuing of the Construction Certificate; or b) for development approved as a complying development certificate, prior to the commencement of works, <p>whether by Council or a Private Certifier.</p>	<p>Clarifies when the payment of contributions is required, regardless of application type (DA, CC, CDC) and approval authority (Council, Private Certifier).</p>

3	<p>Insert new text:</p> <p>If a development application for a secondary dwelling is approved by Council, the payment of contributions may be made in the following instalments:</p> <ul style="list-style-type: none"> a) 50% prior to the issue of approval of a Construction Certificate; and b) 50% prior to the issue of an Occupation Certificate 	<p>Enacts Council's resolution to allow instalment payments. This change impacts DA approvals issued by Council.</p>
4	<p>Replace heading and insert new text:</p> <p>CDC, CC and the obligation of accredited certifiers</p> <p>In accordance with CI 136L of the <i>EP&A Regulation 2000</i>, a certifying authority must not issue a complying development certificate for work unless it has included a condition requiring payment of contributions prior to commencement of work.</p>	<p>Reinforces the requirement of private certifiers to include a condition of consent requiring payment of contributions prior to the commencement of works, in accordance with the provisions of the EP&A Regulations.</p>

Note: The *Environmental Planning and Assessment Regulation 2000* mandates that for Complying Development Certificates, contribution payments are required prior to the commencement of work. Clause 136L of the Regulation is provided for your information:

(1) A complying development certificate issued subject to a condition required by section 4.28(9) of the Act must be issued subject to a condition that the contribution or levy must be paid before any work authorised by the certificate commences.

(2) Subclause (1) applies despite any provision to the contrary in the council's contributions plan.

As such, Council's desire to enable instalment payments cannot be extended to include secondary dwellings approved under a Complying Development Certificates.

The effect of these changes, as stipulated previously, is to enable instalment payments for contributions on secondary dwelling approvals. Apart from delivering on this outcome, it is anticipated that there will be no other impact associated with the changes.

If supported by Council, CP 2018 (incorporating Amendment 1) will be placed on public exhibition in accordance with the requirements of the EP&A Act and Regulations. If required, a report will be submitted to Council providing an overview of the exhibition period and any objections made.

If no objections are received during the public exhibition period, it is recommended that Council delegate to the CEO the ability to finalise the draft Plan. In this circumstance, Councillors will be informed through the CEO update.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	There are no environmental and sustainability considerations.
Social	Regulate for a mix of housing types that responds to different population groups such as young families and older people.
Civic Leadership	Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2000

ATTACHMENTS

1. Liverpool Contributions Plan 2018 Established Area (Amendment 1) draft for exhibition (Under separate cover)

EGROW 02

**Post Exhibition Report - Draft Liverpool
Development Control Plan 2008 (Amendment 25)**

Strategic Direction	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
File Ref	003604.2020
Report By	Graham Matthews - Senior Strategic Planner
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

At its 20 October 2019 meeting, Council resolved to re-exhibit draft Liverpool Development Control Plan (LDCP) 2008 (Amendment 25) for 28 days and that a briefing be arranged for Councillors during the exhibition period. Council also resolved to receive a further report on the outcomes of public exhibition.

Amendment 25 amends Parts 1 and 4 of LDCP 2008 to make the DCP consistent with changes made to Liverpool Local Environmental Plan (LLEP) 2008 by the Liverpool City Centre LEP amendment (Amendment 52).

Public exhibition of Amendment 25 was undertaken between 6 November and 4 December 2019. One submission was received from Endeavour Energy. An internal submission was also received from Council's Floodplain and Water Management department. In addition, a briefing was held for Councillors on 26 November 2019 and a presentation was made to the Liverpool Design Excellence Panel (DEP) on 14 November 2019.

Matters raised in the submissions and by Councillors are addressed in the body of the report.

This report recommends that the minor amendment to Section 6 of Part 1 of the DCP proposed by Council's Floodplain and Water Management department be incorporated. Otherwise, this report recommends that Amendment 25 to the LDCP be adopted without further amendment. It is also recommended that the CEO be authorised to finalise the amendment.

RECOMMENDATION

That Council:

1. Adopts draft Amendment 25 to the Liverpool Development Control Plan (Part 1 and Part 4) (Attachment 1 and 2) and authorises the Chief Executive Officer to finalise Amendment 25 including the correction of any minor typographical errors to come into effect upon the publication of the required notice in the local newspaper; and
2. Notifies those who lodged a submission of Council's decision.

REPORT

Background

At its 29 March 2017 meeting, Council resolved to authorise the CEO to finalise LDCP (Amendment 25), once the Liverpool city centre LEP amendment, LLEP 2008 (Amendment 52) was finalised by the Department of Planning, Industry and Environment (DPIE). However, in finalising LLEP 2008 (Amendment 52), DPIE made changes to the LEP amendment, which necessitated the re-drafting of Part 4 LDCP 2008, to make it consistent with Amendment 52 as gazetted by DPIE.

At its 20 October 2019 meeting, Council resolved to re-exhibit draft Liverpool Development Control Plan (LDCP) 2008 (Amendment 25) for 28 days and that a briefing be arranged for Councillors during the exhibition period. Council also resolved to receive a further report on the outcomes of public exhibition.

Consistent with the requirements of Clause 21A of the Environmental Planning and Assessment Regulation 2000, the redraft of Part 4 of LDCP 2008 was also referred to the Liverpool Design Excellence Panel (DEP) for consideration. A briefing was held with the Panel on 14 November 2019.

Public exhibition

Public exhibition commenced on 6 November 2019 and concluded on 4 December 2019. Two submissions were received, one from Endeavour Energy and the other from Council's Floodplain and Water Management department. Copies of Part 1 and Part 4 of the LDCP (with tracked changes incorporating recommended amendments) are included in **Attachment 1** and **Attachment 2** respectively.

Endeavour Energy submission

Endeavour Energy requested that the Council reconsider controls in Sections 4.2.5 and 4.3.6 of Part 4 of LDCP 2008, which require that:

- *Electricity substations ... must be properly integrated into the building design to minimise disruption and visual clutter in the ground plane and streetscape (Section 4.2.5, control 3, subsection k); and*
- *Electricity substations (where required) shall be situated within the building or its basement (Section 4.3.5, control 4).*

The Endeavour Energy submission states that Endeavour Energy prefers the use of pad-mount substations, constructed outside buildings, often in the public domain. Nevertheless, the Endeavour Energy submission also notes that, *“this may leave limited opportunity for landscaping or screening or adoption of prudent avoidance principles”*. It goes on to note that, *“The utilisation of indoor substations where appropriate may help ensure quality urban outcomes across the Liverpool city centre.”*

While external pad-mount substations are the preference of Endeavour Energy, the submission makes clear that Council may prefer that substations are incorporated into the building design to ensure quality urban outcomes across the city centre. Referral of specific Development Applications to Endeavour Energy would continue to occur, pursuant to the requirements of State Environmental Planning Policy (Infrastructure) 2007, giving Endeavour Energy the opportunity to comment on a particular development.

Council has requested a meeting with senior staff at Endeavour Energy to discuss how we may collaborate to ensure the need for additional substations do not compromise quality public realm in Liverpool city centre.

It is recommended that no changes to this Clause be made.

Councillor Briefing

As required by the Council resolution of 20 October 2019, a briefing was held for Councillors on 26 November 2019. Councillors were briefed in detail on the proposed amendments to Part 4 of the DCP. Questions raised and the response is detailed in the Summary and Response to Submissions table (**Attachment 3**).

Some Councillors raised concern about the lack of parking in the Liverpool CBD and requested consideration be given to increasing requirements for on-site parking in the Liverpool city centre, to account for perceived higher use of cars in the community.

It was advised in the briefing that:

- Minimum parking rates, for developments in the Liverpool city centre on land zoned B3 Commercial Core or B4 Mixed Use are determined by Clause 7.3 of LLEP 2008 and that under the Environmental Planning and Assessment (EP&A) Act 1979, provisions of a DCP may not contradict those of an LEP;

- Section 3J of the Apartment Design Guidelines (ADG), prepared in accordance with State Environmental Planning Policy (SEPP) 65, reduces the requirement for on-site parking for buildings developed within 800m of a metropolitan railway station. This provision takes precedence over parking rates in the LLEP 2008 and LDCP 2008; and
- Most residential flat buildings and mixed-use buildings in the Liverpool City Centre are within 800m of either Liverpool or Warwick Farm railway station and are therefore subject to reduced parking requirements.

The DCP must be consistent with the provisions of the LEP and SEPP 65. It is therefore recommended that no changes to this Clause be made.

Liverpool Design Excellence Panel

The redraft of Part 4 LDCP 2008 was provided to the DEP on 8 November 2019, pursuant to the requirements of Clause 21A of the Environmental Planning and Assessment Regulation 2000. A detailed briefing was provided to the DEP on 14 November 2019. The DEP did not provide any comments on the DCP changes and therefore no changes have been proposed.

Council submission

The submission from Council's Floodplain and Water Management department proposes minor amendments to Section 6 of Part 1 of the DCP - Water Cycle Management, including subsections 6.1, 6.4 and 6.5. The minor amendments seek to achieve consistency throughout the DCP to encourage the harvest of rainwater and urban stormwater run-off, where appropriate, and to clarify requirements for the disposal of pumped stormwater to Council's stormwater pits. Full details of the proposed amendments are included in the Summary and Response to Submissions document (**Attachment 3**).

The proposed amendments increase the clarity and functionality of the DCP. It is recommended that these proposed amendments to Part 1 LDCP 2008 be adopted.

Conclusion

Finalisation of Draft LDCP 2008 (Amendment 25) will update the Liverpool Development Control Plan 2008, to make it consistent with LLEP 2008 (Amendment 52). The amended DCP will provide accurate guidance to those wishing to redevelop property in the Liverpool City Centre, in particular those wishing to take advantage of the development bonuses afforded by Clause 7.5A of LLEP 2008.

It is recommended that Council adopt the changes to Part 1 and 4 of the DCP and authorises the Chief Executive Officer to finalise Amendment 25 including the correction of any minor typographical errors to come into effect upon the publication of the required notice in the local newspaper.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	There are no environmental and sustainability considerations.
Social	Regulate for a mix of housing types that responds to different population groups such as young families and older people.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2000.

ATTACHMENTS

1. Part 1 DCP (with post exhibition amendments) (Under separate cover)
2. Part 4 DCP (as exhibited) (Under separate cover)
3. Summary and Response to submissions (Under separate cover)

EGROW 03**Report on Implementation Strategy for Smoke-Free Areas**

Strategic Direction	Strengthening and Protecting our Environment Manage the community's disposal of rubbish
File Ref	004624.2020
Report By	Vi Girgis - Senior Officer City Precinct
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

Following a series of Council resolutions in 2018 regarding smoking in Liverpool, in 2019 Council implemented a strategy to raise awareness about current smoke-free areas throughout Liverpool. The strategy was implemented over 12 months, starting in January 2019.

This report is presented to outline the results of the twelve-month implementation strategy.

The main outcomes of the strategy are:

1. Signage at smoke-free zones throughout the Liverpool city centre were updated
2. A media and education campaign regarding smoke-free zones was delivered
3. Cigarette butt litter is still an issue throughout the Liverpool city centre
4. Intercept surveys reveal support for the city centre to be smoke-free
5. Council staff are investigating available Australian grants for cigarette butt litter mitigation
6. Upgrade of bins in Macquarie Mall has been effective in preventing their damage by cigarette butt litter
7. Voluntary smoking zones are not feasible in Liverpool

RECOMMENDATION

That Council receives and notes this report.

REPORT**1. BACKGROUND**

At the Council meeting of 12 December 2018, Council endorsed the Implementation Strategy for Smoke-Free Areas, which included the following:

1. *An audit of signage at playgrounds in the Liverpool LGA, and at public transport stops in the Liverpool CBD, including No Smoking areas in Macquarie Mall;*
2. *Production and installation of 'No Smoking' signage where required, as per the audit;*
3. *A media campaign to educate the community to raise awareness of smoke-free areas in Liverpool;*
4. *Education campaign undertaken by Council rangers, who spoke with the public about smoke-free zones throughout the city centre;*
5. *Cigarette butt counts undertaken by city cleansing staff;*
6. *Regular intercept surveys at smoke-free areas, seeking community feedback;*
7. *Regular internal reviews of the strategy's progress;*
8. *Makes application in June 2019 to the EPA Cleaner Cities Grant;*
9. *Replaces rubbish bins in the mall that have been damaged by the butting of cigarette butts on their tops with a suitable material not susceptible to butt damage;*
10. *Investigate costs for installing butt bins with suitable signage alongside rubbish bins to stop future damage of the rubbish bins, and a report on these costs be submitted to Council; and*
11. *Undertake investigations into possible suitable sites, costs and implementation of voluntary smoking zones. Following the 12-month implementation of the strategy, Council requested a report on outcomes, community feedback and recommendations.*

2. OUTCOMES OF IMPLEMENTATION STRATEGY

2.1 Signage

Council staff undertook an audit of 'No Smoking' signage at smoke-free zones legislated by the Smoke-free Environment Act 2000, with the exception of 'within 4 metres of a pedestrian access point to a public building'. Sites audited were playgrounds in the Liverpool LGA, public transport stops in the Liverpool CBD, and Macquarie Mall. 'No Smoking' signage was placed at all these sites.

2.2 Media campaign

Council created a community education campaign to raise awareness of smoke-free areas in Liverpool. The campaign included a media release, mentions in the Mayor's message in the local newspaper, social media posts, and on the Macquarie Mall urban screen.

2.3 Education campaign

Council created postcards with information regarding smoke-free zones and quit smoking resources. Every week, Council rangers would visit one of 23 smoke-free zones throughout the Liverpool city centre to speak with any smokers in these areas. Smokers were informed of what smoke-free zones were, and were provided with the postcards for further information. Throughout the year, 21 smokers were spoken with and given postcards. The low number of

smokers at these areas could be an indication of general public adherence to 'No Smoking' signage, and/or general public avoidance of speaking with Council rangers.

2.4 Cleansing campaign

Throughout the year, city cleaners visited the smoke-free zones and their surrounds to undertake cigarette butt counts. The results vary broadly at each site, which could be indicative of a number of factors, including concentration of pedestrian traffic through, and visitation to the site, and whether the environment is conducive to lingering. For example, Apex and Bigge parks tended to have more cigarette butts, due to higher numbers of people spending longer amounts of time in them, whereas bus stops along busy strips, such as Bigge and Moore streets had less cigarette butts. Overall, cleaners report that cigarette butts are still an issue throughout the city centre, particularly in high pedestrian and visitor areas such as Macquarie Mall.

2.5 Intercept surveys

Throughout the year, Council staff undertook intercept surveys at the smoke-free zones every two months. Most people who were approached refused to be surveyed, and those who agreed to be surveyed were generally non-smokers. Smokers were also approached, but the majority refused to be surveyed. Staff were able to get responses from 27 people. The results are as follows:

- (a) Were you aware that smoking is not permitted in areas such as parks, playgrounds, bus stops and taxi stops?
Yes – 19
No – 8

- (b) Do you support the Liverpool city centre becoming non-smoking?
Yes – 17
No – 10

- (c) Where do you support designated smoking areas in the city centre be located?
'Not sure'/'Don't know' – 6
Away from kids – 5
Answers also included: in a park (but away from kids), have one designated 'smoking café', near car parks, and only on private property.

- (d) Any other comments (a selection of responses):
- Have designated smoking areas so non-smokers know not to go there. I don't like when smokers are in my face
 - More laws and education about smoking, more regulation and enforcement
 - People regularly smoke in buses and at bus stops regardless of the rules
 - Should be allowed to smoke wherever
 - It is dangerous for other people's health. There needs to be more strict rules around it and they [smokers] should have a designated spot to not be near other people who don't smoke
 - There are too many cafes with smokers. I want to go out with my family because I live in a unit, to get some fresh air. But the air is all polluted by smokers, so there is nowhere to eat and get fresh air
 - It would feel isolating if there is a designated spot [smoking area]
 - Smokers have rights too
 - I am a smoker but I think Liverpool should ban smoking in the CBD

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- People don't realise that kids are around and you shouldn't smoke near kids. I would prefer they didn't smoke at cafés so I could have a meal with my family
- Smokers should be more considerate of kids. There are cigarette butts all over the kids' playground and kids pick it up.

2.6 Grant

The EPA Cleaner Cities Grant is a grant of the Environmental Protection Agency of the USA. Council staff will investigate available grants in Australia suitable to the prevention and mitigation of cigarette butt litter.

2.7 Bins

At the Council meeting of 27 February 2019, Council resolved to update the 14 bins in Macquarie Mall with the following:

- Replace bin lid roofs;
- Replace bin lids;
- Install ash boxes on the sides of bins; and
- Install new signage on bins, drawing attention to ash boxes.

This was completed at a total cost of \$23,221 (inc GST).

After almost one year of implementation, it has been observed that the new bin lids and ash boxes have been effective in preventing cigarette butt damage to bins.

2.8 Voluntary smoking zones

Council staff investigated the feasibility of establishing voluntary smoking zones throughout the city centre. Staff conducted surveys, undertook desktop research, consulted internally and with NSW Health during the investigation.

There was some support for voluntary smoking zones by community members who were surveyed, noting that most people who were surveyed were non-smokers.

The response from internal and external subject matter experts is that voluntary smoking zones do not work in general, and will not work in Liverpool specifically. This is because the overwhelming body of experience from regulatory and health professionals is that for restrictions on smoking to be effective, they have to be enforceable, and to be enforceable, they have to be mandatory rather than voluntary.

Liverpool has above-average rates of smoking which may contribute additional resistance to increasing smoke free areas. There is a scarcity of evidence regarding the effectiveness of voluntary smoking zones. The first key recommendation of the *World Health Organisation report on the global tobacco epidemic, 2009: implementing smoke-free environments* states: 'Legislation that mandates completely smoke-free environments – not voluntary policies – is necessary to protect public health.' Furthermore, the report's final key recommendation states that, 'Physically separating smokers from non-smokers (for example by establishing designated smoking rooms) or providing ventilation of smoking areas does not eliminate the health risk resulting from exposure to second-hand tobacco smoke.'

CONSIDERATIONS

Economic	There are no economic and financial considerations.
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CITY ECONOMY AND GROWTH REPORT

Environment	Raise community awareness and support action in relation to environmental issues.
Social	There are no social and cultural considerations.
Civic Leadership	<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>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
Legislative	Smoke-free Environment Act 2000, NSW Government

ATTACHMENTS

Nil

EGROW 04	Post Exhibition Report - Draft Liverpool Local Environmental Plan 2008 (Amendment 78) and Draft Liverpool Development Control Plan (Amendment 35) - land subject to Basin 14 and Bernera Road, Edmondson Park
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Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	028362.2020
Report By	Masud Hasan - Senior Strategic Planner
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

At its meeting on 26 June 2019, Council resolved:

That Council:

1. Notes the advice of the Liverpool Local Planning Panel;
2. Supports in principle the planning proposal to amend the Liverpool Local Environmental Plan 2008 to rezone land and amend development standards for certain land subject to proposed Basin 14 and Bernera Road, Edmondson Park;
3. Supports in principle the amendments to the Liverpool Development Control Plan 2008, including a review of whether the left-hand deceleration from Camden Valley Way into Bernera Road can be lengthened;
4. Notes the need to undertake a revised stormwater drainage plan to minimise the harmful and negative effects of open drains and channel systems;
5. Delegates to the CEO to make any typographical or other editing amendments to the planning proposal and Development Control Plan if required;
6. Forwards the planning proposal to the Department of Planning and Environment pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979, seeking a Gateway determination;
7. Subject to Gateway determination, undertake public exhibition and community consultation for both the planning proposal and Development Control Plan in accordance with the conditions of the Gateway determination; and
8. Receive a further report on the outcomes of public exhibition and community consultation

A planning proposal (Liverpool Local Environmental Plan 2008 Draft Amendment No. 78) was prepared and submitted to the Department of Planning, Industry and Environment for a Gateway determination as required by resolution point 2.

To support the planning proposal an amendment to the *Liverpool Development Control Plan 2008 Part 2.11 Land Subdivision and Development in Edmondson Park* (Liverpool Development Control Plan 2008 Draft Amendment No. 35) was prepared as required by resolution point 3. Minor editing amendments to road layout figures in the DCP (Figures 2, 5, 6, 7, 8, 22, 24, 25) were undertaken following Council's resolution and prior to public exhibition due to a mapping error showing a cul-de-sac rather than the proposed road connecting to Bernera Road. This minor change was authorised by resolution point 5.

The planning proposal and DCP amendment facilitates the development of the revised design of Basin 14, which will provide much needed stormwater infrastructure and public open space to the rapidly growing suburb of Edmondson Park. The planning proposal enables the appropriate acquisition of land by Council as well as assisting in the orderly development of land adjacent to the basin.

Council also resolved (resolution point 3) to review whether the existing left-hand deceleration lane from Camden Valley Way into Bernera Road can be lengthened. Council's traffic engineers have reviewed the operation of the existing deceleration lane. The deceleration lane is approximately 90m long and operates as a free left turn lane, permitting left turn movements at any time with care. This configuration is slightly longer than other similar deceleration lanes provided at other major intersections. The existing deceleration lane has a wide driveway at its eastern end and a high-pressure gas line exists along this section of Camden Valley Way which would limit the ability for the deceleration lane to be lengthened. An extension of the deceleration lane may require expensive relocation or concrete protection of the gas line.

As Camden Valley Way is a classified road under the care and control of Transport for NSW (TfNSW), Council will work with TfNSW to monitor traffic conditions for left turn movements from Camden Valley Way into Bernera Road and if required request the agency to carry out required investigations and potential upgrades to improve traffic movements at the intersection.

Council resolved (resolution point 4) to *note the need to undertake a revised stormwater drainage plan to minimise the harmful and negative effects of open drains and channel systems*. This matter is currently being addressed by Council's Infrastructure and Environment department. Council has engaged a consultant to undertake detailed investigations and the development of design guidelines for constructed open channels in new release areas.

The planning proposal and DCP amendments facilitate the construction of Basin 14. If further amendments are required to the design of the basin resulting from this resolution, it is not anticipated that additional changes to the planning framework will be required.

A Gateway determination was issued by the Department of Planning, Industry and Environment on 24 September 2019. The planning proposal and the DCP amendment were

publicly exhibited from 16 October 2019 until 15 November 2019. Four submissions were received, requesting further stormwater drainage information for the basin and recommending an alternative road layout for inclusion in the DCP.

This report details the post-Gateway actions that have been undertaken, including public exhibition and State agency consultation and recommends that Council approves Amendment 78 to the LEP and Amendment 35 to the DCP as exhibited and delegates to the CEO to liaise with the Department of Planning, Industry and Environment and the Parliamentary Counsel's Office to finalise the amendment to the LEP and to bring into effect the amendments to the DCP upon publication of the public notice in the local newspaper once the LEP amendment has been gazetted.

RECOMMENDATION

That Council:

1. Notes the Gateway determination for draft Liverpool Local Environmental Plan 2008 (Amendment 78) and the results of public exhibition and community consultation;
2. Approves Amendment 78 to the Liverpool Local Environmental Plan 2008 and delegates authority to the CEO to liaise with the Parliamentary Counsel's Office and the Department of Planning, Industry and Environment to finalise Amendment 78;
3. Adopts Amendment 35 to Liverpool Development Control Plan 2008, to come into effect upon the publication of the required notice in the local newspaper following gazettal of Amendment 78 to the LLEP; and.
4. Advises those who made a submission of Council's decision.

REPORT

The planning proposal relates to ten lots accessible from Camden Valley Way, Bernera Road and Croatia Avenue which are largely undeveloped. One of these lots forms part of the recently re-aligned Bernera Road and one lot is also accessible from Manchuria and Poziers Road.

The subject land contains a tributary of Maxwell's Creek and also contains 'Maxwell's Creek North Riparian Park', which is one of three riparian parks identified under Part 2.11-Edmondson Park of the Liverpool Development Control Plan 2008 (LDGP 2008). This park is forecasted to contain passive open space and a children's play area in accordance with Items 10 and 11 within Section 6.4 of the Edmondson Park Contributions Plan 2008 (the Contributions Plan). It is noted that a transmission easement for electrical lines runs through the site.

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The addresses and legal descriptions of the subject lots are detailed within Table 1 below and are identified in Figure 1. The planning proposal does not intend on rezoning the entirety of the subject lands, only part of some land parcels.

Land to be rezoned for the facilitation of Basin 14 include approximately 14,000m² of R1 General Residential zoned land, 3,200m² of RE1 Public Recreation zoned land and 400m² of R3 Medium Density Residential zoned land. Miscellaneous zonings along Bernera Road, and development standards for a portion of land south of the basin are to also be amended.

Address	Legal Description	Current Zoning* (with approx. size of land to be rezoned)	Proposed Zoning
N/A	Lot 1 DP 1129337	B6 (195m ²)	SP2
Lot 1 Bernera Road	Lot 1 DP 1228502	B6 (365m ²)	SP2
		R3 (25m ²)	SP2
No. 10 Croatia Avenue	Lot 2 DP 1228502	SP2 (180m ²)	B6
		SP2 (50m ²)	R3
		SP2 (240m ²)	RE1
		R3 (150m ²)	RE1
No. 30 Croatia Avenue	Lot 4 DP 1228502	SP2 (400m ²)	R3
		SP2 (50m ²)	RE1
		R1 (3,300m ²)	RE1
		R3 (250m ²)	RE1
No. 50 Croatia Avenue	Lot 6 DP 1228502	SP2 (15m ²)	R1
No. 2072 Camden Valley Way	Lot 1 DP 567321	R1 (5,250m ²)	RE1
No. 2082 Camden Valley Way	Lot 2 DP 567321	R1 (5,000m ²)	RE1
Lot 12 Camden Valley Way	Lot 12 DP 1239712	RE1 (3,200m ²)	R1
Lot 304 Dragoon Road	Lot 304 DP 1238463	R1 (215m ²)	RE1
Lot 164 Manchuria Road	Lot 164 DP 1218597	R1 (220m ²)	RE1

Table 1: Subject lot addresses, legal descriptions and proposed changes

* **Note:** All lots subject to this planning proposal contain more than one land use zone. The 'Current Zoning' column of this table only relates to the portion of land within that lot to be rezoned.

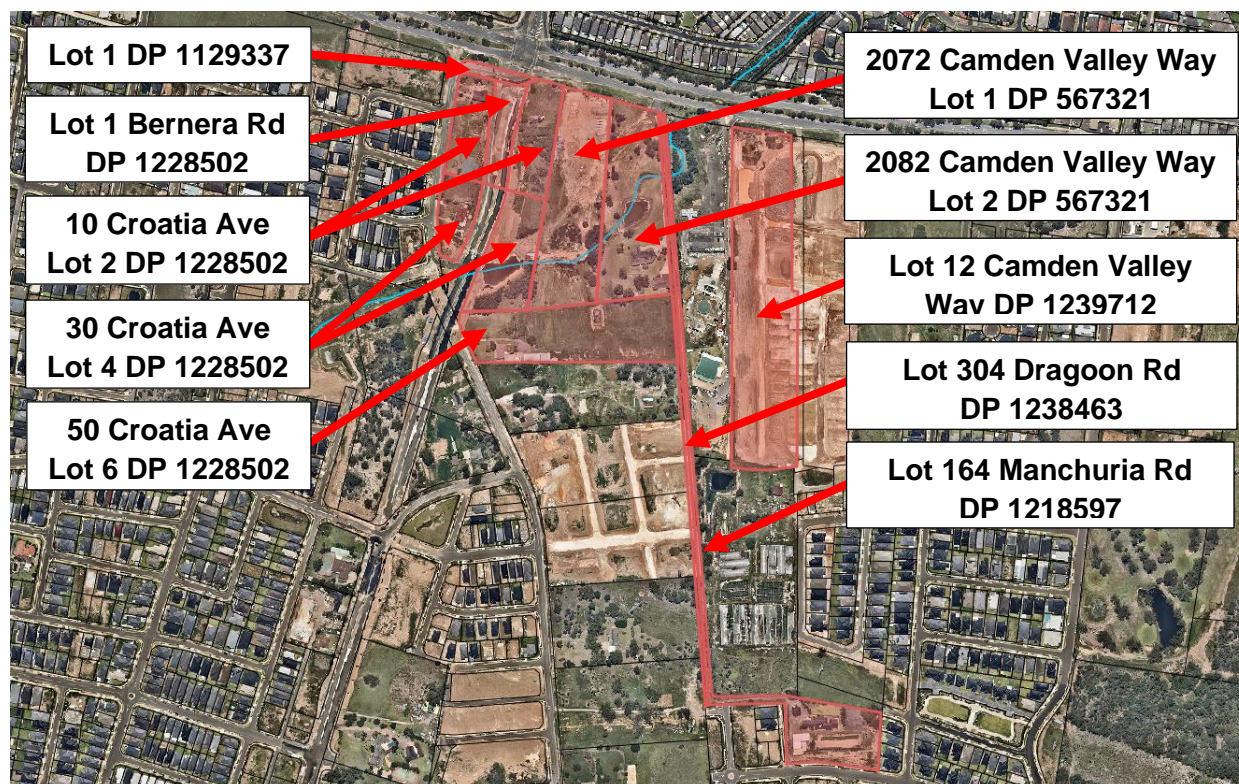


Figure 1: Aerial view of subject lots

Proposed amendments to Liverpool Local Environmental Plan 2008

This planning proposal seeks to amend the LLEP 2008 to facilitate the development of the revised basin design, as follows:

- The revised design extends Basin 14 further south, resulting in additional land to be acquired by Council. RE1 Public Recreation zone is to be extended to cover the new footprint of the basin. The extension of the basin has resulted in a long narrow parcel of residential zoned land that is unfeasible to develop due to its current size. As quality open space is in high demand in Edmondson Park due to rapid residential development, this land is to also be rezoned from R1 General Residential to RE1 Public Recreation and used as an area of public open space adjacent to the basin.
- The revised design has identified land currently zoned R3 Medium Density Residential within a new basin footprint. This land is to be rezoned to RE1 Public Recreation. This includes approximately 150m² of land at 10 Croatia Avenue (Lot 2 DP 1228502) which is too small to develop independently, and approximately 250m² of land at 30 Croatia Avenue (Lot 4 DP 1228502). This land has been removed from the outskirts of the R3 Medium Density Residential land and the remaining area is an acceptable level of development yield.

- The revised design has resulted in RE1 Public Recreation zoned land at Lot 12 Camden Valley Way (DP 1239712) identified as surplus to Council's initial requirements for the basin footprint. As this land is no longer required for acquisition by Council, it is to be rezoned to R1 General Residential to assist in the orderly development of the area surrounding the basin.
- The revised basin design has resulted in amendments to the Indicative Layout Plan (ILP) within Part 2.11 of the Liverpool Development Control Plan 2008 (LDCP 2008). This is to provide a new road layout and pedestrian access around the site. The amendment of development standards on a portion of land at 50 Croatia Avenue (Lot 6 DP 1228502) will rationalise standards in accordance with the ILP amendment. The height, floor space ratio and dwelling density standards are to be increased, and minimum lot size standards are to be reduced, to correspond with the current standards on the western part of this lot.

The Land Use Zoning, Minimum Lot Size, Floor Space Ratio, Maximum Height of Buildings, Land Reservation for Acquisition and Minimum Dwelling Density LLEP 2008 maps are to be amended as part of this proposal.

Figure 2 below summarises the land zoning amendments proposed:

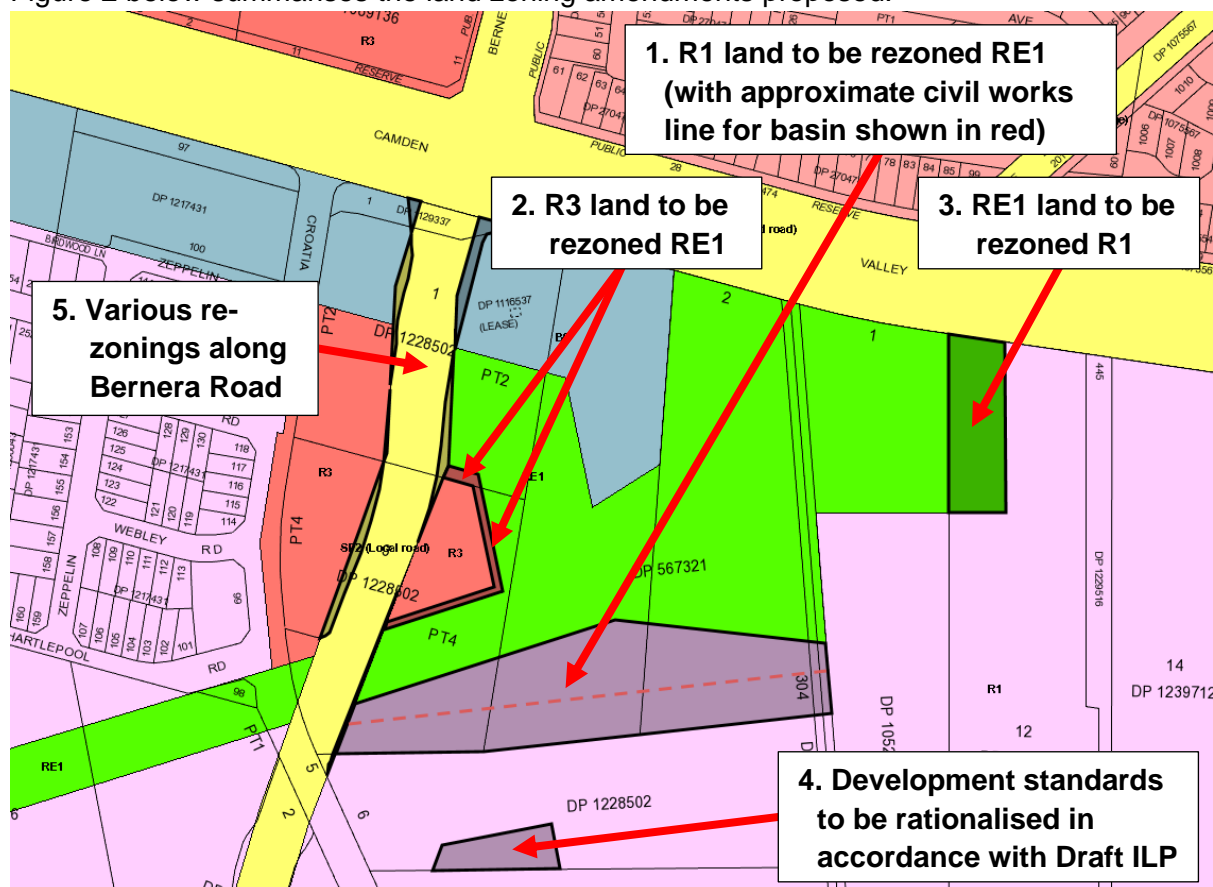


Figure 2: Matters addressed within the planning proposal

Amendments to the DCP

The Indicative Layout Plan (ILP) is a map in the DCP which shows the future road network and the land uses in the precinct (e.g. residential, active open space etc.). The ILP provides Council, developers and landowners with certainty as to how the land will be developed in a coordinated manner. Land developed in accordance with the ILP ensures optimal traffic flow and accessibility throughout the precinct.

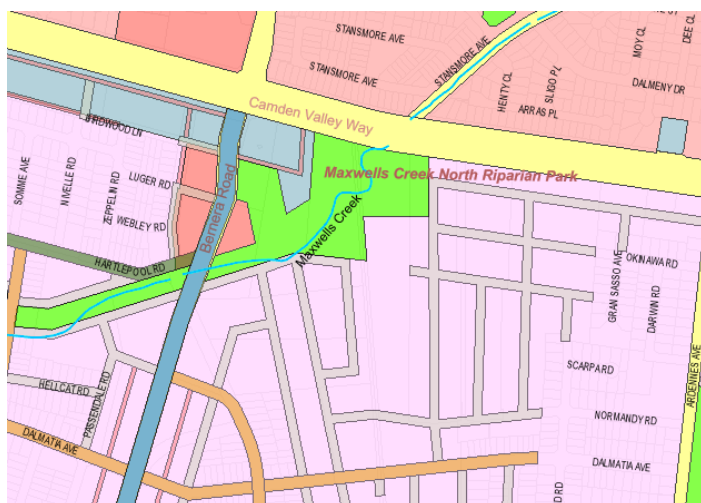


Figure 3: Location of Maxwell's Creek and existing DCP road network

As with the LEP, the proposed amendments to the DCP aim to reflect the revised design of Basin 14. This is achieved by amending several DCP maps, including the ILP, to reflect the footprint of the revised basin and the new road layout in the vicinity of the basin, as detailed below.

- **Footprint of Maxwell's Creek North Riparian Park:** The footprint has been extended to cover the extent of Basin 14 and incorporate all land to be acquired by Council for the development of this park. The portion of land at Lot 12 Camden Valley Way identified as part of the park has been removed as it is no longer required for acquisition by Council.
- **Road layout in the vicinity of Maxwell's Creek North Riparian Park**
 - The local road previously situated south of the riparian park is proposed to be relocated further south, adjacent to the park, generally along the northern boundary of 50 Croatia Ave (Lot 6 DP 1228502). The location of this road will promote residential amenity and safety, providing separation between the park and future dwellings to the south. These dwellings will front the local road, providing passive surveillance to the open space, instead of having the rear of dwellings backing onto the park.

- In response to the relocation of this local road, a road link south of the park has been altered to rationalise street connections and manage traffic flow through the precinct.
- *Pedestrian access:* Two 10m wide pedestrian access ways leading to Maxwell's Creek North Riparian Park have been added to the Street Types map, as discussed further below.

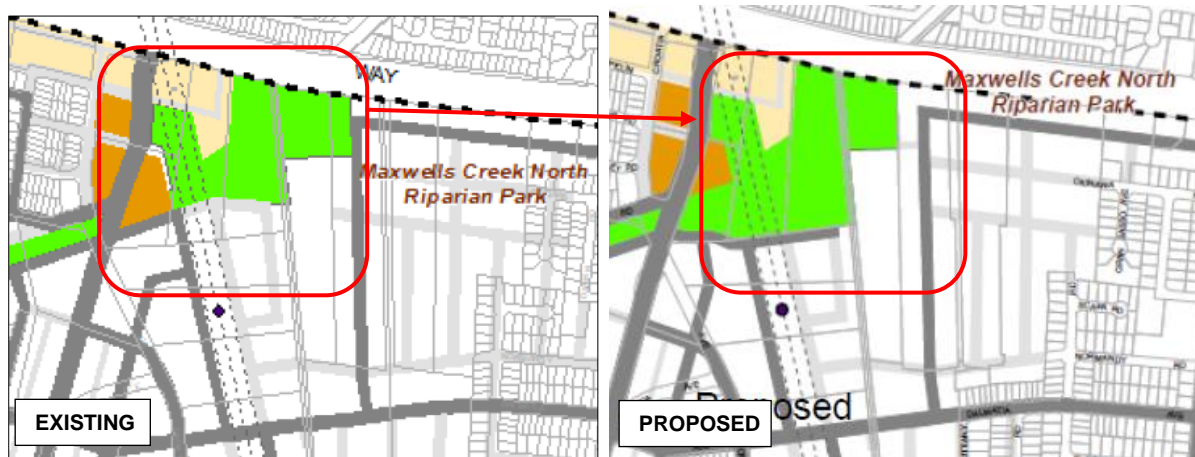


Figure 4: Proposed Indicative Layout Plan

Pedestrian Access Ways

It is vital that Maxwell's Creek North Riparian Park is easily accessible to the public. The proposed DCP amendment includes the provision of two pedestrian access ways to the riparian park (shown hatched in Figure 5), as follows.

- The western access way replaces the proposed local road link from Zepplin Road to Bernera Road with pedestrian access only; and
- The eastern access way leads to the riparian park from Lot 12 Camden Valley Way (DP 1239712). This corridor is to be co-located with the stormwater easement leading from this lot to the basin, thereby optimising land and assisting in the overall development of this site. The current road layout has a small local road leading from this lot towards the house of worship on the neighbouring lot. This has been removed, as the pedestrian link will improve pedestrian permeability between the lots and this road is no longer required as the access driveway to Camden Valley Way is being retained.
- Part of a laneway (circled in the existing map of Figure 5 below) adjacent to Camden Valley Way, has been removed from this map, as it is not required for the effective development of the land it was originally intended to service. Its intersection would be too close to the Bernera Road intersection and an existing bus stop.



Figure 5: Proposed Street Types Maps

The proposed DCP amendment provides detail as to the design of these pedestrian access ways within Section 2.1 Street Network and Access, as follows:

“Pedestrian Access Way

All pedestrian access ways are to be designed in accordance with the 10m wide access way detailed in Figure 18. Any other through site links, pedestrian access paths or overland flow paths that continue the desire line of a road corridor are to be the same width of that corridor.”

The cross section in Figure 6 below indicates the proposed design solution which would be applied to these pedestrian access links and is the new ‘Figure 18’ within the amended DCP. In conjunction with providing pedestrian access to public open space, the corridors will also improve pedestrian permeability and overland stormwater flow paths within Edmondson Park. Additionally, the corridor is sufficiently wide to provide for good sight lines, limiting opportunities for concealment and other crime related activities.

