

# COUNCIL AGENDA

ORDINARY COUNCIL MEETING

16 December 2020

You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held online on **Wednesday, 16 December 2020** commencing at 6.00pm.

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.



**Dr Eddie Jackson**  
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 Acquisition of Pt Lot 972 in DP 1247475 being Part of 45 Seventh Avenue, Austral for open space purposes

*Reason: Item CONF 01 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 02 Tourism and CBD Committee - New Community Representatives

*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 Acquisition of Lot 700 in DP 1244341 Rainbows Way, Leppington for drainage purposes

*Reason: Item CONF 03 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.*

## ORDER OF BUSINESS

CONF 04 Public Sector Working Hubs

*Reason: Item CONF 04 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 05 Liverpool City Centre Parking Meters

*Reason: Item CONF 05 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 06 Liverpool Civic Place - Project Update and Revised Funding Options

*Reason: Item CONF 06 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 07 Interim Heritage Order - 122 Atkinson Street, Liverpool

*Reason: Item CONF 07 is confidential pursuant to the provisions of s10(A)(2)(a) (b) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors); AND matters concerning the personal hardship of any resident or ratepayer.*

**Close**



**MINUTES OF THE ORDINARY MEETING  
HELD ON 25 NOVEMBER 2020**

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**PRESENT:**

Mayor Wendy Waller  
 Councillor Ayyad  
 Councillor Ballot  
 Councillor Hadchiti  
 Councillor Hadid  
 Councillor Hagarty  
 Councillor Harle  
 Councillor Kaliyanda  
 Councillor Karnib  
 Councillor Rhodes  
 Councillor Shelton  
 Dr Eddie Jackson, Acting Chief Executive Officer  
 Mr George Hampouris, Acting Director City Corporate  
 Ms Tina Sangiuliano, Acting Director City Community and Culture  
 Mr David Smith, Acting Director City Economy and Growth  
 Mr Peter Patterson, Director City Presentation  
 Mr Raj Autar, Director City Infrastructure and Environment  
 Mr Vishwa Nadan, Chief Financial Officer  
 Mr John Milicic, Manager Property Services  
 Mr George Georgakis, Manager Council and Executive Services  
 Ms Maree Stewart, Coordinator Council and Executive Services (minutes)

The meeting commenced at 6.00pm.

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**STATEMENT REGARDING WEBCASTING  
OF MEETING**

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

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

The prayer of the Council was read by the Acting Chief Executive Officer, Dr Eddie Jackson.

**APOLOGIES**

Nil.

**CONDOLENCES**

**Pastor John Keane (read by Mayor Waller)**

Tonight, we pause to remember the Liverpool Baptist Church elder and West Hoxton Community Church Pastor, John Keane.

Born in Glebe in 1943, Pastor Keane devoted his life to helping others in the community.

He started attending Sydney City Mission and the Christian youth organisation, the Boys Brigade while growing up in Glebe.

At age 15, he qualified as an engineer and spent more than 50 years working in the truck building industry.

He continued his community work and his devotion to his faith during these years.

After he and wife Rita married in 1971 and moved to Punchbowl, Pastor Keane became a Sunday school teacher and preacher at Riverwood Methodist Church.

The couple and their five children moved to Liverpool 36 years ago. They joined Liverpool Baptist Church soon after.

He became a preacher at church services, taught Sunday school and captained the Boys Brigade.

Pastor Keane was also passionate about his missionary trips to outback Australia.

He served as the Pastor at West Hoxton Community Church for 17 years, only retiring a few weeks ago due to his health.

Pastor Keane was diagnosed with pancreatic cancer in July 2019.

The grandfather of six died on Monday 9 November at age 77.

At his memorial service on Monday 16 November, daughter Melinda spoke about her father's dedication, integrity and passion for helping others.

She said if he heard someone needed help, he would run to their aid and assist any way he could.

Melinda also spoke of her father's zest for life and his love for his family and his congregation.

On behalf of Liverpool City Council, I express my deepest condolences to Pastor Keane's family and friends during this difficult time.

May he rest in peace.

**Mrs Jo-Anne Margaret McIntosh (read by Cllr Kaliyanda)**

Tonight we pause to remember a committed and passionate member of the Liverpool community.

Jo-Anne Margaret McIntosh was born on 3 September 1958 and sadly passed away on 5 November 2020 at 62 years of age. Jo-Anne is the daughter of Ron and Margaret Blayney and has a sister, Jenny and two brothers Garry and Greg who grew up in Cabramatta.

Jo-Anne and her beloved husband Robert, lived in Glenfield when they were first married, then moved to Moorebank, Holsworthy, settling in Wattle Grove in recent years.