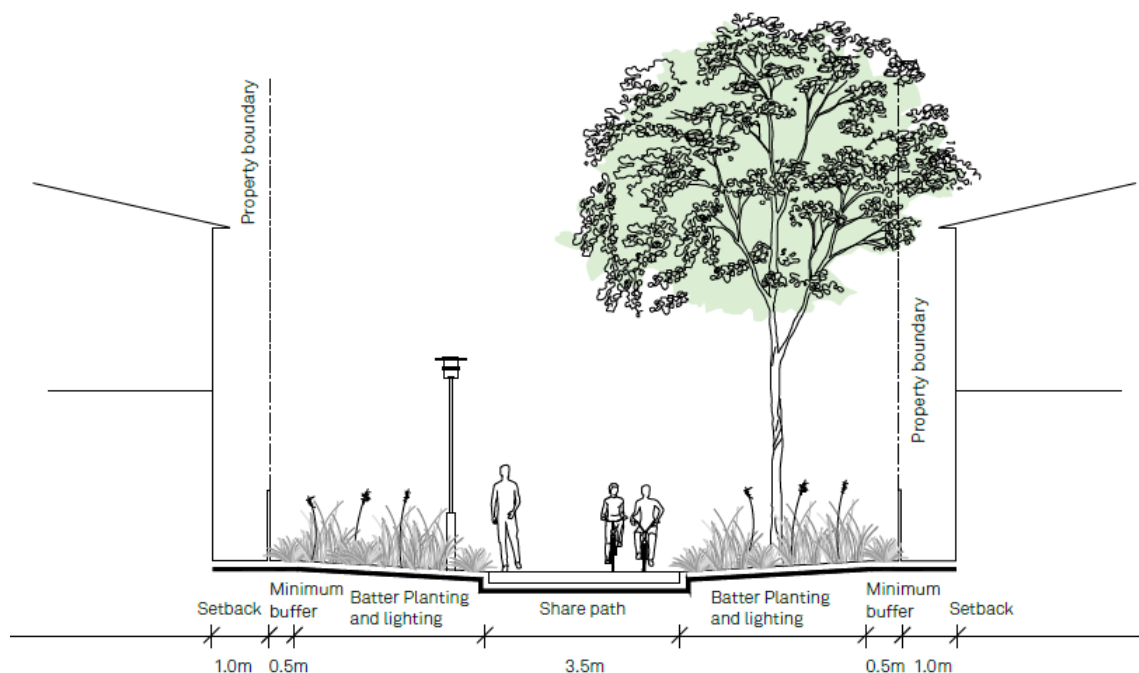


Figure 6: Pedestrian Access - 10m

Gateway determination

The Department of Planning, Industry and Environment (DPIE) issued a Gateway determination on 24 September 2019 (**Attachment 1**). The Gateway conditions required Council to undertake several actions, including:

- Prior to public exhibition, Council is to amend an appropriate diagram within the planning proposal to show the boundaries of the proposed basin and include an appropriate key on the diagram. This was completed.
- Publically exhibit the proposal and relevant documentation for a minimum of 28 days;
- Provide a minimum of 21 days for the following public authorities to comment on the proposal:
 - Sydney Water
 - Roads and Maritime Services (RMS)
 - Department of Planning, Industry and Environment (Environment, Energy and Science group)
 - Endeavour Energy
 - TransGrid
 - APA Gas
 - Jemena Gas

The Gateway determination also authorised Council as the local plan-making authority to make LLEP Amendment 78.

Public Authority Consultation

In accordance with the Gateway determination, a copy of the relevant documentation was forwarded to public authorities for comment from 16 October 2019 to 15 November 2019. Summaries of each submission and the Council officer's response are summarised in Table 2 below and original copies are included in **Attachment 2**. No objection to the planning proposal was raised by RMS, Sydney Water, TransGrid, Jemena Gas and the Environment, Energy and Science division of the Department of Planning, Industry and Environment (DPIE). No changes are required as a result of public authority consultation.

Public authority	Summary of submission	Officer comments
APA Gas	No objection raised. Recommended conditions to include in any consent issued for the proposal.	The proposed conditions are standard practice that will be followed during the construction of the basin and do not materially affect the planning proposal.
Endeavour Energy	No objection raised. Recommended conditions for the development of the basin infrastructure and the removal of an existing electricity easement on private property within the basin area.	The proposed conditions are standard practice that will be followed during the construction of the basin and do not materially affect the planning proposal.
Sydney Water	No objection raised. Recommended Council engage a Water Servicing Coordinator to develop a design option that complies with Sydney Water's <i>Building Over and Adjacent to Sydney Water Assets</i> requirements. Based on the proposed design, Sydney Water may determine that further adjustment works and/or protection works are required to ensure there is no risk of damage to their assets.	Council's Infrastructure and Environment department have been notified of Sydney Water's advice so that this can be considered before finalising the detail design and construction of the Basin. This will not materially affect the planning proposal.
Roads and Maritime Services	No comments received	No response required

Public authority	Summary of submission	Officer comments
Department of Planning, Industry and Environment (Environment, Energy and Science Group)	No comments received	No response required
TransGrid	No comments received	No response required.
Jemena Gas	No comments received	No response required.

Table 2: Public authority submissions and officer response

Community Consultation

In accordance with the Gateway determination, the planning proposal and relevant documents were placed on public exhibition from 16 October 2019 until 15 November 2019. Notices were placed on Council's website and the Liverpool Leader and letters were sent to affected landowners and neighbouring landowners and occupiers. Four submissions were received. All the submissions received were from the adjoining landowners. Summaries of each submission and the Council officer response are listed in Table 3 below and original copies of submission are included in **Confidential Attachment 3**. No changes are proposed to the planning proposal or DCP amendment as a result of community consultation.

CITY ECONOMY AND GROWTH REPORT

No.	Summary of submission	Officer comments
1	<p>Under the exhibited basin design, the existing drainage infrastructure (including an on-site detention basin) within the residential subdivision needs to be augmented and an existing road needs to be demolished and rebuilt in order to drain to Basin 14.</p> <p>Two options for connection to Basin 14 were suggested by the submitter:</p> <ul style="list-style-type: none"> • Augmenting the existing stormwater infrastructure, which will require demolition and reconstruction of an existing road; or • Extending the existing stormwater infrastructure on its current alignment. 	<p>This is not within the scope of the planning proposal and the DCP amendments. Details on future stormwater connections from the submitters development site to Council's stormwater network and decommissioning of existing on-site temporary basins are to be addressed at the time of releasing a subdivision certificate or through future development applications for the new R1 zone land (rezoned from RE1) to the west of the current development site.</p> <p>The respondent was provided advice regarding the basin design by Council's Infrastructure and Environment department in order to resolve the issue of connecting to the basin. Stormwater connection options will be reviewed and approved by Council's subdivision engineers at the time of decommissioning the existing on-site detention basin.</p>
	<p>Requested confirmation on the alignment of the pedestrian access pathway from the residential subdivision to the basin area and if any readjustment would be needed to maintenance track MT14 due to the possible changes.</p>	<p>The proposed stormwater connection to Basin 14 does not require any change to the alignment of the proposed pedestrian pathway and maintenance track MT14. No changes have been proposed.</p>
	<p>A stormwater drainage easement is recommended to allow the connection of stormwater into Basin 14 and allow for any overland flow following that alignment.</p>	<p>Council's standard procedure will be followed for creating any required stormwater drainage easements at the DA stage. The DCP provides a new cross-section for a combined pedestrian/overland flow path.</p>

CITY ECONOMY AND GROWTH REPORT

No.	Summary of submission	Officer comments
2	Recommended changes to the ILP affecting land immediately south of the basin site and provided a diagram showing the proposed alignment for the north-south portion of the exhibited DCP road layout.	This is not supported. The exhibited road network is designed to provide access to the Basin 14 recreation area from Bernera Road, and to ensure any dwellings constructed to the south are separated from the basin by a public road. Further, the exhibited changes to the road network are to facilitate a low density development pattern (namely adequate lot dimension) for this location as per the DCP and intent for this area. The recommended alternative road layout is not consistent with the objectives of the DCP and would result in a poorer built form outcome. Further consideration could be considered as part of a future DA for this site, if the submitter provides detailed subdivision/building plans demonstrating a better outcome.
	Recommended removal of a portion of the exhibited east-west road alignment and a portion of the existing road network east of the electricity easement.	This is not supported. As above, removing the road is inconsistent with the development pattern for this area and is inconsistent with principles of Crime Prevention Through Environmental Design (CPTED) as dwellings would no longer be oriented to overlook the public open space.
	Proposed dedication of existing electricity easement land to Council for public open space.	The proposed dedication of land is not within the scope of this planning proposal and DCP amendments. Council's standard practice will be followed for any proposed land dedications at the DA stage.
3	Recommended removing a portion of a planned north-south road east of the existing electricity easement.	As above, this is not supported as it will reduce connectivity and efficient traffic movement within the area. Roads are provided adjacent to the electricity easements to ensure dwellings overlook this space in keeping with principles of CPTED.

CITY ECONOMY AND GROWTH REPORT

No.	Summary of submission	Officer comments
	Requested to retain the existing alignment of Croatia Avenue	This is not within the scope of this planning proposal and DCP amendments. Without lodgment of a DA for development of the site, Council cannot consider the merits of this proposal.
4	Supported the alternative road layout proposed in the abovementioned submissions.	The alternative road layout is not supported, as detailed above.

Table 3: Public submissions and officer response

Other parts of the 26 June 2019 Council resolution

Deceleration Lane into Bernera Road

Council also resolved (resolution point 3) to review whether the existing left-hand deceleration lane from Camden Valley Way into Bernera Road can be lengthened. Council's traffic engineers have reviewed the operation of the existing deceleration lane. The deceleration lane is approximately 90m long and operates as a free left turn lane, permitting left turn movements at any time with care. This configuration is slightly longer than other similar deceleration lanes provided at other major intersections. The existing deceleration lane has a wide driveway at its eastern end and a high-pressure gas line exists along this section of Camden Valley Way which would limit the ability for the deceleration lane to be lengthened. An extension of the deceleration lane may require expensive relocation or concrete protection of the gas line.

As Camden Valley Way is a classified road under the care and control of Transport for NSW (TfNSW), Council will work with TfNSW to monitor traffic conditions for left turn movements from Camden Valley Way into Bernera Road and if required request the agency to carry out required investigations and potential upgrades to improve traffic movements at the intersection.

Open drains and channel systems

Council resolved to *note the need to undertake a revised stormwater drainage plan to minimise the harmful and negative effects of open drains and channel systems*. This matter is currently being addressed by Council's Infrastructure and Environment department. Council has engaged a consultant to undertake detailed investigations and the development of design guidelines for constructed open channels in new release areas.

The planning proposal and DCP amendments facilitate the construction of Basin 14. If further amendments are required to the design of the basin resulting from this resolution, it is not anticipated that additional changes to the planning framework will be required.

Next Steps

If Council approves Amendment 78 to the LEP, the Department of Planning, Industry and Environment will be notified. The NSW Parliamentary Counsel's Office and DPIE will then be requested to finalise Amendment 78. Upon gazettal of the LEP, a notice in a locally circulating newspaper will then be published advising of the adoption by Council of Amendment 35 to the Liverpool DCP.

Conclusion

The Gateway requirements for Amendment 78 LLEP, including public exhibition have been satisfied, and submissions received have been addressed. Amendment 35 to the DCP has also been publicly exhibited and the submissions received have been addressed.

Most of the points raised in submissions are appropriately considered as part of future development applications, or detailed design of the basin, which are not related to establishing planning controls for the basin. Modifications to the ILP are not supported as they would compromise connectivity and opportunities for passive surveillance compared to the ILP as exhibited.

It is recommended that Council approves Amendment 78 LLEP 2008 and adopts Amendment 35 LDCP 2008.

CONSIDERATIONS

Economic	<p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Deliver a high quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p>
Environment	<p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</p> <p>Support the delivery of a range of transport options.</p>
Social	<p>Support policies and plans that prevent crime.</p>
Civic Leadership	<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>
Legislative	<p>Environmental Planning and Assessment Act 1979</p>

ATTACHMENTS

1. Gateway determination (Under separate cover)
2. Public authority submissions (Under separate cover)
3. Public submissions (Under separate cover) - **Confidential**
4. Final Planning Proposal (Under separate cover)
5. Final DCP (Under separate cover)

EGROW 05**Draft Intermodal Precinct Committee Charter**

Strategic Direction	Leading through Collaboration Increase community engagement
File Ref	029355.2020
Report By	David Smith - Manager Planning & Transport Strategy
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

Council at its 25 September 2019 meeting resolved to *“review the committee’s terms of reference to reflect the current situation with the Intermodal and the name be changed to the Intermodal Precinct Committee”*.

The review of the committee charter has been completed and Council endorsement of the Charter is requested to enable expressions of interest for community committee members to be undertaken.

Council previously resolved that the CEO, Mayor, Cr Hadchiti and Cr Harle will determine the community committee members.

RECOMMENDATION

That Council endorse the Intermodal Precinct Committee Charter and revoke the Intermodal Committee Charter

REPORT

Council at its 25 September 2019 meeting resolved to review the Intermodal Committee Charter to reflect the current situation with the Intermodal and for the name to be changed to the Intermodal Precinct Committee. The review has been completed and Council’s endorsement of the Intermodal Precinct Committee Charter (**Attachment 1**) is requested to enable expressions of interest for community committee members to be undertaken.

The proposed functions of the Committee are:

- a) To ensure, through collaboration with the Intermodal company, that the economic benefits of the Intermodal development are realised for Liverpool;

- b) To support local jobs and economic growth arising from the Intermodal development for the benefit of Liverpool;
- c) To provide advice to assist in any Council submissions on development or modification applications relating to the Intermodal development, with emphasis on minimising adverse impacts and supporting economic development;
- d) To develop partnerships with relevant stakeholders, environmental groups and key organisations; and
- e) To make recommendations to Council regarding achievement of positive outcomes for the residents of Liverpool.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	Raise community awareness and support action in relation to environmental issues.
Social	There are no social and cultural considerations.
Civic Leadership	Encourage the community to engage in Council initiatives and actions.
Legislative	There are no legislative considerations relating to this report.

ATTACHMENTS

1. Draft Intermodal Precinct Committee Charter



INTERMODAL PRECINCT COMMITTEE CHARTER

Adopted: XXXXX

TRIM: 286381.2019-005



INTERMODAL PRECINCT COMMITTEE CHARTER**1. NAME**

Intermodal Precinct Committee

2. INTERPRETATION**2.1** For the purpose of this charter:

"Council" means Liverpool City Council;

"Member" means a member of the Committee.

3. PURPOSE**3.1** The Intermodal Precinct Committee has been established to respond to the opportunities presented by the approved Intermodal at Moorebank.**4. FUNCTIONS****4.1** The functions of the Intermodal Precinct Committee are:

- a) To ensure, through collaboration with the Intermodal company, that the economic benefits of the Intermodal development are realised for Liverpool;
- b) To support local jobs and economic growth arising from the Intermodal development for the benefit of Liverpool;
- c) To provide advice to assist in any Council submissions on development or modification applications relating to the Intermodal development, with emphasis on minimising adverse impacts and supporting economic development.
- d) To develop partnerships with relevant stakeholders, environmental groups and key organisations;
- e) To make recommendations to Council regarding achievement of positive outcomes for the residents of Liverpool.

5. OUTCOMES**5.1** The Intermodal Precinct Committee aims to achieve the following outcomes:

- a) Ensure the economic benefits of the Intermodal development are realised for Liverpool, including local jobs;

INTERMODAL PRECINCT COMMITTEE CHARTER

- b) Influence decision making on development and modification applications for the Intermodal development
- c) Advocate for positive outcomes for the residents of Liverpool.

6. COMMITTEE DELEGATIONS

- 6.1 The committee shall not have the power to incur expenditure.
- 6.2 The committee does not have the power to bind the Council.
- 6.3 The committee can make recommendations to the Council or another committee of Council on all relevant business presented before it. Recommendations of the committee will generally be presented to the Council in written form, accompanied by a report from relevant Council officers. Recommendations made by the Council committee may or may not be adopted by Council.
- 6.4 Recommendations made by the Committee which are determined by the Chief Executive Officer (the CEO) to be substantially operational in nature will be dealt with by the relevant Director, and any action or decision not to act will be reported to the committee on a regular basis.

7. MEMBERSHIP

The committee shall consist of:

7.1 Councillor representation

One Councillor

7.2 Council staff representation

The CEO (or delegate) will attend and shall assign relevant staff to this committee, usually from Planning and City Economy departments.

Staff required to attend the committee will participate equally with others in terms of discussion and debate but will not have any voting rights.

7.3 Community representation

The Mayor may appoint up to five voting community members to the committee and two alternate community members. Alternate community members representing a voting member are also eligible to vote.

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7.4 Support staff

A Council staff member will attend meetings to provide administrative and other support to the Committee. Administrative support is provided for the preparation of the agenda, recording of the minutes and distribution of the agenda and business papers.

7.5 Chairperson

The Chairperson of the Intermodal Precinct Committee is determined by the Council.

The role of the Chairperson is to preside at a meeting of the committee.

If the Chairperson is not able or willing to preside at a meeting of the Committee, the Committee will elect a member of the committee to be Acting Chairperson for that meeting.

If the Chairperson is not present at the time designated for the commencement of a meeting, the first business of the meeting must be election of an Acting Chairperson to preside at the meeting.

The election of the Acting Chairperson must be conducted:

- a) By the CEO or, in their absence, an employee of Council designated by the CEO to conduct such an election; or
- b) If neither of them is present at the meeting – by the person who called the meeting or a person acting on his or her behalf.

The Chairperson may invite external subject matter experts to participate in meetings from time to time as non-voting members.

8. QUORUM AND DECISION MAKING

8.1 The quorum to enable business to be transacted at meetings will be half the membership plus one and must include at least one Councillor.

8.2 In the absence of a quorum 15 minutes after the advertised start of the meeting, the committee members present may discuss the agenda items although any recommendations made will not become formalised until they have been ratified at the next committee meeting with a quorum present.

8.3 Wherever possible, recommendations of the committee will be made on the basis of consensus, i.e. where all present agree. At the discretion of the

INTERMODAL PRECINCT COMMITTEE CHARTER

Chairperson, a vote may be called to resolve a matter. This may occur when consensus cannot be reached or in relation to a matter that is more significant in nature. In such cases, the matter will be resolved by a simple majority of those at the meeting, provided that there is a quorum present. In the event of a tied vote, the Chairperson will exercise the deciding vote.

- 8.4 Committee recommendations are not binding on Council. To obtain Council endorsement a committee recommendation must be reported to the Council for a decision.

9. GENERAL PUBLIC

- 9.1 The committee will usually not be open to members of the general public. However, the committee can decide to open the meeting to the public, subject to the agreement of the Chairperson in consultation with the CEO (or delegate). Voting does not extend to members of the general public and is restricted to only committee members.
- 9.2 Representatives of organisations or the general community may be invited to address the committee on matters on the agenda.

10. TIMETABLE FOR MEETINGS

- 10.1 Meetings will be held quarterly.
- 10.2 A meeting will be limited to a maximum of one and a half hours duration unless the committee resolves to extend the length of the meeting to a particular time or the completion of business.
- 10.3 Extraordinary meetings may be called by the Chairperson of the committee in consultation with the CEO (or delegate). The location, date and starting time for meetings will be advised on the agenda.
- 10.4 Committee meetings can only be held if five ordinary days' notice has been given to all members.

11. MEETING PRACTICE AND PROCEDURES

- 11.1 Committee meetings must be conducted in accordance with Council's Code of Meeting Practice.
- 11.2 The Committee must observe the provisions of any other relevant Council policies and procedures.

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- 11.3 Minutes of meetings will be kept in accordance with the procedures set out in Council's Code of Meeting Practice.
- 11.4 The minutes of each committee meeting will be submitted to the next available meeting of Council.

12. INSURANCE COVER

- 12.1 Committee members are covered by Council's personal accident insurance only for attendance at meetings and other activities formally endorsed by the Intermodal Committee

13. OBSERVING THE CODE OF CONDUCT AND RELEVANT COUNCIL POLICIES

- 13.1 All members of Council committees are required to observe the provisions of Council's Code of Conduct and any other policy applicable to the proper functioning of the committee. 13.2 Should a member of the Committee breach Council's Code of Conduct or any other relevant Council policy, the matter will be referred to the CEO to be dealt with in accordance with Council's Code of Conduct Procedures.
- 13.2 A breach of the Code of Conduct may result in the particular Committee member concerned being excluded from membership of the Committee.
- 13.3 If a Committee member has a pecuniary interest in any matter with which the Committee is concerned, and is present at a meeting of the Committee at which the matter is being considered, they must disclose the interest to the meeting and must not be present during any discussion or decision making relating to that matter. Leaving the room is necessary because to remain in the presence of the meeting but refrain from voting is taken to be a vote against the motion.
- 13.4 A member of the Committee who has a non-pecuniary conflict of interest in any matter with which the Committee is concerned and is present at a meeting of the Committee at which the matter is being considered must disclose the interest to the meeting as soon as practicable. If a member of the Committee has declared a non-pecuniary conflict of interest, there exists a range of options for managing the conflict of interest. The option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with.

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- 13.5 A Committee member will deal with a non-pecuniary conflict of interest in at least one of these ways:
- a) Where the potential for conflict is deemed minimal, take no action. However, the Councillor or Committee member should consider providing an explanation as to why it is considered that only a minimal or non-existent conflict exists.
 - b) Where the potential for conflict is more significant, take no part in the matter by leaving the room in which the meeting is taking place and take no part in any debate or vote on the issue, as if the provisions in section 451(2) of the Act applied
- 13.6 Committee members declaring a conflict of interest, whether pecuniary or non-pecuniary, should complete a Declaration of Interest Form which is to be signed by the CEO and retained by Council in accordance with Council's Code of Conduct and its Ethical Governance: Conflicts of Interest Policy.

14. CONFIDENTIALITY AND MANAGING PRIVACY

- 14.1 Committee Members, through their involvement on the committee, may come in contact with confidential or personal information retained by Council. Committee members are required to maintain the security and confidentiality of any such information and not access, use or remove that information, unless authorised to do so.
- 14.2 The *Privacy and Personal Information Protection Act* 1998 and Council's Privacy Policy deal with the collection, holding, use, correction, disclosure and transfer of personal information.
- 14.3 Should a committee member become aware of any breach of the security, or misuse of Council's confidential or personal information they should inform the CEO immediately.

15 MEDIA PROTOCOL

- 15.1 The Mayor is the only person permitted to speak to the media on behalf of the Committee.
- 15.2 No other member of the Committee is permitted to speak to the media in their capacity as a Committee member.

INTERMODAL PRECINCT COMMITTEE CHARTER

16 REVIEW OF THE COMMITTEE AND THIS CHARTER

- 16.1 Council will review the work of the Committee and this charter every two years.

INTERMODAL PRECINCT COMMITTEE CHARTER**AUTHORISED BY**

Council Resolution

EFFECTIVE FROM

XXXXXX

DEPARTMENT RESPONSIBLE

City Economy & Growth

REVIEW DATE

22 January 2020

VERSION

Version	Amended by	Date	TRIM Number
1	Adopted by Council	28 November 2012	030599.2013
2	Council Resolution	26 June 2013	144191.2013
3	Council Resolution	24 September 2014	262014.2014
4	Council Resolution	16 December 2015	339382.2015
5	Readopted by Council	1 February 2017	025213.2017
6	Amended by Council	26 April 2017	091492.2017
7	XXXXXXXX	XXXXXXXXXX	286381.2019-005

EGROW 06**Liverpool City Centre Car Parking Strategy**

Strategic Direction	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
File Ref	032711.2020
Report By	Charles Wiafe - Service Manager Traffic and Transport
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

At its meeting on 13 December 2019, Council considered a report on the Liverpool City Centre Car Parking Strategy and resolved as follows:

1. *Defer the matter to the 26 February 2020 Council meeting and the following matters be addressed in the report:*
 - a) *Note that the preferred option in line with council plans for over 20 years now is the extension of Bathurst Street and the closure of Pirie Street, which would be suitable but not limited to a carpark.*
 - b) *Should there be constraints on Pirie Street, identify a location within 100m of Liverpool train station, which Council owns or can acquire for a carpark.*
 - c) *RMS traffic material as provided to date, be provided to Councillors.*
2. *As soon as practicable increase the 15-minute free parking to 30 minutes.*

This report presents the revised Liverpool City Centre Car Parking Strategy and addresses the above resolution from the December 2019 Council meeting.

The parking strategy has been revised to address issues raised in the above resolution and this report recommends that Council adopts the Liverpool City Centre Car Parking Strategy to enable management of increased car parking in the Liverpool city centre.

The report also provides responses on other resolution points and issues raised during Council's discussion on the parking strategy.

RECOMMENDATION

That Council adopts the Liverpool City Centre Car Parking Strategy 2020-2030.

REPORT

December 2019 Council resolution

Council resolved at its 11 December 2019 meeting to defer consideration of the parking strategy and for the following matters to be addressed in the report:

- 1(a) Note that the preferred option in line with Council plans for over 20 years now is the extension of Bathurst Street and the closure of Pirie Street, which would be suitable but not limited to a carpark*

Response

Design investigation for the Bathurst Street extension project is continuing. The design of the project has been delayed because of the impact of a Transport for NSW (TfNSW) proposed six lane road reserve along Terminus Street. It is expected that TfNSW will provide clarification of the extent of the road reserve, within the next six months.

The effectiveness of the Bathurst Street extension and its potential to achieve a closure of Pirie Street, between Macquarie Street and Terminus Street, can only be understood and assessed when the extent of the road reserve to support a six-lane configuration is confirmed by TfNSW. Once confirmed, a further report on the Bathurst Street extension will be presented to a Council meeting, assessing impacts on traffic flow and the level of service of the key intersections. If it is concluded that Pirie Street can be closed, then provision of a car park in this location will be investigated. This is included as a conditional short-term (2020-2021) action in the parking strategy.

- 1(b) Should there be constraints on Pirie Street, identify a location within 100m of Liverpool train station, which Council owns or can acquire for a carpark.*

Response

If the design investigations for the Bathurst Street Extension project conclude that the section of Pirie Street cannot be closed, a further report on the identification of suitable sites within 100m of Liverpool station for a car park will be presented to a future Council meeting. This has been added to the parking strategy as a conditional short-term action.

- 1(c) RMS traffic material as provided to date, be provided to Councillors*

Response

Council is aware that RMS carried out a "Liverpool / Moorebank Region and the Terminals" Traffic Study in 2015/2016. The study included:

- Aimsun micro-simulation modelling to replicate 2015 base year traffic conditions (across an area that includes the Liverpool City Centre),
- forecast future traffic conditions; and
- an assessment of possible improvement projects.

In 2017, Council requested, and RMS provided, a copy of their 2015 base year Aimsun micro-simulation model for the Liverpool City Centre. This base model replicates traffic conditions in 2015 and was used as an input to the 2017 Liverpool City Centre Transport and Transport Study (to support Amendment 52 LLEP).

Council does not however have the forecast future traffic conditions and related improvement projects. Council resolved at its meeting on 5 February 2020 to “*lodge a GIPA application with RMS for the traffic modeling report*”. This application is currently being prepared.

2. *As soon as practicable increase the 15-minute free parking to 30 minutes*

Response

Increasing the 15-minute free parking to 30 minutes requires modifications to parking meters and regulatory signs. The required changes are underway and scheduled for completion in March 2020.

Other issues raised during Council’s discussion at the 11 December 2019 meeting:

In addition to the above resolution, Councillors raised concerns with certain deliverables contained in the Strategy. Responses to the issues are as follows:

Deliverable	Issue raised	Response
D3 – Introduce a car share scheme into Liverpool city centre	The policy to include possible fees payable to Council by car share operators.	The strategy has been revised for a fee payable by Car Share operators to be included in Council’s fees and charges (after a trial period of 12 months)
D6 – Car Park pricing	Clarification on pricing	The strategy has been revised to acknowledge that car parking pricing is included in Council’s fees and charges and is reviewed annually
D10 - Optimising usage of car parking spaces	Clarification of the approach to optimise the use of parking spaces	The strategy has been revised to include management approaches such as timed parking, simplified signage and

		annual review of car parking fees through the annual budget process.
D9 – Construction of a car park within the Bathurst Street extension road reserve	Clarification of this project	Construction of a car park within the Bathurst Street extension road reserve has been deleted following Council's resolution at its December 2019 meeting.

Background to the Parking Strategy

Council has prepared several parking strategies to manage parking demand in the city centre over the last 10 years. The first strategy was adopted in February 2010 and updated in June 2013.

The key deliverables of the 2010/2013 strategies were:

- Establish a free commuter carpark at Collimore Park;
- Increase the number of on-street parking spaces in the city centre;
- Rationalise and simplify on and off-street parking time restrictions;
- Introduce pay and display parking on-street and off-street in selected areas of the city centre core;
- Investigate the decommissioning and reconstruction of the Northumberland Street carpark, including temporary parking areas;
- Introduce a residential parking permit policy;
- Increase access to the city centre carparks, and improve conditions for vehicular traffic, buses, pedestrians and cyclists.

Through the implementation of these strategies, Council has managed parking demand in the Liverpool city centre by introducing parking meters, timed parking restrictions and a parking permit policy.

More recently, Council has increased parking supply in the Liverpool city centre by constructing additional car spaces at Collimore Park, Whitlam Leisure Centre (Woodward Park) and the temporary Bathurst Street car park at 352 Macquarie Street.

Council has also commenced construction of additional car parking at 68 Speed Street, Liverpool to provide for additional car parking in the south of the city and additional public car parking is planned at the Council's Civic Place development on Scott Street and a multi-story car park at Collimore Park/Woodward Park (currently subject to a planning proposal at Collimore Park).

Council continues to advocate for faster and more reliable and accessible public transport both within the Liverpool LGA and to key employment centres including Parramatta and the Sydney CBD.

Council has collaborated with the NSW government in implementing the new 'Park n Pay' smart phone app which allows drivers to pay for parking and top up using their smart phones.

Why prepare a new Strategy

The importance of a new car parking strategy is underpinned by rapid growth and key objectives in the Sydney Region Plan - A Metropolis of Three Cities, which earmarks the Liverpool city centre as part of the metropolitan city cluster within the Western Parkland City. Over the coming decades, the city centre is expected to undergo significant land use change and population growth. The city centre has a strong retail and commercial core, significant residential development to the north and south of the city centre core and a growing health and education precinct through the Liverpool Innovation Precinct.

Council has rezoned the majority of the city centre (from B3 Commercial Core to B4 Mixed Use) to facilitate increased mixed-use development to assist in the growth and revitalisation of the city centre. In addition, Council has positioned the Liverpool city centre as Sydney's third CBD and there are significant opportunities arising from development of the Western Sydney International Airport and the Aerotropolis and the Liverpool Innovation, Health and Education Precinct. This level of development will have a major impact on critical transport infrastructure in the Liverpool city centre including access to public transport and car parking.

The Liverpool City Centre Car Parking Strategy identifies the need for further optimisation of car parking in the city centre, including demand management, mode shift to public transport and additional car parking in appropriate locations to meet the needs of a growing city.

Journey to work data reveals that the proportion of workers accessing the Liverpool city centre by car (and parking in the city centre) is higher than that of Parramatta and substantially higher than that of the Sydney CBD. As the city centre is positioned to be the third CBD in Sydney, the proportion of workers accessing the Liverpool city centre by vehicles needs to decline steadily and public transport use needs to increase to ensure a sustainable city, to avoid significant additional traffic congestion and to maximise the place qualities and attributes of Liverpool CBD for jobs growth and economic productivity.

There are approximately 10,500 car parking spaces within the city centre. This includes approximately 2,600 on-street spaces and 7,900 off street spaces (public and private). Existing on-street parking demand in the city centre is high with an occupancy rate of at least 85%. The car parking strategy notes that 'turnover' of limited on-street car parking spaces is important because it increases economic activity and provides clear benefits for the business community.

About the Strategy

The Strategy focuses on the Liverpool city centre as defined by the Liverpool Development Control Plan 2008. This area is bound by Moore Point to the east, Hume Highway to the north and west and the Shepherd Street Precinct to the south.

The purpose of the Strategy is to manage parking demand and supply in the Liverpool city centre over the next 10 years. The Strategy establishes a baseline of the city's parking environment, acknowledges current car parking provision and issues, and includes a Delivery Plan.

Principles and Objectives

The Strategy includes the following key principles:

- P1. Optimise the capacity of short-term and long-term parking within the Liverpool City Centre.
- P2. Strike an appropriate balance between parking provision and demand for public space by ensuring that pedestrian priority and amenity is maintained on all streets.
- P3. Ensure that significant disruptions and decisions that may cause negative economic impacts on local businesses are minimised.
- P4. Provide an urban environment and transport network which provides for public and active transport choices to reduce parking demand.
- P5. Provide a clear, accessible car-parking environment.
- P6. Ensure adequate provisions are made for motorcycle, bicycle and mobility impaired users.
- P7. Ensure that management of parking responds to changing transport systems and services and is adaptable to disruption technologies such as car-sharing and Mobility as a Service (MaaS).
- P8. Align with other relevant NSW Government policies and Council strategies.

The strategy includes the following objectives to ensure that the key principles can be delivered:

- Identify the appropriateness of providing increased car parking within the Liverpool city centre;
- Further evaluate the concept of concentrating public parking on the fringe of the Liverpool City Centre, including complementary transportation, impacts on passing trade, effectiveness, and user acceptance of this approach;
- Provide parking infrastructure that responds to land use changes, population and economic growth in the Liverpool city centre over the next 10 years;
- Improve parking accessibility (general and special needs) for shoppers, visitors, trades people and local businesses to support economic growth;
- Explore and deploy smart parking technologies to support an efficient and innovative city centre; and

- Provide a delivery framework, to improve parking over the next 10 years, including the recommended number and location of car spaces.

Actions and Deliverables

The following actions are identified in the Strategy:

- A1. Provide a benchmark on the appropriate supply of public parking;
- A2. Improve and simplify parking signage;
- A3. Optimise existing on-street parking provision;
- A4. Investigate opportunities for long-term parking to be located at the periphery of the city centre;
- A5. Investigate the potential for ride-sharing facilities in residential areas;
- A6. Review Council's parking prices;
- A7. Investigate funding sources for the provision of additional parking in and around the city centre;
- A8. Investigate and identify alternative uses for car parks; and
- A9. Investigate the provision of additional parking in the city centre.

The deliverables identified below represent individual projects which can address one or more of the above actions as outlined in the strategy.

	Deliverable	Description	Timeline
D1	Public parking rate benchmarks	<p>The benchmark will enable an assessment of public car parking provision in the city.</p> <p>A benchmark for car parking provision in the city centre, would be developed by using current research on demand and public parking provision (for short-term and all-day parking) in modern, vibrant city centres, taking into consideration measures to encourage higher public transport use and reduce car parking in the centre core.</p>	Short term 2020/2021
D2	Construct new car park at 68 Speed Street	Demolish and construct an at-grade carpark comprising approximately 75 car spaces, at 68 Speed Street	Short term 2020-2021
D3	Introduce a car share scheme into Liverpool city centre	Work with car share companies to introduce a car share scheme into Liverpool city centre, with annual fee for the required parking spaces after a trial period.	Short term 2020/2021
D4	Identify a location within 100m of	Identify a location within 100m of Liverpool train station, for a carpark, if Pirie Street cannot be closed to accommodate a car park	Short term 2020/2021

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	Liverpool train station, for a carpark		
D5	Provide simplified parking signage	Involves installation of new signs to simplify and clarify parking restrictions and improve traffic flow.	Short term 2020/2022
D6	Review of car parking pricing and on-street free parking	Ongoing annual review of on-street and off-street parking fees.	Short term 2020/2025
D7	Collimore/Woodward Park carpark – Additional Car Parking	Construct a multi-deck car park at Collimore Park with approximately 1000 spaces; or alternatively increase the number of new spaces at Woodward Park (as part of the Woodward Place masterplan) to provide all-day parking for city centre employees, visitors and university students.	Medium to long term 2020/2025
D8	Investigate further opportunities to provide angled parking	Investigate where angled parking bays can be provided, in accordance with the measures outlined the City Centre Public Domain Masterplan and parking rate benchmarks.	Short to long term 2019/2030
D9	Investigate and install Dynamic parking guidance system	Involves the provision of electronic/dynamic directional wayfinding to off-street car parks (with the potential to include on-street facilities as this becomes available). The signage information could include the number of available parking spaces. The signs can be linked to a mobile phone app to alert drivers of available parking.	Short to long term 2020/2030
D10	Optimising usage of car parking spaces	Optimising involves: <ul style="list-style-type: none"> • Encourage turnover of parking spaces by reviewing parking fees for on-street parking (longer than 2 hours) • Prioritising short term parking near health facilities • Introduce timed parking restrictions (3- or 4-hour parking) to unrestricted parking areas • Investigate locations where ½ P can be installed. 	Short to long term 2020/2030

Consultation

The Strategy has been prepared in consultation with City Design & Public Domain, City Economy, Community Development and Planning, Infrastructure Delivery and Property & Commercial Development departments.

During implementation of this Strategy, consultation will be undertaken with the community and key external stakeholders.

Conclusion

This Strategy identifies actions and a delivery plan to increase the availability of parking within the city centre as well as encouraging mode shift to active and public transport to manage demand for car parking in the Liverpool city centre.

CONSIDERATIONS

Economic	Provide efficient parking for the City Centre. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues. Facilitate economic development.
Environment	Promote an integrated and user-friendly public transport service. Support the delivery of a range of transport options.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
Civic Leadership	Actively advocate for federal and state government support, funding and services.
Legislative	There are no legislative considerations relating to this report.

ATTACHMENTS

1. Liverpool City Centre Car Parking Strategy (Under separate cover)

COM 01

Grants, Donations and Corporate Sponsorship

Strategic Direction	Creating Connection Implement access and equity for all members of the community
File Ref	330035.2019
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	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 totalling \$33,000 under the Corporate Sponsorship, Matching and Sustainable Environment Grant Programs for Council's consideration.

RECOMMENDATION

That Council endorses the recommendation of **\$10,000** (GST exclusive) under the **Corporate Sponsorship Program** for the following project:

Applicant	Project	Recommended
Liverpool-Fairfield Community Radio	Transmission Upgrade	\$10,000

That Council endorses the recommendation of **\$18,000** (GST exclusive) under the **Matching Grants Program** for the following projects:

Applicant	Project	Recommended
Holsworthy High P&C Association	Holsworthy Community Garden Greening Dreaming	\$9,000
CuriousWorks Incorporated	GENerate 2168	\$9,000

That Council endorses the recommendation of **\$5,000** (GST exclusive) under the **Sustainable Environment Grants Program** for the following project:

Applicant	Project	Recommended
Middleton Grange Public School	Lakeside Outdoor Learning Project	\$5,000

REPORT

Corporate Sponsorship Program

The Corporate Sponsorship Program received one application which met the eligibility criteria and is recommended for funding as follows:

Applicant	Liverpool – Fairfield Community Radio
Project	Transmission Upgrade
Description	<p>Objective: Replace a faulty transmitter that is underperforming and impacting reach and access to the local community. Liverpool–Fairfield Community Radio provides community language programs to a diverse range of language and cultural groups. With more stable transmission facilities, broadcasts will reach more people with important community information.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Provide a stable and consistent transmission over FM or main radio services; • Maintain and increase audience reach; • Retain and increase number of groups presenting programs; and • Obtain a power increase to reflect the density and size of radio coverage area.
Beneficiaries	<ul style="list-style-type: none"> • 55,000 people (estimated audience for Community Radio within the Liverpool LGA); and • Liverpool City Council to receive 150 x 30 second “run of station” announcement slots each month.
Assessment	<p>Recommended for Funding - \$10,000</p> <p>The applicant's project aligns with the Community Strategic Plan <i>Direction 1 Creating Connections</i> and <i>Direction 3 Generating Opportunity</i> and meets the Corporate Sponsorship Program's funding outcomes. The project improves access and reach to community services and information broadcasted through Community Radio, enabling representation for many cultural groups across Liverpool LGA. The project provides unique and impactful branding opportunities as part of the funding agreement, and will enable greater connection between LCC and Community Radio audience members. LCC's Communications team will be connected to leverage the</p>

	<p>best possible value from the sponsorship slots delivered by Liverpool-Fairfield Community Radio.</p> <ul style="list-style-type: none"> • Economic benefit: 7.7 – 1. a), and b). • Community, cultural, and social benefits 7.7 – 2. a), b), c). • Expected program outcomes 7.7.1 - a), b), d), and e).
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Matching Grants Program

The Matching Grants Program received two applications which met the eligibility criteria and are recommended for funding as follows:

Applicant	Holsworthy High P&C Association
Project	Holsworthy Community Garden Greening Dreaming
Description	<p>Objective: Partnering with SCRAP Ltd, enhance the Holsworthy community garden, to teach students and the community curriculum integrated project-based learning activities. Development of a herb spiral and Aboriginal hut by Construction students, floral and signage drawing for Art students, and growing, harvesting and preparation of native foods by Food Technology, Maths and English students. Community gardeners will learn composting, mulching, and water and soil recovery practices across six weekends.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Environmental education to learn and adopt new recycling, composting, water conservation, and food preparation skills; • Enhanced facility for the community to access including schools, preschools, and community members; • Learn how to maintain tools, materials and resources; and • Collaboration and capacity building between students, teachers, and community members.
Beneficiaries	<ul style="list-style-type: none"> • 300 students; • 150 community members; and • 50 teachers.
Assessment	<p>Recommended for Funding - \$9,000</p> <p>The project aligns with the Community Strategic Plan <i>Direction 2 Strengthening and Protecting Our Environment</i> and meets the Matching Grant Program's funding priorities of community capacity building, youth engagement, and environmental improvement. The project delivers a self-sustaining garden cared for and promoted by a partnership between Holsworthy High School, SCRAP Ltd and community members.</p> <p>Expected program outcomes 7.6.1 – a), b), c), and e).</p>

Applicant	CuriousWorks Incorporated
Project	GENerate 2168
Description	<p>Objective: Create, deliver and evaluate a youth-engagement program in the 2168 community. Funding will support performance workshops across 20 weeks of research, consultation and delivery towards the GENerate 2168 Festival scheduled for 14 November 2020. GENerate 2168 will engage, plan and co-create artistic outcomes with young people to showcase ideas for improving the civic participation and quality of life in the 2168 area.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Develop a stable, free and accessible creative hub; • Deliver performing arts workshops that teach, advocate and promote drama, music, multimedia and event production; • Introduce participants to mentors, organisations and spaces to support creative pathways; • Build upon the 2019 pilot of the Miller Drama Group; and • Empower participants to become visible, creative and articulate contributors to the 2168 community.
Beneficiaries	<ul style="list-style-type: none"> • 100 participants aged 12-24; and • 15 existing members of the Miller Drama Group.
Assessment	<p>Recommended for Funding - \$9,000</p> <p>The project aligns with the Community Strategic Plan <i>Direction 1 Creating Connection</i> and <i>Direction 4 Leading Through Collaboration</i> and meets the Matching Grant Program's funding priorities of arts, community capacity building and youth engagement. The project delivers an artistic platform for young people to create and share their visions for a safe, creative and culturally vibrant 2168 neighbourhood. GENerate 2168 will strengthen young people's capacity to engage with and articulate their personal and shared visions for the future of their community.</p> <p>Expected program outcomes 7.6.1 – a), b), c), and d).</p>

Sustainable Environment Grants Program

The Sustainable Environment Grants Program received one application that met the criteria and is recommended for funding as outlined below:

Applicant	Middleton Grange Public School
Project	Lakeside Outdoor Learning Project
Description	<p>Objective: Design a lakeside learning space to study sustainability, biodiversity and ecosystems. Students will be able to participate in 'hands on experiences', including habitat construction, vegetable cultivation and native plant integration to attract bees and birdlife. Classes will be designated their own garden bed and will be responsible</p>

	<p>for researching and maintaining their area across the year. The project is located next to an existing natural waterway adjacent to Middleton Grange Public School.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Provide students with an outdoor space to learn in and learn from; • Provide access to an inclusive, natural space for all students; • Serve as a practical platform to advocate for sustainable practices; and • Teach students about the importance of environmental protection and the diversity of habitats for flora and fauna.
Beneficiaries	<ul style="list-style-type: none"> • 474 students from Middleton Grange Public School and their families; and • Community members of Middleton Grange.
Assessment	<p>Recommended for Funding - \$5,000</p> <p>The applicant's project aligns with the Community Strategic Plan <i>Direction 2 Strengthening and Protecting Our Environment</i> and meets the Sustainable Environment Grant Program's funding priorities of environmental improvement and sustainable living. The project seeks to take advantage of a diverse environmental corridor to teach students about different habitats and ecosystems. The project offers hands on experiences for students to learn safe sustainable practices with tangible results in the garden beds.</p> <p>Expected program outcomes 7.5.1 – a), b), c), d), and e).</p>

CONSIDERATIONS

Economic	CORPORATE SPONSORSHIP**			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$100,000	\$2,500	\$10,000	\$-7,500
	COMMUNITY GRANTS			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$102,000	\$81,560	<i>Nil</i>	\$81,560
	MATCHING GRANTS			
	Budget	Current balance	<i>Recommended funding in this report</i>	<i>Rural Fire Assistance Donation (Council endorsed 11 December 2019)</i>
	\$200,000	\$155,000	\$18,000	\$20,000
	SUSTAINABLE ENVIRONMENT GRANTS*			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$75,000	\$65,000	\$5,000	\$60,000
	COMBINED FUNDING BALANCE			
	Combined Budget	Combined Balance	<i>Total recommended funding in this report</i>	Remaining
	\$477,000	\$304,060	\$33,000	\$251,060
<p>* Sustainable Environment Grants funding is via a rate levy and is only eligible to be used for the Sustainable Environment Grants Program.</p> <p>** The shortfall of funding for eligible projects in the Corporate Sponsorship Program will be drawn from available funds in other grant programs.</p>				
Environment	Support schools and community groups to play an active role in reducing their impact on the environment and implementing environmentally sustainable actions.			
Social	Support community organisations and groups to deliver services.			
Civic Leadership	There are no civic leadership and governance considerations.			
Legislative	Local Government Act 1993 - s356.			

ATTACHMENTS

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

CORP 01

Investment Report January 2020

Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources
File Ref	026342.2020
Report By	John Singh - Accountant - Investments & Treasury Management
Approved By	Vishwa Nadan - Chief Financial Officer

EXECUTIVE SUMMARY

This report details Council's investment portfolio.

As at 31 January 2020, Council held investments with a market value of \$292 million.

The portfolio yield to the end of January 2020 is 114 basis points above the AusBond Bank Bill index.

	AusBond Bank Bill Index (BBI)
Benchmark	1.40%
Portfolio yield	2.54%
Performance above benchmarks	1.14%

Return on investment for January 2020 was \$677k 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 Credit Committee requires that Council commits to its balanced investment framework as a condition to any loan. This means that Council will have to progressively decrease its investment in lower-rated ADI's.

RECOMMENDATION

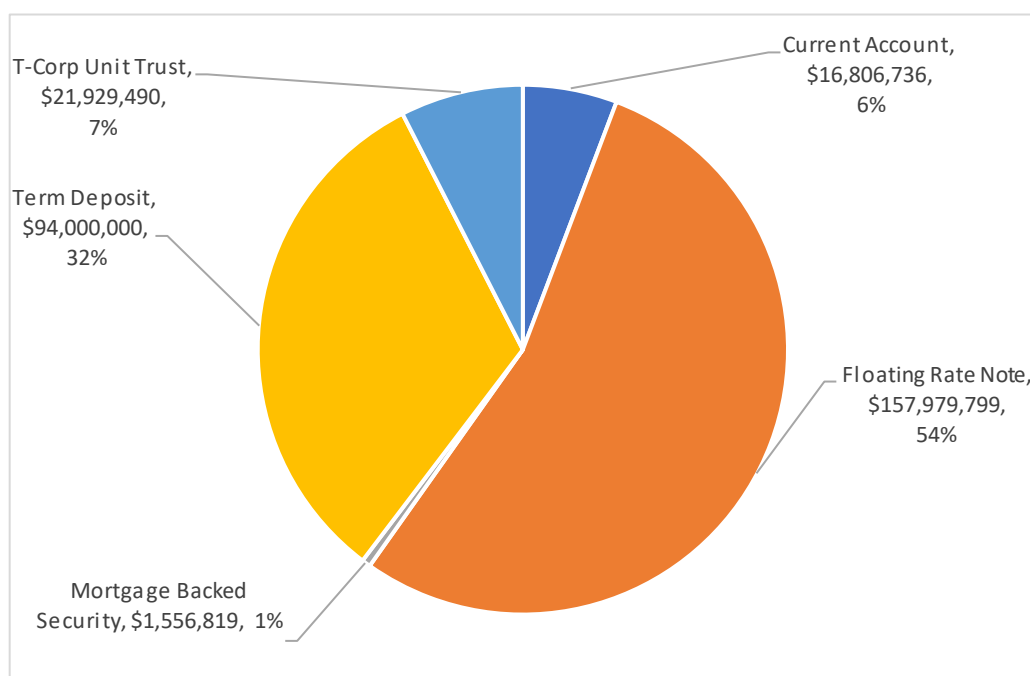
That Council receives and notes this report.

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 January 2020, Council held investments with a market value of \$292 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	Jan-20	Jun-19
Senior Debts (FRN's ,TCD's & FRB)*	100.82%	100.76%
MBS (Reverse Mortgage Backed Securities)	59.33%	59.48%
T-Corp Unit Trusts	104.43%	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 Credit Committee requires that Council commits to its balanced investment framework as a condition to any loan. This means that Council will have to progressively decrease its investment in lower-rated ADI's. 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	16,806,736	5.75%			
Term Deposits < 1 Yr	75,000,000	25.66%			
T-Corp Unit Trust	21,929,490	7.50%			
Tradeable securities	157,979,799	54.05%			
Portfolio % < 1 Yr - (Short term liquidity)	\$271,716,025	92.97%	40%	100%	Yes
Term Deposit > 1 Yr < 3Yrs	19,000,000	6.50%	0%	60%	Yes
Grand Fathered Securities	1,556,819	0.53%	N/A	N/A	Yes
Portfolio % Medium term liquidity)	\$20,556,819	7.03%			Yes
Total Portfolio	\$292,272,844	100.00%			

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	13,657,501	4.67%	25%	Yes
ANZ Banking Group Ltd	AA-	18,158,400	6.21%	25%	Yes
Auswide Bank Ltd	BBB	12,005,860	4.11%	15%	Yes
Bank Australia Ltd	BBB	3,509,655	1.20%	15%	Yes
Bank of China/Sydney	A	2,008,900	0.69%	25%	Yes
Bank of Communications Co. Ltd/Sydney	A-	3,000,840	1.03%	25%	Yes
Bank of Nova Scotia	A+	5,547,100	1.90%	25%	Yes
Bank of Queensland Ltd	BBB+	9,517,890	3.26%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	503,070	0.17%	15%	Yes
Citibank Australia Ltd	A	1,002,350	0.34%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	36,492,110	12.49%	35%	Yes
Credit Union Australia Ltd	BBB	4,521,305	1.55%	15%	Yes
Emerald Reverse Mortgage Trust (Class A)	AA	831,819	0.28%	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	0.34%	15%	Yes
Heritage Bank Ltd	BBB+	3,522,155	1.21%	15%	Yes
HSBC Sydney Branch	A+	8,015,340	2.74%	25%	Yes
Macquarie Bank	A+	21,005,020	7.19%	25%	Yes
Members Banking Group Ltd t/a RACQ Bank	BBB+	2,505,250	0.86%	15%	Yes
Members Equity Bank Ltd	BBB	5,608,832	1.92%	15%	Yes
National Australia Bank Ltd	AA-	33,261,500	11.38%	35%	Yes
Newcastle Permanent Building Society Ltd	BBB	3,547,935	1.21%	15%	Yes
NSW Treasury Corporation	AA	21,929,490	7.50%	35%	Yes
P&N Bank Ltd	BBB	5,000,000	1.71%	15%	Yes
Police Credit Union	Not Rated	2,000,000	0.68%	2%	Yes
Qbank	BBB	4,530,320	1.55%	15%	Yes
Rabobank Australia Ltd	A+	2,000,000	0.68%	25%	Yes
Rabobank Nederland Australia Branch	A+	2,023,200	0.69%	25%	Yes
Suncorp Bank	A+	13,023,030	4.46%	25%	Yes
Teachers Mutual Bank Ltd	BBB	2,121,777	0.73%	15%	Yes
Westpac Banking Corporation Ltd	AA-	49,697,195	17.00%	35%	Yes
Portfolio Total		\$292,272,844	100.00%		

Overall Portfolio Credit Framework compliance to Investment Policy

Credit Rating	Market Value	% Portfolio	Maximum Policy Limit	Complies to Investment Policy' "Yes/No"
AA Category -T Corp	21,929,490	7.50%	100%	Yes
AA Category	138,441,024	47.37%	100%	Yes
A Category or Below	58,350,780	19.96%	60%	Yes
BBB Category	71,551,550	24.48%	40% - 45%	Yes
Unrated	2,000,000	0.68%	5% - 10%	Yes
Total Portfolio	\$292,272,844	100.00%		

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.

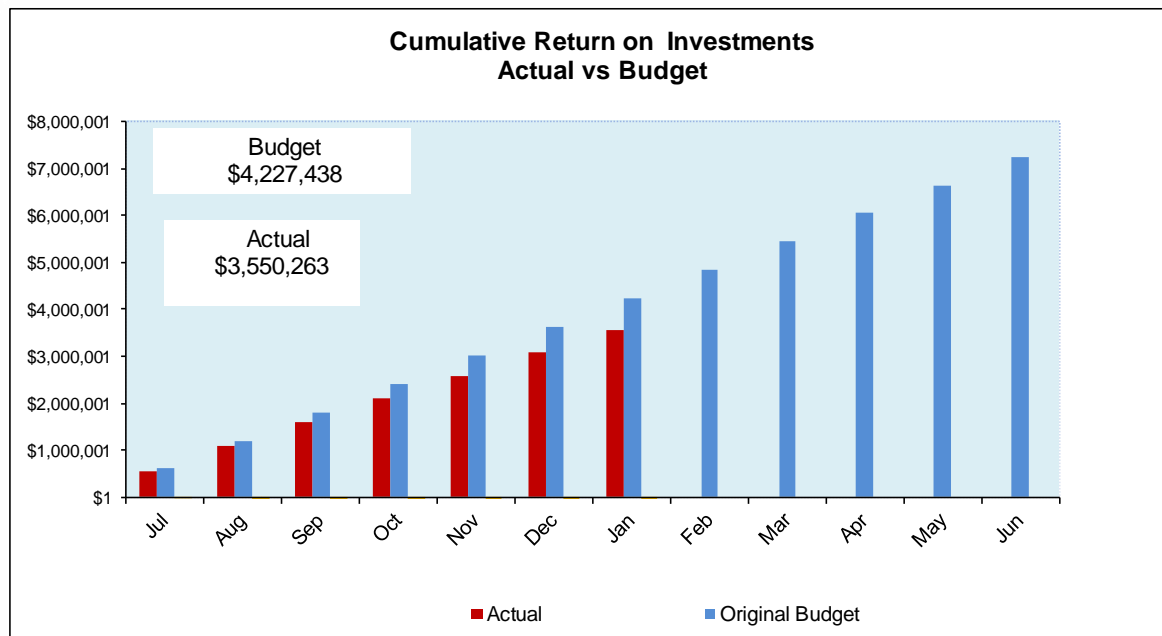
The portfolio yield to 31 January 2020 exceeded the AusBond Bank Bill index by 114 basis points (2.54% against 1.40 %).

Council portfolio continues to performance at above benchmark rates 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 January 2020 is lower than the budget by \$677k.



Investment Portfolio at a Glance

Portfolio Performance	✓	The portfolio yield to 31 January 2020 exceeded the AusBond Bank Bill index by 114 basis points (2.54% against 1.40%).
Annual Income vs. Budget	✓	Council's investment interest income is lower than the budget by \$677k as at 31 January 2020 and will be closely monitored.

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 0.75 per cent in its meeting on 4 February 2020 and indicated that it will be on hold in the foreseeable future. The current 0.75 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 confirmation on investment to November 2019 is provided as an attachment to this report.

CONSIDERATIONS

Economic	Council's investment interest income is lower than the budget by \$677k as at 31 January 2020 and will be closely monitored.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	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 - January 2020
2. ARIC Certification of Investment Portfolio



Portfolio Valuation As At 31 January 2020

Fixed Interest Security	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
AMP Notice Account	S&P ST A2	275,006.92	275,006.92	0.09%	1.55%
AMP Business Saver	S&P ST A2	322,144.37	322,144.37	0.11%	1.05%
CBA Business Saver	S&P ST A1+	14,624,044.77	14,624,044.77	5.00%	1.20%
CBA General Account	S&P ST A1+	1,585,540.14	1,585,540.14	0.54%	0.75%
		16,806,736.20	16,806,736.20	5.75%	
Fixed Rate Bond					
AMP 2.99 07 Dec 2020 Fixed	S&P BBB+	5,000,000.00	5,067,050.00	1.73%	2.99%
		5,000,000.00	5,067,050.00	1.73%	
Floating Rate Deposit					
Westpac 1.05 18 Aug 2022 1826DAY FRD	S&P AA-	6,000,000.00	6,000,000.00	2.05%	1.95%
		6,000,000.00	6,000,000.00	2.05%	
Floating Rate Note					
AMP 1.08 10 Sep 2021 FRN	S&P BBB+	5,000,000.00	4,993,300.00	1.71%	1.97%
ANZ 0.9 09 May 2023 FRN	S&P AA-	3,000,000.00	3,029,910.00	1.04%	1.83%
ANZ 1.03 06 Dec 2023 FRN	S&P AA-	7,000,000.00	7,102,550.00	2.43%	1.92%
ANZ 0.77 29 Aug 2024 FRN	S&P AA-	5,000,000.00	5,020,150.00	1.72%	1.66%
ANZ 0.76 16 Jan 2025 FRN	Fitch AA-	3,000,000.00	3,005,790.00	1.03%	1.64%
Auswide 1.15 13 Jul 2020 FRN	Moody's Baa2	2,000,000.00	2,002,920.00	0.69%	2.05%
Auswide 1.1 06 Nov 2020 FRN	Moody's Baa2	2,000,000.00	2,002,940.00	0.69%	2.04%
BAL 1.3 30 Aug 2021 FRN	S&P BBB	1,500,000.00	1,508,955.00	0.52%	2.19%
BAL 0.9 02 Dec 2022 FRN	S&P BBB	2,000,000.00	2,000,700.00	0.68%	1.79%
BOC 1.03 17 Apr 2021 FRN	S&P A	2,000,000.00	2,008,900.00	0.69%	1.90%
BNS 0.92 08 Sep 2022 FRN	S&P A+	3,000,000.00	3,023,250.00	1.03%	1.81%
BONA 0.98 07 Sep 2023 FRN	S&P A+	2,500,000.00	2,523,850.00	0.86%	1.87%
BOQ 1.17 26 Oct 2020 FRN	Fitch A-	1,500,000.00	1,507,170.00	0.52%	2.05%
BOQ 1.48 18 May 2021 FRN	Fitch A-	1,000,000.00	1,010,720.00	0.35%	2.38%
BENAU 1.05 25 Jan 2023 FRN	Moody's A3	500,000.00	503,070.00	0.17%	1.93%
Citibank 0.88 14 Nov 2024 FRN	S&P A+	1,000,000.00	1,002,350.00	0.34%	1.81%
CBA 0.8 25 Apr 2023 FRN	S&P AA-	3,000,000.00	3,020,940.00	1.03%	1.68%
CBA 0.93 16 Aug 2023 FRN	S&P AA-	7,500,000.00	7,586,025.00	2.60%	1.83%
CBA 1.13 11 Jan 2024 FRN	S&P AA-	9,500,000.00	9,675,560.00	3.31%	2.03%
CUA 1.25 06 Sep 2021 FRN	S&P BBB	2,000,000.00	2,015,580.00	0.69%	2.14%
CUA 1.12 24 Oct 2024 FRN	Moody's Baa1	2,500,000.00	2,505,725.00	0.86%	2.01%
HBS 1.23 29 Mar 2021 FRN	Moody's Baa1	3,500,000.00	3,522,155.00	1.21%	2.15%
HSBCSyd 0.8 07 Dec 2022 FRN	S&P AA-	3,000,000.00	3,010,290.00	1.03%	1.69%
HSBCSyd 0.83 27 Sep 2024 FRN	S&P AA-	5,000,000.00	5,005,050.00	1.71%	1.75%
MACQ 0.75 21 Jun 2022 FRN	S&P A+	2,000,000.00	2,004,940.00	0.69%	1.67%
MACQ 0.8 07 Aug 2024 FRN	S&P A+	4,000,000.00	4,000,080.00	1.37%	1.73%
RACB 1.1 11 May 2020 FRN	Moody's Baa1	1,000,000.00	1,001,080.00	0.34%	2.03%
RACB 1.05 23 May 2022 FRN	Moody's Baa1	1,500,000.00	1,504,170.00	0.51%	1.93%
ME Bank 1.27 16 Apr 2021 FRN	S&P BBB	1,600,000.00	1,608,832.00	0.55%	2.15%

Fixed Interest Security	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
NAB 0.9 16 May 2023 FRN	S&P AA-	2,000,000.00	2,019,440.00	0.69%	1.80%
NAB 0.93 26 Sep 2023 FRN	S&P AA-	12,000,000.00	12,129,480.00	4.15%	1.85%
NAB 1.04 26 Feb 2024 FRN	S&P AA-	5,000,000.00	5,073,300.00	1.74%	1.92%
NAB 0.92 19 Jun 2024 FRN	S&P AA-	4,000,000.00	4,039,280.00	1.38%	1.81%
NPBS 1.65 24 Jan 2022 FRN	S&P BBB	2,000,000.00	2,031,600.00	0.70%	2.54%
NPBS 1.4 06 Feb 2023 FRN	S&P BBB	1,500,000.00	1,516,335.00	0.52%	2.34%
Qld Police 1.5 14 Dec 2021 FRN	S&P BBB-	1,000,000.00	1,012,250.00	0.35%	2.40%
Qld Police 1.4 25 Mar 2022 FRN	S&P BBB-	1,500,000.00	1,517,910.00	0.52%	2.32%
Qld Police 1.15 06 Dec 2022 FRN	S&P BBB-	2,000,000.00	2,000,160.00	0.68%	2.04%
RABOBK 1.08 03 Mar 2022 FRN	S&P A+	2,000,000.00	2,023,200.00	0.69%	1.97%
SunBank 1.38 12 Apr 2021 FRN	S&P A+	2,000,000.00	2,021,120.00	0.69%	2.28%
SunBank 0.97 16 Aug 2022 FRN	S&P A+	1,000,000.00	1,008,310.00	0.34%	1.87%
SunBank 0.78 30 Jul 2024 FRN	S&P A+	5,000,000.00	4,993,600.00	1.71%	1.67%
TMB 1.37 02 Jul 2021 FRN	S&P BBB	2,100,000.00	2,121,777.00	0.73%	2.30%
Westpac 0.83 06 Mar 2023 FRN	S&P AA-	5,000,000.00	5,036,800.00	1.72%	1.72%
Westpac 0.95 16 Nov 2023 FRN	S&P AA-	6,000,000.00	6,066,720.00	2.08%	1.85%
Westpac 1.14 24 Apr 2024 FRN	S&P AA-	4,000,000.00	4,073,800.00	1.39%	2.03%
Westpac 0.88 16 Aug 2024 FRN	S&P AA-	2,500,000.00	2,519,875.00	0.86%	1.78%
		148,700,000.00	149,911,909.00	51.29%	
Floating Rate TCD					
BCOM 0.89 28 Oct 2022 FloatTCD	S&P A-	3,000,000.00	3,000,840.00	1.03%	1.77%
		3,000,000.00	3,000,840.00	1.03%	
Mortgage Backed Security					
ERM 0.45 21 Aug 2051 2006-1 A MBS	S&P AAA	1,124,080.57	831,819.62	0.28%	1.34%
ERM 1.2 21 Aug 2056 2006-1 C MBS	S&P A	1,000,000.00	455,000.00	0.16%	2.09%
ERM 0.95 21 Jul 2057 2007-1 C MBS	Fitch A	500,000.00	270,000.00	0.09%	1.80%
		2,624,080.57	1,556,819.62	0.53%	
Term Deposit					
AMP 1.75 26 Apr 2020 180DAY TD	S&P ST A2	3,000,000.00	3,000,000.00	1.03%	1.75%
Auswide 1.95 24 Feb 2020 187DAY TD	Moodys ST P-2	5,000,000.00	5,000,000.00	1.71%	1.95%
Auswide 1.8 06 Sep 2021 732DAY TD	Moodys Baa2	3,000,000.00	3,000,000.00	1.03%	1.80%
BOQ 3.05 19 Aug 2020 1461DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	0.34%	3.05%
BOQ 3 07 Sep 2020 1462DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	0.34%	3.00%
BOQ 3 07 Sep 2020 1463DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	0.34%	3.00%
BOQ 3.6 08 Feb 2021 1462DAY TD	Moodys A3	2,000,000.00	2,000,000.00	0.68%	3.60%
BOQ 3.75 07 Feb 2022 1826DAY TD	Moodys A3	2,000,000.00	2,000,000.00	0.68%	3.75%
G&C MB 3.6 30 Mar 2020 1827DAY TD	S&P ST A3	1,000,000.00	1,000,000.00	0.34%	3.60%
MACQ 1.8 02 Mar 2020 182DAY TD	Moodys ST P-1	5,000,000.00	5,000,000.00	1.71%	1.80%
MACQ 1.8 03 Mar 2020 195DAY TD	Moodys ST P-1	5,000,000.00	5,000,000.00	1.71%	1.80%
MACQ 1.6 21 May 2020 182DAY TD	Moodys ST P-1	3,000,000.00	3,000,000.00	1.03%	1.60%
MACQ 1.6 01 Jun 2020 123DAY TD	Moodys ST P-1	2,000,000.00	2,000,000.00	0.68%	1.60%
ME Bank 1.76 17 Feb 2020 182DAY TD	S&P ST A2	4,000,000.00	4,000,000.00	1.37%	1.76%
NAB 1.8 18 Feb 2020 188DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	0.68%	1.80%
NAB 1.58 01 Jul 2020 273DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	1.71%	1.58%
NAB 1.6 30 Sep 2020 365DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	1.03%	1.60%
P&NB 3.7 12 Feb 2020 1827DAY TD	S&P ST A2	3,000,000.00	3,000,000.00	1.03%	3.70%
P&NB 3 14 Aug 2020 1460DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	0.68%	3.00%
PCUSA 3.2 16 Aug 2021 1463DAY TD	Unrated UR	2,000,000.00	2,000,000.00	0.68%	3.20%
RABO 3.38 29 Aug 2022 1826DAY TD	Moodys Aa3	2,000,000.00	2,000,000.00	0.68%	3.38%

Fixed Interest Security	Security Rating	Face Value		% Total Value	Running Yield
		Current	Market Value		
SunBank 1.6 02 Apr 2020 183DAY TD	S&P ST A1	5,000,000.00	5,000,000.00	1.71%	1.60%
Westpac 1.59 02 Sep 2020 369DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	1.71%	1.59%
Westpac 1.62 08 Sep 2020 369DAY TD	S&P ST A1+	5,000,000.00	5,000,000.00	1.71%	1.62%
Westpac 3.05 28 Sep 2020 1095DAY TD	S&P ST A1+	4,000,000.00	4,000,000.00	1.37%	3.05%
Westpac 3.05 28 Sep 2020 1096DAY TD	S&P ST A1+	4,000,000.00	4,000,000.00	1.37%	3.05%
Westpac 2.88 14 Dec 2020 1096DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	1.03%	2.88%
Westpac 3 21 Dec 2020 1097DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	1.03%	3.00%
Westpac 3.32 31 Aug 2022 1826DAY TD	S&P AA-	2,000,000.00	2,000,000.00	0.68%	3.32%
		88,000,000.00	88,000,000.00	30.11%	
F1 Total		270,130,816.7728	270,343,354.82	92.50%	

Security Type	Face Value		
	Current	Market Value	
Unit Trust			
NSWTC IM Cash Fund UT	20,000,000.00	20,841,364.19	7.13%
NSWTC IM Short Term Income Fund UT	1,000,000.00	1,088,125.53	0.37%
Security Type Total	21,000,000.00	21,929,489.72	7.50%
F1 Total	270,130,816.77	270,343,354.82	92.50%
Portfolio Total	291,130,816.77	292,272,844.54	100.00%



CERTIFICATE OF INVESTMENT CONFIRMATION

Investment Month

September 2019- November 2019

This is to certify that the face value of all investments purchased between the period 1 September 2019 to 30 November 2019 which is included in the "Portfolio Valuation report 30 November 2019" which was tabled to the Liverpool City Council, Ordinary Council meeting on the 11 December 2019 have been validated against external third party documents by the Head of Audit, Risk and Improvement to confirm their existence.

All Floating Rate Note sales from the period 1 September to 30 November have been agreed to bank certificates and corresponding deposits in Liverpool City Council's General Fund bank account statement.

The Head of Audit, Risk and Improvement has therefore recommended that I, Chair of the Audit, Risk and Improvement Committee, issue the Certificate of Investment Confirmation for the month end November 2019.

Chair Audit, Risk and Improvement Committee

A handwritten signature in black ink, appearing to read "Andrew McLeod".

Andrew McLeod
Date: 7/2/2020

CORP 02

Reducing Red Tape - Development of Policies, Standards, Charters, Procedures and Strategies

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	028056.2020
Report By	Ellen Whittingstall - Coordinator Governance
Approved By	Chris White - Director City Corporate

EXECUTIVE SUMMARY

On 28 October 2019 Council endorsed the Development of Policies, Standards, Charters, Procedures and Strategies Framework (Framework), and directed the CEO to commence a process of workshopping existing policies with councillors, with a view to assessing each existing policy's status under the framework by December 2020.

The following Council adopted policies for review were presented at the December and January Councillor Briefings, and are now referred to Council for status review.

RECOMMENDATION

That Council:

1. Rescind the following policies:
 - 1.1. Liverpool Regional Museum Collecting and Care of Collections Policy;
 - 1.2. Liverpool City Library Collection Development and Information Access Policy;
 - 1.3. Footpath/ Nature Strip Mowing Policy;
 - 1.4. On- Site Stormwater Detention Policy;
 - 1.5. Development Construction Specifications (superseded); and
 - 1.6. Development Design Specification (superseded).
2. Convert the following documents to CEO-approved standards under the Development of Policies, Standards, Charters, Procedures and Strategies Framework:
 - 2.1. Liverpool Regional Museum Collecting and Care of Collections Standards and Procedures;

- 2.2. Liverpool City Library Collection Development and Information Access Standard and Procedures;
- 2.3. Footpath/ Nature Strip Mowing Standard; and
- 2.4. On-Site Stormwater Detention Standard.

REPORT

The Framework identifies five tiers of policy and procedural documents, and defines the features of each type of document. This will allow the policy burden on Council to be reduced, and mandates operational processes to be managed by the CEO.

In accordance with the Framework, and following briefings with councillors on 4 December 2019 and 1 February 2020, the following operational policies will be reviewed and adopted as listed:

- i. Liverpool Regional Museum Collecting and Care of Collections reviewed and rewritten as a Standard and Procedure;
- ii. Liverpool City Library Collection Development and Information Access reviewed and rewritten as a Standard and Procedure;
- iii. Footpath/ Nature Strip Mowing to be reviewed and rewritten as a Standard;
- iv. On- Site Stormwater Detention Policy reviewed and rewritten as a Standard with some sections included in Development Control Plan Part 1;
- v. Development Construction Specifications replaced by Auspec (Australian Standards) Document Suite. Additional work in the development of standardised documentation is being undertaken by the Western Sydney Planning Partnership;
- vi. Development Design Specification replaced by Auspec (Australian Standards) Document Suite. Additional work in the development of standardised documentation is being undertaken by the Western Sydney Planning Partnership.

It is recommended that Council rescind the above policies in question, and direct the reassignment of the proposed standards and procedures intended for approval by the CEO. The review and approval of these policies as Standards and Procedures will ensure that administrative and operational decisions are consistent with the strategic direction of Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	There are no legislative considerations relating to this report.

ATTACHMENTS

1. Footpath Naturestrip Mowing Policy
2. On-Site Stormwater Detention Policy
3. Liverpool City Library Collections and Information Access Policy (Under separate cover)
4. Liverpool Regional Museum Collections Policy



FOOTPATH/ NATURE STRIP MOWING POLICY

Adopted: 23 November 2016

TRIM: 085490.2017



FOOTPATH/ NATURE STRIP MOWING POLICY**PURPOSE/ OBJECTIVES**

- a) Define the extent of Council involvement in the mowing and weed poisoning of footpath/nature strips.
- b) Provide direction to officers when determining the limit of maintenance activities with respect to footpath/nature strips mowing.
- c) Clarify the criteria for determining eligibility to receive Council service.

LEGISLATIVE REQUIREMENTS

Local Government Act 1993

DEFINITIONS

Footpath and nature strips - The area of land between a property boundary's private frontage and the edge of a roadway. The primary purpose of this land is to facilitate pedestrian movement alongside the roadway and provide an area for infrastructure provision.

POLICY STATEMENT**1. FOOTPATHS ADJACENT TO COUNCIL-OWNED PROPERTIES**

The properties with high visibility such as The Casula Powerhouse Arts Centre, City Centre, Libraries, Community and Childcare Centres and in the vicinity of these properties should be maintained at a high standard, including hand mowing, edge trimming and removal of clippings.

All other Council properties - Tractor mowing should be carried out wherever possible to a standard sufficient for safe and nuisance-free pedestrian usage. Hand mowing activities are not encouraged unless unavoidable.

Glyphosate herbicides to be used only on multi-lane roads.

The Council owned properties that are tenanted or leased - the tenant or lessor will initially be asked to carry out the work.

2. FOOTPATHS ADJACENT TO GOVERNMENT – OWNED PROPERTIES

Mowing should not be carried out unless the Government body concerned meets the cost.

FOOTPATH/ NATURE STRIP MOWING POLICY

3. FOOTPATHS ADJACENT TO PRIVATE PROPERTY

Council does not mow footpaths and nature strips in front of private, commercial or industrial property.

Council will encourage property owners or occupiers to mow their footpaths or nature strips to a standard that enhances the amenity of their property and does not create any potential for a public safety risk.

The property owners or occupiers shall not use Glyphosate Herbicides for controlling grass growth.

Where the property owner is not carrying out mowing or, upon receiving a complaint regarding an overgrown footpath or nature strip, or a request to mow a footpath or nature strip, Council will inspect the site to undertake a risk assessment.

The risk assessment will determine whether further action is necessary, based on the following criteria:

- a) The grass on the footpath or nature strip is generally higher than 500mm and/or the footpath or nature strip is overgrown to the extent that it hinders the safe passage of pedestrians along the footpath or nature strip;
- b) The footpath or nature strip is overgrown to the extent that it potentially obstructs traffic visibility;
- c) The footpath or nature strip is overgrown to the extent that it is detrimental to the amenity of the neighbourhood.

If the public risk is assessed as being unacceptable, then Council will make appropriate arrangements to undertake a "rough cut" of the area to eliminate the risk.

The property owner or occupier will then be contacted to ascertain their intentions regarding the regular mowing of the footpath and nature strip.

4. SPECIAL NEEDS GROUPS

Council is committed to ensuring an emergency service is available for mowing footpaths and nature strips in front of residential properties where resident/owners are 65 years or older (65+) and have genuine hardship based on medical evidence.

All applications for the provision of footpath and nature strips mowing services are to be made in writing. Applications will be considered based on the following:

- a) Provision of a medical certificate from a registered physician which states they are unable to mow their nature strip area due to medical reasons; and

FOOTPATH/ NATURE STRIP MOWING POLICY

- b) A statutory declaration stating that the applicant does not have the financial capacity to employ a contractor to perform the service; and
- c) Confirmation that a family member or friend is not able to perform the work

The emergency footpath and nature strips mowing service is to be reviewed after six months to ensure residents remain eligible for this service and to maintain the accuracy of Council mowing service records.

Council requires applications including the medical certificate to be updated and resubmitted on a six-monthly basis.

5. GENERAL

The Director City Presentation has authority to approve exceptions to this policy due to special circumstances.

FOOTPATH/ NATURE STRIP MOWING POLICY**APPROVED BY:**

Council Resolution 23 November 2016

DIRECTORATE RESPONSIBLE

City Presentation

REVIEW DATE

23 November 2018

VERSIONS

Version	Amended by	Changes made	Date	TRIM Number
1	Council Resolution	Not applicable	23 November 2016	085490.2017

THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH

Governance, Legal and Procurement



ON-SITE STORMWATER DETENTION POLICY

DEFINITIONS:

1. Applicant: Developer, Contractor or Owner.
2. Average Recurrence Interval (ARI): The statistically generated average time interval between recurrences of an event. For example a 100 year ARI storm has an intensity that would occur, or be exceeded, on average once in 100 years.
3. Catchment: The land area draining to a particular point.
4. Discharge: The rate of flow of water expressed as volume per unit time (i.e. litres per second)
5. Flood: A relatively high flow of water that has overtopped stream banks or artificial channels and/or local overland flooding associated with major drainage systems being inadequate to convey all flow.
6. Floodplain: An area of land subject to inundation by floods.
7. On-Site Detention (OSD): Refers to the temporary of storage of stormwater for short periods to reduce the peak flows. An OSD system ensures that peak flows from a site are not increased after development.
8. Runoff: The amount of rainfall which does not infiltrate into the soil, resulting in the presence of surface water.
9. Stormwater system: Comprises all components of stormwater infrastructure, both artificial and natural, whether that be above or below ground (e.g. pipes, surface flowpaths, culverts, roadways, kerb and gutter)

LEGISLATIVE REQUIREMENTS

NSW State Legislative Requirements are:

- Environmental Planning & Assessment Act, 1979 (EP&A Act)

- Protection of Environment Operations Act, 1997
- The Drainage Act, 1939
- River & Foreshores Improvement Act, 1948
- Soil Conservation Act, 1938
- The Local Government Act, 1993
- Catchment Management Act, 1989
- Fisheries Management Act, 1994
- Actions at Common Law

PURPOSE/OBJECTIVE

The purpose of this policy is to:

1. ensure that there is no adverse impact from stormwater runoff on downstream properties as a result of development in the catchment for all storm events up to and including a 100 ARI event.
2. ensure on-site stormwater detention systems are incorporated into design to provide temporary storage of stormwater runoff from developments and restrict discharge from the site at a rate which Council's existing drainage system is capable of accommodating.

POLICY STATEMENT

1. This On-Site Stormwater Detention (OSD) Policy shall be read in conjunction with Liverpool City Council's:
 - Floodplain Management Plan,
 - On-Site Stormwater Detention Technical Specification, and,
 - Development Design and Construction Specifications (as amended)
2. OSD shall apply to all developments where any of the following situations occur:
 - Where there is an existing stormwater system that is unable to cater for the increase in discharge due to development;
 - When the development will involve an increase in impervious area on the site.
 - Where it is intended to connect stormwater directly to the street kerb and gutter only and the discharge for the 1:10 year storm exceeds 20 litres per second for the 1 in 10 year ARI.

Calculations shall account for the total development site area. Types of developments where OSD may be applicable include (but are not restricted to) multi unit/dwelling residential development, single dwelling additions, dual occupancies, industrial and commercial developments and redevelopment of

lands where Council feels the development is likely to produce increase in stormwater runoff and adverse impacts to the neighbouring properties.

3. OSD will not be required where it can be shown that:

- the increased discharge for all storms up to and including a 100 year event can be accommodated by the existing stormwater pipe system; or
 - a building addition or internal alteration is within the footprint (plan area) of the existing building; or
 - the additional impervious surfaces (e.g. roof, driveway, paving) total is less than 30 square metres in plan area. (NOTE: the designer is advised to confirm with Council engineer first to ensure that the cumulative total of previous and future additions still remains less than 30 square metres, otherwise OSD will apply); or
 - the sub-division of an existing development does not change the buildings or the impervious areas of the site.
 - Sites substantially inundated by flooding. (This is to be confirmed by Council's engineer)
4. The on-site stormwater detention system must be designed, constructed and maintained in accordance with the requirements of Council's OSD Technical Specifications.
5. The cost of all survey, design and implementation of the On-Site Stormwater Detention System required by this policy shall be borne by the applicant.

AUTHORISED BY

Council Resolution

EFFECTIVE FROM

Date of Council Resolution

DEPARTMENT RESPONSIBLE

Assets and Infrastructure

REVIEW DATE

Annually from date of Council Resolution (date)

THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH

This policy has been developed in consultation with relevant staff from across Council's Departments of:

Assets and Infrastructure.

Operations.

Community and Environmental Planning.

REFERENCES

1. Liverpool City Council's Floodplain Management Plan (December 1987 as amended).
2. Liverpool City Council's On-Site Stormwater Detention Technical Specification.
3. Liverpool City Council's Development Design and Construction Specifications (as amended).



THE LIVERPOOL REGIONAL MUSEUM COLLECTION - COLLECTING AND CARE OF COLLECTIONS POLICY

Adopted 29 August 2011

Trim 002716.2011

**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy****DEFINITIONS**

Accessioning – the process of gaining legal possession of an item for the Collection, through purchase, donation, bequest or transfer.¹ The accession record records basic information about each item and/or collection accessioned - date acquired, if it was donated or purchased, name and address of the donor or vendor, brief description and brief history of the items and/or collection.

Acquisition – means the process by which items are obtained for the Liverpool Regional Museum Collection.

Agricultural items – refers to equipment and machinery used in agricultural and farming activities.

Archaeological items – In archaeology, an artifact is any object made by a human culture, and often one later recovered by some archaeological endeavor.²

Artworks – are illustrative works that may consist of drawings, hand lettering, paintings, and photographs.

Artifacts – refers something man made, such as a tool or a work of art, especially an object of archaeological interest.

Aboriginal items – refers to archaeological objects/relics pertaining to the past occupation by Aboriginal peoples, being –

- a. an artifact or thing of any material given shape to by man
- b. a natural portable object of any material sacred according to Aboriginal tradition
- c. human or animal skeletal remains³

Cataloguing - is the process of identifying in descriptive detail each item and/or collection within the Collection and assigning a unique identifying number. Catalogue information includes descriptive details, classification, physical dimensions, provenance, accession number and storage location. The catalogue entry may also include a photograph or sketch, and any other additional applicable information.

Collecting or collection policy – is a written statement which guides the Museum's aims, practices and procedures in managing the Collection. This policy identifies the types of items the Museum will collect and the conditions governing the development and use of the Collection.

Collection, with a big 'C' – means the Liverpool Regional Museum Collection.

¹ Based on the definition from the National Standards for Australian Museums and Galleries. Version 1.0 Melbourne: National Standards Taskforce, 2008. pp. 77.

² Dictionary and Encyclopedia Directory. wordIQ.com, 2010. Available at: <http://www.wordiq.com/>

³ Heritage Conservation Act 1991.

**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy**

Collection, with a small 'c' – means a collection of items with the same provenance that are kept together as a collection of items.

Collection care - *A broad concept that encompasses a range of activities that have an impact on the preservation of a collection. In the context of a museum, archive or library, these may include: institutional policies as they relate to the protection and care of the collections, buildings, security, storage, training, cleaning, preservation, environmental monitoring and control, exhibitions and loans, conservation, the provision of surrogate copies and disaster planning.*⁴

Conservation – means the method used to treat items in order to return them to a stable state. It has been defined as *all action aimed at safeguarding cultural material for the future. The purpose of conservation is to study, record, retain and, if appropriate, restore the culturally significant qualities of an object, with the least possible intervention. Issues around treatment, handling, storage and display are all encompassed within conservation.*⁵

Council – means the Liverpool City Council.

Cultural heritage - *UNESCO defines cultural heritage as "the entire spirit of a people in terms of its values, actions, works, institutions, monuments and sites". Within this definition UNESCO recognises in particular: the tangible cultural heritage: including archaeological and other cultural sites, monuments, groups of buildings and whole historic cities, cultural landscapes, natural sacred sites, the underwater cultural heritage, museums, the movable cultural heritage of works of art and objects and collections of art, history and science, handicrafts, the documentary, digital and cinematographic heritage, the intangible cultural heritage: including oral traditions, languages, festive events, rites and beliefs, music and song, the performing arts, traditional medicine, literature, culinary traditions, and traditional sports and games.*⁶

De-accessioning and disposal – means the formal process by which items are permanently removed from the Liverpool Regional Museum Collection for clearly stated reasons and in accordance with approved policies and procedures.

Digitisation – is the process of creating a digital copy of an item. For example, taking a digital photograph of a painting is a digitisation process.

Disposal – is the act of physically removing de-accessioned items and/or collections from the Collection and relocating them elsewhere. Disposal options may include transfer to another collecting organisation, physical destruction of deteriorated items, and restitution to another group or people.

⁴ Source of definition: *Benchmarks in Collection Care for Museums, Archives and Libraries: a self-assessment checklist*. London: Resource: The Council for Museums, Archives and Libraries, c2002.

⁵ *National Standards for Australian Museums and Galleries*. Version 1.0 Melbourne: National Standards Taskforce, 2008. pp. 79.

⁶ As cited in: *Running a Museum: a Practical Handbook*. Paris: International Council of Museums, c2004. pp. 207.



**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy**

Domestic items – refers to any items pertaining to ones home and used in the home.

Donation – means any item(s) offered and accepted for inclusion in the Liverpool Regional Museum Collection.

Friends of the Museum - are individuals and organisations legally separate from the Museum itself, but which support the Museum by giving time, and/or money to help the Museum achieve its ambitions.⁷

Heritage – means anything that conveys something about Liverpool's history and culture. For the purposes of the Liverpool Regional Museum Collection, this may include any materials and objects of local significance.

Heritage Services – means the Heritage Services Team, Liverpool City Library and Liverpool Regional Museum.

Industrial items – refers to items pertaining to industrial processes and includes such items as machinery and other goods or component parts for use by industries or firms.

Items – in terms of this policy refers to materials, including documents, pictures, artifacts, artworks and other objects of the Liverpool Regional Museum Collection.

Library material - includes book, periodical, newspaper and any other printed matter and also includes map, music, manuscript, picture, photographic plate and film and any other matter or thing on or by which words, sounds or images are recorded or reproduced.⁸

Liverpool – means the Liverpool local government area.

Liverpool Heritage Library – is the main research library on the historical and cultural heritage of Liverpool and is part of the Liverpool City Library.

Liverpool Regional Museum Collection - (the Collection) is the totality of the library materials and objects contained in the Liverpool Regional Museum.

Liverpool Regional Museum – acquires, maintains, preserves, researches and exhibits significant objects for the purposes of study, education and enjoyment. It provides public access in actual and virtual environments to items on the historical and cultural heritage of Liverpool. The Museum was established by the Council in the public interest as a non-profit making organisation that contributes value to the community.