The most pride that Jo-Anne had was her family telling many stories of her children Elizabeth and Greg growing up into the wonderful people they are today.

Jo-Anne gave so much of herself to her family, to her friends and community and was respected by everyone who knew her. She led her life to the fullest and cared for those around her.

During her early adult years, Jo-Anne loved travelling and lived all over Europe working for Contiki. Throughout her life she continued to travel experiencing culture, learning and enriching her life by travelling all over the world.

She was involved in lots of community work throughout her life, always selfless and giving.

Over 40 years ago Jo-Anne was a member of the Lions Club of Cabramatta and in 1979 was Cabramatta Lions Club's Miss Personality at the International Fespic Games for the Disabled where she wooed the community to support the Games.

A beauty inside out she was also crowned Miss South West Suburbs in 1981.

Jo-Anne was extremely community minded, it was in her DNA. She joined the Lions Club of Wattle Grove 4 years ago and was always ready to help with every fundraiser and activity, particularly sharing her creative, organisational and baking skills.

Recently, Jo-Anne was involved in fundraising for and raising awareness about the needs of those experiencing domestic and family violence in our community. She contributed to the establishment of a new women and children's refuge in south-west Sydney.

She was a member of the Australian Decorating Network and early this year assisted in organising and baking for the Bunnings Cake Bake bushfire relief sale for Young which raised over \$40,000 for the Young community.





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

EGROW 03: Street Naming Request - Austral

Reason: Clr Shelton personally knows family members of an individual named in the report.

Clr Hadid remained in the virtual room for the duration of the item.

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

CONF 03: 2021 Australia Day Awards

Reason: Clr Hagarty personally knows a nominee.

Clr Hadchiti left the virtual room for the duration of the item.

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

CONF 03: 2021 Australia Day Awards

Reason: Clr Hagarty personally knows a nominee.

Clr Hagarty left the virtual room for the duration of the item.

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

CONF 03: 2021 Australia Day Awards

Reason: Clr Rhodes personally knows a nominee.

Clr Rhodes remained in the virtual room for the duration of the item.

Clr Hadid declared a non-pecuniary, but significant interest in the following item:

CORP 05: Proposed Funding - Edmondson Park Basin 14

Reason: Clr Hadid is President of a non-profit organisation and part of their land is going through compulsory acquisition.

Clr Hadid left the virtual room for the duration of the item.

## PUBLIC FORUM

### Presentation – items not on agenda

Nil.

### Representation – items on agenda

1. **Ms Lawrissa Chan and Mr Greg Parkes** made a presentation to Council on the following item:

**Item CORP 07** Annual Financial Reports 2019/20

2. **Mr Michael Andjelkovic** made a written submission to Council on the following item:

**Item QWN 06** Question with Notice - Clr Rhodes - Delivering a Multicultural Park for Liverpool.

3. **Mr David Borger**, Chairperson of the Liverpool Innovation Precinct, made a written submission to Council on the following item:

**Item EGROW 05** Planning proposal request to rezone land and amend development standards in the Liverpool Local Environmental Plan for land at Moore Point Bridges Road, Moorebank.

4. **Mr Aras Labutis**, on behalf of Coronation Developments made a written submission to Council on the following item:

**Item EGROW 05** Planning proposal request to rezone land and amend development standards in the Liverpool Local Environmental Plan for land at Moore Point Bridges Road, Moorebank.

5. **Ms Camilla Firman**, on behalf of Mecone made a written submission to Council on the following item:

**Item EGROW 05** Planning proposal request to rezone land and amend development standards in the Liverpool Local Environmental Plan for land at Moore Point Bridges Road, Moorebank.

**MAYORAL MINUTE**

**ITEM NO:** MAYOR 01  
**FILE NO:** 321366.2020  
**SUBJECT:** Selection of Chief Executive Officer

This matter is to be dealt with at the end of the meeting in Closed Session pursuant to the provisions of S10A(2)(a) of the Local Government Act 1993 because it contains personal matters concerning particular individuals (other than councillors).





























**COMMITTEE REPORTS**

**ITEM NO:** CTTE 01

**FILE NO:** 274456.2020

**SUBJECT:** Minutes of the Liverpool Heritage Advisory Committee meeting held on 18 August 2020

**COUNCIL DECISION**

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

That Council receives and notes the minutes of the Liverpool Heritage Advisory Committee meeting held on 18 August 2020.

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











**QUESTIONS WITH NOTICE**

**ITEM NO:** QWN 01  
**FILE NO:** 287587.2020  
**SUBJECT:** Question with Notice - Clr Balloot - Mental Health Issues

2020 has been an extremely stressful year for many; fire, floods and now COVID.