Museum – means the Liverpool Regional Museum.

⁷ Ibid, c2004. pp. 208.

⁸ Library Act 1939 as amended

**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy**

Object(s) - means any medium, excluding library materials, that is part of the Liverpool Heritage Collection.

Preservation – means the method of maintaining items in as close to original condition for as long as possible. For the purposes of this policy it includes *all managerial, financial and technical considerations applied to retard deterioration that prevent damage and extend the useful life of materials and objects in collections to ensure their continued availability. These considerations include monitoring and controlling appropriate environmental conditions; providing adequate storage and physical protection; establishing exhibition and loan policies and proper handling procedures; providing for conservation treatment, emergency planning and the creation and use of surrogates.*⁹

Preventive conservation – is *all action undertaken to prevent the deterioration of cultural material and collections. Preventive conservation involves developing and following policies and procedures in relation to: appropriate environmental conditions; handling and maintenance during storage, display/exhibition, packing, transport and use; integrated pest management (IPM); disaster preparedness and response; and reformatting/duplication.*¹⁰

Provenance – is the principle that identifies the origin and subsequent history of an object, book or collection so that ownership/responsibility can be documented and authenticated. It involves establishing the administrative context in which records of an item or collection were created and used. Knowing who created the records and why, can help in assessing the significance of the item or collection and the decisions made.

Provenance also refers to 'the documented chain of ownership of an item or collection, or more broadly the life history of an item including previous owners, origin, and context of use'.¹¹

Records – means a source of heritage material able to be documented.

Restoration – means restoring an item back to as close to its original perspective as possible.

Risk (to the collections) - Degree of danger of loss to the collections, whether total and catastrophic, or gradual and cumulative from any cause, whether natural or humanly induced, accidental or deliberate. Risk can be defined as a product of probability and consequences of the incident, i.e. Risk = Probability x Consequences.

Risk analysis - A process in which the museum management identifies the frequency and seriousness of dangers threatening the museum (its employees,

⁹ Source of definition: *Benchmarks in Collection Care for Museums, Archives and Libraries: a self-assessment checklist*. London: Resource: The Council for Museums, Archives and Libraries, c2002.

¹⁰ *National Standards for Australian Museums and Galleries*. Version 1.0 Melbourne: National Standards Taskforce, 2008. pp. 85.

¹¹ The Collections Council of Australia



The Liverpool Regional Museum Collection - Collecting and Care of Collections Policy

visitors, collections, other movable and immovable property and reputation). The outcome of risk analysis is the assessment of each of the risks – for the purposes of this chapter, on a five-grade scale: (a) negligible; (b) low; (c) medium; (d) high, and (e) catastrophic.

Sculptures – refers generally to the art form of shaping figures or designs by, for example, chiseling marble, modeling clay, or casting in metal.

Selection – means the decision-making process, based on selection criteria, for acquiring items for the Liverpool Regional Museum Collection.

Significance – is *the historical, aesthetic, scientific or social values that a museum object or collection has for past, present and future generations*.¹²

Storage – refers to the physical housing of the Collection, whether on display in exhibitions or in non-public storage areas. The non-public storage areas protect the Collection against harmful factors in the environment, accidents, disasters, and theft, and preserve them for the future.

Surrogates – refers to copies of items that can be used instead of the original items.

LEGISLATIVE REQUIREMENTS

Commonwealth

Copyright Act 1968 as amended

State

Heritage Act 1987 as amended
Heritage Conservation Act 1991 as amended
Local Government Act 1993 as amended
Privacy Act 2000 as amended
Library Act 1939 as amended
State Records Act 1998 as amended
Freedom of Information Act 1998 as amended

PURPOSE

The purpose of the Collecting and Care of Collections Policy is to provide the framework for the management of the Liverpool Regional Museum Collection. Specifically the Policy aims:

1. To provide direction to staff in performing their collection development and management responsibilities relating to collecting and caring for the Collection.
2. To guide the way staff acquires and uses the Collection for the benefit of the people of Liverpool.
3. To convey to any interested people the collecting and care of collection policies applied to the Collection, as well as the Council's local and state responsibilities.
4. To promote public use of the Liverpool Regional Museum and the Collection by providing a program of high quality exhibitions and programs.

¹² *National Standards for Australian Museums and Galleries*. Version 1.0 Melbourne: National Standards Taskforce, 2008. pp. 86.



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POLICY STATEMENT

1. Preamble

1.1 Heritage Services

- 1.1.1 Heritage Services is responsible for all aspects of the management and care of the Liverpool Regional Museum Collection.
- 1.1.2 The collecting component of this policy has been adapted, in part, from a template written by Kylie Winkworth with Museums and Galleries NSW.
- 1.1.3 Heritage Services is committed to the *International Council of Museums Code of Professional Ethics*.

1.2 Vision for Liverpool's heritage

- 1.2.1 A place where heritage is valued and celebrated.

1.3 Mission

- 1.3.1 To collect, preserve, organise and make available to the community items of Liverpool's historical and cultural heritage to inspire, educate and inform the community.

2. Collecting Policy

2.1 Collection aims

- 2.1.1 To acquire, preserve, promote and provide access to a research collection for the study on all aspects of Liverpool's historical and cultural heritage, past and present.
- 2.1.2 To display items from the Collection in educational, interpretative, inspirational and entertaining exhibitions.
- 2.1.3 To facilitate publications about Liverpool's historical and cultural heritage.

2.2 Collection profile

- 2.2.1 The Collection has been assessed as one of national, state and local significance.
- 2.2.2 The Collection includes, but is not limited to, items in the following areas:
 - 2.2.2.1 Aboriginal heritage
 - 2.2.2.2 early settlement and development
 - 2.2.2.3 agriculture and rural history
 - 2.2.2.4 the built and natural environment
 - 2.2.2.5 social, economic, cultural and political history
 - 2.2.2.6 diverse cultural communities
 - 2.2.2.7 local businesses
 - 2.2.2.8 domestic life
 - 2.2.2.9 contemporary events
- 2.2.4 Decisions about acquisitions, de-accessioning and care of the collection are informed by significance assessments.



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2.3 Responsibility

- 2.2.5 The responsibility for developing the Collection resides with the Heritage Services Coordinator.
- 2.2.6 All collecting activity and collection management processes are in accordance with International Council of Museums' *Code of Ethics*, *Combating Illicit Trade: Due diligence guidelines for museums, libraries and archives on collecting and borrowing cultural material*, and within the framework of the NSW Heritage Office's *Moveable Heritage Principles*.

2.4 Selection

- 2.4.1 All items selected for the Collection must fall within the selection criteria for developing the Collection.
- 2.4.2 Items for the Collection are acquired mainly through donation, with some acquired through purchase.
- 2.4.3 Community recommendations for items for inclusion in the Collection are welcomed and encouraged.
- 2.4.4 Where items of local significance are part of a larger collection, the cost and/or importance of the collection as a whole is taken into account before the decision is made to acquire the collection.
- 2.4.5 Only items that the Council has the resources to care for in the long term are collected or accepted on loan. As such, items are only be selected for the Collection when their preservation needs can be sufficiently met.

2.5 Selection criteria

- 2.5.1 All items selected for inclusion in the Collection must support the Collection aims.
- 2.5.2 The following selection criteria guides what is acquired for the Collection:
 - 2.5.2.1 Items relating to Liverpool's history and culture, past and present.
 - 2.5.2.2 Items that examine, reflect on and promote the indigenous community.
 - 2.5.2.3 Items that examine, reflect on and promote the diverse cultures of Liverpool.
 - 2.5.2.4 Items that are responsive to the contemporary nature of Liverpool.

2.6 Acquisitions

- 2.8.1 Library materials and objects are acquired through donation, bequest, purchase or transfer.
- 2.8.2 Library materials and objects will only be acquired where they can be properly stored and managed.
- 2.8.3 No items will be acquired where there is doubt over valid title or where an item may have been illegally acquired.
- 2.8.4 Only items reflecting on the historical and cultural heritage of Liverpool, or that can be provenanced to Liverpool, are collected.



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- 2.8.5 Items from neighbouring areas are not collected unless they have some significant reference or relevance to Liverpool, such as helping to interpret themes, places and people in the history of Liverpool.
- 2.8.6 Items collected for areas that no longer form part of Liverpool, but did form part of Liverpool in the past, will be retained in the Collection as they reflect on Liverpool's historical and cultural heritage at that time.
- 2.8.7 Where possible, objects will be photographed and documented in their original context before removal to the Museum so as to enhance the significance and interpretive potential of the objects.
- 2.8.8 The Museum will partner with other collecting organisations within Liverpool so as to develop a collaborative approach to collecting and preserving objects.
- 2.8.9 No objects will be acquired from significant heritage sites or buildings where removal would diminish the significance of the site or building; except in circumstances where the object is at risk.
- 2.8.10 To reduce the likelihood of de-accessioning being required in the future, care is taken to ensure that all acquisitions meet the selection and acquisitions criteria outlined in this policy.
- 2.8.11 A statement of significance, where appropriate, is prepared for all new acquisitions.
- 2.8.12 The Museum adheres to the Copyright Act 1968, as amended, in all collecting activity including acquiring new objects for the Collection.
- 2.8.13 The Museum will keep accurate records of all acquisitions.

2.7 Formats collected

- 2.7.1 The Collection includes both library materials and objects.
- 2.7.2 Library materials collected include:
 - 2.7.2.1 Books
 - 2.7.2.2 Periodicals
 - 2.7.2.3 Newspapers
 - 2.7.2.4 Pictures
 - 2.7.2.5 Manuscripts
 - 2.7.2.6 Maps
 - 2.7.2.7 Film
- 2.7.3 Object formats collected include:
 - 2.7.3.1 Artifacts
 - 2.7.3.2 Aboriginal items
 - 2.7.3.3 Domestic items
 - 2.7.3.4 Agricultural items
 - 2.7.3.5 Industrial items
 - 2.7.3.6 Archaeological items
 - 2.7.3.7 Textiles, clothing and household linen
 - 2.7.3.8 Artworks
 - 2.7.3.9 Personal items
 - 2.7.3.10 Natural history objects
 - 2.7.3.11 Sculptures



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2.8 Donations

- 2.8.14 Donations of items that meet the selection criteria for developing the Collection are actively encouraged and pursued for the Collection.
- 2.8.15 Generally, items will not be accepted on indefinite or long term loan.
- 2.8.16 An agreement with the donors of the item(s) on the nature of the acquisition including the status of any intellectual property rights that are associated with the item(s) will be concluded.
- 2.8.17 Where appropriate all intellectual property rights associated with the donated items will be acquired at the time of the donation.
- 2.8.18 The confidentiality of donors will be respected if formally requested.
- 2.8.19 Some donations of items will be required to be restricted for a period due to the requirements of relevant legislation. In this situation, donations will still be accepted for inclusion in the Collection.
- 2.8.20 Some donations of items will be required to be restricted for a period due to the donor making the donation conditional on the items having restricted access. In this situation, donations may still be accepted for inclusion in the Collection depending upon the terms of the restriction and the length of the embargo.

2.9 Bequests

- 2.9.1 Financial gifts and bequests are accepted and welcomed.
- 2.9.2 Items are accepted by bequest when they meet the selection criteria for developing the Collection.
- 2.9.3 Any income received from gifts and bequests, unless specified for a specific purpose, will be used to develop the Collection or improve the facilities used to house or exhibit items from the Collection.

2.10 Accessioning

- 2.10.1 All items acquired are accessioned into the Collection on receipt.
- 2.10.2 Once accessioned into the Collection items are generally retained permanently.

2.11 Arrangement and description

- 2.11.1 Items and collections are arranged and described with respect to their provenance and original order.

2.12 De-accessioning and disposals

- 2.12.1 Items may be de-accessioned for a variety of reasons, including
 - 2.12.2.1 items that have little or no significance as determined by the assessment process and applying significance criteria, including items that lack provenance
 - 2.12.2.2 lack of relevance to the Collection's themes and policy
 - 2.12.2.3 items that might be better transferred to another museum for reasons of care, access or context
 - 2.12.2.4 items that pose an unavoidable health and safety risk or unavoidable serious conservation risk to other items in the Collection

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- 2.12.2.5 the repatriation of items and the removal of items that are in very poor physical condition or are infested, beyond economic conservation
 - 2.12.2 Caution and transparency are exercised in de-accessioning items from the Collection.
 - 2.12.3 De-accessioned items are offered in the first instance back to the donor, if known, where the items were acquired through donation.
 - 2.12.4 De-accessioned items not wanted by the donor or acquired not through donation are offered to appropriate collecting organisations.
 - 2.12.5 De-accessioned items not wanted by other collecting organisations are, as a last resort, offered for sale, recycled or disposed of in some other appropriate way.
 - 2.12.6 The decision to de-accession and dispose of any items and/or collections from the Collection will be tabled for information with Council's Heritage Advisory Committee, the Friends of Liverpool Regional Museum and Collingwood House Inc and the Liverpool and District Historical Society.
 - 2.12.7 Where there are reservations or disagreement about the significance of items to be deaccessioned, the Museum may hold some items for a period of up to 12 months before disposal. In these instances, items proposed for de-accessioning will be available for inspection by members of the community, together with a statement detailing the reasons for de-accessioning.
 - 2.12.8 Any income received from selling de-accessioned items will be used solely to develop or conserve the Collection or improve the facilities used to house or exhibit items from the Collection.
 - 2.12.9 For any items deaccessioned a short statement will be prepared indicating the reasons for de-accessioning and in the case of objects a photograph taken with a note about the method of disposal.
- 3. Care of Collections Policies**
- 3.1 Purpose**
- 3.1.1 To ensure that the Collection is preserved and maintained for the use of researches and the enjoyment of the community now and into the future.
 - 3.1.2 To promote and ensure safe use of the Collection, while minimising risks to the items in the Collection.
 - 3.1.3 To document how items will be maintained and preserved consistent with their use and significance to the Collection. This may require the preservation of physical format, intellectual content, or both.
- 3.2 Responsibility**
- 3.2.1 Council is committed to the preservation of the Collection.
 - 3.2.2 The responsibility for the care of the Collection resides with the Heritage Collections Curator.
- 3.3 Collection preservation**
- 3.3.1 The aim is to retain and preserve permanently all items within the Collection.

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Collecting and Care of Collections Policy**

- 3.3.2 An assessment of the Collection has been conducted by an appropriately qualified consultant. This assessment has identified preservation priorities which will inform Council's preservation program.
 - 3.3.3 Preservation priorities are determined in the light of the needs of the Collection as a whole, the significance of collections and items within the Collection and what can and should be preserved within the available resources.
 - 3.3.4 Collections and items needing preservation treatments may be withdrawn from active use until the preservation treatment is completed, if by using them, they are put at further risk of deterioration.
 - 3.3.5 Collections and items needing preservation treatments are stored in such a way that risk of further deterioration is minimised until preservation work can be done on the items.
 - 3.3.6 Items requiring special preservation treatments will be made a high priority for digitisation, if digitisation can be performed with minimal impact on the items.
 - 3.3.7 Preservation activities include conserving and repairing the collections, creating preservation surrogates, controlling the environment, monitoring the condition of the Collection and establishing conditions of use.
 - 3.3.8 Council is committed to preventive conservation by creating and maintaining a protective environment for the Collection, whether in storage, on display or in transit.
 - 3.3.9 The Council will follow preservation, conservation and restoration guidelines as outlined by the Museums Australia, the Museums and Galleries Foundation of NSW, the National Library of Australia and the State Library of NSW.
 - 3.3.10 Advice will be sought from authoritative institutions and/or organisations in regard to the preservation needs of the Collection.
- 3.4 Storage**
- 3.4.1 The Council is committed to ensuring that the Collection is housed in appropriate storage facilities.
 - 3.4.2 Control of the environment of the storage areas is recognised as vital to the preservation of the Collection. The environment, including lighting, temperature and humidity, of storage areas is monitored, as an aid to achieving the conditions that promote the conservation of collections.
 - 3.4.3 The Council will ensure that storage areas have regular housekeeping to ensure that they remain clean and free of pests.
- 3.5 Access to the Collection**
- 3.5.1 Intellectual access to the Collection is provided through the catalogue.
 - 3.5.2 The catalogue provides customers with the ability to locate the items that they need for their research purposes.



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Collecting and Care of Collections Policy**

- 3.5.3 Digital copies of some items from the Collection, such as images, are made available through the catalogue.
- 3.5.4 In the interests of preservation, access will only be provided to copies of original items if copies exist.
- 3.5.5 Access to original items, if copies exist, will only be provided to researchers with legitimate reasons to view the original items.
- 3.5.6 Access to some items will be restricted if it is determined by the Heritage Collections Curator that providing access will put the item at risk prior to preservation work. Such items are made a high priority for preservation work and copying.
- 3.5.7 Some items may have restricted access for a period of time due to the requirements of relevant legislation or due to donor imposed restriction.

3.6 Use of the Collection

- 3.6.1 Notwithstanding that the Collection is a 'Not for Loan' collection, the Council is committed to facilitating use of the Collection for independent research and study.
- 3.6.2 Items from the Collection are available for use only within the Liverpool Regional Museum and the Liverpool Heritage Library.
- 3.6.3 Original items from the Collection are only available for use with supervised access by staff from Heritage Services.
- 3.6.4 Where a copy exists, access to the original will only be provided when the researcher has a legitimate need to view the original and only after approval of the Heritage Collections Curator.

3.7 Copying

- 3.7.1 Photocopying restrictions may apply to some items identified by Heritage Collections Curator as being at risk. For example, photocopying has the potential to damage paper-based items.
- 3.7.2 Items from the Collection may be copied by customers if the preservation needs of the items are not put at risk.
- 3.7.3 Copies made by customers must be made in adherence to the Copyright Act.
- 3.7.4 Under no circumstances are original items loaned to customers for copying. Any copying done, including photographic copies, must be arranged to be done onsite.
- 3.7.5 Subject to the Copyright Act, the Council creates copies for preservation purposes using microforms, photocopies, photographs, transcripts, digital formats and other copying or duplication technologies.
- 3.7.6 Decisions to create digital surrogates of physical collections by the process of digitisation are made in accordance with the policies for preservation and development of the Collections.

3.8 Exhibitions and displays

- 3.8.1 The Council will seek to resource, develop and promote knowledge of the collection via publications, exhibitions, education programs and public programs.

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- 3.8.2 The Council will take into consideration preservation requirements when selecting items for exhibitions. This will include physical condition and duration of exhibition.
- 3.8.3 The Heritage Collections Curator will contribute to the selection of items for new exhibitions and displays by assessing the condition of items to be exhibited or displayed and advising of any special preservation requirements.

3.9 Loans for exhibitions

- 3.9.1 Items from the Collection may be loaned to other organisations for the purposes of displays, exhibitions or events. Approval from the Heritage Collections Curator is required in all circumstances.
- 3.9.2 Borrowing institutions need to ensure that they can meet the conservation requirements before agreeing to borrow items.
- 3.9.3 A risk assessment and a condition report will be prepared before Council agrees to lend any items. The condition report documents a written and visual description of an item's appearance, state of preservation and any defects.
- 3.9.4 All objects will be photographed before dispatching for loan.
- 3.9.5 Items borrowed and loaned will be condition checked on arrival and departure.
- 3.9.6 Borrowing institutions are required to comply with Council's guidelines for exhibitions by signing a condition of loan agreement detailing the condition of the item(s) and a fixed time period for the loan.
- 3.9.7 Insurance cover will be required before any items are lent.

3.10 Risk Management

- 3.9.8 Council is committed to reducing the likelihood of damage or loss of to the Collection by eliminating or as far as possible minimising all potential hazards.
- 3.9.9 Council will develop and maintain an up-to-date disaster plan to ensure that risks to the Collection are minimised and in the event of a disaster Council is able to respond to ensure that the Collection is protected.

**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy****AUTHORISED BY**

Council

EFFECTIVE FROM

29 August 2011

DEPARTMENT RESPONSIBLE

Liverpool City Library

REVIEW DATE

This policy will be monitored and reviewed by the Heritage Services staff on a regular basis to ensure it continues to address the needs of the Collection.

THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH

Liverpool Council's Heritage Advisory Committee, including representatives from the Liverpool and District Historical Society and the Friends of Collingwood and Liverpool Regional Museum

The Friends of Collingwood and Liverpool Regional Museum

Karen Coote, Managing Director of Antiquities Conservation Pty Ltd

Liverpool's community

Library and Museum staff

The Manager Library and Museum Services

Heritage Services Coordinator

Heritage Collections Curator

REFERENCES

Benchmarks in Collection Care for Museums, Archives and Libraries: a self-assessment checklist. London: Resource: The Council for Museums, Archives and Libraries, c2002.

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**The Liverpool Regional Museum Collection -
Collecting and Care of Collections Policy**



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CORP 03

Budget Review - December 2019

Strategic Direction	Generating Opportunity Meet the challenges of Liverpool's growing population
File Ref	030828.2020
Report By	Earl Paradeza - Senior Management Accountant
Approved By	Vishwa Nadan - Chief Financial Officer

EXECUTIVE SUMMARY

In June 2019 Council adopted its 2019/20 operating budget with projected revenue of \$305.8m and expenditure of \$205.0m. In terms of the net operating result before grants and contributions provided for capital purposes, the Council budgeted for an operating deficit of \$2.178m.

For Quarter 1 ended 30 September 2019, Council approved adjustments through resolutions and budget review process, resulting in a revised revenue target of \$308.0m and expenditure of \$205.8m. This translated to revised deficit net operating result before grants and contributions provided for capital purposes of \$0.538m.

The review of Council's budget at 31 December 2019 identified further adjustments and if approved will result in a \$2.052m net operating deficit before grants and contributions for capital purposes for 2019/20 (Ref attachment 1 – Note D).

The second quarter budget review for 2019/20 has resulted in \$19.186m overall decrease in Council's capital expenditure program (*Ref attachment 1 – Note E*).

RECOMMENDATION

That Council approves the identified budget variations in accordance with this report.

REPORT

Legislative Requirements

Clause 203(1) of the Local Government (General) Regulation 2005 requires the Responsible Accounting Officer to provide a quarterly budget review not later than two months after each quarter's end. This report provides an overview of the results on the financial review for the quarter ended 31 December 2019.

Commentary

Operating Budget

In June 2019 Council adopted its 2019/20 operating budget with projected revenue of \$305.8m and expenditure of \$205.0m. In terms of the net operating result before grants and contributions provided for capital purposes, the Council budgeted for an operating deficit of \$2.178m.

For Quarter 1 ended 30 September 2019, Council approved adjustments through resolutions and budget review process, resulting in a revised revenue target of \$308.0m and expenditure of \$205.8m. This translated to revised deficit net operating result before grants and contributions provided for capital purposes of \$0.538m.

A comprehensive budget review conducted at 31 December 2019 has resulted in further budget adjustments, as detailed in **Attachment 2**. As part of the Budget Review, managers have conducted a review of their programs with a view to providing a revised forecast for the financial year ended 30 June 2020. Managers take into consideration events that have occurred to date and/or information that has become available since the adoption of the original budget and the impact of which provides the basis for the budget adjustments.

The review has resulted in \$14.125m (Ref attachment 1 – Note A) decrease in total revenue mainly attributable to the following:

- - \$12.0m Delay in receiving the grants for Phillip Park Redevelopment of Lurnea Community Hub;
- - \$2.6m Capital grants for Georges River Foot Bridge Voyager Point project deferred to 2020/21 program year due to further investigation required to assess the loading capacity of the bridge;
- - \$1.8m Revenue from Liverpool Catholic Club (BMX Trail) is not anticipated until the work is fully completed next financial year;
- - \$1.0m Lower returns on Council's investment portfolio;
- - \$300k Unsuccessful grant application for Blackspot – Cartwright Avenue Miller;
- - \$300k Unsuccessful grant application for Heritage Conversation Program Collingwood House upgrade;
- + \$3.198m Final installment of approved HAF grant;
- + \$566k Additional grants towards land acquisition relating to Moorebank Voluntary Acquisition Scheme.

Total expenditure is projected to decrease by net \$1.402m (*Ref attachment 1 – Note B*), mainly comprising:

- - \$2.2m Asbestos waste remediation works expenditure mainly at BMX Trail site is not expected to incur by 30 June 2020.
- + \$250k Expenditure on preparation of structure plan and planning proposal towards rezoning of Warwick Farm Precinct.
- + \$245k Sunk costs for Liverpool Civic Place initial design.
- + \$115k Funding for hosting the Economic Development Australia conference (to be recouped through registrations).
- + \$100k Aboriginal Cultural Heritage values assessment project and Collingwood Conservation and Restoration.

The proposed budget changes will increase the budgeted operating deficit before grants and contributions for capital purposes to \$2.052m (*Ref attachment 1 – Note D*).

Capital Budget

In June 2019, Council approved its \$156.3m capital works program for 2019/20. Council subsequently approved carry over of projects valued \$16.6m that were planned but not completed in 2018/19.

In Quarter 1 budget review, capital expenditure program was increased by \$1.982m mainly due to high priority CBD open space project deferred in 2018/19 program year, fit-out costs relating to Level 6, 35 Scott Street, and consultancy costs for Carnes Hill Recreation Precinct Stage2 Master Plan.

The second quarter budget review has resulted in \$19.2m decrease to Council's capital expenditure program (*Ref attachment 1 – Note E*). The budget adjustments include the following:

- - \$14.9m Tenders for redevelopment of Lurnea Community Hub are being assessed. Construction is expected to start in June 2020 and the project will be delivered over two years.
- - \$5.6m Georges River Foot Bridge Voyager Point project deferred to 2020/21 program year due to further investigation required to assess the loading capacity of the bridge.
- - \$4.0m Design and construction of sports field at Cirillo Reserve will be delivered over two years. Construction has commenced and estimate of \$4.0m will be expended this financial year.
- + \$3.2m Final land acquisition and road works funded by HAF grant
- + \$1.7m Funding required to settle the land acquisition for Basin 19 at Austral

At 31 December 2019, Council has a capital expenditure program of \$155.4m as detailed in **Attachment 3**.

The YTD capital expenditure to 31 December 2019 was \$40.8m.

The Table 1 below provides summary of the budget results:

	2020 Original Budget \$	2020 Resolution \$	2020 Q1 Review \$	2020 Q2 Request \$		2020 Proposed Budget \$	
Operating income	305,758,493	0	2,262,434	(14,124,737)	A	293,896,190	
Operating expenditure	(204,997,748)	(32,500)	(815,470)	1,402,425	B	(204,443,293)	
Net Operating Result	100,760,745	(32,500)	1,446,964	(12,722,312)		89,452,897	
Less: Grants & Contributions for Capital Purposes	(102,938,486)	0	224,884	11,208,864		(91,504,738)	
Net Operating Result Before Grants & Contributions for capital purposes	(2,177,741)	(32,500)	1,671,848	(1,513,448)	C	(2,051,841)	D
Add: Depreciation	40,672,239	0	0	0		40,672,239	
Add: Non-cash Borrowing Costs	115,081	0	0	0		115,081	
Add: Net Accrual of revenue & expenses	(681,000)	0	0	0		(681,000)	
Add : Asset Write-off / Revaluation decrement	3,750,000	0	0	0		3,750,000	
Add: Grants & Contributions for Capital Purpose	102,938,486	0	(224,884)	(11,208,864)		91,504,738	
Net Changes in Reserves	(25,052,238)	8,585,809	901,955	(2,016,445)		(17,580,919)	
Funds Available for Capital Expenditure	119,564,827	8,553,309	2,348,919	(14,738,757)		115,728,298	
Capital Expenditure Program	(156,287,859)	(17,291,282)	(1,981,787)	19,186,425	E	(156,374,503)	
Principal Loan Repayment	(6,657,028)	0	(878,758)	0		(7,535,786)	
Borrowings	0	0	0	0		0	
Book Value of Assets Sold	8,478,500	0	0	0		8,478,500	
Total Capital Expenditure	(154,466,387)	(17,291,282)	(2,860,545)	19,186,425		(155,431,789)	
Net Changes in General Fund	(34,901,560)	(8,737,973)	(511,626)	4,447,668		(39,703,491)	

Details of the proposed budget changes are provided in the attachments.

Attachments 1 - Quarter 2 Budget Review Summary (QBRs): This report presents a summary of Council's budgeted financial position at end of the quarter. The key indicators include:

1. The revised budgeted income and expenditure for the year against the original estimate of annual income and expenditure as shown in Council's Operational Plan
2. Changes following Quarter 2 budget review
3. The proposed revised budget for 2019/20 financial year

Attachments 2 – This report provides details of operating budget adjustments

Attachments 3 – This report provides details of capital budget adjustments

Attachment 4 & 5 – Grants Status Report: Has two components, first listing all annual grant submissions and second, listing all grants that have been applied for during the quarter detailing the project title, amount sought, funding body and status of the application. Council officers are continually seeking alternate sources of funding as opportunities arise.

Attachment 6 - Cash and Investments Statement: Providing a reconciliation of restricted and unrestricted funds to the level of Cash and Investments held as at 31 December 2019

Attachment 8 - Consultancy and Legal Expenses

Attachment 9 - Contracts and Other Expenses

Attachment 10 - City Development Fund and Environment Levy

This Report recommends that Council receives and notes the report and votes the budget variations in accordance with this report.

CONSIDERATIONS

Economic	The revised budget net operating result before Grants and Contributions following Quarter 2 Budget Review and Council resolutions to 31 December 2019 will be a deficit of \$2.052m.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	Clause 203(1) of the Local Government (General) Regulation 2005

ATTACHMENTS

1. QBRS - Consolidated Financial Results
2. Operating Budget Adjustments
3. Capital Budget Adjustments
4. Grant Status Report - Applications
5. Grant Status Report - Received
6. Cash & Investment Report
7. Key Performance Indicators
8. Consultancy & Legal Expenses Budget Review Statement
9. Contracts & Other Expenses Statements
10. City Development Fund & Environment Levy Reserves

Liverpool City Council
Summary Financial Results - Consolidated
For the period 1 July 2019 to 31 December 2019

Attachment 1

	2019 Annual Actual	2020 Original Budget	2020 Resolutions	2020 Q1 Review	2020 Revised Budget	2020 Quarter 2 Request	2020 Proposed Budget
Net Operating Results Before Grants & Contributions for Capital Purposes	1,808,635	(2,177,741)	(32,500)	1,671,848	(538,393)	(1,513,448)	(2,051,841)
Revenue							
Rates & Annual Charges	131,134,335	136,452,962	0	0	136,452,962	0	136,452,962
User Charges & Fees	18,880,040	19,921,315	0	0	19,921,315	(24,214)	19,897,101
Interest & Investment Revenue	8,978,051	7,748,038	0	0	7,748,038	(1,000,000)	6,748,038
Grants & Contributions - Operating	19,802,791	16,885,426	0	280,122	17,165,548	(134,909)	17,030,639
Grants & Contributions - Capital (Others) *	53,584,615	38,227,411	0	(224,884)	38,002,527	(11,208,864)	26,793,663
Grants & Contributions - Capital (s94) *	41,078,768	64,711,075	0	0	64,711,075	0	64,711,075
Other Revenues	21,726,149	12,459,266	0	2,207,196	14,666,462	(1,756,750)	12,909,712
Net Gain from the Disposal of Assets	0	8,753,000	0	0	8,753,000	0	8,753,000
Share of interests in Joint Ventures	708,444	600,000	0	0	600,000	0	600,000
Total Revenue	295,893,192	305,758,493	0	2,262,434	308,020,927	(14,124,737) A	293,896,190
Expenses							
Employee Costs	73,180,552	78,519,724	0	(0)	78,519,724	200,498	78,720,222
Borrowing Costs	1,624,477	1,424,494	0	275,848	1,700,342	0	1,700,342
Materials & Contracts - Tipping & Waste Services	27,804,902	31,219,967	0	0	31,219,967	(2,272,535)	28,947,432
Materials & Contracts - Other	25,524,096	26,203,925	26,500	405,731	26,636,156	369,412	27,005,568
Legal Costs	603,673	921,919	0	0	921,919	0	921,919
Consultants	1,816,284	3,039,938	6,000	126,640	3,172,578	315,000	3,487,578
Depreciation	39,244,848	40,672,239	0	0	40,672,239	0	40,672,239
Other Expenses	17,095,812	19,245,542	0	7,251	19,252,793	(14,800)	19,237,993
Net Loss from the Disposal of Assets	10,478,906	0	0	0	0	0	0
Revaluation decrement / impairment of IPP&E	2,047,625	3,750,000	0	0	3,750,000	0	3,750,000
Internal Charges	0	0	0	0	0	0	0
Total Expenses	199,421,175	204,997,748	32,500	815,470	205,845,718	(1,402,425) B	204,443,293
Net Operating Result	96,472,018	100,760,745	(32,500)	1,446,964	102,175,209	(12,722,312)	89,452,897
Less: Grants & Contributions for Capital Purposes *	94,663,383	102,938,486	0	(224,884)	102,713,602	(11,208,864)	91,504,738
Net Operating Results Before Grants & Contributions for Capital Purposes	1,808,635	(2,177,741)	(32,500)	1,671,848	(538,393)	(1,513,448) C	(2,051,841) D
Add back: Depreciation	39,244,848	40,672,239	0	0	40,672,239	0	40,672,239
Add back: Non-cash Borrowing Costs	214,693	115,081	0	0	115,081	0	115,081
Add back: Net Accrual of revenue & expenses	6,138,940	(681,000)	0	0	(681,000)	0	(681,000)

Liverpool City Council
Summary Financial Results - Consolidated
For the period 1 July 2019 to 31 December 2019

Attachment 1

	2019 Annual Actual	2020 Original Budget	2020 Resolutions	2020 Q1 Review	2020 Revised Budget	2020 Quarter 2 Request	2020 Proposed Budget
Add back: Asset Write-off / Revaluation decrement	2,209,594	3,750,000	0	0	3,750,000	0	3,750,000
Add back: Grants & Contributions for Capital Purpose	94,663,383	102,938,486	0	(224,884)	102,713,602	(11,208,864)	91,504,738
Net changes in Reserves	(17,677,444)	(25,052,238)	8,585,809	901,955	(15,564,474)	(2,016,445)	(17,580,919)
Funds Available for Capital Expenditure	126,602,648	119,564,827	8,553,309	2,348,919	130,467,055	(14,738,757)	115,728,298
Capital Expenditure							
City Infrastructure & Environment	75,903,107	86,242,670	6,631,070	909,763	93,783,503	(21,355,202)	72,428,301
City Economy & Growth	11,913,593	45,279,189	1,975,556	150,000	47,404,745	1,867,637	49,272,382
City Community & Culture	1,357,460	1,719,500	355,656	185,824	2,260,980	198,840	2,459,820
City Corporate	39,787,900	6,730,000	7,585,700	634,000	14,949,700	0	14,949,700
City Presentation	2,498,913	7,051,500	0	0	7,051,500	102,300	7,153,800
Strategy & Engagement	64,156	575,000	58,300	0	633,300	0	633,300
Property Strategic Projects	10,967,105	8,690,000	685,000	102,200	9,477,200	0	9,477,200
Office of the CEO	1,227	0	0	0	0	0	0
Capital Works Program	142,493,460	156,287,859	17,291,282	1,981,787	175,560,928	(19,186,425) E	156,374,503
Principal Loan Repayment	6,507,903	6,657,028	0	878,758	7,535,786	0	7,535,786
Borrowings	(19,500,000)	0	0	0	0	0	0
Book Value of Assets Disposed	(621,263)	(8,478,500)	0	0	(8,478,500)	0	(8,478,500)
Total Capital Expenditure	128,880,100	154,466,387	17,291,282	2,860,545	174,618,214	(19,186,425)	155,431,789
Net Change in General Fund	(2,277,453)	(34,901,560)	(8,737,973)	(511,626)	(44,151,159)	4,447,668	(39,703,491)

Liverpool City Council
Operating Budget Adjustments
For the period 1 July 2019 to 31 December 2019

Attachment 2

Summary	Original Budget	Revised Budget	Post Budget Resolutions	New Grants Expense	New Grants Revenue	Transfers	New Requests	Total Request	Proposed Budget
City Community & Culture	(25,678,922)	(25,816,668)	(137,746)	0	0	132,265	139,126	271,391	(25,545,277)
City Corporate	91,862,755	94,579,463	2,716,708	0	0	77,393	(558,600)	(481,207)	94,098,256
City Economy & Growth	77,878,402	77,146,833	(731,569)	50,000	(50,000)	(65,353)	(1,260,900)	(1,326,253)	75,722,019
City Infrastructure & Environment	(6,014,686)	(6,179,686)	(165,000)	0	(11,208,864)	(7,600)	423,535	(10,792,929)	(16,972,615)
City Presentation	(31,149,897)	(31,223,701)	(73,804)	0	(34,909)	(135,012)	50,300	(119,621)	(31,343,322)
Strategy & Engagement	(4,307,341)	(4,307,341)	0	0	0	0	(15,000)	(15,000)	(4,322,341)
Property Strategic Projects	501,195	501,195	0	0	0	0	(257,000)	(257,000)	244,195
Office of the CEO	(2,330,761)	(2,524,886)	(194,125)	50,000	(50,000)	(1,693)	0	(1,693)	(2,428,018)
Net Operating Results	100,760,745	102,175,209	1,414,464	100,000	(11,343,773)	0	(1,478,539)	(12,722,312)	89,452,897
Less: Grants & Contributions for Capital Purposes	102,938,486	102,713,602	(224,884)	0	(11,208,864)	0	0	(11,208,864)	91,504,738
Net Operating Results before Grants & Contribution for Capital Purposes	(2,177,741)	(538,393)	1,639,348	100,000	(134,909)	0	(1,478,539)	(1,513,448)	(2,051,841)

Operating Budget Adjustments

For the period 1 July 2019 to 31 December 2019

Attachment 2

Directorate	Project	Project Description	Comment	Requests	FUNDING				
					Grants & Contribution	External Reserves	Internal Reserves	General Fund	Total Funding
City Infrastructure & Environment	102093	Phillip Park -Redevelopment of Lurnea Community Hub	Tenders for this project are being assessed. Grant is expected to be received next financial year	(12,000,000)	(12,000,000)				(12,000,000)
City Infrastructure & Environment	101813	Georges River Foot Bridge Voyager Point	Project deferred to 2020/21 program year due to further investigation required to assess the loading capacity of the bridge.	(2,600,000)	(2,600,000)				(2,600,000)
City Infrastructure & Environment	201297	Waste Remediation	Revenue from Liverpool Catholic Club (BMX Trail) is not anticipated until the work is fully completed next year.	(1,800,000)				(1,800,000)	(1,800,000)
City Corporate	301114	Revenue and Treasury Operations	Reduction in projected interest revenue	(1,000,000)		(726,800)		(273,200)	(1,000,000)
City Infrastructure & Environment	102371	Blackspot - Cartwright Ave, Miller - Raised Threshold	Unsuccessful grant application	(300,000)	(300,000)				(300,000)
City Infrastructure & Environment	102386	Heritage Conservation Program Collingwood House Upgrade	Unsuccessful grant from Office of Environment and Heritage	(300,000)	(300,000)				(300,000)
City Infrastructure & Environment	102284	Intersection Upgrade of GMD and Hume Highway	Delays to grant announcement and approval has resulted in procurement and design delays. Budget to be reduced to reflect forecast expenditure.	(150,000)	(150,000)				(150,000)
City Community & Culture	301082	Library Management Services	Transfer of 2019/20 Local Priority Grant allocation to fund the Heritage Digital Collection Management System	(50,000)	(50,000)				(50,000)
City Economy & Growth	201536	Western Sydney Sensor Project	Reduction in grant revenue towards Western Parklands City Sensor project. Wollondilly Shire Council as the lead Council is the recipient of the grant funding.	(50,000)	(50,000)				(50,000)
City Infrastructure & Environment	102285	Intersection Upgrade of GMD and Newbridge Road	Delays to grant announcement and approval has resulted in procurement and design delays. Budget to be reduced to reflect forecast expenditure.	(50,000)	(50,000)				(50,000)
Office of the CEO	201466	Uniform Local Government Engineering Design Standards	Reduction in anticipated grant	(50,000)	(50,000)				(50,000)
City Presentation	301120	Rural Fire Service	Reduction of contributions from RFS towards maintenance	(34,909)	(34,909)				(34,909)
City Community & Culture	301177	Events	Lower than expected food truck event applications	(24,214)				(24,214)	(24,214)
City Presentation	200536	Restoration	Additional restoration income to fund new Traffic Control team	21,250				21,250	21,250
City Community & Culture	301174	Casula Powerhouse Outside Hire	Higher than expected venue hire at CPAC	22,000				22,000	22,000
City Community & Culture	102489	Heritage Digital Collections Management System	Software for digital preservation and management of Liverpool heritage collection	50,000	50,000				50,000
City Infrastructure & Environment	102335	Rossmore Ave West, Rossmore - Church to May	Roads to recovery grant received	175,441	175,441				175,441
City Infrastructure & Environment	102334	Rossmore Ave West, Rossmore - North to Church	RMS grant received	251,295	251,295				251,295
City Infrastructure & Environment	100011	Moorebank Voluntary Acquisition Scheme	Additional grants towards land acquisition	566,000	566,000				566,000
City Infrastructure & Environment	101698	Bernera Rd Extension - Road Construction (Croatia Avenue)	Final instalment of approved HAF grant	3,198,400	3,198,400				3,198,400
Total Revenue				(A) (14,124,737)	(11,343,773)	(726,800)	0	(2,054,164)	(14,124,737)
City Infrastructure & Environment	201297	Waste Remediation	Asbestos waste remediation works expenditures mainly at BMX Trail site is not expected to incur by 30 June 2020.	(2,272,535)				(2,272,535)	(2,272,535)
City Community & Culture	301181	Community Facilities Building Program	Programmed maintenance allocated to various minor capital upgrades	(128,840)				(128,840)	(128,840)
City Economy & Growth	201536	Western Sydney Sensor Project	Transfer to capital project 102296. Acquisition of sensors for data sharing is capital in nature.	(50,000)	(50,000)			0	(50,000)
Office of the CEO	201466	Uniform Local Government Engineering Design Standards	Reduction in anticipated grant	(50,000)	(50,000)			0	(50,000)
City Presentation	200560	Roads & Road Associated Structures	Reduction in contract labour to fund new Traffic Control team	(39,048)				(39,048)	(39,048)
City Presentation	200423	Rosedale Park	Transfer to capital project 102488 to fund Chemical Storage Container	(25,300)				(25,300)	(25,300)
City Presentation	301085	Mechanical Services	Transfer to capital project 102474 to fund AusFleet App development	(25,000)				(25,000)	(25,000)
City Community & Culture	301158	Information Services	Operating savings to fund Solus library software capital project 102486	(20,000)				(20,000)	(20,000)
City Economy & Growth	201538	Smart Project (Illegal Dumping)	Project will not be delivered this financial year	(20,000)				(20,000)	(20,000)
City Infrastructure & Environment	301118	Civil Construction	Budget saving of \$15,000 in tender expenses. Transfer funds to GL301212.	(15,000)				(15,000)	(15,000)
City Corporate	301001	Accounting Administration	Increase the Employee Entitlement Reserve in line with 20-25% of the employee leave entitlement liability	0			(406,200)	406,200	0
City Corporate	201420	Corporate Training - Governance and Legal Services	Additional request for professional membership	1,000				1,000	1,000
City Corporate	301080	Legal Services	Additional request to purchase mobile devices	3,000				3,000	3,000
City Corporate	301080	Legal Services	Additional request for professional membership	4,000				4,000	4,000
City Economy & Growth	201412	City Innovation	City Innovation ad-hoc events	5,000				5,000	5,000
City Corporate	301226	Customer Services	Additional request to purchase headsets	6,000				6,000	6,000
City Community & Culture	201555	Refugee Youth Participation	Sports, Arts and Music Festival. Grant funding received last financial year	7,500		7,500			7,500