Many in our community continue to suffer with mental health issues.

Adolescence and young individuals are particularly vulnerable to external pressures of every life.

Please address the following:

With the added unprecedented pressures:

1. What initiatives/programs has Council supported to assist the community and particularly adolescence and young person's when dealing with mental health issues?
2. Has Council conducted a review of services available to the local community?
3. What initiatives has Council implemented to support the mental health of staff during this unprecedented time?

**Responses**

- 1. *What initiatives/programs has council supported to assist the community and particularly adolescence and young person's when dealing with mental health issues?***

Primary responsibility for mental health rests with Federal and State agencies. However, Council plays an important role in support of statutory services through advocacy, representation and the provision of preventive and supportive programs and projects, some of which are highlighted below.

Council is committed to supporting community members experiencing mental health concerns. In a broader sense, the work of Council's Community Development team addresses mental health concerns by all community groups through supporting the delivery of programs and initiatives that aim to increase social cohesion, reduce isolation and build community capacity. To support residents to access programs and activities, Council advocates and makes representation on mental health issues with and on behalf of the

community to relevant government agencies, including SWSLHD, Headspace, and NSW Refugee Health Services directly or indirectly at forums and networks .

Council's Community and Culture directorate supports a number of community-based initiatives which work to address mental health, raise awareness and reduce the stigma surrounding mental health issues in the community. These include:

#### *Community Development*

- Supporting the delivery of the 2018 “Mental Health in CALD Communities” Symposium, which discussed mental health, wellbeing and recovery for CALD communities in partnership with a number of South West/Western Sydney Councils and Local Health Districts;
- Participating in the planning and delivery of “Tackling the Challenge: Talking Men’s Health” in partnership with SWSLHD. This project aims to identify the factors and experiences influencing men’s mental wellbeing across South West Sydney by interviewing men who have experienced trauma, addiction, homelessness or other life-changing circumstances and exploring how they successfully navigated their issues by seeking support from appropriate services. This project will raise awareness of men’s health issues and works to reduce the stigma associated with mental health particularly in young men;
- Council is a leading partner, alongside Fairfield City Council, in convening the Fairfield/Liverpool Homelessness Interagency, which brings together government and non-government organisations who work to support people who are experiencing or are at risk of homelessness, including providing access and connection to mental health services;
- Council is a leading partner, alongside Fairfield, Campbelltown and Canterbury-Bankstown City Councils, Macarthur Disability Services and The Multicultural Network in convening the Sydney South West Aged and Disability Forum, which brings together government and non-government organisations who work with community members living with disability, including mental health issues;
- Supporting Community STaR, an outreach service of the Centre for Health Equity, Training, Research and Evaluation (CHETRE). This program focusses on a range of community issues including men’s mental health and gambling in locational disadvantage areas;
- Taking a convening role in the Liverpool Community Kitchen and Hub (LCK&H) Strategic Committee, which provides direction and support to the LCK&H, particularly regarding access to services and supports for community members experiencing or at risk of homelessness, food insecurity and financial disadvantage as a result of mental health issues, substance use or other social concerns;
- Providing information through networks and interagencies on mental health programs and projects throughout the LGA;

- Council is supporting the Gambling Treatment and Research Clinic at the University of Sydney – establishment of a clinic in SWS to provide counselling services; and
- Providing essential funding through the Grants, Donations and Corporate Sponsorship program to mental health focussed activities. Examples of recent funded programs include:
  - “Junior Top Blokes” by Liverpool Neighbourhood Connections (LNC), funded in March 2019. This project designed and delivered social education and mentoring programs to boys and young men between 10-24 years old. It aimed to improve mental health and social wellbeing for at-risk young men by fostering inclusion and building resilience; and
  - “Youth Clicks” by The Junction Works, funded in July 2020. This project delivers online workshops to young people aged 12 -18 years on topics such as bullying, mental health, drugs and alcohol and leadership. Workshops are focussed on reducing isolation and disengagement by addressing productive ways to manage mental health concerns in young people.

The Liverpool Youth Council recently participated in a session called “Burning Issues for Liverpool” which aimed to identify the key concerns and issues for young people in Liverpool. The Youth Councillors consulted with their families, friends and peers to determine their top three priorities to be the focus of their work during the Youth Council’s current term (2020 – 2023). These priorities are:

- Mental Health / Loneliness;
- Youth Unemployment/ Career Pathways; and
- Making Mental Health Support Services Known.

All Youth Council events, activities and projects will have these priorities at the forefront of planning and implementation to support positive mental wellbeing and connectedness for young people in Liverpool.