Operating Budget Adjustments

For the period 1 July 2019 to 31 December 2019

Attachment 2

Directorate	Project	Project Description	Comment	Requests	FUNDING				
					Grants & Contribution	External Reserves	Internal Reserves	General Fund	Total Funding
Property Strategic Projects	301360	Property Strategic Projects Office	Funding for new Procurement Business Partner for 6 months (75% capitalised)	12,000				12,000	12,000
City Corporate	301226	Customer Services	Joint visitor project (IT, Customer Service and WHS)	15,000				15,000	15,000
City Infrastructure & Environment	301212	Project Support	Detailed onsite pavement investigations are being undertaken to finalise designs for the 2020/21 program. In many cases traffic control is required and additional funds are required to complete the program. Receive \$15,000 from CP301118.	15,000				15,000	15,000
Strategy & Engagement	301046	Councillor Services	Funding for code of conduct review	15,000				15,000	15,000
City Economy & Growth	201256	City Activation	Mural on the Quest building wall	30,000				30,000	30,000
City Infrastructure & Environment	301092	Noxious Weeds and Waterways	Additional budget funded from grants received last financial year	49,000		40,000		9,000	49,000
City Economy & Growth	201582	International Engagements	Business engagement initiatives	50,000				50,000	50,000
City Corporate	301226	Customer Services	Additional contract labour due to secondment of existing FTE	60,000				60,000	60,000
City Presentation	201592	Traffic Control Team	Funding for new Traffic Control team	60,298				60,298	60,298
City Economy & Growth	201189	Business Events	Business engagements and other ad-hoc events	97,500				97,500	97,500
City Economy & Growth	201591	Heritage Conservation	Aboriginal Cultural Heritage Values Assessment (Design with Country) Project and Collingwood Conservation & Restoration	100,000				100,000	100,000
City Corporate	301368	Property Assets	Funding for new Manager Property Assets for 6 months	103,000				103,000	103,000
City Economy & Growth	201575	Economic Development Australia Conference	Funding for hosting the EDA conference	115,000				115,000	115,000
Property Strategic Projects	301189	Liverpool Civic Place - 52 Scott Street Liverpool	Sunk costs for Liverpool Civic Place initial design	245,000				245,000	245,000
City Economy & Growth	201590	Warwick Farm Precinct Structure Plan	Preparation of structure plan and planning proposal towards rezoning of Warwick Farm Precinct	250,000				250,000	250,000
Total Expenses				(B) (1,402,425)	(100,000)	47,500	(406,200)	(943,725)	(1,402,425)
Net Operating Results				(12,722,312)	(11,243,773)	(774,300)	406,200	(1,110,439)	(12,722,312)
Less: Grants & Contributions for Capital Purposes				(11,208,864)	(11,208,864)	0	0	0	(11,208,864)
Net Operating Results Before Grants & Contributions for Capital Purposes				(C) (1,513,448)	(34,909)	(774,300)	406,200	(1,110,439)	(1,513,448)

Liverpool City Council
Capital Budget Adjustments
For the period 1 July 2019 to 31 December 2019

Attachment 3

<i>Summary</i>	<i>Original Budget</i>	<i>Revised Budget</i>	<i>Post Budget Resolutions</i>	<i>Deferred to 2020/21</i>	<i>Project Brought Forward</i>	<i>Budget Variations</i>	<i>New Grants / Contribution</i>	<i>Transfers</i>	<i>New Requests</i>	<i>Total Request</i>	<i>Proposed Budget</i>
City Community & Culture	1,719,500	2,260,980	541,480	0	0	0	0	0	198,840	198,840	2,459,820
City Corporate	14,870,000	23,230,500	8,360,500	0	0	0	0	0	0	0	23,230,500
City Economy & Growth	45,279,189	47,404,745	2,125,556	(358,151)	0	0	0	0	2,225,788	1,867,637	49,272,382
City Infrastructure & Environment	86,242,670	93,783,503	7,540,833	(25,160,110)	1,420,067	300,000	3,292,841	(1,309,000)	101,000	(21,355,202)	72,428,301
City Presentation	7,051,500	7,051,500	0	0	0	0	0	0	102,300	102,300	7,153,800
Strategy & Engagement	575,000	633,300	58,300	0	0	0	0	0	0	0	633,300
Property Strategic Projects	550,000	1,196,400	646,400	0	0	0	0	0	0	0	1,196,400
Office of the CEO	0	0	0	0	0	0	0	0	0	0	0
Capital Expenditure before Loans & Disposal of Assets	156,287,859	175,560,928	19,273,069	(25,518,261)	1,420,067	300,000	3,292,841	(1,309,000)	2,627,928	(19,186,425)	E 156,374,503
Loan Principal	6,657,028	7,535,786	878,758			0				0	7,535,786
Borrowings	0	0	0			0				0	0
Book Value of Assets Disposed	(8,478,500)	(8,478,500)	0	0						0	(8,478,500)
Total Capital Expenditure	154,466,387	174,618,214	20,151,827	(25,518,261)	1,420,067	300,000	3,292,841	(1,309,000)	2,627,928	(19,186,425)	155,431,789

Capital Budget Adjustments

For the period 1 July 2019 to 31 December 2019

Attachment 3

Summary	Project	Project Description	Comment	Requests	FUNDING					
					Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	Total Funding
Budget Variation	102377	Qantas Blvd and Sixteenth Ave Intersection Treatment	Currently works are underway. Additional funds required due to public lighting improvement works and contaminated waste disposal. Transfer \$360,000 from	360,000					360,000	360,000
Budget Variation	102475	Casula Parkland – Car Park Extension	Extension of the current car park to meet community demand. Receive \$250,000 from CP102334.	250,000					250,000	250,000
Budget Variation	102417	McGirr Park - Tennis Court Facility	Budget shortfall due to increased scope of works, contaminated soil to be remediated. Receive \$200,000 from CP101793.	200,000					200,000	200,000
Budget Variation	102248	Detailed Design of Water Management	Design is progressing well. Additional funding required for increased scope of	100,000		100,000				100,000
Budget Variation	102346	Gangurlin St, Heckenberg - Sth Liverpool to Batlow	Budget shortfall due to increased scope of works, subgrade condition poor than expected which required subgrade replacement. Receive \$85,000 from	85,000					85,000	85,000
Budget Variation	102461	Twentieth Ave, Hoxton Park –Footpath Construction and Nimbin	Budget shortfall due to additional footpath construction and resurfacing works. Receive \$81,000 from CP102335.	81,000					81,000	81,000
Budget Variation	102415	Investigation Railway Overpass- Liverpool Station	Additional budget required due to upfront payment to Sydney Trains for their technical review of design documentation. Transfer \$70,000 from unspent budget of 102434 - Lighthorse Park Redevelopment – Design	70,000					70,000	70,000
Budget Variation	102327	Bill Anderson Park - 1662 Elizabeth Dr, Kemps Creek	Increased scope of works require additional funds. Receive \$57,000 from CP101656.	57,000					57,000	57,000
Budget Variation	102044	Jindabyne Street, Heckenberg - Sth Liverpool to St Johns	Budget shortfall due to increased scope of works, subgrade condition poorer than expected which required subgrade replacement. Receive \$49,000 from CP102362.	49,000					49,000	49,000
Budget Variation	102352	Wool Pl, Miller - Miller To Willand	Budget shortfall due to increased scope of works. The pavement investigation found poorer subgrade condition than anticipated. This required redesign of the section which resulted in major reconstruction of the entire section. Receive	44,000					44,000	44,000
Budget Variation	102064	Whitford Road, Hinchinbrook - Partridge to Robin	Budget savings due to reduced scope of works, subgrade condition better than expected which resulted in savings. Transfer \$44,000 to CP102352	(44,000)					(44,000)	(44,000)
Budget Variation	102362	St Johns Rd, Busby - Matthew To North Liverpool	Budget savings due to reduced scope of works, subgrade condition better than expected which resulted in savings. Transfer \$49,000 to CP102044	(49,000)					(49,000)	(49,000)
Budget Variation	102350	Lancaster Ave, Cecil Hills - Richard (North) to Albermarle	Budget savings due to reduced scope of works, subgrade condition better than expected which resulted in savings. Transfer \$85,000 to CP102346.	(85,000)					(85,000)	(85,000)
Budget Variation	102371	Blackspot - Cartwright Ave, Miller - Raised Threshold	Grant application unsuccessful and is to be deleted.	(300,000)	(300,000)					(300,000)
Budget Variation	102374	Scott and Terminus St Road Realignment -	This project is unlikely to go ahead at this stage due to RMS future plans to	(360,000)					(360,000)	(360,000)
Budget Variation	101793	Depot - New Truck Wash Bay	The design of the truck wash bay is being further investigated in order to achieve the best value outcome. Tender documentation is being finalised. Construction	(1,309,000)					(1,309,000)	(1,309,000)
Deferred Projects	102285	Intersection Upgrade of GMD and Newbridge Road	Delays to grant announcement and approval has resulted in procurement and design delays. Budget to be reduced to reflect forecast expenditure.	(50,000)	(50,000)					(50,000)
Deferred Projects	101656	Stanwell Oval - 147 to 153 Cartwright Avenue, Sadlier	Project moved to 2020 /21 program year to allow major pavement upgrade works to occur. Transfer budget to CP102327 to allow full completion of Bill Anderson	(57,000)					(57,000)	(57,000)
Deferred Projects	102447	Parking Metres Upgrades	Project will not be completed by end of financial year.	(68,751)					(68,751)	(68,751)
Deferred Projects	102284	Intersection Upgrade of GMD and Hume Highway	Delays to grant announcement and approval has resulted in procurement and design delays. Budget to be reduced to reflect forecast expenditure	(150,000)	(150,000)					(150,000)
Deferred Projects	102090	Multi-storey car park at Collimore Park	Project will be not completed as Council is awaiting zoning decision from DPIE	(289,400)		(289,400)				(289,400)
Deferred Projects	102326	Casula Rail Trial - Casula Powerhouse to Leacocks Regional P	Full scope of works will not be completed due to ongoing negotiation to create an easement with Qube Holdings (Moorebank Intermodal). Budget to be reduced to	(450,000)					(450,000)	(450,000)
Deferred Projects	101587	Cirillo Reserve - Design and Construction of Sports Field	This Project will be delivered over two years. Construction has commenced and we estimate that \$4,000,000 will be expended this financial year.	(4,000,000)		(4,000,000)				(4,000,000)
Deferred Projects	101813	Georges River Foot Bridge Voyager Point	Project deferred to 2020/21 program year due to further investigation required to	(5,600,000)	(2,600,000)				(3,000,000)	(5,600,000)
Deferred Projects	102093	Phillip Park -Redevelopment of Lurnea Community Hub	Tenders for this project are being assessed. While construction is expected to start in June 2020, expenditure is only expected to be \$1,000,000. It will be	(14,910,110)	(12,000,000)				(2,910,110)	(14,910,110)
New Grants /Contribution	101698	Bernera Rd Extension - Road Construction	Final land acquisition and road works funded by HAF grant	3,198,400	3,198,400					3,198,400
New Grants /Contribution	102335	Rossmore Ave West, Rossmore - Church to	R2R grant (additional) received that resulted in savings in GF. Transfer \$81,000	94,441	175,441				(81,000)	94,441
New Grants /Contribution	102334	Rossmore Ave West, Rossmore - North to Church	Budget savings due to \$251,000 grant (R2R) funds allocated. Transfer \$250,000 to CP102475.	0	251,295				(251,295)	0
New Grants /Contribution	102386	Heritage Conservation Program Collingwood House Upgrade	Unsuccessful grant from Office of Environment and Heritage	0	(300,000)		140,000		160,000	0
New Requests	101886	Trunk Drainage Basin B19 – Austral	Funds required to settle the acquisition of Basin 19	1,730,364		1,730,364				1,730,364
New Requests	101485	RAP14a-Neighbourhood Connector (Bushland Frontage APZ)-Edmon	Road works undertaken by the developer for construction of road works and land under road at Camden Valley Way Edmondson Park	445,424		445,424				445,424

Capital Budget Adjustments For the period 1 July 2019 to 31 December 2019

Attachment 3

Summary	Project	Project Description	Comment	Requests	FUNDING					
					Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	Total Funding
New Requests	102478	Acquisition of a Polystyrene Densification Machine	Funding for the Polystyrene Densification Machine for recycling at CRC	52,000			52,000			52,000
New Requests	101951	Greenway Park Community Centre Upgrade	Funding for the community facility upgrade and fit-outs	50,000					50,000	50,000
New Requests	102489	Heritage Digital Collections Management System	Software for digital preservation and management of Liverpool heritage collection funded from 2019/20 Local Priority Grant	50,000			50,000			50,000
New Requests	102296	Western Sydney Sensor Project - Capital Items	Purchase of sensors to support the collection of information relating to air quality (including heat), lighting, irrigation, water quality and movement of people and vehicles across the eight local government areas of the Western Parkland City	50,000					50,000	50,000
New Requests	102473	Heckenberg Community Centre Upgrade	Funding for the community facility upgrade and fit-outs	47,500					47,500	47,500
New Requests	102488	Chemical Storage Container	Purchase of one Chemical Storage Container for Rosedale park to be funded from operational savings	25,300					25,300	25,300
New Requests	102474	AusFleet Upgrade	AusFleet App development funded from operational savings	25,000					25,000	25,000
New Requests	102486	Solus Library Software	Upgrade of Solus library software funded from operational savings	20,000					20,000	20,000
New Requests	102490	Carnes Hill Community Centre Upgrade	Funding for community facility upgrade creating 2 offices from the current 4 to increase utilisation and enhanced lighting.	11,340					11,340	11,340
New Requests	102491	Voyager Point Community Centre Upgrade	Bin enclosure required based on WHS recommendation to be funded from operational savings.	10,000					10,000	10,000
New Requests	102492	Wattle Grove Youth Centre	Acoustics sphere required to support the ceiling panels to be funded from operational savings.	10,000					10,000	10,000
Project brought forward	100011	Moorebank Voluntary Acquisition Scheme	Opportunity to bring forward property purchase under the MVAS has arisen due to availability of additional property and additional grants. Transfer unspent	850,000	566,000				284,000	850,000
Project brought forward	100621	Casula Parkland Corridor	Savings in other parts of the delivery program has enabled the acceleration of Stage 2 works, which will provide footpaths, shelters, picnic settings and seating	470,830			70,830		400,000	470,830
Project brought forward	101795	Apex Park Upgrade - Key Suburb Park Program	The delivery of this project has been brought forward to take advantage of the other budget savings, project will be delivered over two years. Receive \$709,000	99,237		(809,763)			909,000	99,237
Transfers	102477	Plant for New Bush Regeneration Team	Two Utes for new Bush Regeneration team	126,000			126,000			126,000
Transfers	102456	Customer Collection Requests	Redistribution of Carnes Hill Library collection funds to various book collections	40,000					40,000	40,000
Transfers	100097	Audio-visual resources	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	34,000					34,000	34,000
Transfers	102487	Reads on the Run	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	30,000					30,000	30,000
Transfers	100095	Adult fiction	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	26,000					26,000	26,000
Transfers	100098	Children's resources Fiction	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	25,500					25,500	25,500
Transfers	101537	Cabramatta Creek (3) Edmondson Park	Re-allocation of budget from CP101670 to match actual expenditure	16,085		16,085				16,085
Transfers	102180	Trunk Drainage Basin B13 – Austral	Re-allocation of budget from CP102072	15,930		15,930				15,930
Transfers	101890	Land at Junction of Hinchinbrook/Cabramatta Creeks P27	Re-allocation of budget from CP101670 to match actual expenditure	10,264		10,264				10,264
Transfers	100096	Adult non-fiction	Redistribution of Carnes Hill Library collection funds to various book collections	10,000					10,000	10,000
Transfers	100108	Special resources	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	9,000					9,000	9,000
Transfers	101219	Junior Audio Visual Resources	Redistribution of Carnes Hill Library collection funds to various book collections	9,000					9,000	9,000
Transfers	101440	HSC Collection	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	7,500					7,500	7,500
Transfers	101607	Children's Resources Non-Fiction	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	6,500					6,500	6,500
Transfers	100111	Young adult resources	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	4,000					4,000	4,000
Transfers	101539	(OS1) Open Space	Re-allocation of budget from CP101670 to match actual expenditure	3,500		3,500				3,500

Capital Budget Adjustments For the period 1 July 2019 to 31 December 2019

Attachment 3

Summary	Project	Project Description	Comment	Requests	FUNDING					
					Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	Total Funding
Transfers	101891	1-Maxwells Tributary North (10)-Edmondson Pk	Re-allocation of budget from CP101670 to match actual expenditure	2,250		2,250				2,250
Transfers	102165	Local Passive Open Space-LP66-Austral	Re-allocation of budget from CP101670 to match actual expenditure	2,250		2,250				2,250
Transfers	101662	Cabramatta Ck-(4) Edmondson Pk-Passive Area	Re-allocation of budget from CP101670 to match actual expenditure	2,000		2,000				2,000
Transfers	101613	School Collection	Redistribution of Carnes Hill Library collection funds to various book collections	1,000					1,000	1,000
Transfers	100104	LIAC	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	(1,000)					(1,000)	(1,000)
Transfers	100103	Large print books	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	(4,500)					(4,500)	(4,500)
Transfers	100107	Reference	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	(9,500)					(9,500)	(9,500)
Transfers	102072	DC41-Trunk Drainage Channel-Austral	Re-allocation of budget to CP102180	(15,930)		(15,930)				(15,930)
Transfers	100101	Foreign language	Redistribution of Carnes Hill Library collection funds to various book collections	(19,500)					(19,500)	(19,500)
Transfers	101670	Open Space (OS2) – Edmondson Park	Re-allocation of budget to various Open Space projects	(36,349)		(36,349)				(36,349)
Transfers	100113	Major Plant	Re-allocation of funding for two utes for new Bush Regeneration team	(126,000)					(126,000)	(126,000)
Transfers	101208	Carnes Hill Library - Book Acquisition	Redistribution of Carnes Hill Library collection funds to various book collections to reflect the demands of the community.	(168,000)					(168,000)	(168,000)
Capital Expenditure before Loans & Disposal of Assets				E (19,186,425)	(11,208,864)	(2,823,375)	438,830	0	(5,593,016)	(19,186,425)
										0
Total Book Value of Assets Disposed				0	0	0	0	0	0	0
										0
Total Loan Borrowings & Repayments				0	0	0	0	0	0	0
Total Capital Expenditure				(19,186,425)	(11,208,864)	(2,823,375)	438,830	0	(5,593,016)	(19,186,425)
Summary:										
Budget variation				(851,000)						
Deferred Projects				(25,575,261)						
New Grants /Contribution				3,292,841						
New Requests				2,526,928						
Project brought forward				1,420,067						
Transfers				0						
Works in kind				0						
Total Requests				(19,186,425)						

Attachment 4

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS
July 2019 - June 2020

Group	Service Delivery Unit	Project	Funding Source	Funding Agency	Grant Sought (\$)	September Status	December Status
City Community and Culture	Casula Powerhouse Arts Centre	Pulse of the Dragon	Other	Dobell Foundation	\$40,000	Pending	Unsuccessful
City Community and Culture	Children's Services	Wattle Grove Pre-school under the Start Strong Capital Works Program	State	Department of Education and Training	\$1,696,989	Pending	Unsuccessful
City Community and Culture	Community Development and Planning	Chipping Norton Lakes Masterplan	State	Department of Planning, Industry and Environment	\$200,000	Pending	Successful
City Community and Culture	Community Development and Planning	Lighthorse Park Redevelopment - Round Two Western Parkland City Liveability Program	Federal	Department of Infrastructure, Transport, Cities and Regional Development	\$2,500,000	Pending	Pending
City Community and Culture	Community Development and Planning	Accessible play equipment at 95 Croatia Ave, Edmondson Park	State	Department of Planning, Industry and Environment	\$200,000	Pending	Pending
City Community and Culture	Community Development and Planning	Upgrade of accessible play equipment at Judy Park Park	State	Department of Planning, Industry and Environment	\$50,000	Pending	Pending
City Community and Culture	Community Development and Planning	Communication Boards at Carnes Hill and Casula parklands	Federal	Department of Industry, Innovation and Science	\$4,250	Pending	Successful
City Community and Culture	Community Development and Planning	Restoration of Maria Locke Memorial Signage	Federal	Department of Industry, Innovation and Science	\$5,000	Pending	Successful
City Community and Culture	Community Development and Planning	Installation of toddler play equipment at 95 Croatia Ave, Edmondson Park	Federal	Department of Industry, Innovation and Science	\$20,000	Pending	Successful
City Community and Culture	Community Development and Planning	Upgrade of Judy Park Park	Federal	Department of Industry, Innovation and Science	\$20,000	Pending	Successful
City Community and Culture	Community Development and Planning	Upgrade of Maria Locke Park	Federal	Department of Industry, Innovation and Science	\$5,000	Pending	Successful
City Community and Culture	Community Development and Planning	Installation of shaded seating and waste facilities at Carnes Hill Skate Park	Federal	Department of Industry, Innovation and Science	\$2,500	Unsuccessful	Unsuccessful
City Community and Culture	Libraries and Museum	The Perks of growing old - Seniors Festival 2020	State	NSW Department of Communities & Justice	\$1,740	Successful	Successful
City Community and Culture	Libraries and Museum	Tech Savvy Seniors - technology training for seniors in CALD languages	State	State Library NSW	\$4,500	Successful	Successful
City Community and Culture	Recreation and Community Outcomes	Provision of Family Focused Aquatic Program	Federal	Department of Industry, Innovation and Science	\$20,000	Pending	Successful
City Community and Culture	Recreation and Community Outcomes	Cinlio Reserve - Installation of floodlights	State	Football NSW	\$20,000	Successful	Successful
City Community and Culture	Recreation and Community Outcomes	Greenway Park Community Centre - Keyless Access System	State	Department of Family and Community Services	\$25,000	Pending	Pending
City Community and Culture	Recreation and Community Outcomes	Refurbishment of Bigge Park Tennis Courts to multi-use sport courts	State	Clubgrants Infrastructure Grants	\$200,000	Pending	Pending
City Community and Culture	Recreation and Community Outcomes	Greenway Park Community Centre - Keyless Access System	Federal	Department of Industry, Innovation and Science	\$20,000	Unsuccessful	Unsuccessful

Attachment 4

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS
July 2019 - June 2020

Group	Service Delivery Unit	Project	Funding Source	Funding Agency	Grant Sought (\$)	September Status	December Status
City Community and Culture	Recreation and Community Outcomes	Refurbishment of cafe at Whittam Leisure Centre	Federal	Department of Industry, Innovation and Science	\$18,000	Unsuccessful	Unsuccessful
City Economy and Growth	City Design and Public Domain	Railway Street	Federal	Department of Industry, Innovation and Science	\$20,000	Unsuccessful	Unsuccessful
City Economy and Growth	City Economy	Love Live Nights	State	Office of Responsible Gambling	\$65,000	Successful	Successful
City Economy and Growth	City Economy	Christmas in the Mail 2019	State	Multicultural NSW	\$5,000	Successful	Successful
City Economy and Growth	City Economy	Railway Street	State	Stronger Communities	\$20,000	Unsuccessful	Unsuccessful
City Economy and Growth	City Economy	Western Sydney Sensor Project (joint application with 7 other councils for grant funding under Smart Cities and Suburbs Round 2)	Federal	Department of Infrastructure, Transport, Cities and Regional Development	\$700,000	Successful	Successful
City Economy and Growth	City Economy	Understanding our city - deriving insights from pedestrian movement and environmental data	State	Local Government NSW	\$50,000	Pending	Pending
City Economy and Growth	City Economy	Creating a sustainable culture	State	NSW Environmental Trust	\$120,000	Unsuccessful	Unsuccessful
City Economy and Growth	City Economy	Liverpool Innovation Precinct	Other	Western Sydney Business Chamber	\$200,000	Successful	Successful
City Infrastructure and Environment	City Environment	Kei Apple Surveillance and Control	Other	Hawkesbury River County Council	\$40,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Installation of toddler playground Belbird Café, CPAC	Federal	Department of Industry, Innovation and Science	\$20,000	Unsuccessful	Unsuccessful
City Infrastructure and Environment	Infrastructure Delivery	Phillips Park Redevelopment and Lurnea Community Hub	Federal	Department of Infrastructure, Transport, Cities and Regional Development	\$12,000,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Lighthouse Park redevelopment	Federal	Department of Infrastructure, Transport, Cities and Regional Development	\$2,040,000	Pending	Pending
City Infrastructure and Environment	Infrastructure Delivery	Cirillo Reserve - Design and Construction of Sports Field (under the Let's Light Up Football program)	State	Football NSW	\$20,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Heritage Conservation Program Collingwood House Upgrade	State	Heritage Council of NSW	\$150,000	Unsuccessful	Unsuccessful
City Infrastructure and Environment	Infrastructure Delivery	Apex Park Upgrade	State	Department of Planning, Industry and Environment	\$120,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Casula Parklands	State	Department of Planning, Industry and Environment	\$74,720	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Hume Highway and Governor Macquarie Drive, Liverpool intersection upgrade	State	Department of Planning, Industry and Environment	\$8,000,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Governor Macquarie Drive upgrade Newbridge Road to Alfred Road, Chipping Norton	State	Roads and Maritime Services	\$1,400,000	Successful	Successful
City Infrastructure and Environment	Infrastructure Delivery	Heathcote Road / Walder Road / Bardia Parade, Hammondville intersection upgrade	State	Roads and Maritime Services	\$2,200,000	Successful	Successful

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS
July 2019 - June 2020

Attachment 4

Group	Service Delivery Unit	Project	Funding Source	Funding Agency	Grant Sought (\$)	September Status	December Status
City Infrastructure and Environment	Technical Support	Moorebank Voluntary Acquisition Scheme	State	Office of Environment and Heritage	\$3,000,000	Pending	Successful
City Infrastructure and Environment	Technical Support	Cabramatta Creek Flood Study	State	Office of Environment and Heritage	\$133,333	Pending	Successful
City Infrastructure and Environment	Technical Support	Bank Erosion Protection Work, Cabramatta Creek at Powell Park Cartwright	State	Department of Planning, Industry and Environment	\$50,000	Pending	Pending
Office of the CEO	Western Sydney Planning Partnership	Western Sydney Planning Partnership	Other	Sydney Water	\$50,000	Successful	Successful
					\$35,531,032		

Attachment 5
LIVERPOOL CITY COUNCIL GRANTS RECEIVED
July 2019 - June 2020

Group	Service Delivery Unit	Project	Programme	Funding Source	Funding Agency	Received as at 31/12/2019 (\$)	Comments
City Community & Culture	Casula Powerhouse Arts Centre	Giant Leap Program		Other	United States Department of State	\$21,740	
City Community & Culture	Casula Powerhouse Arts Centre	Casula Powerhouse - Admin	Annual Program	State	Arts NSW	\$250,000	
City Community & Culture	Children's Services	Inclusion Support - Hinchinbrook CCC		Federal	Department of Education, Employment and Workplace Relations	\$7,958	
City Community & Culture	Children's Services	Inclusion Support - Warwick Farm CCC		Federal	Department of Education, Employment and Workplace Relations	\$4,232	
City Community & Culture	Children's Services	Inclusion Support - Wattle Grove CCC		Federal	Department of Education, Employment and Workplace Relations	\$1,725	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Cecil Hills Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$209,778	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Cecil Hills Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$27,468	
City Community & Culture	Children's Services	Family and Children's Services Planning - salary subsidy		State	NSW Department of Education and Training	\$30,684	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Hinchinbrook Multipurpose Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$313,840	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Hinchinbrook Multipurpose Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$44,787	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Holsworthy Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$229,873	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Holsworthy Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$31,370	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Prestons Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$221,166	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Prestons Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$99,307	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Warwick Farm Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$202,611	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Wattle Grove Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$28,589	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Wattle Grove Children's Centre	Childcare Benefit	Federal	Department of Education, Employment and Workplace Relations	\$286,360	
City Community & Culture	Children's Services	Children's Services Program (CSP) - Wattle Grove Children's Centre	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$34,182	

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED
July 2019 - June 2020

Group	Service Delivery Unit	Project	Programme	Funding Source	Funding Agency	Received as at 31/12/2019 (\$)	Comments
City Community & Culture	Children's Services	Children's Services Program (CSP) - Casula Preschool	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$78,264	
City Community & Culture	Community & Development Planning	Community Services Admin	Salary funding	State	Department of Family and Community Services, Ageing, Disability and Home Care	\$10,051	
City Community & Culture	Libraries and Museum	City Library		Other	University of Wollongong Library	\$53,000	Library Services to South Western Sydney Campus
City Corporate	Financial Services	Accounting Administration	Local Government Infrastructure Scheme Interest subsidy	Federal	Department of Premier and Cabinet, Division of Local Government	\$332,869	
City Corporate	Financial Services	Financial Assistance Grants	General purpose (80%)	Federal	Department of Premier and Cabinet, Division of Local Government	\$1,592,573	
City Corporate	Financial Services	Financial Assistance Grants	Road component (20%)	Federal	Department of Premier and Cabinet, Division of Local Government	\$570,811	
City Economy & Growth	City Economy	Business Events	Program funding	Other	Western Sydney University	\$909	Partnership Industry Workshop
City Economy & Growth	City Economy	City Activation		State	Department of Industry	\$58,500	Liverpool Laneways Project
City Economy & Growth	City Economy	Liverpool Innovation Precinct	Program funding	Other	Western Sydney Business Chamber	\$50,000	
City Economy & Growth	City Economy & Growth Office	Contributions under VPAs and Conditions of DA Consent		Other	Coronation Pty Ltd	\$636,000	Local Traffic Infrastructure
City Economy & Growth	Planning and Transport Strategy	Comprehensive Review of Liverpool LEP		State	Department of Planning and Environment	\$625,000	
City Economy & Growth	Planning and Transport Strategy	Bike Week		State	Roads and Maritime Services	\$2,550	
City Economy & Growth	Planning and Transport Strategy	Roundabout at 50 Craik Avenue, Austral DA-802016		Other	JM Land Pty Ltd	\$27,255	One-off developer contribution towards road works
City Economy & Growth	Planning and Transport Strategy	Hoxton Park Road/Lyn Parade, Prestons Intersection		Other	BWP Trust	\$10,000	One-off developer contribution towards road works
City Economy & Growth	Planning and Transport Strategy	Slow Down	Program funding	State	Roads and Maritime Services	\$5,000	
City Economy & Growth	Planning and Transport Strategy	Choose Right Buckle Right	Program funding	State	Roads and Maritime Services	\$4,500	
City Economy & Growth	Planning and Transport Strategy	Graduated Licensing Scheme	Program funding	State	Roads and Maritime Services	\$2,250	
City Economy & Growth	Planning and Transport Strategy	Road Safety	Salary funding	State	Roads and Maritime Services	\$55,000	
City Infrastructure & Environment	Infrastructure Delivery	Cirillo Reserve - Design and Construction of Sports Field		Other	Football NSW	\$20,000	Lets Light Up Football Grant
City Infrastructure & Environment	Infrastructure Delivery	Bemera Rd Extension - Road Construction (Croatia Avenue)		State	Infrastructure NSW	\$1,552,699	
City Infrastructure & Environment	Infrastructure Delivery	Nuwarra Road, Moorebank - Malinya to Junction		State	Roads and Maritime Services	\$107,273	
City Infrastructure & Environment	Infrastructure Delivery	Rosmore Ave West, Rosmore - North to Church		Federal	Department of Infrastructure and Regional Development	\$251,295	
City Infrastructure & Environment	Infrastructure Delivery	Rosmore Ave West, Rosmore - Church to May		Federal	Department of Infrastructure and Regional Development	\$175,441	
City Infrastructure & Environment	Infrastructure Delivery	Flowerdale Rd, Liverpool - Mclean to Elizabeth		State	Roads and Maritime Services	\$45,455	

LIVERPOOL CITY COUNCIL GRANTS RECEIVED
July 2019 - June 2020

Attachment 5

Group	Service Delivery Unit	Project	Programme	Funding Source	Funding Agency	Received as at 31/12/2019 (\$)	Comments
City Infrastructure & Environment	Infrastructure Delivery	Alfred Rd Chipping Norton - Gov Mac To Wendlebb- R2R		Federal	Department of Infrastructure and Regional Development	\$409,273	
City Infrastructure & Environment	Technical Support	Moorebank Voluntary Acquisition Scheme		State	Office of Environment and Heritage	\$91,459	
City Presentation	City Works	Traffic Facilities Maintenance-RMS		State	Roads and Maritime Services	\$169,000	
City Presentation	Operational Facilities	Rural Fire Service		State	NSW Rural Fire Service	\$170,000	
City Presentation	Waste and Cleansing	Community Recycling Centre		State	NSW Environment Protection Authority	\$10,000	
City Presentation	Waste and Cleansing	Waste Planning & Policy	Better Waste and Recycling Grant	State	NSW Environment Protection Authority	\$218,470	
Office of the CEO	Western Sydney Planning Partnership	Western Sydney Planning Partnership		Other	Sydney Water	\$50,000	
						\$9,430,566	

Grants and Contributions 31 December 2019

\$9,624,782

Less:

Adjustment outstanding grants invoices and reversals

\$194,216

Reversal prior year accrual

\$0

Works in Kind

\$0

Actual grants received

\$9,430,566

Attachment 6

Liverpool City Council
Quarter 2 Review 2019/20
For the period 1 July 2019 to 30 June 2020
Forecast Cash and Investments

	1 July 2019 Opening Balance	Budgeted Movements			Annual Revised Budget	Q2 Review Recommend Changes	30 June 2020 Projected Closing Balance
		Original Budget	Resolution	Q1			
Externally Restricted							
S7.11 Contributions	159,603,771	23,257,923	(1,842,400)	(734,647)	20,680,876	2,189,975	182,474,622
City Development Fund	2,719,359	(492,052)	0	0	(492,052)	(7,900)	2,219,407
Domestic Waste Reserve	17,795,087	(1,131,975)	0	0	(1,131,975)	(110,700)	16,552,412
Environment Levy	5,016,509	2,194	(146,350)	(193,050)	(337,206)	(142,100)	4,537,203
Stormwater Reserve	307,036	(64,875)	0	0	(64,875)	(900)	241,261
Edmondson Park Reserve	2,671,614	89,766	0	0	89,766	(9,800)	2,751,580
Contribution Reserve	3,956,549	0	0	(150,000)	(150,000)	(379,216)	3,427,333
Grants Reserve	18,058,903	50,000	(1,496,159)	(38,024)	(1,484,183)	258,386	16,833,106
Better Waste & Recycling Reserve	390,631	8,984	0	0	8,984	0	399,615
Grants Reserve - Operating	4,058,655	(171,058)	0	(108,000)	(279,058)	(47,500)	3,732,097
Collingwood House Restoration Works Reserves	230,000	0	(90,000)	0	(90,000)	(140,000)	0
Total Externally Restricted	214,808,114	21,548,907	(3,574,909)	(1,223,721)	16,750,277	1,610,245	233,168,636
Internally Restricted							
Employee Leave Entitlement Reserve	3,621,200	0	0	0	0	406,200	4,027,400
Insurance Reserve	1,796,043	0	0	0	0	0	1,796,043
Parking Strategy Reserve	1,500,000	(1,500,000)	0	0	(1,500,000)	0	0
Moorebank Voluntary Acquisition Reserve	487,392	(404,250)	0	0	(404,250)	0	83,142
General Property Reserve	676,852	4,807,581	(1,057,100)	(4,427,333)	(676,852)	0	0
Loan Reserve	4,133,803	0	(3,953,800)	0	(3,953,800)	0	180,003
Staff Accommodation / Relocation Savings	0	600,000	0	0	600,000	0	600,000
Carnes Hill Stage 2 Precinct Development Reserve	0	0	0	4,749,099	4,749,099	0	4,749,099
Total Internally Restricted	12,215,290	3,503,331	(5,010,900)	321,766	(1,185,803)	406,200	11,435,687
Total Restricted	227,023,404	25,052,238	(8,585,809)	(901,955)	15,564,474	2,016,445	244,604,323
Unrestricted Cash	44,072,290	37,669,067	(8,052,973)	(409,426)	29,206,668	4,447,668	33,654,336
Total Cash and Investments	271,095,694	254,809,127					278,258,660

Attachment 7

Key Performance Indicators Budget Review Statement

Council is committed to maintaining critical financial performance indicators within acceptable benchmarks.

Current and targeted benchmarks are:

	Performance Indicator	2018/19 Actual	2019/20 Original Budget	2019/20 Budget Review Sep	2019/20 Budget Review Dec	Benchmark	Description
1	Operating Performance Ratio Benchmark: Greater than or equal to 0% - average over 3 years	4.7%	2.6%	2.9%	2.6%	≥0%	The Operating Performance Ratio measures Council's achievement of containing operating expenditure within operating revenue.
2	Own Source Operating Ratio Benchmark: Greater than 60% - average over 3 years	61.2%	58.4%	58.5%	59.1%	>60%	This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.
3	Building and Infrastructure Renewals Ratio Benchmark: Greater than 100% - average over 3 years	104.4%	106.9%	106.9%	106.9%	>100%	This indicator is used to assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

	Performance Indicator	2018/19 Actual	2019/20 Original Budget	2019/20 Budget Review Sep	2019/20 Budget Review Dec	Benchmark	Description
4	Infrastructure Backlog Ratio Benchmark: Less than 2%	2.7%	2.0%	2.0%	2.0%	<2%	This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.
5	Asset Maintenance Ratio Benchmark: Greater than 100% - average over 3 years	110%	113%	113%	113%	>100%	This ratio compares actual against required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure backlog growing.
6	Debt Service Ratio Benchmark: Greater than 0% and less than or equal to 20% - average over 3 years	4.3%	4.1%	4.3%	4.3%	>0% & ≤20%	This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.
7	Real Operating Expenditure Benchmark: A decrease in Real Operating Expenditure per capita over time	\$649	\$682	684	\$680	Decrease per capita over time	This indicator measures productivity changes over time based on the movement in real per capita expenditure.

Attachment 8

Liverpool City Council
Quarterly Budget Review Statement
For the period 01/07/19 to 31/12/19
Consultancy & Legal Expenses

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	1,147,637	Y
Legal Fees	334,139	Y
<u>Definition of a consultant:</u>		
A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.		
<u>Comments</u>		
Expenditure included in the above YTD actual but not budgeted includes:		
<u>Details</u>		
Traffic and urban study on Railway Street		61,097
Aquatic and Leisure Centres strategy study		17,715
Review of library management services		10,000
Title searches of abandoned and derelict vehicles		1,300
Study on airport employment needs		9,065
Communication strategy review		7,500
Total		106,677

Attachment 9

Liverpool City Council

Contracts Budget Review Statement
For the period 01/10/19 to 31/12/19

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Award Date	Duration of Contract Duration	Budgeted (Y/N) Budget	Notes Comments
The Aussie Banner and Flag Company Pty Ltd	PQ2878 LCC Banner Installation Services	\$9,334.49	1/10/2019	2 Years	Y	
Integral Electrical Engineering Co Pty Ltd	PQ2865 School Of Arts A/C Installation	\$140,180.00	8/10/2019	3 Weeks	Y	
Bing Technologies Pty Ltd	PQ2840 Mail Fulfillment Services	\$125,000.00	10/10/2019	2 Years + 1x12 Month Option to Extend 6 Months	Y	
Tanner Kibble Denton Architects Pty Ltd	PQ2876 Casula Powerhouse Arts Centre Conservation Management Plan	\$113,795.00	11/10/2019	Y		
Big Big Day Pty Ltd	PQ2855 Liverpool Life Annual Distribution	\$60,840.00	17/10/2019	1 Year + 2x12 Month Options to Extend 2 Months	Y	
Crystal Productions Pty Ltd	PQ2881 Lights in Liverpool for Christmas	\$107,140.00	18/10/2019	Y		
Kinesis Pty Ltd	PQ2890 Liverpool Emissions reduction and Resource Efficiency Study	\$111,870.00	18/10/2019	3 Months	Y	
Phillips Marler	VP2021 Bigge Street Pocket Park	\$83,490.00	23/10/2019	1 Year	Y	
Howards & Sons Pyrotechnics (Displays) Pty Ltd	PQ2888 Pyrotechnical Services for two major events, being New Year's Eve and Australia Day	\$51,000.00	28/10/2019	2 Years + 1x12 Month Option to Extend 12 Weeks	Y	
Deleotte Financial Advisory Pty Ltd	PQ2911 FAST Corridor Preliminary Benefits Funding Analysis	\$140,203.00	13/11/2019	Y		
Megregor Coastal Pty Ltd	PQ2909 Liverpool Green Grid Implementation Study	\$74,717.50	4/12/2019	8 Weeks	Y	
Gilbert & Roach Pty Ltd	PQ2920 Supply and deliver two (2) cab chassis loaders with tail gate	\$207,138.45	6/12/2019	4 Years	Y	
Gilbert & Roach Pty Ltd	PQ2923 Supply & Deliver One Medium Cab Chassis With Tipper Body	\$202,315.25	6/12/2019	4 Years	Y	
AIM Screening Pty Ltd	PQ2937 Employment Pre-screening Checks	\$88,258.50	6/12/2019	1 Year + 3x12 Month Options to Extend 68 Weeks	Y	
Parlequip Pty Ltd	VP2894 Design and Construct Water Play Facility at Stante Res Opt2	\$500,000.00	6/12/2019	Y		
Bucher Municipal Content Security Pty Ltd	PQ2896 Supply & Deliver Three 24 Cube Meter Rear Load Compactor Trucks	\$1,259,449.72	10/12/2019	4 Years	Y	
	VP2941 Next generation Firewall Upgrade (NGFW) & Penetration Testing	\$328,350.00	13/12/2019	5 Years + 3x12 Month Options to Extend 1 Year	Y	
NBRs & Partners Pty Ltd	PQ2893 Landscape Architectural Services - Stante Reserve Water Play	\$71,617.70	16/12/2019	Y		
Australian Wetlands Consulting	PQ2917 Riverside Park Wetland Investigation	\$31,403.00	17/12/2019	1 Year	Y	
Converge International Pty Ltd	PQ2929 Employee Assistance Program	\$77,250.00	19/12/2019	2 Years + 1x12 Month Option to Extend 2 Weeks	Y	
West Avenue Building Pty Ltd	PQ2969 Hinchbrook Childcare Centre - Floor Replacement	\$93,950.00	20/12/2019	Y		

1. Contracts listed are those entered into during the quarter being reported.

2. Contracts for employment are not required to be included.

Attachment 10

Liverpool City Council
 Quarter 2 Review 2019/20
 For the period 1 July 2019 to 30 June 2020
 Detail Reserve Movement

	2019-20 Forecast	2019-20 Original Budget	2019-20 Revised Budget	2019-20 Current Review	2019-20 Proposed Budget
City Development Fund					
Opening Balance					
Operating	2,719,360	2,719,360	2,719,360		2,719,360
Revenue	1,618,537	1,618,537	1,618,537	(7,900)	1,610,637
City Development Fund Receipts/Interest	1,618,537	1,618,537	1,618,537	(7,900)	1,610,637
Expenditure	2,110,589	2,110,589	2,110,589	0	2,110,589
Facade Upgrade	80,000	80,000	80,000	-	80,000
CBD Wi-Fi Data Fees	31,903	31,903	31,903	-	31,903
CBD CCTV Operation & Maintenance	137,505	137,505	137,505	-	137,505
City Activation	118,163	118,163	118,163	-	118,163
Urban Screen Content Management	137,500	137,500	137,500	-	137,500
Eat Your Heart Out	151,556	151,556	151,556	-	151,556
Loan Repayment Funding	1,453,962	1,453,962	1,453,962	-	1,453,962
Projected Closing Balance	2,227,308	2,227,308	2,227,308	(7,900)	2,219,408

Attachment 10

Liverpool City Council
 Quarter 1 Review 2019/20
 For the period 2 July 2019 to 30 June 2020
 Detail Reserve Movement

	2019-20 Forecast	2019-20 Original Budget	2019-20 Revised Budget	2019-20 Current Review	2019-20 Proposed Budget
Environment Levy					
Opening Balance					
<i>Operating</i>	5,016,510	5,016,510	5,016,510		5,016,510
Revenue	1,907,286	1,907,286	1,907,286	(16,100)	1,891,186
Environment Levy Receipts/Interest	1,907,286	1,907,286	1,907,286	(16,100)	1,891,186
Expenditure	1,309,092	1,116,592	1,309,642	0	1,309,642
Bush Regeneration	654,714	462,214	655,264	-	655,264
Vegetation Condition Assessment	60,000	60,000	60,000	-	60,000
Natural Environment Implementation	472,353	472,353	472,353	-	472,353
Floodplain & Water Management	99,445	99,445	99,445	-	99,445
Environment Restoration Plan Delivery	22,580	22,580	22,580	-	22,580
Capital Expenditure	1,060,850	788,500	934,850	126,000	1,060,850
Bush Regeneration Program	788,500	788,500	788,500	-	788,500
Environmental Education Centre Design	146,350	-	146,350	-	146,350
Plant for New Bush Regeneration Team	126,000	-	-	126,000	126,000
Projected Closing Balance	4,553,854	5,018,704	4,679,304	(142,100)	4,537,204

CORP 04

Draft Policy - Customer Engagement and Quality Assurance

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	033098.2020
Report By	Chris White - Director City Corporate
Approved By	Kiersten Fishburn - Chief Executive Officer

EXECUTIVE SUMMARY

The question of extending the recording of incoming calls across Council has been debated by Council on two occasions, in August 2019 and October 2019.

On the most recent occasion, several councillors raised concerns that the matter may be considered operational.

Staff have also raised legal and practical concerns related to call recording.

Staff have since obtained legal advice that confirms that call recording is an operational matter. Based on this advice, and Council's newly-adopted policy framework, staff have prepared a revised policy document dealing with customer engagement and quality assurance.

This report outlines the process followed to date, and discusses the legal advice, the draft policy, and subsequent consultation. The report also recommends adoption of the draft policy.

RECOMMENDATION

That Council:

1. Adopt the draft Customer Engagement and Quality Assurance Policy, in place of the existing Customer Service and Communication Policy; and
2. Direct the CEO to ensure preparation of appropriate operational standards to give effect to the policy within 6 months.

REPORT

On 28 August 2019, Council resolved (at NOM01) as follows:

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.*

As previously reported to Council, an amended policy suite, anticipating call recording for most staff (but excluding staff for whom recording would have been either illegal or impractical), was thereafter prepared and submitted to consultation with staff and the unions.

Consultation revealed a highly negative view of the proposed policy suite from all parties involved. The results of the consultation were reported to Council on 28 October 2019 (at CEO03).

The matter was debated, during which staff understood Council's primary concerns to be as follows:

1. That some councillors had concerns that the question of call recording was an operational matter;
2. That the United Services Union were opposed to the draft policy as presented, but had expressed possible support for a policy that adopted call recording for all staff, with no exceptions; and
3. That Campbelltown City Council may already be undertaking business-wide call recording.

Council subsequently resolved as follows:

That:

1. *Council defer this item until further discussions are held with the relevant stakeholders;*
2. *A policy be presented to Council at the second February 2020 meeting for Council's consideration; and*
3. *Council notes that it is believed that Campbelltown City Council has a policy similar to what Liverpool City Council is trying to achieve.*

Staff have subsequently reconsidered the matter. The question of whether the matter is operational was been raised by several parties, and staff have obtained external legal advice on the question of the possible operational classification of call recording.

This legal advice, included as **Attachment 1** to this report, concludes that call recording is an operational matter.

Staff also contacted Campbelltown City Council, and confirmed that as of December 2019, Campbelltown was trialing call recording for customer service only. Council-wide call recording was not in place, and was not being considered.

As a result of the above, and consistent with Council's newly adopted policy framework, staff have prepared a revised Customer Engagement and Quality Assurance Policy (included as **Attachment 2**). This draft has been subject to consultation with Council staff (via Council's Joint Consultative Committee), and with the relevant unions. The response is positive from all parties, though there is a clear understanding that operational standards will be required, and that these standards will require further consultation prior to adoption.

Operational standards will include clearly defined service level expectations for all key customer service metrics, in place of the existing Customer Service and Communication Policy (included as **Attachment 3**). These service levels, once established, will be monitored and tracked, and staff will be accountable for meeting expected standards.

Staff recommend that the draft policy be adopted in place of the existing Customer Service and Communication Policy, and that the proposed operational standards be developed to give effect to the stated policy objective of achieving best-practice standards in customer engagement and quality assurance across Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Support access and services for people with a disability. Deliver high quality services for children and their families.
Civic Leadership	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. Deliver services that are customer focused. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.

Legislative	<i>Local Government Act 1993, s.223, 335.</i> There are no legislative considerations relating to this report.
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ATTACHMENTS

1. Legal Advice - Call Recording - Scott Nash, Barrister (11 February 2020)
2. Draft Customer Engagement and Quality Assurance Policy
3. Customer Service and Communication Policy - May 2014

**Advice on proposed changes to the
Employee Security & Workplace Surveillance Policy**

MEMORANDUM OF ADVICE

Liverpool City Council

Locked Bag 7064

Liverpool BC NSW 1871

Attention: Michael Knight, Deputy General Counsel

**Advice on proposed changes to the
Employee Security & Workplace Surveillance Policy**

MEMORANDUM OF ADVICE

A. Introduction and advice sought

1. My instructing solicitor, Mr Knight, is the Deputy General Counsel of Liverpool City Council (**Council**).
2. My advice has been sought in relation to certain issues arising from the Council's recent consideration of its 'Employee Security & Workplace Surveillance Policy' (**ESWS Policy**).
3. By way of background, on 28 August 2019, the Council resolved as follows:

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.*

4. At the October 2019 Council meeting, the Council further resolved as follows:

That:

1. *Council defer this item until further discussions are held with the relevant stakeholders;*
2. *A policy be presented to Council at the second February 2020 meeting for Council's consideration; and*
3. *Council notes that it is believed that Campbelltown City Council has a policy similar to what Liverpool City Council is trying to achieve.*

5. I have been asked to answer 3 specific questions as follows, which arise in the above context:

- a. Is the Council's Chief Executive Officer (CEO) required to implement a Council resolution requiring action which is unlawful? (**Question 1**)
- b. Is the Council resolution of 28 August 2019, insofar as it seeks to amend the ESWs Policy in the manner stated (and any other policy statement with similar intent), unlawful? (**Question 2**)
- c. What should the CEO do if she considers the said Council resolution to be unlawful? (**Question 3**)

6. Each of these questions is answered in turn below.

B. Advice

Question 1

7. In my opinion, the CEO is not required to implement a Council resolution requiring action which is unlawful. I note that the CEO is, for the purposes of the *Local Government Act 1993* (**LG Act**), the 'General Manager' of the Council.
8. One of the functions of the General Manager under s 335 of the LG Act is 'to implement, without undue delay, lawful decisions of the council' (see s 335(b)). The corollary of this, in my opinion, is that the CEO is, therefore, **not** required to implement **unlawful** decisions of the Council.
9. An 'unlawful' decision is, in my opinion, any decision which would be contrary to law. It does not necessarily mean the taking of action which may constitute 'criminal' conduct, but includes any action which is unauthorised by the LG Act or any other Act, Regulation or other legislative instrument.

Question 2

10. In my opinion, the Council resolution of 29 August 2019, insofar as it seeks to amend the ESWs Policy in the manner stated (and any other policy statement with similar intent), is arguably unlawful.
11. On 26 October 2019, the Council resolved to adopt the 'Development of Policies, Standards, Charters, Procedures and Strategies Policy' ('October 2019 Policy'), which, as the name suggests, sets out the *processes* to be observed in drafting, reviewing and adopting Council policies, standards, charters, procedures and strategies.
12. The October 2019 Policy is a decision of the Council under s 371 of the LG Act. The October 2019 Policy remains in force, because it has not been altered or rescinded under s 372 of the LG Act.

13. It is arguable that the ESWS Policy, insofar as it regulates the recording of conversations in the customer service centre, is directed at 'operational' aspects of the Council's business.
14. Under the October 2019 Policy, matters which are 'strategic' in nature are to be embodied in a formal 'policy' of the Council (category 1), whereas matters which are 'operational' in nature are to be embodied in 'standards' (category 2). This is made clear in cl 4.1 – 4.4 of the October 2019 Policy.
15. On 2 October 2015, the Governance Coordinator issued a memorandum to then (then) Acting CEO in which it was noted that the ESWS Policy had been approved in principle by the CEO on 27 July 2015, and was formally approved on 8 October 2015. That is, the ESWS Policy was not endorsed by a Council resolution. In my opinion, this tends to lend weight to the notion that the ESWS Policy is, substantively, a policy relating to 'operational' and not 'strategic' aspects of the Council's business.
16. The Council resolution of 28 August 2019 purports to require the CEO in consultation with relevant stakeholders to expand the ESWS Policy, which allows for calls to be recorded in the customer service centre, to include the whole Council organisation. In my opinion, for the reasons set out above, the subject matter of the Council's recent consideration of the ESWS Policy arguably pertains to 'operational' decisions, not to 'strategic' decisions, of the Council, as might be contemplated by s 223 of the LG Act, and therefore under the October 2019 Policy, these matters fall within the ambit of 'standards' rather than 'policies'.
17. That being so, by reference to cl 4.4 of the October 2019 Policy, the CEO has the power to adopt the standard as a 'category 2' document – the decision is not reserved to the Council (as would be the case with a policy, being a category 1 document under the October 2019 Policy). In this way, the Council has effectively delegated to the CEO the power to make 'standards' under s 377 of the LG Act relating to 'operational' aspects concerning the Council's day-to-day business, such as, for example, the recording of conversations within the Council.
18. This position is also reinforced in the Council's 'Code of Meeting Practice' at cl 16.4, which provides as follows:

16.4. Notices of motion submitted by Councillors shall generally be limited to matters of policy, direction and resource allocation. Items dealing with administrative or operational issues should ideally be referred directly to Council's Customer Service Centre or the relevant director or manager.
19. Accordingly, because the Council resolution of 28 August 2019 would arguably require the CEO to act contrary to the October 2019 Policy (which remains in force), in my opinion, if that is the case, the Council resolution would purport to require the CEO to implement an 'unlawful' resolution, because it would purport to require the CEO to act in a manner contrary to the

requirements of the LG Act, as that decision is inconsistent with a lawful, in force resolution of the Council, being the October 2019 Policy.

Question 3

20. Clause 15.2 of the Council's Code of Meeting Practice provides:

15.2. The Chief Executive Officer must not include in the agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the Chief Executive Officer, the business is (or the implementation of the business would be) unlawful. The Chief Executive Officer must report (without giving details of the item of business) any such exclusion to the next meeting of the Council (cl 240 of the Regulation).

21. The CEO should, in my opinion, refrain from including any item on the Council's agenda for its ordinary meetings which, in her opinion, would involve the transaction of business which would be 'unlawful'.

22. I note the Council resolution of October 2019 requires that a policy be presented to Council at the second February 2020 meeting for Council's consideration relating to the expansion of recordings to include the entire Council organisation. If the CEO forms the opinion that, for the reasons outlined above, that business would be 'unlawful', the CEO should therefore refrain from including such an item of business on the agenda for any Council meeting.

23. I so advise.

Dated: 11 February 2020



SCOTT NASH

Martin Place Chambers

T: (02) 8227 9600

E: nash@mpchambers.net.au

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CUSTOMER ENGAGEMENT AND QUALITY ASSURANCE POLICY

Adopted:

TRIM



DEVELOPMENT OF POLICIES, STANDARDS, CHARTERS, PROCEDURES AND STRATEGIES

POLICY TITLE**DIRECTORATE:** City Corporate**BUSINESS UNIT:** Customer Experience

1. PURPOSE/ OBJECTIVES

This policy establishes Council's strategic position on customer engagement and quality assurance.

2. POLICY STATEMENT

- 2.1. Council is committed to providing its residents and customers with excellent service across all its areas of operation.
- 2.2. Council will offer a variety of service options that cater to the broadest possible range of customers, servicing the particular needs of Liverpool's diverse community, including those with special or particular needs.
- 2.3. Council will set appropriate service levels and response times for customer requests, correspondence, and phone calls, and will proactively monitor these response times where possible.
- 2.4. Council's Internal Ombudsman will be responsible for addressing customer complaints in relation to levels and quality of customer service, pursuant to the provisions of the Internal Ombudsman Policy and relevant standards.
- 2.5. Within 6 months of adoption, the CEO is directed to put in place and maintain appropriate standards and procedures to give effect to this policy.

3. RELEVANT LEGISLATIVE REQUIREMENTS

- Public Interest Disclosures Act 1994
- Privacy and Personal Information Protection Act 1998
- Local Government (State) Award 2017 (as amended)

RELATED POLICIES & PROCEDURE REFERENCES

- Internal Ombudsman Policy
- Privacy Policy

DEVELOPMENT OF POLICIES, STANDARDS, CHARTERS, PROCEDURES AND STRATEGIES

AUTHORISED BY

Council Resolution

EFFECTIVE FROM

TBD

REVIEW DATE

TBD

VERSIONS*The current and previous version of the policy should be set out in the following table.*

Version	Amended by	Changes made	Date	TRIM Number

THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH

Liverpool City Council Executive

Joint Consultative Committee

United Services Union

The Development and Environmental Professionals Association

Local Government Engineers Association

Internal Ombudsman

Manager Customer Experience

Governance Coordinator

ATTACHMENTS

None.



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
- 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

CORP 05

Provision of Mail Services for Council

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	034100.2020
Report By	Anna Rizos - Manager Customer Experience
Approved By	Chris White - Director City Corporate

EXECUTIVE SUMMARY

The provision of mail service to Council is a critical service, and essential for business continuity. Australia Post is a sole supplier to Council with an approximate expenditure of \$350,000 per annum. Given probity and procurement requirements, endorsement is required from Council to ensure ongoing service in accordance with the Local Government Act.

RECOMMENDATION

That Council delegate authority to the CEO to negotiate directly with Australia Post to extend their engagement with Council to provide postal services for up to five (5) years (to February 2025) pursuant to 55(3)(i) of the Local Government Act 1993, for the following reasons:

- A. The security of core notice delivery to residents and ratepayers is a business-critical function; and
- B. Australia Post is broadly considered to be the most reliable and cost-effective provider of general mailout services to residents and ratepayers of the Liverpool Local Government Area.

REPORT

Australia Post has traditionally held a monopoly over general mail delivery services across Australia. Their service covers all physical and PO Box addresses within the local government area, and they are broadly considered to be the only real choice for general mail delivery services.

Their service is used for rates notices and other high-value delivery services, for which reliable and timely service is considered essential.

Staff are unaware of any other service that could realistically fill the same scope of service as that is currently met by Australia Post. Large scale courier services could potentially fill the void, but at significantly higher cost. Smaller scale courier/delivery services are available, and have been used cost effectively for other mailouts such as newsletters. However, reliability of delivery has been a problem with these services at times.

Given the volume of spend with Australia Post, the tender threshold under s.55 of the *Local Government Act, 1993* (the Act) is triggered. However, in a single-supplier environment, a tender would take significant time, absorb significant staff resources, and come at a significant cost. As such, and due to the nature of the supply, staff recommend a tender exemption under s.55(3)(i) of the Act.

CONSIDERATIONS

Economic	Timely and reliable delivery of rates notices, to ensure stability of Council's core revenue obligations
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Deliver services that are customer focused.
Legislative	<i>Local Government Act 1993 - Section 55(3)(i)</i>

ATTACHMENTS

Nil

CORP 06

Moorebank Intermodal

Strategic Direction	Leading through Collaboration Encourage community participation in decision-making
File Ref	036832.2020
Report By	Chris White - Director City Corporate
Approved By	Chris White - Director City Corporate

EXECUTIVE SUMMARY

On 5 February 2020, Council resolved as follows (at NOM 04):

That Council:

- 1 *Continue to act on its promise and duty to do all it can to protect the safety and minimise any negative impacts the Intermodal may have on its ratepayers;*
- 2 *Note that RAID Moorebank Inc. did lodge a Class 1 merits appeal before the statutory deadline and the first appearance has been set down for the 7th February 2020;*
- 3 *Subject to the public exhibition requirements contained in s.356 of the Local Government Act 1993 and also subject to a case outline to be received from the resident group, Council consider allocating a financial amount of up to \$300,000, subject to presentation of invoices, to fund legal fees and disbursements and expert witness costs relating to the Class 1 Appeal in the NSW Land and Environment Court by RAID Moorebank Inc. at the next Council meeting;*
- 4 *Advise RAID Moorebank Inc. that no funding is guaranteed and they currently progress this case at their own financial risk; and*
- 5 *Request the CEO to list this item on the Agenda for 26 February 2020 Council meeting for an update to Council on:*
 - a) *Community feedback received at that point;*
 - b) *Any issues; and*
 - c) *What Council has received from RAID in relation to the prospects and what Council are trying to achieve in that case.*

Staff have placed the proposed funding on exhibition as directed. Under s.356 of the *Local Government Act 1993*, 28 days' public notice of the proposed funding is required. This period commenced on 11 February 2020.

In compliance with item (5) above, the matter is accordingly listed on the agenda.

RECOMMENDATION

That Council determine what, if any, action to take on this matter.

REPORT

On 5 February 2020, Council resolved as follows (at NOM 04):

That Council:

- 1 *Continue to act on its promise and duty to do all it can to protect the safety and minimise any negative impacts the Intermodal may have on its ratepayers;*
- 2 *Note that RAID Moorebank Inc. did lodge a Class 1 merits appeal before the statutory deadline and the first appearance has been set down for the 7th February 2020;*
- 3 *Subject to the public exhibition requirements contained in s.356 of the Local Government Act 1993 and also subject to a case outline to be received from the resident group, Council consider allocating a financial amount of up to \$300,000, subject to presentation of invoices, to fund legal fees and disbursements and expert witness costs relating to the Class 1 Appeal in the NSW Land and Environment Court by RAID Moorebank Inc. at the next Council meeting;*
- 4 *Advise RAID Moorebank Inc. that no funding is guaranteed and they currently progress this case at their own financial risk; and*
- 5 *Request the CEO to list this item on the Agenda for 26 February 2020 Council meeting for an update to Council on:*
 - a) *Community feedback received at that point;*
 - b) *Any issues; and*
 - c) *What Council has received from RAID in relation to the prospects and what Council are trying to achieve in that case.*

Staff have placed the proposed funding on exhibition as directed. Under s.356 of the *Local Government Act 1993*, 28 days' public notice of the proposed funding is required before the proposal can be approved. This period commenced on 11 February 2020.

As at the date of drafting this report, no submissions have yet been received. Any submissions received by the date of the Council meeting will be supplied to councillors under separate cover.

In compliance with item (5) above, the matter is accordingly listed on the agenda.

Given that Council cannot legally approve the funding support at this time, the options available to Council as at the date of this Council meeting are either:

- A. Continue the exhibition period (due to expire on 10 March 2020), and at the completion of the period, either:
- a. Delegate authority to the CEO to progress funding in the event of no negative submissions being received; **or**
 - b. Schedule an extraordinary meeting on or after 10 March 2020 to deal with the matter; **or**
 - c. Return the matter to the Ordinary Meeting of Council scheduled for 25 March 2020.

OR

- B. Determine not to progress with the proposed funding support.

Staff again note that any funding commitment to this appeal would require a budget adjustment, and a source of funding will need to be identified.

CONSIDERATIONS

Economic	<p>Deliver a high quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p> <p>Facilitate economic development.</p>
Environment	<p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</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> <p>Support the delivery of a range of transport options.</p>
Social	<p>Raise awareness in the community about the available services and facilities.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p>

Civic Leadership	<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>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
Legislative	<i>Local Government Act 1993, s.356</i>

ATTACHMENTS

Nil

CTTE 01	Minutes of the Liverpool Community Safety and Crime Prevention Advisory Committee Meeting held on 5 December 2019
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Strategic Direction	Creating Connection Implement access and equity for all members of the community
File Ref	016614.2020
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Dr Eddie Jackson - Director City Community and Culture

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Liverpool Community Safety and Crime Prevention Advisory Committee Meeting held on 5 December 2019.

RECOMMENDATION

That Council receives and notes the Minutes of the Liverpool Community Safety and Crime Prevention Advisory Committee Meeting held on 5 December 2019.

REPORT

The Minutes of the Liverpool Community Safety and Crime Prevention Advisory Committee Meeting held on 5 December 2019 are attached for the information of Council.

The Minutes identify a number of actions for Council staff to undertake, none of which will have any financial impact on Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.

Social	Support policies and plans that prevent crime. Support community organisations, groups and volunteers to deliver coordinated services to the community.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	There are no legislative considerations relating to this report.

ATTACHMENTS

1. Minutes of the Community Safety and Crime Prevention Advisory Committee meeting held on 5 December 2019



This meeting was recorded for minute taking purposes

MINUTES OF THE COMMUNITY SAFETY AND CRIME PREVENTION ADVISORY COMMITTEE MEETING

5 December 2019

COUNCILLORS:

Mayor Wendy Waller
Councillor Geoff Shelton
Councillor Karress Rhodes

Liverpool City Council (Chairperson)
Liverpool City Council
Liverpool City Council

COMMITTEE MEMBERS:

Gene Peasley
Andrew Miles
Richard Carbury
Joseph Murphy
Eva Kovacevic
Zual Hakim
Andrew Reid
Paul Monkerud
Bernardino Siry
S/Constable Tony Ha
Det. Insp. Tim Liddiard

Department of Communities & Justice
South Western Sydney Local Health District
Scott Street Clinic
All Saints Parish Liverpool
Liverpool Neighbourhood Connections
Bonnie Support Service
CHETRE
All Saints Parish Liverpool
Liverpool City Police Area Command
Liverpool City Police Area Command
Liverpool City Police Area Command

COUNCIL ATTENDEES:

Paola Jamett-Caru
Rose Koch

Liverpool City Council
Liverpool City Council (Minutes)

APOLOGIES:

Councillor Peter Harle
Ballina Gee
Anthony Carroll
Carly Cosmo
Anne Rogers
Amanda Hill
Anthony Horley
Bianca Raffaut
Candice Peroumal
Carly Cosmo
Greg Rankin
Samey Minkara
Simone Angus-Carr
Annie Ku

Liverpool City Council
Child Abuse Prevention Service
NSW SES
TAFE NSW - Liverpool and Miller
Lifeline Macarthur
Liverpool Women's Health Centre
KARI
Department of Communities and Justice
Street University Liverpool
TAFE NSW - Liverpool and Miller
Fire and Rescue NSW
Street Industries
Noffs Foundation
South Western Sydney Local Health District



1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Waller opened the meeting and acknowledged the traditional custodians of the land.

2. DECLARATIONS OF INTEREST

Nil

3. PRESENTATION

3.1 Genene Peisley, Miller Place Plan Manager - Department of Communities & Justice

Genene Peisley presented to the Committee on the Miller Place Plan and discussed the following:

- Place Plans are tailored plans developed with social housing communities to tackle disadvantage through investment and local engagement;
- The objectives of the Place Plan are improving access to education, training, employment as well as supporting the Aboriginal community to build stronger and safer communities;
- An employment expo was delivered with key partner agencies including CORE Community Services and Hume Community Housing. Over 172 residents registered and expressed interest in education and training, including job interview skills;
- Youth Employment Local Linker (YELL) is a program to support youth aged 15-24 living in Miller to return to education and employment;
- 2168 Community Voice Matters resident group was formed in partnership with residents, Council and health agencies to promote residential input and lead initiatives to support community pride, participation in solutions to identified issues and fostering positive relationships with residents;
- The Miller Place Plan is working in partnership to support initiatives in the community such as sustainable pet management with the RSPCA and illegal dumping with Council; and
- NAIDOC 2019 Family Fun Day in Miller Square hosted by Council had over 500 people participate in the celebration of Aboriginal people and their culture.

4. REPORTS

4.1 Councillor's Report

Councillor Rhodes provided the following updates:

- Complaints were reported from Skyhaus of vehicles street racing on Hoxton Park Road; and
- A man was seen taking photographs of children at a sporting complex in Wattle Grove. The matter was reported to Police.

Councillor Shelton provided the following updates:

- There is no Council meeting in January 2020. There will be two Council meetings on 5 February and 26 February 2020;
- The previous Council meeting was held on 20 November 2019, and the following items were adopted:



- A trial scheme to encourage enhancements to heritage listed buildings and sites such as Liverpool Pioneers Memorial Park;
 - The Draft Homelessness Strategy and Action Plan and The Draft Social Impact Assessment Policy and Guidelines;
- Council is continuing to lobby against contentious liquor license applications;
- Collingwood House has been put out for Expressions of Interest (EOI) for commercial opportunities. As no interest has been expressed, it will therefore be managed within the existing Heritage Properties Assets Strategy; and
- Council has moved that should State Government remove warning signs for speed cameras, Council will be installing its own warning signs. Council intends to encourage other councils to do the same.

4.2 Liverpool City Police Area Command

Det. Inspector Liddiard provided the following updates:

- In response to Councillor Rhode's report, it was stated that any crimes against children are high priority cases and that continuous reporting is necessary in identifying the offenders;
- Domestic violence remains a significant issue in the LGA and it is increasing in line with the summer period which often sees an increased consumption of alcohol;
- Breaching of Apprehended Violence Order (AVO) offences have risen. In response, Domestic Violence High Risk Offender teams have been formed for the LGA. The teams will conduct AVO compliance and spot checks to ensure offenders are complying with conditions;
- Robbery offences have remained steady in the current and previous quarter and it will remain a priority for police investigation;
- Break and enters are increasing in the summer months and continue to remain a priority for investigation. 74 break and enters were reported in October 2019. A single offender was found to be responsible for a large portion of these offences;
- The number of stolen motor vehicles has decreased, however the trend still shows an overall increase. A region-wide operation is in process to monitor disposed vehicles after they have been stolen;
- Retail theft is expected to rise during the Christmas period. Proactive operations are in place working with retail outlets and their security teams in identifying offenders for immediate corrective action;
- Alcohol related crimes at licensed premises are increasing in line with the summer period. Licensing legislation is being used to remove intoxicated people from the premises to avoid them becoming victims or offenders;
- A proactive unit is detecting a high rate of drugs offences, with November 2019 recording a 27% detection rate once an individual had been stopped and searched; and
- Significant traffic operations will be in place during the Christmas period to prevent road trauma and street racing.

Andrew Miles advised that as a representative of drug and alcohol services in the local health district, the organisation is able to provide drug and alcohol education resources for young people.



Committee members were advised of a project in the Fairfield region, where cultural and religious leaders are supported to engage with young people for drug and alcohol discussions. Further information will be tabled at a future Committee meeting in 2020.

Councillor Shelton queried whether statistics exist in relation to AVO checks, such as the proportion of AVO checks that have resulted due to particular offences and the outcomes.

Det. Inspector Liddiard confirmed that statistics resulting from proactive operations and compliance checks are available if requested.

5. GENERAL BUSINESS

5.1 Pan Pacific Safe Community Accreditation

5.1.1 Drug and Alcohol

Council has initiated discussions to formulate a working group to progress with the development of the Drug and Alcohol Policy.

Richard Carbury added that he had discussions with Council's Coordinator Community Development and had committed to investigate examples of cities that have existing policies in place for drugs and alcohol. Information on drug and alcohol treatment is being considered for inclusion on Council's website. The need for further Council input in this area was highlighted.

The Committee was advised of a new form of treatment to be released in the near future for the management of heroin use, which would involve a monthly injection.

South Western Sydney Local Health District is looking to better coordinate with Council on the contribution of Social Impact Assessments at licensed premises as a way to reduce the effects of drug and alcohol use in the LGA.

CLOSE

Meeting closed at 11:19 am.

CTTE 02	Liverpool Sports Committee Minutes of meeting held 28 November 2019
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Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	014461.2020
Report By	Mark Westley - Manager Recreation and Community Outcomes
Approved By	Dr Eddie Jackson - Director City Community and Culture

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Liverpool Sports Committee Meeting held on 28 November 2019.

The Sporting Donations Program applications have been endorsed by the Committee for approval by the CEO as per delegation (for amounts up to \$1000) in accordance with sections 356(3), 377(1), and 378 of the Local Government Act 1993.

RECOMMENDATION

That Council receives and notes the Minutes of the Liverpool Sports Committee Meeting held on 28 November 2019.

REPORT

The Minutes of the Liverpool Sports Committee meeting held on 28 November 2019 are attached for the information of Council.

The Minutes identify some actions for Council staff to undertake, none of which will have any financial impact on Council.

The Sporting Donations Program applications have been endorsed by the Sports Committee and approved by the CEO as per delegation (for amounts up to \$1000) in accordance with sections 356(3), 377(1), and 378 of the Local Government Act 1993.

CONSIDERATIONS

Economic	Sporting Donations Annual Budget \$15,000 Current Balance \$12,500 Funding required for endorsed Sporting Donations \$1,100
Environment	There are no environmental and sustainability considerations.
Social	Support community organisations, groups and volunteers to deliver coordinated services to the community.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Sections 356(3), 377(1), and 378 of the Local Government Act 1993.

ATTACHMENTS

1. Minutes of the Liverpool Sports Committee Meeting held on 28 November 2019



Minutes

MINUTES OF LIVERPOOL SPORTS COMMITTEE MEETING 28 NOVEMBER 2019

COMMITTEE MEMBERS:

Clr Charishma Kaliyanda	Liverpool City Council (Chairperson)
Monica Anastasi	Werriwa All Breeds Dog Training
Daniel Di Lucca	Tennis
John Scott	Hockey
Alistair Dobson	Archery
Ron Hughes	Football
Tony Jackson	Softball
Brian Martin	Sports less than 100 Participants delegate NSW Barefoot Water Skiing Club

COUNCIL ATTENDEES:

Chris Corby	Liverpool City Council
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APOLOGIES:

Craig Hardman	Athletics
Fiona Heath	Baseball
Blake Medhurst	Swimming
Adrian Rumiz	Remote Control Car Racing
Greg Blaxland	Basketball
Peter Moore	Cricket
John Pearce	Rugby League
Kath Whitely	Netball
Craig Lambeth	Liverpool City Council
Mark Westley	Liverpool City Council



Minutes

AGENDA:

1. APPOINTMENT OF ACTING CHAIRPERSON

Cllr Charishma Kaliyanda notified the committee that she was delayed in another meeting and will be in attendance after the committee meeting commences. Daniel Di Lucca has been nominated as the Acting Chairperson.

Moved: Monica Anastasi **Seconded:** John Scott

Motion: To confirm the appointment of Daniel Di Lucca as Acting Chairperson in Cllr Charishma Kaliyanda's absence.

On being put to the meeting, the motion was declared carried.

2. WELCOME, ATTENDANCE AND APOLOGIES

Acting Chairperson Daniel Di Lucca welcomed everyone and opened the meeting at 7.00pm

3. DECLARATIONS OF INTEREST

Nil.

4. CONFIRMATION OF PREVIOUS MINUTES

The minutes from the meeting held on 29 August 2019 were confirmed as a true record of that meeting.

Moved: Brian Martin **Seconded:** Alistair Dobson

Motion: To confirm the minutes from the Liverpool Sports Committee meeting held on 29 August 2019

On being put to the meeting, the motion was declared carried.

5. CONFIRMATION OF QUORUM PRESENT

At any Committee meeting the presence of 30% of delegates constitutes a quorum. If no quorum is present within 20 minutes of the advertised time of the meeting, the meeting must be postponed. 30% of delegates were present and formal decisions may be ratified.

Moved: Tony Jackson **Seconded:** Ron Hughes

Motion: That the information be received and noted.



Minutes

On being put to the meeting, the motion was declared carried.

6. LIVERPOOL SPORTING DONATIONS

The following applications for sporting donations have been received by Council since the last Sports Committee meeting in August 2019, and were presented to the Committee for discussion and recommendation for funding.

Applicant Details	Eligibility	Sports Committee Recommendation for funding
Dylan Andrade Paez	Local Resident – West Hoxton Representing NSW at the 2020 Australian Regional Championship (softball) held in Canberra, ACT on 12-18 January 2020	\$200 Letter confirming selection from Governing Body (Softball NSW)
Luke Powell	Local Resident – Casula Representing Catherine of Siena School at the Australian Interschools National Competition (Alpine Skiing) held in Mt Buller, Victoria on 5-8 September 2019	\$0 Application submitted after event (24 September 2019)
Lucy Powell	Local Resident – Casula Representing Clancy Catholic College at the Australian Interschools National Competition (Alpine Skiing) held in Mt Buller, Victoria on 5-8 September 2019	\$0 Application submitted after event (24 September 2019)
Jonathan Issa	Local Resident – Kemps Creek Representing Seigokan Academy Australia at the NAS Karate Championships held in Keysborough, Victoria on 30 November 2019 to 1 December 2019	\$100 Letter confirming selection from Selecting Body (NAS Karate)
Jade Issa	Local Resident – Kemps Creek Representing Seigokan Academy Australia at the NAS Karate Championships held in Keysborough, Victoria on 30 November 2019 to 1 December 2019	\$100 Letter confirming selection from Selecting Body (NAS Karate)
Emily Fraser	Local Resident – Kemps Creek Representing Seigokan Academy Australia at the NAS Karate Championships held in Keysborough, Victoria on 30 November 2019 to 1 December 2019	\$100 Letter confirming selection from Selecting Body (NAS Karate)
Grace Fraser	Local Resident – Kemps Creek Representing Seigokan Academy Australia at the NAS Karate Championships held in Keysborough, Victoria on 30 November 2019 to 1 December 2019	\$100 Letter confirming selection from Selecting Body (NAS Karate)
Amy Fraser	Local Resident – Kemps Creek Representing Seigokan Academy Australia at the NAS Karate Championships held in Keysborough, Victoria on 30 November 2019 to 1 December 2019	\$100 Letter confirming selection from Selecting Body (NAS Karate)



Minutes

Alyssa Mastroieni	Local Resident – Prestons Representing NSW at the 2020 Australian Open Water Swimming Championships held in Adelaide, South Australia on 24 January to 27 January 2020	\$200 Letter confirming selection from Governing Body (Swimming NSW)
Devontay Fasavalu	Local Resident – West Hoxton Representing NSW at the 2020 Australian Regional Championship (softball) held in Canberra, ACT on 12-18 January 2020	\$200 Letter confirming selection from Governing Body (Softball NSW)

Totals

Number of requests received:	10
Number of requests recommended for funding by Sports Committee:	8
Number of requests approved pending further information:	0
Amount of funding recommended by Sports Committee:	\$1,100
Additional donations approved pending supply of further information:	\$0
Amount of funding required:	\$1,100
Current funds in budget:	\$12,500

Moved: Monica Anastasi **Seconded:** Alistair Dobson

Motion: That the convenor organise the approval of the payment of Sporting Donations as recommended by the Sports Committee in line with Council policy.

On being put to the meeting, the motion was declared carried.

7. FEBRUARY 2020 SPORTS COMMITTEE MEETING VENUE

As per Council resolution the Liverpool Sports Committee will now meet four times per year. Jacquie Osmond Reserve has been confirmed as the venue for the next meeting on Thursday 5 March 2020.

Moved: Monica Anastasi **Seconded:** John Scott

Motion: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

8. APPOINTMENT OF CHAIRPERSON

Clr Charishma Kaliyanda arrived at the Sports Committee Meeting at 7.20pm and resumed the role of Chairperson. Daniel Di Lucca was thanked for his service as Acting Chairperson.

Moved: Tony Jackson **Seconded:** Brian Martin



Minutes

Motion: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

9. LIVERPOOL SPORTING GRANTS PROGRAM 2020

Chris Corby (Liverpool City Council) provided an update to all Sports Committee Members on the Liverpool Sporting Grants Program 2020.

This program offers funding to sporting clubs and junior disability sporting clubs to assist with the development of young people and encourage participation of the broader community in local sporting and recreational activities. Grants can also be used towards the purchase or maintenance of sporting equipment.

All sports Committee members present were provided with a printed copy of the Grant Eligibility Criteria from Council's Grants, Donations and Corporate Sponsorship Policy.

Each year several members of the Liverpool Sports Committee come together to form the selection panel for the Liverpool Sporting Grants Program.

The 2020 selection panel will consist of the following Sports Committee Members:

- Monica Anastasi
- Tony Jackson
- Daniel Di Lucca

Moved: Ron Hughes **Seconded:** Alistair Dobson

Motion: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

10. INDIVIDUAL SPORTS UPDATES

Dog Training

Dog training have advised that since the last committee meeting that attendances have been slightly lower than usual due to the heat being experienced. The club is currently in season and will close for a Christmas shut down break for its members on 15 December 2019. The club will resume its training in early February 2020.



Minutes

Hockey

Hockey is currently in the off season period. Indoor Hockey and Representative Hockey are currently in season with many local athletes involved in these programs. Local athletes have impressed strongly this year with a number of selections in the NSW State Representative squads. The following local athletes have made the State team squad:

NSW Open Men's:

- | | |
|---------------------|-----------------|
| - Kurt Ogilvie | - Craig Coulson |
| - Nathanael Stewart | - Nigel Croke |
| - Callum Mackay | - Alex Mackay |
| - Heath Ogilvie | - Nick Jennings |
| - Brandin Horner | - Bill Graff |
| - Josh Poulton | - Will Orth |

NSW U21 Men's:

- | | |
|-----------------|------------------|
| - Zac McParland | - Callam Mackay |
| - Will Orth | - Jared Flanagan |
| - Bill Graff | - Ben Southwell |
| - CJ Roberts | |

Tennis

Tennis is currently operating in school Term 4 as they prepare for the busiest period of the year in January and February 2020. Tennis has reported that the NSW Governments decision to add an additional Active Kids voucher has boosted enrolments in tennis with Tennis Centres reporting a big upturn in participation. Local tennis athlete Bernard McCoombe will be competing for a wild card entry to the Australian Open.

Softball

Softball are currently in the middle of the summer season as we approach December. Softball is progressing well in the Liverpool LGA with 550 participants registered locally. After the Christmas and New Year break Softball will be turning their focus towards the finals series that will take place in March 2020.

Sports less than 100 Participants delegate NSW Barefoot Water skiing Club

The NSW Barefoot Water Ski season has begun with three of the six regular season tournaments already being completed. There events occurred in September, October and November with an average of 25 participants at each event. In attendance at these events were also judges, scorers, video people, boat drivers and canteen volunteers.



Minutes

Barefoot Water Ski participation numbers have been down slightly this season due to rural skiers being unable to participate as the drought has reduced access to water on farms and in recreational dams for training.

Two major events are approaching for the NSW Barefoot Water Ski club early in the New Year with the 2020 Australian Barefoot Water Ski Championship to be held in January 2020 and the 2020 Worlds Barefoot Water Ski Championship to be held in April 2020.

The Australian team for the 2020 Worlds Barefoot Water Ski Championship will be named at the 2020 Australian Barefoot Water Ski Championship in January with many local athletes in line for selection. The athletes who do not make the Australian team can still compete as independent athletes for Australia so there are other opportunities to compete for the local athletes who are selected.

The NSW Barefoot Water Ski Club now live stream all events on the 'Ship 2 Shore' platform. This footage is available to live stream on social media and is also shown on a large viewing screen in the clubhouse during events.

The club have been successful in obtaining a Single Function Liquor Licence so that they can operate a bar at its major events. The Barefoot Water Ski Club would like to thank Jimmy Gokten (Liverpool City Council) and John Scott (Moorebank Liverpool Hockey Club) for their guidance on the applying for the licencing.

Liverpool City Council has currently been assisting the Barefoot Water Ski Club with the management of water weeds and Council has been conducting spraying to manage the water weeds.

Archery

Archery in Liverpool is currently progressing strongly with the club currently reporting a membership base of 190 members.

Liverpool City Archers are continuing to conduct their 'Come and Try' courses and their 'Safe Shooting' programs. These programs are proving to be popular on weekends and have been driving participation.

The Liverpool City Archers in-house Coaching program (Archery 101) has been continuing and the club have now commenced a Youth Development Program each Sunday morning to help their young archers to gain the right experience and knowledge to start to compete in local, state and national archery competitions.

Liverpool City Archers will be making an appearance at the Liverpool City Council's 'Christmas in the Mall' event with their mobile 'Come n Try' equipment.



Minutes

The Masters Games were held in Adelaide in early October with Archery being one of the included sports at the event. Liverpool City Archers had two members competing and both received medals in their respective events. The Nationals were held in Early November in Morwell, Victoria with the Target, Field and Clout and match play events taking place. Several Liverpool Archers competed at the event and received medals for their respective events in their Divisions.