#### *Library*

- Participating in the planning and delivery of the Mental Health Month “Living Library” project, a collaborative project delivered in partnership with South Western Sydney Local Health District Mental Health Unit and local service providers including Neami National, STARTTS, SSI and Headspace. The project sought stories from communities members whose lives have been touched by mental health concerns. This resulted in four live events across October of community members telling their stories and answering questions to help others, raise awareness of mental health issues and highlight service providers. The stories included lived experience of Bipolar, caring for a loved one with Schizoaffective Disorder and PTSD, lived

experience of mental health recovery and stigma and a clinician's perspective. The Living Library was delivered across the SWS Wellbeing Facebook page and shared to Liverpool City Library Facebook page to increase access to the stories and reach a youth demographic. Past videos are also available through the Library website and have been used in the tertiary education sector to give students real life insight and value to their learning; and

- Liverpool City Library is a registered venue as part of the Welcome Here project <https://www.welcomehere.org.au/>. Finding acceptance and safe spaces within the community contribute to positive mental health, particularly of adolescents. To support this initiative Library staff also undertook PRIDE awareness eLearning between March and May 2020 to develop a better understanding of diversity in the community. The Welcome Here pinpoint can be seen in the Youth space in the library and acts as a marker to young people that the library is a safe space.

### *Recreation*

- Youth Take Charge – a free 60-day mental health and wellbeing program for people who have been referred by a medical or allied health professional. This program supports people experiencing mental health concerns by providing additional social and wellness support through fitness programs at Council's Leisure Centres. This program includes both youth and adult specific program streams.

### *Casula Powerhouse Arts Centre*

- Creative Spark Access Incursions;
- Forever Young Seniors Street Art Class;
- Creative Connection Art class;
- International People with Disability Day including an online exhibition;
- Bravery Unmasked;
- Creativity Packs for Seniors in Isolation; and
- Creativity Packs for Young Migrants and Refugees.

### *South Western Sydney Health and Arts Coordinator (partnership project with SWSLHD)*

- Domestic Violence Survivors Wellbeing Workshops;
- The Healing Hospital Arts Project – Creating Wellbeing Environments. This project aims to reduce social isolation, increased self-esteem, resilience, relaxation and self-expression; and
- Art at the Heart of Healthcare – creating better healing environments by providing innovative arts programs that address mental health and wellbeing at Liverpool Hospital.

It has been reported that instances of suicide are predicted to increase in Australia in light of the coronavirus pandemic. Of particular concern is young people aged 12-25, many of

whom are facing the additional pressure of end of school exams, increased social isolation and loss of employment and income, particularly for those engaged in part-time and casual work. Council is committed to pursuing further opportunities for implementing mental health recovery and wellbeing initiatives in Liverpool, including supporting local suicide prevention initiatives through various means. This support could include the provision of funding for programs and activities and the sharing of information and resources with various networks. Furthermore, Council will continue to act as an advocate to relevant state and federal government bodies to raise awareness and encourage funding and resources be allocated to the provision of mental health and suicide prevention services in Liverpool and South Western Sydney.

## **2. Has Council conducted a review of services available to the local community?**

Council's convening role in the community services sector includes the ongoing collection of accurate and up to date information on relevant community services and initiatives in the Liverpool area, including mental health services. Council takes a lead role in the facilitation of the following networks and interagenices:

- The Liverpool Youth Workers Network;
- The Liverpool Refugee and Migrant Interagency;
- Fairfield/Liverpool Homelessness Interagency;
- The South West Sydney Ageing and Disability Forum; and
- The Liverpool Community Safety and Crime Prevention Advisory Committee.

These networks, comprised of service providers and community organisations in the relevant sector, provide an opportunity for services and organisations to network and connect, facilitate partnerships for specific projects and initiatives and provide up to date and relevant information regarding programs, training opportunities and partnership projects.

As part of Council's response to the COVID-19 pandemic, the Community Development team undertook a service mapping project whereby information was gathered on the community services sector, including their responses to COVID-19, changes to service provision as result of the pandemic and challenges to service delivery presented by COVID-19. This exercise supported Council's understanding of the provision of services to vulnerable community groups during COVID-19 and presented opportunities for Council to offer assistance through funding or other in-kind support activities. The information gained through this project has also allowed Council to identify gaps in service provision. The Community Development team are reviewing these findings in more detail to pursue opportunities to advocate for adequate services in a particular area.