As previously reported, Liverpool City Archers will be hosting the World Archery Indoor event at the Whitlam Leisure Centre during the second week of January 2020. With the event fast approaching, final preparations are being made for the event. The Event will run over eight days and will include also include a Youth Parra Tournament along with Long bow and Bare Bow tournaments. International Judges are being flown in to cover the main World Archery event which will be televised to audiences around the world.

Football

Football is currently in the off season period as clubs take a break after a long season. Within the local Football Association three teams made it through to the Football NSW Champion of Champions Competition Grand Finals in September. The Bonnyrigg White Eagles U16 Girls and Kemps Creek United U17 boys were the two Liverpool LGA teams who competed in the Champion of Champion's Grand Finals. The representative club for the Southern Districts Soccer Football Association, the Southern Districts Riders FC were promoted to the National Premier League Two in the Men's Competition and National Premier League One in the Youth Competition.

Moved: Monica Anastasi **Seconded:** John Scott

Motion: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

11. GENERAL BUSINESS WITHOUT NOTICE

Daniel Di Lucca has asked if Council has an update on the progression of the newly planned tennis facility at McGirr Park, Miller.

Chris Corby provided a response around the current time frame. Daniel to ring Chris if he has any further questions.

Monica Anastasi has asked if council can provide an update around the building of a new school near Freeman Oval.

Action: Council's Recreation Department to look into this further and provide an update.



Minutes

Cir Charishma Kaliyanda has asked those present if there would be value in Tony Ha (NSW Police) or another NSW Police representative attending the next meeting to assist with questions to make clubs safer with incidents of damage and theft.

Action: Council's Recreation Department to coordinate an invitation to NSW Police to attend the next Sports Committee Meeting.

John Scott has reported that the boom gate at Ernie Smith Reserve has been rammed again and requires repair.

Action: Council's City Presentation Department to investigate and action repairs.

Tony Jackson has asked if council can provide an additional three bins at Jacquie Osmond Reserve as three bins have gone missing.

Action: Council's Waste Services Department to deliver three replacement bins.

Moved: Monica Anastasi **Seconded:** John Scott

Motion: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

12. CLOSE

There being no further business, the meeting closed at 8:07pm

CTTE 03

**Minutes of the Liverpool Youth Council Meeting
held on 10 December 2019**

Strategic Direction	Leading through Collaboration Encourage community participation in decision-making
File Ref	017708.2020
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	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 10 December 2019.

RECOMMENDATION

That Council receives and notes the Minutes of the Liverpool Youth Council meeting held on 10 December 2019.

REPORT

The Minutes of the Liverpool Youth Council meeting held on 10 December 2019 are attached for the information of Council.

The Minutes identify a number of actions for Council staff to undertake, none of which will have any financial impact on Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Support community organisations, groups and volunteers to deliver coordinated services to the community.

Civic Leadership	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions.
Legislative	There are no legislative considerations relating to this report.

ATTACHMENTS

1. Minutes of the Liverpool Youth Council Meeting held on 10 December 2019.



Minutes

1. WELCOME, ATTENDANCE AND APOLOGIES

Chairperson Madison Young welcomed everyone and opened the meeting at 6.15pm.

2. DECLARATIONS OF INTEREST

Nil.

3. Youth Week Update and Planning

Deputy Chairperson Simbarashe Zimbudzana led discussion on planning for Youth Week 2020:

- A number of ideas were brainstormed at the Liverpool Youth Workers Network meeting on 3 December;
- South West Sydney TAFE and the NSW Department of Education are interested in partnering with the Youth Council to deliver Youth Week activities. The activities offered would be educational with a practical component to complement the Youth Council's plans for practical activities;
- Western Sydney University have expressed interest in collaborating with the Youth Council to deliver a movie night event during Youth Week; and
- Council is delivering a small grants funding round for Youth Week. Eligible local community services can apply for grants of up to \$4,000.00 per organisation to deliver Youth Week events and activities. There is a total of \$15,000 available for Youth Week activities in 2020.

Moved: Alyssia Dower

Seconded: Madison Young

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

4. CONFIRMATION OF PREVIOUS MINUTES

The minutes from the meeting held on 6 November 2019 were confirmed as a true record of that meeting.

Moved: Vishal Senthilkumar

Seconded: Alyssia Dower

5. BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.



Minutes

Moved: Vishal Senthilkumar

Seconded: Alyssia Dower

6. CORRESPONDENCE

There was no correspondence tabled at this meeting.

7. COUNCILLOR UPDATE

Mayor Waller and Councillor Shelton provided the following updates from the Council meeting held on 20 November 2019:

- Council will be implementing a trial conservation grants scheme of \$50,000 per annum from 2020/2021. Council will be engaging a heritage architect to prepare a Heritage Minor Works Policy;
- No submissions were received regarding the Collingwood House commercial opportunities. Council will now progress the adaption of Collingwood House as a boutique venue for functions and cultural events in accordance with Heritage Properties Assets Strategy;
- Council endorsed the Liverpool Pioneers' Memorial Park Conservation Management Plan;
- Council endorsed the Draft Homelessness Strategy and Action Plan for public exhibition for a period of six weeks;
- Council discussed the State Government's consideration of removing warning signs for drivers approaching speed cameras. Council has determined that should this occur, Council will erect similar warning signs at all locations in the Liverpool LGA where fixed speed cameras are present;
- Mayor Wendy Waller thanked the Liverpool Youth Council for hosting the successful 'Liverpool Youth Council 20 Year Anniversary' event on 21 November 2019; and
- The Fijian Prime Minister Frank Bainimarama visited Liverpool in October 2019 for Fiji Day celebrations. Liverpool City Council hosted a welcome lunch for the Fijian Prime Minister and distinguished guests at the William Inglis Hotel.

Moved: Alyssia Dower

Seconded: Madison Young

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

8. YOUTH WORKER'S REPORT

- The full schedule of school holiday program being offered for the January School holiday period is available on Council's website;



Minutes

- The theme for Youth Week 2020 has been announced: ***“Speak up. Be involved. Get connected. Have fun”***;
- A team building day for Youth Council members to brainstorm ideas for 2020 will be held in January 2020;
- 35 former and current Youth Council members attended the Youth Council 20 Year Anniversary event held on 21 November 2019 at Council's 35 Scott Street office. The Mayor and Chief Executive Officer delivered speeches, and former Youth Councillors Dan Conifer, Christian and Diana Atkins also shared their memories and experiences of being on the Youth Council; and
- Recruitment for the 2020 – 2022 Youth Council membership will begin in March 2020.

Moved: Simbarashe Zimbudzana **Seconded:** Jayesh Joshi

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 for the 2019/2020 financial year is \$2,047, with a remaining balance of \$11,177.

Moved: Alyssia Dower **Seconded:** Vishal Senthilkumar

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

10. RADAR REPORT

Youth Councillor Jayesh Joshi suggested inviting a guest on the RADAR show to discuss urban development and planning. Jayesh is aware of an individual with expertise in this area who may be able to assist.

Moved: Alyssia Dower **Seconded:** Vishal Senthilkumar

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

11. MEDIA REPRESENTATIVE'S REPORT

The following updates were provided on the Youth Council Facebook page:



Minutes

- The number of Likes for the Youth Council Facebook page is 1,062; and
- The new Youth Council Instagram page has 105 followers.

Moved: Alyssia Dower

Seconded: Vishal Senthilkumar

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

12. GENERAL BUSINESS

12.1 Liverpool Youth Council Collaborations

- Deputy Chairperson Simbarashe Zimbudzana has continued meeting with local services to build partnerships for Youth Council initiatives. Feedback has been positive from TAFE and Western Sydney University. Simbarashe has also been attending the Liverpool Youth Workers Network meetings and has had positive responses from community organisations;
- The Youth Council's 'Life Skills' workshops for Youth Week are a popular initiative with services. Suggested topics are taxes, job applications, voting and understanding levels of government, healthy relationships, resume writing, interpersonal and communication skills;
- Schools will be provided information about Youth Council activities in 2020. This will include information on Youth Council membership recruitment for 2020 – 2022, Youth Week and CBD Exposed; and
- The Youth Council aims to inform local students of the functions of the Youth Council, as a consultation tool for Council to be better informed of the needs and concerns of local young people.

Moved: Shonali Kumar

Seconded: Jayesh Joshi

MOTION: That the information be received and noted.

On being put to the meeting, the motion was declared carried.

13. CLOSE

The meeting closed at 7:20pm.

The next Liverpool Youth Council meeting will be held on Wednesday 5 February 2020 from 6.00pm – 8.00pm.

CTTE 04	Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee Meeting held on 29 January 2020
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Strategic Direction	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
File Ref	030126.2020
Report By	Charles Wiafe - Service Manager Traffic and Transport
Approved By	Tim Moore - Director, City Economy and Growth / Deputy CEO

EXECUTIVE SUMMARY

This report presents the recommendations of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 29 January 2020. At the meeting, the Committee considered fourteen (14) agenda items and two (2) general business items.

RECOMMENDATION

That Council adopts the following recommendations of the Committee:

- i) Kurrajong Road and Cowpasture Road intersection, West Hoxton – Signs and line marking scheme for approved intersection upgrade
 - Council approves the signs and line marking scheme along the Kurrajong Road approach to its signalised intersection with Cowpasture Road
- ii) Cartwright Avenue and Maxwell Avenue, Miller – Proposed intersection upgrade
 - Council approves the proposed roundabout upgrade along with the associated signs and line marking scheme.
- iii) Moore Street and College Street, Liverpool – Proposed pedestrian refuge and reconfiguration of on-street parking arrangement

- Council approves proposed kerb returns and footpath works as well as signposting of the proposed carpark off Moore Street as 2P parking 7am-6pm Monday to Friday and 7am-1pm Saturday.
- Council reviews the design of the proposed pedestrian refuge and, if required, re-submit the design to the Committee at a future meeting

iv) Hume Highway, Casula –Proposed shared path

- Council approves the proposed signs and line marking scheme associated with the proposed shared user path along the section of Hume Highway between De Meyrick Avenue and Grove Street, Casula.

v) Liverpool City Centre - Festival of Chariot Community Event – Classification of event and conditions for rolling road closure

- Council classifies the event as a Class 2 Special Event requiring:
 - Submission of a Traffic Management Plan to TfNSW for endorsement
 - Advertisement of the event in local newspapers
 - Obtaining a Road Occupancy License from the Transport Management Centre.
- Council liaises with the event organisers, Police and local bus companies to minimise traffic impacts of the event.

vi) Weir Crescent, Lurnea – Proposed Signs and Line Marking Scheme

- Council approves installation of 'BB' lines at BB' line marking at the 90⁰ bend road section.

vii) Mallow Avenue and Carmichael Drive Roundabout – Proposed Reconfiguration

- Council approves re-line marking with rumble bars at the existing Mallow Avenue and Carmichael Drive roundabout, West Hoxton

viii) Soldiers Parade and Greenway Drive Intersection, Edmondson Park - Proposed Roundabout

- Council approves the installation of a roundabout at the Soldiers Parade and Greenway Road intersection, Edmondson Park.
- ix) Northumberland Serviceway, Liverpool – Proposed Special Community Event and Temporary Road Closure
 - Council classifies the ‘Love Livo Nights’ event as **Class 3** Special Events requiring submission of Special Event Transport Management Plan to TfNSW and Police for information.
- x) Middleton Drive, Middleton Grange – Signs and Line Marking Scheme for a New Subdivision
 - Council approves the proposed traffic facilities and associated signs and line marking scheme in the sections of Southern Cross Drive, Middleton Drive and Monoplane Avenue, Middleton Grange.
- xi) Whitford Road, Partridge Avenue and Dotterel Street Intersection, Hinchinbrook – Intersection Upgrade
 - Council approves the proposed raised thresholds and associated signs and line marking on all the approaches to the existing roundabout at Whitford Road, Partridge Avenue and Dotterel Street intersection, Hinchinbrook, incorporating landscaping changes to discourage pedestrian movements
- xii) Various Streets, Liverpool LGA - Community Requests for Minor Traffic Facilities

Kingsford Smith Avenue and Flynn Avenue roundabout, Middleton Grange – Road Safety Concern

- The findings of a road safety audit to be presented to the Committee at a future meeting.

170 Leacocks Lane, Casula – Bus Zone

- Council approves installation of ‘Bus Zone’ signs along with pavement markings.

Cecil Hills – Speed Review

- Council note that speed classifications will be carried out and the results with recommendations on traffic management will be presented to a future committee meeting.

Tucker Road/Cleary Place, Casula – Parking at Intersection

- Council approves 'No Stopping' yellow edge line at the Tucker Road/Cleary Place intersection, Casula.

Dampier Place, Prestons – Truck Parking

- Council approves after hours truck parking in Dampier Place, Prestons.

Hill Road, Lurnea – Parking restrictions in the off-street car park

- Council notes that stakeholder consultation will be carried out and the outcomes of the consultation will be presented to the Committee at a future meeting if required.

xiii) Liverpool City Centre – Review of Parking Restrictions

- Council approves the proposed adjustments to the existing signs

xiv): Items Approved Under Delegated Authority.

- Council approves the works endorsed through delegated authority approvals during the period between 11 November 2019 and 8 January 2020.

REPORT

This report presents the recommendations of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 29 January 2020. At the meeting, the Committee considered fourteen (14) agenda items and two (2) general business items.

It is recommended that Council adopts the Committee's recommendations on the agenda items as outlined above. A copy of the minutes are included as **Attachment 1**.

General Business Items

GB1 - Liverpool Hospital - Infrastructure Works at Campbell and Forbes Street

Infrastructure works at Liverpool Hospital will be carried out over a three-month period from early February 2020.

The proposed works would affect bus routes as well as school parking on Forbes Street. Therefore, Council will undertake consultation with Interline and Transit Systems bus services as well as Liverpool Girls High School regarding the nature and impact of the infrastructure works.

GB2 - Soldiers Parade – near Edmondson Park Railway Station, collisions at the “S Bend”

Liverpool Police advised that there have been two recent head on crashes at the “S Bend” portion of Soldiers Parade, Edmondson Park close to Bernera Road.

Council will investigate the need for a median island, or yellow marking/flaps to improve road safety at the subject location.

Budget impact of matters arising from the minutes

Item	Description	Funding, indicative cost and Timing
1	Kurrajong Road and Cowpasture Road intersection, West Hoxton – Signs and line marking Scheme for Approved Intersection Upgrade	Federal Blackspot Grant, \$80,000, June 2020
2	Cartwright Avenue and Maxwell Avenue, Miller – Proposed Intersection Upgrade	Federal Blackspot Grant, \$140,000, June 2020
3	Moore Street and College Street, Liverpool – Proposed Pedestrian Refuge and Reconfiguration of On-street Parking Arrangement	Council’s major civil works, \$1,500,000, April-September 2020.
4	Hume Highway, Casula – Proposed Shared Path	TfNSW Grant, \$348,000, June 2020
5	Liverpool City Centre - Festival of Chariot Community Event – Classification of Event and Conditions for Rolling Road Closure	Organisers
6	Weir Crescent, Lurnea – Proposed Signs and Line Marking Scheme	TfNSW block grant \$1,000
7	Mannow Avenue and Carmichael Drive Roundabout – Proposed Reconfiguration	TfNSW block grant \$6,000
8	Soldiers Parade and Greenway Drive Intersection, Edmondson Park - Proposed Roundabout	Developer
9	Northumberland Serviceway, Liverpool – Proposed Special Community Event and Temporary Road Closure	Council - City Design and Public Domain Unit
10	Middleton Drive, Middleton Grange – Signs and Line Marking Scheme for a New Subdivision	Developer
11	Whitford Road, Partridge Avenue and Dotterel Street Intersection, Hinchinbrook – Intersection Upgrade	Federal Blackspot Grant, \$100,000, June 2020

Item	Description	Funding, indicative cost and Timing
12	Various Streets, Liverpool LGA - Community Requests for Minor Traffic Facilities	TfNSW block grant \$2,000
13	Items Approved Under Delegated Authority	TfNSW block grant \$3,000

CONSIDERATIONS

Economic	Provide efficient parking for the City Centre. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
Environment	Promote an integrated and user-friendly public transport service. Support the delivery of a range of transport options.
Social	Support access and services for people with a disability. Improve road and pedestrian safety.
Civic Leadership	Actively advocate for federal and state government support, funding and services.
Legislative	NSW Roads Act 1993 NSW Road Rules NSW Road Transport (Safety & Traffic Management) Act 1999 Roads and Maritime Service's Traffic Management and Road Design Guidelines Australian Standards Austroads Technical Guidelines

ATTACHMENTS

1. Liverpool Pedestrian, Active Transport and Traffic Committee Minutes 29 January 2020



MINUTES

MINUTES OF LIVERPOOL PEDESTRIAN, ACTIVE TRANSPORT & TRAFFIC COMMITTEE MEETING

29 January 2020

COMMITTEE FORMAL MEMBERS

Councillor Nathan Hagarty	Liverpool City Council (LCC), Chairperson (part-meeting)
Councillor Karress Rhodes	LCC, Chairperson (part-meeting)
Damien Leemon	Liverpool Police
Anushiya Mohandas	Transport for NSW (TfNSW)
Betty Green	Representative of the Local Member of Parliament for Liverpool

COMMITTEE TECHNICAL ADVISORS & INFORMAL MEMBERS

Charles Wiafe	Service Manager, Traffic & Transport, LCC
Mahavir Arya	Traffic & Transport, LCC
Rajen Kumar	Traffic & Transport, LCC
Rachel Palermo	Road Safety Officer, LCC
Steve Babbage	TransDev Bus Service (part-meeting)
Hannah Shilling	Transit Services
Adam CROSS	Senior Constable

COUNCIL ADMINISTRATIVE SUPPORT

Rose Koch	Committees Officer, LCC (Minutes)
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APOLOGIES

Melanie Gibbons	Member for Holsworthy
Tanya Davies	Member for Mulgoa

1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Clr Hagarty opened the meeting at 9:34 and welcomed all attendees. Apology from the Member of Mulgoa was noted

2. DECLARATIONS OF INTEREST

Nil

3. CONFIRMATION OF PREVIOUS MINUTES

The Committee was advised that all recommendations from the previous Committee meeting of 13 November 2019, were adopted by Council at its 11 December 2019 meeting.

4. AGENDA ITEMS

Item	Subject
1	Kurrajong Road and Cowpasture Road intersection, West Hoxton – Signs and Line marking Scheme for Approved Intersection Upgrade
2	Cartwright Avenue and Maxwell Avenue, Miller – Proposed Intersection Upgrade
3	Moore Street and College Street, Liverpool – Proposed Pedestrian Refuge and Reconfiguration of On-street Parking Arrangement
4	Hume Highway, Casula – Proposed Shared Path
5	Liverpool City Centre - Festival of Chariot Community Event – Classification of Event and Conditions for Rolling Road Closure
6	Weir Crescent, Lurnea – Proposed Signs and Line Marking Scheme
7	Mannow Avenue and Carmichael Drive Roundabout – Proposed Reconfiguration
8	Soldiers Parade and Greenway Drive Intersection, Edmondson Park - Proposed Roundabout
9	Northumberland Serviceway, Liverpool – Proposed Special Community Event and Temporary Road Closure
10	Middleton Drive, Middleton Grange – Signs and Linemarking Scheme for a New Subdivision
11	Whitford Road, Partridge Avenue and Dotterel Street Intersection, Hinchinbrook – Intersection Upgrade
12	Various Streets, Liverpool LGA - Community Requests for Minor Traffic Facilities
13	Liverpool City Centre – Review of Parking Restrictions
14	Items Approved Under Delegated Authority

5. TECHNICAL DISCUSSION ITEMS

Item	Subject
TD1	Alfred Road, Chipping Norton - Request for relocation of 3-tonne load limit sign
TD2	Alfred Road, Chipping Norton – Request for 40km pavement marking
TD3	Liverpool City Centre –Traffic Impact of Sydney Water waste infrastructure upgrade works

6. GENERAL BUSINESS ITEMS

Item	Subject
GB1	Liverpool Hospital - Infrastructure Works at Campbell and Forbes Streets
GB2	Soldiers Parade – Near Edmondson Park Railway Station, Collisions at the “S Bend”

7. CLOSE – Meeting closed at 11:46 am.

ITEM 1**Kurrajong Road and Cowpasture Road intersection Upgrade, West Hoxton – Proposed Kurrajong Road Approach Signs and Line marking Scheme****INTRODUCTION**

Council has received funding under Federal Blackspot Program to provide two right turn lanes from Kurrajong Road into Cowpasture Road, at the Cowpasture Road, Kurrajong Road and Greenway Drive signalised intersection.

Right movements from Kurrajong Road into Cowpasture Road are experiencing long delays and the upgrade work is to reduce delays and improve traffic efficiency of the intersection.

Transport for NSW (TfNSW) has approved the required signalised intersection modifications. However, the upgrade work requires changes to the signs and line marking along Kurrajong Road.

The Committee is requested to support the signs and linemarking scheme along Kurrajong Road, as shown in Attachment 1.

ASSESSMENT

Cowpasture Road is a classified State Road under the care and control of TfNSW. While Kurrajong Road is a collector road linking two classified state roads i.e. Cowpasture Road and Hume Highway, and is under the care and control of Council.

Kurrajong Road provides vehicular access to Casula, Prestons, Hoxton Park and Carnes Hill including two shopping centres (Carnes Hill and Casula), two schools, as well as the Prestons Industrial Area. Carnes Hill Market Place and Carnes Hill Community Centre are located adjacent to the Cowpasture Road/Kurrajong Road/Greenway Drive signalised intersection.

The section of Kurrajong Road, adjacent to the Carnes Hill shopping centre, between Sarah Hollands Drive/Margaret Dawson Drive and Cowpasture Road, is a four-lane divided road.

On the approach to Cowpasture Road, Kurrajong Road has three lanes line marked as: - left turn, through and short right turn lanes.

As indicated above, right turn movements from Kurrajong Road into Cowpasture Road are experiencing long delays and often blocks the through lane. To reduce the delays, capacity of the right lane is to be increased by the following modification:

Exiting Configuration	Modification Configuration
• Dedicated short right turn lane	• Dedicated short right turn lane
• Through lane	• Dedicated right turn lane
• Dedicated left turn lane	• Combined left and through lane

Intersection performance analysis (using SIDRA model) has identified that the modified configuration will improve traffic efficiency of the intersection.

The intersection upgrade including turning path analysis has been designed in accordance with Austroads Design Guide and TfNSW requirements. TfNSW has reviewed and approved the intersection upgrade.

The only outstanding approval is the required associated changes to the signs and line marking along the Kurrajong Road approach to Cowpasture Road. The changes as shown in Attachment 1 have been endorsed by TfNSW and are recommended.

RECOMMENDATION

That the Committee supports the signs and linemarking scheme along Kurrajong for the proposed Cowpasture Road/Kurrajong Road/Greenway Drive signalised intersection upgrade, as shown in Attachment 1.

DISCUSSION

The Committee was advised that TfNSW has approved the proposed intersection improvement works. However, as Kurrajong Road is a local street under the care and control of Council, Council's approval and hence the Committee's endorsement of the proposed signs and linemarking along Kurrajong Road is required.

The proposed intersection improvement will provide dual right turn lane (from Kurrajong Road) and a shared left and through lane along the Kurrajong Road approach. This requires adjustment to the existing splitter island on the western side and relocation of the existing signal post. The right turn lanes will continue to be controlled by right turn arrows. The works are funded under the blackspot funding and is to be completed by June 2020.

A portable Variable Message Sign (VMS) will be installed during construction and completion of the works, for a few days, to advise motorists of change traffic conditions.

Further traffic changes to traffic movements would be considered as part of further development of the adjoining sites.

The Committee noted that the existing pedestrian refuge across the section of Kurrajong Road (in front of the marketplace shopping centre) requires improvement to improve the pedestrian crossing. As pedestrians are finding it difficult to cross two lane traffic during peak periods and community events. Council is to discuss with TfNSW possible improvement option.

The representative of Transit Systems advised that motorists occasionally queue across the driveway of the shopping centre and suggested that requested 'Keep Clear' markings be considered. Council is to discuss this suggestion with TfNSW.

COMMITTEE RECOMMENDATION

1. That Council approves the signs and linemarking scheme along Kurrajong Road approach to its signalised intersection with Cowpasture Road as shown in the Attachment 1.

ITEM 2**Cartwright Avenue and Maxwell Avenue Intersection, Miller – Proposed Intersection Upgrade****INTRODUCTION**

Council has received funding under Federal Blackspot Program 2019/20 to upgrade the existing roundabout at Cartwright Avenue and Maxwell Avenue intersection, Miller.

The intersection upgrade involves installation of raised thresholds across the roundabout approaches, pedestrian fencing and relocation of pedestrian refuges across Cartwright Avenue. The upgrade is to address current unacceptable crash history and improve road safety.

The Committee is requested to support the proposed upgrade as shown in Attachment 2.

ASSESSMENT

Cartwright Avenue and Maxwell Avenue are collector roads providing access to a number of residential properties, and side streets. The two streets also provide access to two primary schools and a high school. Cartwright Avenue is off Hoxton Park Road, whilst Maxwell Avenue is off Elizabeth Drive both being State Roads.

Cartwright Avenue and Maxwell Avenue intersection is a T-intersection with an existing roundabout. The intersection has developed an unacceptable crash history which includes a fatality crash which occurred in 2017. The crashes are considered to be speed related.

Hence, an intersection upgrade involving installation of raised thresholds on all the three approaches and pedestrian fencing, as well as relocation of the existing pedestrian refuge across Cartwright Avenue has been agreed with TfNSW.

Design of the intersection upgrade including turning path analysis, has been carried out in accordance with Austroads Design Guide, as shown in Attachment 2.

RECOMMENDATION

That the Committee supports the proposed roundabout upgrade and associated signs and linemarking as shown in Attachment 2.

DISCUSSION

The Committee discussed and supported the recommendations as noted above.

COMMITTEE RECOMMENDATION

That Council approves the proposed roundabout upgrade along with associated signs and linemarking scheme as shown in Attachment 2.

ITEM 3**Moore Street and College Street, Liverpool – Proposed Pedestrian Refuge and Reconfiguration of On-street Parking Arrangement****INTRODUCTION**

Council has received representations for a pedestrian crossing facility to be installed across the section of Moore Street, adjacent to the Railway Interchange.

Assessment has identified that the location does not meet the Australian Standards criteria and TfNSW warrant for installation of a marked pedestrian crossing. Hence, a pedestrian refuge is proposed.

To accommodate the proposed refuge, changes to the existing on-street parking along the section of Moore Street adjacent to the Railway Interchange is required. A review of the existing car parking has therefore been carried out with a view to providing angle parking.

The Committee is requested to support the proposed pedestrian refuge and changes to the existing on-street parking arrangements along the section of Moore Street and College Street, adjacent to the Railway Interchange as shown in Attachment 3.

ASSESSMENT

Previously, the Committee considered a report for installation of a marked pedestrian crossing across the section of Moore Street adjacent Railway Interchange, to provide a safe pedestrian crossing facility.

This section of Moore Street has a pedestrian desire line from the southern side of the road including Liverpool Railway Station to Bigge Park (including the play equipment's within the park).

Previous traffic and pedestrian volumes have identified that this location does not meet the TfNSW warrant criteria for a marked pedestrian crossing. Subsequently, a pedestrian refuge was agreed to with representatives of TfNSW, Police and bus companies.

The general consensus was to locate the pedestrian refuge at the Moore Street and College Street sweeping bend. A road safety audit has been carried out on the design of the pedestrian refuge with a recommendation a minor modification. The updated plans will be forwarded to TfNSW prior to installation.

As part of the design investigation, the existing 90° degree parking has been reviewed. The review has identified that the existing 90° parking spaces does not meet current Australian Standards.

Hence the parking space are to be re-arranged as follows and signposted as "front to kerb":

- Moore Street (northern side) 30° angle parking
- Moore Street (southern side) 45° angle parking
- College Street (eastern side) 45° angle parking

This parking arrangement will result in 27 parking spaces. To offset loss of parking spaces an off-street carpark with 14 parking spaces are being proposed at the intersection of Moore Street and College Street. This will result in loss of 13 car parking spaces in the precinct.

The affected road sections (along Moore Street and a College Street) have a 40km/h high pedestrian area signposted. From the TfNSW crash data for the last five-year period ending June 2019 indicates no recorded crashes.

The Committee is requested to support the proposed parking arrangement of 30° and 45° angle parking along sections of Moore Street and College Street, Liverpool, as shown in Attachment 3.

RECOMMENDATION

The Committee supports the proposed traffic facility along with linemarking scheme as shown in Attachment 3.

DISCUSSION

The Committee raised the following concerns about the proposed pedestrian refuge:

- The refuge may not be used as it is far from the pedestrian desire line from the adjacent railway interchange.
- A pedestrian fence could be installed to divert pedestrians to the proposed pedestrian refuge. However this would affect the efficient use of the on-street parking and pedestrians may find another way to circumvent the fence.
- Sight distance of the proposed pedestrian refuge at the bend will be obstructed and will cause safety concerns for pedestrians particularly for the elderly and mobility impaired pedestrians.

Hence the Committee recommended that installation of the proposed pedestrian refuge deferred and if required, a revised design addressing the above concerns be re-submitted to a future meeting for further consideration.

The Committee noted that front in parking arrangements will have obstructed sight distance when leaving the parking spaces and hence the parking should be reversed in.

The Committee supported the proposed 14 off-street parking spaces at the Moore Street and College Street intersection. With a recommendation that the spaces be signposted with 2P parking 7am-6pm Monday to Friday and 7am-1pm Saturday.

The Committee has no objection to the proposed footpath paving. Council is to consult Sydney Trains, TAFE and Liverpool Hospital on the proposed changes to the parking arrangements along Moore Street, Railway Interchange, and College Street.

COMMITTEE RECOMMENDATION

That:

1. Council review the design of the proposed pedestrian refuge and if required submit to the Committee at a future meeting.
2. Council approves the proposed kerb returns and footpath works as shown Attachment 3.1.
3. The proposed 'Front to Kerb' proposal should not be adopted at this location.

4. Council approves the proposed works in the off-street parking at the Moore Street and College Street to be signposted with 2P parking 7am-6pm Monday to Friday and 7am-1pm Saturday.

ITEM 4	Hume Highway, Casula – Proposed Shared Path
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INTRODUCTION

Council has received funding from TfNSW to construct a shared path in the current financial year along the western side of Hume Highway, De Meyrick Avenue and Grove Street, Casula, a distance of approximately 540m.

The project will form part of a planned cycle path network that would connect Liverpool City Centre to the adjoining suburbs and provide district/regional cycle path network. The required regulatory signs and linemarking scheme for proposed shared path, has been designed in accordance with the Austroads Guidelines and Australian Standards.

The Committee is requested to support the regulatory signs and linemarking scheme for the proposed shared path as shown in Attachment 4.1 – 4.3.

ASSESSMENT

The proposed shared user path along Hume Highway, a classified State Road, will provide a pedestrian/cycle paved path between De Meyrick Avenue and Grove Street, Casula and form part of a path from the M7 Casula Motorway to the Liverpool City Centre. The shared path will encourage people to walk or cycle off the traffic lanes (along the Hume Highway).

The project involves the construction of a 2.5m wide concrete footpath. As indicated above, the required regulatory signs and linemarking scheme for shared path, have been designed in accordance with the Austroads Guidelines, Australian Standards and TfNSW Technical Directions.

RECOMMENDATION

That the Committee supports construction of a shared user path along the Hume Highway and installation of associated signs and linemarking as shown in Attachment 4.1 – 4.3.

DISCUSSION

The Committee discussed and supported the signs and linemarking for the proposed shared path supported as presented. The TfNSW representative outlined that with the shared path the signalised crossing at the Hume Highway/De Meyrick intersection would need to be modified to the required crossing for a shared path.

COMMITTEE RECOMMENDATION

That Council approves the proposed signs and linemarking scheme associated with the proposed shared user path along the section of Hume Highway between De Meyrick Avenue and Grove Street, Casula.

ITEM 5
**Liverpool City Centre – Festival of Chariot Community Event –
 Classification of Event and Conditions for Rolling Road Closures**
INTRODUCTION

Council has received an application from Vedic Festival Incorporated, to hold their annual Festival of Chariots community event on Saturday, 27 June 2020 through the Liverpool City Centre.

The event includes a street parade with rolling road closures along sections of College Street, Moore Street, George Street, Scott Street, Memorial Avenue and Northumberland Street road sections, as shown in Attachment 5.1.

As in previous years, the Committee is requested to support the rolling road closures and classify the event as a Class 2 event requiring endorsement and submission of a Special Event Traffic Management Plan to Transport for NSW (TfNSW).

ASSESSMENT

Festival of Chariots is an annual community event, involving a street parade requiring rolling road closures. The event has been held in the Liverpool City Centre over the last eleven years and has community support. This year's event is scheduled for 27 June 2020.

The event street parade will start and finish at Bigge Park. The street parade, which takes approximately an hour, requires rolling road closures along sections of College Street, Moore Street, George Street, Scott Street, Memorial Avenue and Northumberland Street.

This year's street parade will follow the same route used last year and is as follows:

- Right turn from Bigge Park into College Street
- Continue along College Street and Moore Street
- Left turn into George Street
- Right turn into Scott Street, straight through and along Memorial Avenue
- Right turn into Northumberland Street
- Right turn into Moore Street, straight through along College Street
- Turn left into Bigge Park

Sections of the street parade route are bus routes and would affect bus movements along College Street and Moore Street.

The event organisers are to work with Council, local bus companies and the Police in the lead up to the event, to minimise impact on bus movements, and the local community.

This year's event is expected to be of a similar scale as last year's and the rolling road closures are expected to be managed by the NSW Police Force and traffic controllers. A confirmation from the NSW Police Force is required.

Due to the scale and nature of the street parade, the Committee is requested to classify the event as Class 2, in accordance with the RMS Special Event Guidelines, which requires submission of special event traffic management plan to TfNSW for endorsement. The applicant has submitted a draft Traffic Management Plan. A copy is attached

RECOMMENDATION

That:

1. The Committee classifies the event as a Class 2 Special Event with all associated conditions including:
 - Submission of a Traffic Management Plan to the TfNSW for endorsement
 - Police approval for the management of the associated rolling road closures
 - Advertisement of the event in local newspapers
 - Road Occupancy License to be obtained from Transport Management Centre.
2. Council liaises with the event organisers, Police and local bus companies to minimise traffic impacts of the event.

DISCUSSION

Liverpool Police representatives advised that they are discussing with the organisers in scaling down their engagement associated with this event. The police would provide three police vehicles at the front and rear of the street parade.

To minimise traffic impacts of the rolling street closures, the Committee discussed and agreed that Council is to organise a meeting with the event organisers, Police and local bus companies i.e. Interline, Transit System and Transdev, and the outcome of the meeting be included with the report to Council on the minutes.

COMMITTEE RECOMMENDATION

That:

1. The Council classifies the event as a Class 2 Special Event requiring:
 - Submission of a Traffic Management Plan to the TfNSW for endorsement
 - Advertisement of the event in local newspapers
 - Obtaining Road Occupancy License from the Transport Management Centre.
2. Council liaises with the event organisers, Police and local bus companies to minimise traffic impacts of the event.

ITEM 6	Weir Crescent, Lurnea – Proposed Signs and Line Marking Scheme
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INTRODUCTION

Council has received representation from the Federal Member for Werriwa, on behalf of Weir Crescent residents concerning speeding traffic along their street, with a request for measures to address this concern.

Council has carried out speed classifications and the results indicate that the 85th percentile speed is close to the default urban speed limit of 50km/h. However, to improve road safety 'BB' line is proposed at the curved section (of 90^o bend) of the street.

The Committee is requested to support the proposed line marking.

ASSESSMENT

Existing Traffic Conditions

Weir Crescent is a residential collector road, between Webster Road and Graham Avenue. It provides direct access to residential properties (along the street). It is approximately 550m long and has an 8m carriageway width. It has the General Urban Speed Limit (GUSL) of 50km/h.

Weir Crescent has a north-south section between Graham Avenue and House No. 84 and an east-west section between Webster Road and House No. 84. This arrangement results in a 90^o bend in front of House No. 84.

Weir Crescent forms a T- intersection with Webster Road, and a cross intersection with Graham Avenue/Frazer Avenue. The Weir Crescent/Graham Avenue/Frazer Avenue intersection is four-way give-way control. Graham Avenue has the priority movements whilst movements from Weir Crescent and Frazer Avenue have to give-way.

In response to local residents' concerns, speed classification for seven days in front of House No. 61 has been carried out. A similar speed classification was carried out in 2013 in front of House No. 43. The results of two speed classifications are as follows.

Speed Classification Period	Location	ADT (veh/day)	Speed (km/h)		Heavy Vehicle (%)
			85 th Percentile	95 th Percentile	
January 2020	Front of House No.61	477	51.3	60.7	8
February 2013	Front of House No.43	347	52.9	62.3	3

ADT – Average Daily Traffic

85th Percentile – maximum speed of 85% of vehicles

95th Percentile – maximum speed of 95% of vehicles

The above speed classification results indicate that Weir Crescent carries a relatively low traffic volume and the 85th percentile speeds over the last seven years have remained at just above the GUSL 50km/h speed limit.

Crash History

The TfNSW crash database indicates that in the latest five-year period ending December 2018 there has been no recorded crash along Weir Crescent.

Proposed Treatment

The speed classification and crash history indicate that traffic calming is not required. However, the position has been requested to include the street in their speed patrol to demarcate opposing traffic movements, reduce traffic speed and improve road safety, 'BB' linemarking at the 90⁰-bend road section, is proposed.

RECOMMENDATION

That the Committee supports installation of 'BB' lines at BB' linemarking at the 90⁰-bend road section.

DISCUSSION

The Committee noted that the 85th percentile speed classifications from two counts are close to the General Urban Speed Limit of 50k/h and hence traffic calming devices in Weir Crescent Lurnea are not required. The Police are to continue with speed enforcement. The Committee supported BB linemarking at the 90⁰-bend road section.

COMMITTEE RECOMMENDATION

That Council approves installation of 'BB' lines at BB' linemarking at the 90⁰-bend road section.

ITEM 7	Mannow Avenue and Carmichael Drive Roundabout – March 2020
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INTRODUCTION

Council has received representation from the Federal Member for Werriwa on behalf of a local resident concerning traffic speed through the existing Mannow Avenue and Carmichael Drive roundabout. The speeding concern has been investigated and re-linemarking of the roundabout is proposed.

The Committee is requested to support the proposed re-linemarking.

ASSESSMENT

The existing Mannow Avenue and Carmichael Drive is a four-way intersection with a roundabout. The roundabout has a central island with a relatively wide circulating road pavement (between the splitter and central island). This arrangement permits speeding.

TfNSW crash data indicates that in the last five years there has been two non-casualty recorded crashes at the roundabout. Both crashes occurred in 2014 and were loss-of-control crashes indicating they are speed related. The crashes occurred at mid-day and mid-night.

To reduce speeding through the roundabout, re-linemarking with rumble bars at the splitter islands is proposed to narrow the circulating wide road pavement from 8.8m to 5m as shown in Attachment 7.1 – 7.3.

RECOMMENDATION

That the Committee supports re-linemarking with rumble bars at the existing Mannow Avenue and Carmichael Drive roundabout as indicated in Attachment 7.1.

DISCUSSION

The Committee discussed and supported the proposed linemarking at the Mannow Avenue and Carmichael Drive roundabout as presented.

COMMITTEE RECOMMENDATION

That Council approves re-linemarking with rumble bars at the existing Mannow Avenue and Carmichael Drive roundabout, West Hoxton as shown in Attachment 7.1.

ITEM 8**Soldiers Parade and Greenway Drive Intersection, Edmondson Park – Proposed Roundabout****INTRODUCTION**

Council has received representation from the Edmondson Town Centre developer to construct a roundabout at the intersection of Soldiers Parade and Greenway Parade, Edmondson Park.

The roundabout is proposed as part of the access arrangement for the Edmondson Town Centre to facilitate turning movements to the retail and residential developments, west of Soldiers Parade. The developer has submitted design drawings of the proposed roundabout.

The Committee is requested to support the proposed roundabout as shown in Attachment 8.1.

ASSESSMENT

Soldiers Parade and Greenway Parade intersection is currently a T-intersection. In accordance with the Town Centre master plan, a fourth leg east of Soldiers Parade will be constructed in the future.

Soldiers Parade currently provides the only north-south link road from Campbelltown Road to Edmondson Park including the Edmondson Park train station. In addition, Soldiers Parade provides a direct link to the newly constructed Bernera Road (south of Camden Valley Way). Hence, Soldiers Parade and Bernera Road provide a link between Campbelltown Road and Camden Valley Way and beyond.

The section of Soldiers Parade between Campbelltown Road and Edmondson Park station has a single traffic lane in each direction with on-street parking along both sides. The developer would be installing a median island in Soldiers Parade between Edmondson Park Train Station and Campbelltown Road. This would restrict right turn movements from residential and retail developments. The proposed roundabout would facilitate all turning movements and is considered an appropriate treatment.

The Edmondson Park Town Centre developer will construct the proposed roundabout as part of the access roads to the retail section of the Town Centre which will be restricted with a proposed median island in the section of Soldiers Parade between Henderson Street and Greenway Parade. The proposed roundabout will reduce traffic speed and promote a safer road environment for all road users.

The proposed roundabout is approximately 150m north of the signalised intersection with Campbelltown Road and approximately 180m south of the existing signalised intersection. The developer has submitted intersection performance analysis with advice that the proposed roundabout would not affect traffic movements at the adjacent signalised intersections.

The roundabout including the associated signs and linemarking scheme has been designed in accordance with Austroads Guidelines, Australian Standards and TfNSW Technical Directions as shown in Attachment 8.1 – 8.2.

RECOMMENDATION

That:

1. The Committee supports installation of a roundabout at the Soldiers Parade and Greenway Parade intersection, Edmondson Park as shown in Attachment 8.1.
2. The Committee supports the associated signs and linemarking scheme at the proposed roundabout.

DISCUSSION

The Committee was advised as part of the TfNSW Campbelltown Road upgrade, new traffic signals at the Campbelltown Road/Soldiers Parade will be operational by April 2020.

The Committee also noted that in accordance with the development consent for the adjoining development the developer (Frasers) is required to install a central median along the section of Soldiers Parade, between Edmondson Park Railway Station and Campbelltown Road.

The central median will restrict turning movements to left in/left out and the proposed roundabout would enable safe right turn movements at Soldiers Parade/Greenway Road intersection to the town centre. The TfNSW representative requested that traffic modelling and the complete swept path analysis be forwarded for her review. The Committee discussed and supported the proposed roundabout.

COMMITTEE RECOMMENDATION

That:

1. Council approves the installation of a roundabout at the Soldiers Parade and Greenway Road intersection, Edmondson Park.

ITEM 9	Northumberland Serviceway, Liverpool – Proposed Special Community Event and Temporary Road Closure
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INTRODUCTION

Council will be holding a free laneway event *Love Livo Nights*, on Thursdays, 2 April 2020 and 6 August 2020, from 5pm – 8pm, in Northumberland Serviceway. The event requires temporary full road closure of Northumberland Serviceway.

The Committee is requested to support the required temporary road closure and classify the event as a **Class 3** special event, in accordance with the TfNSW Special Event Guidelines.

ASSESSMENT

Love Livo Nights is a small-scale laneway event, to provide an after-work entertainment to activate night time economy and promote Liverpool City Centre as a vibrant and safe place to visit.

Love Livo Nights is a monthly event which will light up selected streets, Serviceway, laneways and car parks with food, music, business pop-ups, a pop-up bar, seating and games.

The proposed Northumberland Serviceway events on Thursdays, 2 April 2020 and 6 August 2020, from 5pm – 8pm, are part of *Love Livo Nights*. A similar event was successfully organised in the laneway, in November 2019.

To enable bump in/out, temporary full road closure of Northumberland Serviceway as shown in Attachment 1, between 2pm-9pm is proposed. The events will be managed by Council, with contract security and traffic control personnel.

Traffic Impact

Northumberland Serviceway is a loop road off Northumberland Street, and forms two 'T' Intersections with Northumberland Street. It is a one-way southbound street. It has carriageway width of approximately 11m.

It provides access to private driveways and has on-street parking spaces including loading zones. It is used for deliveries to businesses (predominantly shops) along the following road sections:

- a. Macquarie Street between Memorial Avenue and Moore Street.
- b. Northumberland Street between Memorial Avenue and Moore Street.
- c. Moore Street between Macquarie Street and Northumberland Street, and
- d. Memorial Avenue between Macquarie Street and Northumberland Street.

Most of the businesses that use the Serviceway for deliveries, receive their deliveries by 2pm. However, during the temporary road closures, if required, deliveries can be made from the road sections fronting the businesses.

During the temporary road closures, the car parking spaces along the Serviceway will also be closed. Alternate spaces can be found in the adjoining Northumberland Street car park.

Council officers have consulted the affected businesses, and the businesses support the events and associated temporary full road closures.

Council staff will continue to liaise with affected businesses in the lead-up to the events, to ensure that possible impact on the businesses can be address or minimised.

The temporary full road closures:

- Are proposed on-street in a very low traffic area,
- Would not impact local or major traffic and transport systems or classified roads, and
- Would not affect non-event community.

These are characteristics of a Class 3 special event.

The Committee is therefore requested to classify the events as **Class 3** Special Event with the following associated conditions:

- a. Submission of a Traffic Management Plan to TfNSW and Police for information,
- b. Council to manage the street closures

RECOMMENDATION

That Council classifies the events as **Class 3** Special Event, with all associated conditions including submission of a Special Event Traffic Management Plan to RMS and Police for information.

DISCUSSION

The Committee discussed and supported the temporary road closures of Northumberland Serviceway for Council's "Love Livo Nights" events.

COMMITTEE RECOMMENDATION

That Council classifies the 'Love Livo Nights' events as **Class 3** Special Events requiring submission of Special Event Transport Management Plan to the TfNSW and Police for information.

ITEM 10**Middleton Drive, Middleton Grange – Signs and Linemarking Scheme for a New Subdivision****INTRODUCTION**

A consent condition for the subdivision of Lot 194, DP 2475 at 85 Southern Cross Avenue, Middleton Grange, into residential lots, requires construction of new roads and installation of associated signs and linemarking.

The developer has submitted design drawings of the specified traffic facilities along with signs and linemarking scheme, as shown in Attachment 10.1.

The Committee is requested to support the proposed traffic facility, and signs and linemarking scheme.

ASSESSMENT

Middleton Drive is one of the planned collector roads in Middleton Grange and on completion it will provide direct access between Parkridge Estate and the proposed Middleton Grange Town Centre.

The subdivision road works includes:

- Extension of the existing Middleton Drive to Southern Cross Avenue
- Construction of a new road link, Monoplane Avenue, between Middleton Drive and Ritchie Terrace/Lonergan Avenue
- Installation of a 1.2m wide central median at the Middleton Drive/Monoplane Avenue intersection, to restrict turning movements from Monoplane Avenue, to left-in and left-out
- Intersection treatment of the Middleton Drive/Southern Cross Avenue intersection to provide dedicated left and right lanes out of Middleton Drive, and a 60m right turn lane for turning movements into Middleton Drive.
- A central median in Middleton Drive with a 3m*2m gap to as a pedestrian refuge.

The proposed road works will create two 'T' intersections with Southern Cross Avenue and Monoplane Avenue. In addition, the existing 'T' intersection with Monoplane Avenue/Ritchie Terrace/ Lonergan Avenue will be changed to a four-way cross intersection. Linemarking at the existing Middleton Drive/Little John Street intersection will also be amended.

The required traffic facilities and signs and linemarking scheme have been designed in accordance with Austroads Design Guidelines. The design drawing as indicated in the Attachment 10.1, includes the following and is recommended:

- Give-way control at the proposed Monoplane Avenue/Ritchie Terrace/Lonergan Avenue four-way intersection
- 'No Stopping', 'All Traffic Left', 'Keep Left' and 'Give-way' signs and associated C3 yellow 'No Stopping', signs

- E1' and 'BB' lines
- The existing 'School Zone' sign would be affected and needs to be relocated from west of the intersection to the east side of the intersection.

RECOMMENDATION

The Committee supports the proposed traffic facilities and associated signs and linemarking scheme as shown in Attachment 10.1.

DISCUSSION

The TfNSW representative outlined that the required relocation of the existing 40km/h 'School Zone' sign needs to be carried out by TfNSW at the developer's cost. The developer is to be advised to contact TfNSW to relocate the school zone sign and to provide additional pavement markings associated with the school zone (dragons teeth)

COMMITTEE RECOMMENDATION

That Council approves the proposed traffic facilities and associated signs and linemarking scheme in the sections of Southern Cross Drive, Middleton Drive and Monoplane Avenue, Middleton Grange, as shown in the Attachment 10.1.

ITEM 11**Whitford Road, Partridge Avenue and Dotterel Street Intersection, Hinchinbrook – Intersection Upgrade****INTRODUCTION**

Council has received funding under Federal Blackspot Program 2019/20 to upgrade the existing roundabout at Whitford Road, Partridge Avenue and Dotterel Street intersection, Hinchinbrook.

The existing roundabout has developed unacceptable crash history and improvement works involving installation of raised thresholds across all the approaches has been agreed to with TfNSW.

The Committee is requested to support the proposed upgrade as shown in Attachment 11.1 to 11.3.

ASSESSMENT

Whitford Road is a collector road, whilst Partridge Avenue and Dotterel Street are local streets. The three streets are residential streets providing access to residential properties.

Whitford Road, Partridge Avenue and Dotterel Street intersection is a four-way intersection with an existing roundabout. As indicated above, the intersection has developed an unacceptable crash history. The crashes are loss-of-control and considered to be speed related.

Hence, a treatment involving installation of raised thresholds across all the approaches have been discussed and agreed to with TfNSW and funding allocated.

Design of the raised thresholds including swept path analysis have been undertaken in accordance with the Austroads Guidelines, Australian Standards and TfNSW Technical Directions.

RECOMMENDATION

That the Committee supports the proposed upgrade and associated signs and linemarking at the existing roundabout at the Whitford Road, Partridge Avenue and Dotterel Street intersection as shown in the Attachment 11.1 to 11.3.

DISCUSSION

That the Committee discussed and supported the proposed upgrade and associated signs and linemarking at the existing roundabout at the Whitford Road, Partridge Avenue and Dotterel Street intersection as shown in the Attachment 11.1 to 11.3.

That Committee discussed that the detailed design plan is to be amended to include landscaping or fencing adjacent to the proposed thresholds on the roundabout approaches along Partridge Avenue and Dotterel Street (to ensure the thresholds are not used as pedestrian crossings).

COMMITTEE RECOMMENDATION

That Council approves the proposed raised thresholds and associated signs and linemarking on all the approaches to the existing roundabout at Whitford Road, Partridge Avenue and Dotterel Street intersection, Hinchinbrook, incorporating landscaping changes to discourage pedestrian movements as shown in Attachment 11.1.

ITEM 12

Various Streets, Liverpool LGA – Community Requests for Minor Traffic Facilities

INTRODUCTION

Council has received a number of minor traffic related requests from Councillors, Community Forums, and Federal and State Members of Parliament on behalf of local residents.

The Committee is requested to note and support the proposals outlined for the following requests.

1. **Kingsford Smith Avenue and Flynn Avenue roundabout, Middleton Grange – Road Safety Concern**

Residents have requested Council to assess road safety at the existing Kingsford Smith Avenue and Flynn Avenue roundabout. The concern relates to speeding and restricted sight distance due to an inclined on the northbound approach to the roundabout.

Action: An independent road safety auditor has been engaged to undertake a road safety audit and recommend improvement measures to address the safety concern.

Recommended measures from the road safety report will be presented to the Committee at a future meeting.

Recommendations – The Committee discussed and supported the approach for the outcome of the road safety audit being presented to the Committee at a future meeting

2. **170 Leacocks Lane, Casula – Bus Zone**

Interline Bus Company in response to a resident's request has suggested installation of a bus zone at the existing bus stop in front of House No. 170 Leacocks Lane, Casula. The suggestion is to provide a permanent definition of the bus stop.

Discussion: The Committee discussed and supported a bus zone at the frontage of the 170 Leacocks Lane, Casula, as indicated in the attachment.

Recommendations – That Council approves installation of 'Bus Zone' signs along with Pavement markings as indicated in the Attachment.

3. **Cecil Hills – Speed Review**

Council has received a request for traffic calming devices to be installed across the following streets to address speeding concerns:

1. Spencer Street
2. Lancaster Street
3. Gabrielle Street, and
4. Edinburgh Street.

Action: Speed classifications have been organised to be carried out after the school holidays (to capture more appropriate traffic conditions) in mid-February 2020. Results of the speed classification will be presented to the Committee at the March 2020 meeting.

In addition, Council has proposed and TfNSW has supported under the Blackspot program, two raised thresholds in Feodore Drive on both sides of Burlina Court in the section between Spencer Street and Stirling Street. Council is awaiting for funding allocation. If successful, these facilities will be constructed in the next financial year.

Recommendations – That the Committee noted the Information above.

4. **Tucker Road/Cleary Place, Casula – Parking at Intersection**

A resident is concerned that vehicles are parking close to the Tucker Road/Cleary Place, Casula intersection which affects sight distance when exiting from Cleary Place. The resident has requested for “No Stopping” restrictions to be installed at the intersection.

Action: Tucker Road/Cleary Place is a ‘T’ intersection in a residential area and provides access to 19 dwellings. Traffic movements through the intersection is low. To reduce vehicles parking within the statutory 10m of the intersection, “No Stopping” yellow edge lines at the intersection as indicated in the Attachment 12.1 are recommended.

Discussion: The Committee discussed and supported the discussed linemarking.

Recommendations: That Council approves ‘No Stopping’ yellow edge line at the Tucker Road/Cleary Place intersection, Casula, as indicated in the Attachment 12.1.

5. **Dampier Place, Prestons – Truck Parking**

A resident who is a truck driver has requested a section of Dampier Place be signposted to allow after hours truck parking.

Assessment:

Dampier Place is in the Prestons Industrial Area. It has a 12.8m carriageway width. The Street has unrestricted parking on both sides and forms two ‘T’ intersections with Weld Street and Whyalla Place. The road is approximately 501.4 meters long and a section Approximately 145m is unaffected driveways. This road section could be signposted to Permit truck parking after hours.

Discussion: The Committee discussed and supported the proposed after hours truck Parking.

Recommendations: That Council approves after hour truck parking in Dampier Place, Prestons, as indicated in Attachment 12.2.

6. **Hill Road, Lurnea** – Parking restrictions in the off-street car park

Business owners of the Lurnea neighbourhood shops, west of Hill Road, Lurnea have submitted a petition signed by approximately 140 local residents requesting Council to review the existing 2P parking restrictions in the carpark with a view to reduce the parking restrictions to 1P.

Assessment:

The carpark is a public carpark and has approximately 23 parking spaces. In 2016 at the business owner's request, 20 spaces were signposted as 2P and 1 as an accessible parking space with the remaining 2 spaces as unrestricted.

Consultation with adjoining other businesses that depend on the carpark will be undertaken and a report will be presented at a future committee meeting.

Discussion: The Committee noted that stakeholder consultation will be carried out and presented to the Committee at a future meeting if required.

Recommendations – That the Committee notes that stakeholder consultation will be carried out and presented to the Committee at a future meeting if required.

ITEM 13 CBD Parking Restrictions

INTRODUCTION

At its meeting on December 2019, Council considered a Notice of Motion report on traffic and parking arrangements in the Liverpool City Centre and endorsed a proposal that traffic flow along major access roads in and out of the centre could improve with changes to the current parking arrangements.

The review outlined that major streets providing access to the City Centre includes sections of: Elizabeth Street, Memorial Avenue, Moore Street, Bathurst Street, Bigge Street and Speed Street. Parking along these streets are permitted before and after the morning peak traffic, as well as after the afternoon peak traffic period. However, the starting times are not uniform. As such, uniform start and finish times to prohibit parking between 6:00 and 10:00am and 3:00pm to 7:00 pm have been endorsed.

The Committee is requested to support the proposed changes to the on-street parking along the above-mentioned streets as outlined in the report.

ASSESSMENT

Traffic and parking arrangements in the Liverpool City Centre

Arterial roads, under the care and control of Transport for NSW (TfNSW), dominate the road network providing access to the Liverpool City Centre. These include sections of: Elizabeth Drive, Hume Highway, Hoxton Park Road, Newbridge Road and Terminus Street.

These arterial roads carry significant through traffic bypassing the city centre. With this arrangement, the city centre access roads and the following associated intersections experience traffic congestion and delays, particularly during the morning and afternoon peak periods:

- Hume Highway/Elizabeth Drive intersection;
- Hume Highway/Hoxton Park Road/Macquarie Street;
- Newbridge Road/Terminus Street and Speed Street; and
- Newbridge Road/Moorebank Avenue/Heathcote Road.

In addition to the above-mentioned arterial roads, the key local road network providing access to the city centre includes sections of the following streets: Elizabeth Street, Memorial Avenue, Moore Street, Bathurst Street, Bigge Street and Speed Street. A map of the road network is as shown.



Parking arrangements along major local streets provide access to the city centre

Sections of the major local streets that provide access to the city centre have carriageway widths which permits on-street parking.

Current on street parking arrangements along these streets include:

- Timed meter parking - 1P and 2P;
- Timed parking - 2P;
- Regulated No Stopping parking restrictions at signalised intersections;
- No Parking restrictions (to permit pick up and set down);
- Bus Zones; and
- Unrestricted parking.

The start and finish times of the 1P and 2P parking along these streets are not uniform. In addition, on-street is prohibited between 6:30 and 9:30am, and 3:30 to 6:30pm. Due to extended morning and afternoon peak traffic periods, TfNSW has recommended and is implementing parking restrictions of 6:00 - 10:00am and 3:00 to 7:00pm, along major access roads with clear-ways.

Council has endorsed similar parking restrictions, during morning and afternoon peak traffic periods as well as uniform start and finish times for the timed parking arrangements along sections of Elizabeth Street; Memorial Avenue; Moore Street; Bathurst Street; Bigge Street and Speed Street, as outlined in Table 1 below:

Road Section	Existing Parking Arrangements	Recommended Parking Arrangements
Bigge Street		
<i>Warren Swy to Elizabeth St</i>		
(Both Sides)	6-10am No Stopping 3-6pm No Stopping (1P 10am – 3pm)	AM no change recommended 3-7pm No Stopping (1P 10am – 3pm)
<i>Elizabeth St to Campbell St</i>		
(Western Side – outside school)	8-9:30am Bus Zone & No Parking 2:30-4pm Bus Zone & No Parking	Add 6-8am No Stopping
(Eastern Side)	Unrestricted	AM no change recommended Add 3-7pm No Stopping
Elizabeth Street		
<i>Northumberland St to Macquarie Mall (MON-SAT)</i>		
(Southern Side)	6:30-9:30am No Stopping 3:30-6:30pm No Stopping	6-10am No Stopping 3-7pm No Stopping
<i>Macquarie Mall to George St</i>		
(Northern Side)	No Stopping & Bus Zone	No change recommended
<i>George St to Bigge St</i>		
(Southern Side)	6:30-9:30am No Stopping	6-10am No Stopping

	3:30-6:30pm No Stopping	3-7pm No Stopping
(Northern Side)	6:30-9:30am No Stopping 3:30-6:30pm No Stopping	6-10am No Stopping 3-7pm No Stopping
Bathurst St		
<i>Elizabeth St to Moore St</i>		
(Western Side)	6-10am No Stopping (2P 10am–3pm)	No change recommended
(Eastern Side)	2P 9am-6pm	No change recommended
<i>Moore St to Memorial Ave</i>		
(Western Side)	6-10am No Stopping (2P 10am–3pm)	No change recommended
(Eastern Side)	2P 9am-6pm	No change recommended
<i>Memorial Ave to Norfolk Swy</i>		
(Western Side)	No Stopping	No change recommended
(Eastern Side)	6:30-9:30am No Stopping 3:30-6:30pm No Stopping	6-10am No Stopping 3-7pm No Stopping
Memorial St		
<i>Hume Hwy to Castlereagh St</i>		
(Northern Side)	6:30-9am No Parking (1P 9am-6pm)	6-10am No Stopping 3-7pm No Stopping (1P 10am-3pm)
(Southern Side)		No change recommended
<i>Castlereagh St to Bathurst St</i>		
(Northern Side)	6:30-9:30am No Stopping 3:30-6:30pm No Stopping (1P 9:30am – 3:30pm)	6-10am No Stopping 3-7pm No Stopping (1P 10am-3pm)
(Southern Side)		No Change recommended
<i>Bathurst St to George St</i>		No Change recommended

RECOMMENDATION

That:

The Committee supports the above changes to the parking arrangements, along sections of Elizabeth Street; Memorial Avenue; Moore Street; Bathurst Street; Bigge Street and Speed Street. A drawing of the signs to be presented to TfNSW, for approval prior to installation.

DISCUSSION

The Committee discussed and supported the proposed changes to the parking restrictions as presented. The Committee noted that a drawing of the signs to be presented to TfNSW, for approval prior to installation.

COMMITTEE RECOMMENDATION

That Council approves the proposed adjustments to the existing signs as indicated in the body of the report.

ITEM 14	ITEMS APPROVED UNDER DELEGATED AUTHORITY
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INTRODUCTION

This item provides a summary of minor traffic facilities that have been approved under the Liverpool Pedestrian, Active Transport and Traffic Committee Delegated Authority by TfNSW and Police representatives over the two-month period, between 11 November 2019 and 8 January 2020.

Delegated Authority No.	Location	Description of Proposal
2019.041	Mackeys St, Horningsea Park	Installation of No Parking and No Stopping restrictions
2019.044	Venezia St, Prestons	Installation of 'BB' lines
2019.045	Whyalla Pl, Prestons	Installation of No Stopping restrictions
2019.046	Wilby St, Derby Cr & Rugby Cr, Chipping Norton	Installation of 'BB' lines
2019.047	Collins Lane, Liverpool	Installation of No Stopping restrictions
2019.048	Riverside Rd, Chipping Norton	Installation of No Stopping restrictions
2019.049	Cabramatta Ave, Miller	Installation of No Stopping restrictions
2019.050	Forbes St, Liverpool	Installation of Works zone
331617.2019	Ingham Drive, Casula	Relocation of existing 'No Stopping' sign
329833.2019	Wilson Road, Green Valley	Installation of 'No Parking Police Vehicle Excepted' signs
329837.2019	Venezia Street and Toscana Street intersection, Casula	Installation of 'BB' and yellow C3 edge linemarking
317366.2019	Bringelly Road, Horningsea Park	Linemarking and signposting scheme for the Bringelly Road Business Hub
317363.2019	145 Edmondson Avenue, Austral	Sign and Linemarking scheme of a new subdivision
310497.2019	Wulbanga Street, Preston's	Installation of 'No Stopping' restrictions in the cul-de-sac
317358.2019	Thirteenth Avenue, Austral	Sign and Linemarking scheme of a new subdivision

RECOMMENDATION

That:

1. The Committee notes the above Delegated Authority applications approved by the NSW Police Force and Transport for NSW (TfNSW) representatives over the two-month period between 11 November 2019 and 8 January 2020.

DISCUSSION

The Committee noted the items approved under delegated authority.

COMMITTEE RECOMMENDATION

That Council approves the works endorsed through delegated authority approvals during the period between 11 November 2019 and 8 January 2020.

TECHNICAL DISCUSSION ITEMS

ITEM	LOCATION/ISSUE	REMARK
TD1	Alfred Road Chipping Norton - Request for relocation of 3-tonne load limit sign	<p>The request is to relocate the existing load limit sign to Wendlebury Road. The request is to be discussed.</p> <p>It was discussed and agreed that the load limit sign can be relocated as requested. Delegated authority approval for the relocation will be sought.</p>
TD2	Alfred Road Chipping Norton – Request for 40km pavement marking	<p>TfNSW is responsible for Speed management. TfNSW to advise whether the requested pavement marking is supported.</p> <p>TfNSW is responsible for speed management including the requested pavement marking. The TfNSW representative advised that the agency current speed management guideline does not support the requested pavement marking. Hence the Committee did not support the requested pavement marking.</p> <p>The Committee noted that Epsom Road near its intersection with Newbridge Road has an existing 40km pavement marking because it carries significant traffic. The pavement marking is faded and needs to be re-linemarked.</p>
TD3	Liverpool City Centre – Sydney Water Waste Infrastructure Upgrade – Traffic Impact of the upgrade works	<p>The proposed upgrade works is along sections of George Street and Elizabeth Street. The upgrade works would be carried out at nights however, construction compounds would be set up during the day which would affect traffic movements.</p> <p>Committee to note the possible traffic impact particularly on bus movements in the Liverpool City Centre.</p> <p>The Committee noted the proposed upgrade works and the possible impacts on traffic movements and the bus stop on Elizabeth Street close to its intersection with George Street.</p> <p>The work would also affect the existing on-street parking for police vehicles. These spaces are to be accommodated in the Warren Serviceway Car Park, via George Street during the upgrade works.</p>

GENERAL BUSINESS ITEMS

ITEM	LOCATION/ISSUE	REMARK
GB1	Liverpool Hospital - Infrastructure Works at Campbell and Forbes Street	<p>Infrastructure works at Liverpool Hospital will take place over a three-month period from early February 2020.</p> <p>The proposed works would affect bus routes as well as school parking on Forbes Street. Therefore consultation is required with Interline Transit Systems and the school regarding the nature of the works.</p>
GB2	Soldiers Parade – Near Edmondson Park Railway Station, collisions at the “S Bend”	<p>The Liverpool Police advised that there have been two recent head on crashes at “S Bend” portion of Soldiers Parade, Edmondson Park close to Bernera Road.</p> <p>The first crash involved a motorist travelling at approximately 120km/h which collided with an oncoming vehicle on the wrong side of the road.</p> <p>The second crash involved a vehicle travelling on the wrong side of the road which resulted in injury to a motorist stepping out of their vehicle.</p> <p>The Committee discussed the possible causes of the crashes and noted that at the S Bend, the four-lane Bernera Road merges with the two-lane Soldiers Parade and the merge might be contributing to vehicles travelling on the wrong side of the road.</p> <p>Council is to investigate the need for a median island, or yellow marking/flaps to improve road safety at the subject location.</p>

QWN 01	Question with Notice - Cllr Hagarty - Community Sport Infrastructure Grants
Strategic Direction	Creating Connection Implement access and equity for all members of the community
File Ref	025437.2020

QUESTION WITH NOTICE

Please address the following:

1. Did Council make any applications for the Federal Government's Community Sport Infrastructure Grants?
2. If so, what for and how much was requested?

Response

Liverpool City Council did not submit any applications to the Community Sport Infrastructure grant program which closed in September 2018.

Two community sporting organisations in the Liverpool LGA were successful in gaining funding of \$50,000 under this program.

- Kemps Creek Soccer Club (\$50,000 – Floodlighting improvements)
- Moorebank Soccer Club (\$50,000 – Floodlighting improvements)

Council subsequently provided support to both the Kemps Creek Soccer Club and Moorebank Soccer Club to complete their floodlighting projects.

ATTACHMENTS

Nil

QWN 02	Question with Notice - Cllr Rhodes - Public Art for New Civic Centre
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Strategic Direction	Creating Connection Provide community facilities which are accessible to all
File Ref	033779.2020

QUESTION WITH NOTICE

At a recent Art exhibition by local artists held at CPAC, there were a number of paintings based on the theme "The history of Liverpool". It would be an opportunity for Council to support both local artists and provide appropriate art in the new Civic Centre.

Question

Could paintings be nominated by the public for possible purchase by Council to be hung in the new Civic Centre once it is built?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 03	Question with Notice - Cllr Rhodes - Seniors Community Consultation
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Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	033792.2020

QUESTION WITH NOTICE

Council recently identified the concerns seniors identified having a healthy, mind, body and feeling safe as what matters most to them and that Council will be considering policies and strategic directions towards creating and age-friendly City.

Questions

1. When will Council be presenting policies to deliver an Age Friendly City?
2. Will there be a specific Council workshop through which Councillors and Community are invited to participate?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 04**Question with Notice - Cllr Rhodes - Monitoring of
Air Quality in Child Care Centres**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	033799.2020

QUESTION WITH NOTICE

Children's services is working closely with NSW Health and the Rural Fire Services to ensure that risks are minimised for Children and their Families, protecting their health, while in Council's Early Education Centres.

Questions

1. What is Council doing to educate and protect the health of Children who do not attend Early Education Centres, or an Education Centre that does not belong to Liverpool Council?
2. How can Liverpool Council ensure the protection of all Liverpool residents during periods of poor air quality?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 05	Question with Notice - Cllr Rhodes - Liverpool Community Hub
Strategic Direction	Leading through Collaboration Increase community engagement
File Ref	033804.2020

QUESTION WITH NOTICE

Recently Liverpool Council partnered with Community Hubs Australia to support the National Community Hubs Program in Liverpool.

The purpose of the Hubs are to:

Connect Families with each other, their school and existing services and local organisations, that can supply health, settlement support and socialising for Migrant mothers.

Questions

1. What does the new National Community Hubs do that was not already being supplied through the Migrant Resource Centre other than a closer connection to the school children may attend?
2. What is the manner in which Council has partnered with the new National Community Hubs, what does Council actually contribute?
3. Does it cost Council money and if so how much?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 06	Question with Notice - Cllr Harle - Membership on Planning Panels
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Strategic Direction	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
File Ref	033809.2020

QUESTION WITH NOTICE

Council currently operates two Planning Panels that assess Development Applications.

One is the Local Planning Panel and the other is the Sydney Western City Planning Panel. Both Panels have Councillor appointed members.

Can Council ensure that whenever possible the required number of panel members are present at each of the meetings?

Over the past 18 months there has been a notable absence of the required number of panel members assessing development applications for the Liverpool LGA. This is despite having several alternative members listed on the eligibility list.

Is it possible to extend that list and ensure adequate community representation takes place at each and every Panel Meeting?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 07	Question with Notice - Clr Ayyad - Memorial School of Arts
Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources
File Ref	040253.2020

QUESTION WITH NOTICE

Please address the following:

1. How much was spent on the upgrade of the surrounds of the school of arts?
2. Who prepared the landscaping plan?
3. How much was spent on the design of the landscaping plan?
4. How much did it cost to deliver the landscaping plan?
5. Can you please provide photos of the completed landscaping plan and any media releases related to it?
6. When was the school of arts leased out?
7. When was agreement reached?
8. How much income has been received so far from the lease?
9. When does the lease finish.

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 08**Question with Notice - Cllr Hadchiti - Section
7/11's**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040289.2020

QUESTION WITH NOTICE

Please address the following:

1. Is Council aware if the NSW Audit is undertaking a performance audit on Section 7/11's?
2. Has Council undertaken any audits internally/externally on Section 7/11's during this term of Council and if so, can we be provided with these reports?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 09

**Question with Notice - Cllr Hadchiti -
Contamination Reports**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040302.2020

QUESTION WITH NOTICE

I thank staff for their response regarding contamination reports in the last business paper.

Please address the following:

1. Has Council ever undertaken a survey from companies that have provided contamination reports as part of DA's to seek feedback on Council processes?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 10	Question with Notice - Cllr Hadchiti - Moorebank Recyclers
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040317.2020

QUESTION WITH NOTICE

Please address the following:

1. Has any progress been made on ensuring we don't see a recycling facility in Georges Fair?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

QWN 11

Question with Notice - Cllr Hadchiti - Civic Place

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040329.2020

QUESTION WITH NOTICE

Please address the following:

1. By submitting an early works DA for Civic Place, can it be interpreted by the public that Council has already determined the final outcome of the building DA before a building DA has even been submitted?

A response to these questions will be provided in the 25 March 2020 Council meeting business papers.

ATTACHMENTS

Nil

NOM 01

Out of Office Hours Compliance Officers

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	033822.2020
Author	Karress Rhodes - Councillor

BACKGROUND

It is not acceptable for Liverpool Council to only provide Compliance Officers to address the needs of the community between the hours of 9am to 4pm.

There are numerous reports from constituents directly to Councillors that the public are aware that it is publicly known that the Council's Compliance Officers do not start before 9am and finish at 4pm Monday to Friday and that violations are on the increase outside those timeframes.

Council has to recognise that violations do not tab on and off in between 9am and 4pm and in fact the constituents knowledge of the compliance officers working hours has directed them to violate more outside those hours when they know the Compliance Officers are not clocked on.

Reporting of any violation to police outside the compliance officers working hours is not working.

Compliance complaints such as parking, and noise need to be addressed at the time of the violation and this is not currently being done.

At the recent Traffic Committee Meeting it was noted that it only takes one car to park illegally outside the Compliance Officer's clock in time to park in the Liverpool City's through traffic flow streets to cause considerable traffic congestion and disruption to Liverpool Constituents getting to and from work.

Traffic congestion in the Liverpool CBD is not conducive to encouraging further business and job opportunities as we embark on selling Liverpool as the third city of Sydney. It is as equally damaging to our future prospects as the lack of provision of adequate parking to support business and jobs within the CBD.

In our suburbs Councillors are receiving more and more direct contact complaints by constituents who say they have lost confidence in reporting complaints through the Council

complaints system or that they are frustrated by their issues falling outside the Compliance Officer's clock in and out times.

It has been reported to Councillors of air quality violations that operate outside the Compliance Officer's clock in or out times.

It has been reported to Councillors that noise complaints often occur on weekends when Council has no Compliance Officers on the ground and able to investigate the complaint at the time of the violation.

Violations are increasing in hours of operation outside the hours that Liverpool Council Compliance officers work and a solution has to be found.

NOTICE OF MOTION

That Council:

1. Provide a costing report to the March Council Meeting for providing on the ground services by compliance officers during, and between 7am – 9am and 4pm – 10pm seven days a week each year.
2. Consider:
 - a. Cost to employ directly such officers under stipulated agreement to the hours needed by Council and not subject to overtime rates; and / or
 - b. Cost in overtime to utilise existing compliance officers on a rotation basis to service the out of hours requirements of Council; and / or
 - c. Contractual agreement through a local business with payment on invoice to Council for services supplied in responding to incidences within the outlined times.

CHIEF EXECUTIVE OFFICER'S COMMENT

A report will be provided at the March Council meeting as requested in the NOM. The report will include consultation with:

- People and Organisation Development
- Work Health and Safety
- Finance
- Legal

It should be noted that the Rangers currently work on a roster of 7 days a week from 8am to 4.30pm. In addition, Animal Rangers are rostered on call 24 hours 7 days a week.

ATTACHMENTS

Nil

NOM 02

Wildlife Protection Special Levy

Strategic Direction	Strengthening and Protecting our Environment Protect and enhance bushland, rivers and the visual landscape
File Ref	033842.2020
Author	Karress Rhodes - Councillor

BACKGROUND

The recent devastation of Australian wildlife through drought, fire and floods has made it vitally important that everything possible is being done to protect and promote their survival in an environment that is becoming increasingly hostile to them.

Australia's international identity and tourism that contributes \$57.3 billion to the Australian economy has to be retained at all costs.

We can no longer, not consider the harm that the urban sprawl is doing to the habitats of our wildlife and all levels of government including local government must have a unified understanding of the issues and a unified approach to the solutions needed.

Liverpool Council has to do its part. It is no longer a question of identifying established wildlife corridors, it is now a necessity for Liverpool Council to create safe corridors. To plant koala feeder trees within these corridors and most important to connect all corridors with neighbouring LGA's and with safe road crossings where they are necessary in linking the corridors.

It is important more than ever that Liverpool Council continues discussions with the Department of Defence to make available corridors through their land to protect and nurture Australian wildlife.

It is important the wildlife corridors are created, locally, throughout the State of NSW and Nationally in order to provide Australian wildlife with access to routes without fences to escape any future fire threats.

It is not acceptable that 800 million of Australia's wildlife was impacted by the recent fires.

It is not acceptable, that although Liverpool was not impacted in the recent fires, it is not acceptable that Liverpool does not respond to the warning and make sure we have done all that is possible to protect wildlife for not if it happens but when it happens in Liverpool.

NOTICE OF MOTION

That Council

1. Recognises the importance of wildlife protection and the economic benefits that Australian wildlife contributes through tourism to local and national economies;
2. Create a Wildlife Protection special levy on any development application that is increasing densities in the Liverpool LGA new release areas;
3. Retain funds collected from the levy in a special allocation account to be used in support of providing wildlife protection throughout the Liverpool LGA;
4. Identify wildlife protection corridors and wildlife road crossings in the LLEP; and
5. Write to the State and Federal Governments, WSROC and all Councils within the Western City requesting support for preservation of Wildlife Corridors and Wildlife Road Crossings that is consistent throughout all NSW LGA's.

CHIEF EXECUTIVE OFFICER'S COMMENT

Provisions of the Local Government Act 1993 that govern Council fees for services (Section 608) were investigated as to whether a levy for wildlife protection can be utilised. After a review of the relevant provisions of the Act it is considered inappropriate to seek to impose a wildlife protection levy under the guise of a fee for service. Council is unaware of a legal mechanism by which a levy can be collected for this purpose as part of the lodgement of a development application.

It should be noted that the Growth Centres Biodiversity Offset Program is an existing mechanism that is funded from a special infrastructure contribution that applies within the Growth Centres and supplemented by general government revenue. This fund is used to secure priority biodiversity offsets and cover their ongoing management.

Council's Local Strategic Planning Statement (LSPS), currently with the Greater Sydney Commission (GSC) for Assurance, includes a local planning priority relating to wildlife and biodiversity: *Planning Priority 14 - Bushland and waterways are celebrated, connected, protected and enhanced.*

The Priority states that Council will:

- Protect and restore naturally occurring ecosystems and habitat based on best practice biodiversity conservation principles.
- Minimise threats to listed species, populations and communities.
- Establish and enhance a Green and Blue Grid corridor network.

- Collaborate with DPIE to implement the Cumberland Plain Conservation Plan.

Specific actions include:

- Action 14.1: Review Environmentally Significant Land overlay in LEP to ensure protection of areas of high ecological conservation value (short term)
- Action 14.2: Review LEP and DCP to ensure protection of biodiversity and waterway quality, and implement the Green Grid (short to medium term)
- Action 14.4: Collaborate with Department of Defence and neighbouring councils to investigate a koala habitat protection corridor (short term)

Council has already completed an update to its Biodiversity Study. The Study included an assessment of connectivity and corridors and is informed by a regional corridor map that was prepared by the former-OEH, the Biodiversity Investment Opportunities Map (BIO Map). The Study will inform a new terrestrial biodiversity overlay, which will help to protect the LGA's important biodiversity assets.

Council has also commissioned a Green Grid Study, which includes consideration of the new terrestrial biodiversity overlay. The Green Grid Study will map the LGA's important ecological corridors, and identify opportunities for linking gaps in the network.

There is further corridor planning occurring at the regional scale through the Cumberland Plain Conservation Plan (CPCP), being developed by Department of Planning, Industry and Environment (DPIE). Council officers have been called on to provide input into the CPCP and will continue to provide comment throughout the development of the Plan, to request that corridors are considered in a systematic manner at a scale beyond our LGA.

Council wrote to the Department of Defence on 13 August 2019 in regard to ensuring the protection of the only known koala populations in the LGA, located on Commonwealth Defence land at Holsworthy. The Minister for Defence responded to Council on 15 October 2019, stating that the Department was committed to ensuring its activities were compatible with the Commonwealth Koala Conservation and Management Plan and New South Wales Recovery Plan for the koala, and noting that populations were well protected. It is the Department of Defence's view that there is adequate management of natural resources in the Holsworthy Training Area, and that the koala population on those lands are well protected.

Council officers continue to advocate for regional level considerations for biodiversity corridors in all forums in which they operate, engaging stakeholders at all levels of government.

ATTACHMENTS

Nil

NOM 03

Rail Services West of Bankstown

Strategic Direction	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
File Ref	038959.2020
Author	Nathan Hagarty - Councillor

BACKGROUND

The South West Metro project will soon begin, tearing up the existing Bankstown line and converting it to a metro. This will remove Liverpool's 'express' route to the City Circle. Transport for NSW is now seeking feedback on proposed rail service options for train stations west of Bankstown once the metro is open.

Council has previously advocated on behalf of the community for a genuine express service from Liverpool to the City Circle, it should do so again.

NOTICE OF MOTION

That Council:

- 1 Makes a submission to Transport for NSW:
 - Endorsing Option 2, the restoration of the City via Regents Park line, as its preferred option;
 - Requesting peak services for Option 2 are genuine express services;
 - That Option 2 be implemented, not in 2024 when the Metro opens, but as soon the existing Bankstown line is closed; and
 - That the route be named 'City via Regents Park' line.
- 2 Continues to advocate for:
 - Genuine express services from Liverpool to the City Circle; and
 - Better public transport services in Liverpool.

CHIEF EXECUTIVE OFFICER'S COMMENT

Council will make a submission to Transport for NSW (TfNSW) on this matter.

Council's resolved position to date has been to support the Metro City – South West project and its extension to Liverpool as a priority. Council has made and will continue to make

representations for the Bankstown to Liverpool metro extension. This is reflected as Local Planning Priority 1 in Council's Local Strategic Planning Statement – Connected Liverpool 2040.

Council regularly makes representations to TfNSW for fast and efficient train services between Liverpool and Central Sydney and beyond. Additional train services, particularly express train services to the City is supported.

ATTACHMENTS

Nil

NOM 04	Flooding & Drainage Management Austral Precinct
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Strategic Direction	Strengthening and Protecting our Environment Protect and enhance bushland, rivers and the visual landscape
File Ref	040359.2020
Author	Tony Hadchiti - Councillor

BACKGROUND

All will be aware of the storm events that occurred over the weekend of the 8th & 9th of February 2020 with parts of the LGA impacted with flooding.

In the past the Director of City Presentation has actioned my requests for drainage management along, for example, Fourth Ave Austral.

Whilst I am no engineer or flood expert being on the ground in the Austral area on Sunday my eyes told me that the flooding would not have been so bad if water was able to freely run through the drainage channels and into Kemps Creek.

The Creek had capacity, but the water was struggling to get there for a variety of reasons, overgrowth in channels, channels along roads not interconnecting, small pipes under driveways at entry points to properties, etc.

I can expand on the above during the meeting and can provide photos if required.

NOTICE OF MOTION

That Council:

1. Direct the CEO to immediately put a plan in place to:
 - a. Clear out the water channels along the road verges that collect water at Austral;
 - b. Connect these channels to each other;
 - c. Replace any driveway crossover pipes that restrict the flow of water; and
 - d. Remove any trees in close proximity to the water channels which are deemed unsafe due to root exposure etc and plant replacement trees elsewhere in lieu of.

2. Direct the CEO to urgently make contact with the Minister responsible for roads so that discussions can take place around the detrimental effects of the water detention basin they built on the Corner of Bringelly Road and Fourth Ave; and
3. Allocate funds from the unrestricted reserve to ensure these works are funded immediately.

ATTACHMENTS

Nil

NOM 05

Auditory Processing Disorder

Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	040517.2020
Author	Charishma Kaliyanda - Councillor

BACKGROUND

Auditory Processing Disorder (APD) is a problem with recognizing and interpreting the meaning of sounds. People with APD have normal hearing but have trouble listening, learning and concentrating in noisy environments, such as classrooms. Experts estimate that APD affects between 3 and 10% of school-aged children.

APD can often look like or be confused with language problems, learning difficulties, Autism Spectrum Disorder (ASD), or attention deficit hyperactivity disorder (ADHD). Because of this, it can often be hard to diagnose. Diagnosis can also be hampered by the length and complexity of the testing process (it requires testing by 3 different specialized health professionals and can take over 4 hours), as well as the associated costs of testing.

Awareness of APD, both in the education system and in the broader community, is also very low. Liverpool has a large migrant and refugee community, many of who may not have ever come across APD previously.

Public libraries have many necessary functions. Not only are they an important meeting point for many within our community, they are also a reference point for information and resources. This is particularly true for marginalized members of our community, such as those from a refugee or migrant background, those with limited financial resources and those with disabilities.

Early diagnosis and intervention is crucial to closing the achievement gap for those with APD. Awareness and education about the existence of APD and its impact on people is an important step in facilitating early diagnosis.

Having resources and information available in public spaces can help those in our community with APD to feel like they are visible and acknowledged members of our community, and can hopefully help those who are not aware of APD to learn more and enable better outcomes for those in their family or social network.

NOTICE OF MOTION

That Council:

1. Use Auditory Processing Disorder Awareness Day (4 April), as an opportunity to educate and raise awareness about APD in the Liverpool community;
2. Work with Australian Hearing (the peak body for hearing and auditory processing related problems) to have educational resources available at our public libraries;
3. Develop a public display at Liverpool City Library about APD for the community;
4. Purchase phonics resources and educational materials for the regular collection of the Liverpool library network; and
5. Source educational resources about APD suitable for multicultural communities.

ATTACHMENTS

Nil

NOM 06

Media in Election Period

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040547.2020
Author	Tina Ayyad - Councillor

BACKGROUND

With the Council election set for September this year it is important that Council focus on delivering services to the community and that no perception exist that Council resources are used for campaigning.

NOTICE OF MOTION

In the 6 months prior to any voting (including prepoll), that Council no longer use any social media channel to display any picture or name of a Councillor or any other form of Council advertisement (including newsletters etc).

ATTACHMENTS

Nil

NOM 07

Personnel Matter

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	040536.2020
Author	Tina Ayyad - Councillor

NOTICE OF MOTION

That Council move into closed session to discuss a personnel matter, in accordance with the provisions of section 10A(2)(a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors).

ATTACHMENTS

Nil