## **3. What initiatives has Council implemented to support the mental health of staff during this unprecedented time?**

Council's People and Organisational Development (POD), Risk Management and Work Health and Safety departments have been instrumental in ensuring the ongoing mental

wellbeing of staff during the COVID-19 pandemic. A number of initiatives were implemented during the pandemic. These include:

- Weekly CEO updates to provides updates to staff on Council’s response to the pandemic, working remotely and mental health;
- Inviting a psychologist to participate in one of these weekly conferences to discuss mental health and wellbeing with staff;
- Actively encouraging teams to stay connected and engaged with one another through regular catch ups via Microsoft Teams;
- Reminding staff of their ability to access the services of Council’s Employee Assistance Program (EAP) Counselling Service;
- Developing of “Working from Home” resources to assist staff to access the necessary programs and functions remotely. These resources included tips on wellbeing and self-care when working remotely;
- Providing staff with details of “Mental Health Check Ins” and meetings with Council’s EAP provider;
- Periodically posting information on Yammer, Council’s internal social media tool, including tips and reminders on looking after one’s own mental health and wellbeing, reducing social isolation during social distancing restrictions, and sharing experiences of working remotely amongst staff; and
- As part of Mental Health Month (October), Council has been sharing additional information regarding general mental wellbeing and supporting mental health during COVID-19.

**ITEM NO:** QWN 02  
**FILE NO:** 287588.2020  
**SUBJECT:** Question with Notice - Clr Hagarty - Schoeffel Park

## Background

Since it recently opened, Schoeffel Park has been a big success. Many families are using the park and enjoying its facilities.

The demand has placed increased pressure on the surrounding road network.

There has been at least one accident and a number of near misses involving both cars and pedestrians.

## Questions

Please address the following:

1. Do subsequent phases of the development of Schoeffel Park include car parking?
2. If so, how many spots and where will they be located?
3. What traffic treatments are being considered to the surrounding road network, in particular Strzlecki Drive?
4. When are these traffic treatments expected to be delivered?
5. What consideration is given to the impact of the surrounding road and path networks when planning and funding work to parks?

## Response

The development of Schoeffel Park into a multi-purpose recreational facility and open space will ultimately cost an estimated \$2.5M. In view of the available annual funding levels, the Project was originally staged over 3 years, with Stage 1 to be completed in 2019/20 (this is now complete), Stage 2 planned for completion in 2020/21 followed by Stage 3 in 2021/22.

In May 2020, the Australian Government announced a \$500M Road and Community Infrastructure Program with \$1.4M allocated to Liverpool. This additional funding enabled Council to call tenders for Stages 2 and 3 as a single package enabling entire works to be brought forward and completed by June 2021.

### 1. Schoeffel Park - staging and scope of works

Stages 2 and 3 of the Schoeffel Park Project will commence in early 2021 and will include the provision of:

- solar lighting along the internal pathways;
- a bike pump track;
- outdoor gym;
- amenities building;
- children's playground; and
- indented parking bays along Strzlecki Drive and Singleton Street providing 50 car spaces.

It is anticipated that these works will be completed by the end of June 2021.

## **2. Proposed Traffic Treatments and Delivery Timeframe**

The road network close to the park includes Strzlecki Drive, Schoeffel Grove, Singleton Street and Rosedale Circuit. These streets are all local residential streets with the default urban residential speed limit of 50km/h. A speed classification carried out along Strzlecki Drive indicated that the 85<sup>th</sup> percentile speed was 58km/h.

Council recently inspected the road network close to the park and identified the need for pedestrian crossing facilities at the Strzlecki Drive/Schoeffel Grove and Rosedale Circuit/Strzlecki Drive intersections.

Council is also investigating appropriate traffic calming devices to address the identified traffic and pedestrian safety issues. The traffic calming devices would include speed humps whilst the pedestrian facilities would include road narrowing or a pedestrian refuge at Strzlecki Drive /Schoeffel Grove and Strzlecki Drive / Singleton Street intersections.

A design layout of these facilities will be presented to the November 2020 meeting of the Liverpool Pedestrian, Active Transport and Traffic Committee for consideration.

The proposed traffic calming device and pedestrian crossing facilities will be installed during construction of the indented car parking bays.

## **3. Planning for broader impacts arising from open space development works**

Council's infrastructure development activities are driven by the Delivery Program and the long-term Capital Works Program. The scope of identified open space development projects are first determined using Council's relevant strategies, relevant standards and guidelines, which are translated into preliminary concept designs. Relevant areas of Council also provide input into the design to ensure broader connectivity and access issues are properly considered. These designs are then presented to the community as part of a broader community consultation process, which seeks to obtain community feedback and input into the preliminary designs.

With regards to Schoeffel Park, the community consultation process identified the following issues:

- the current traffic speeding issues along Strzlecki Drive and the potential for this issue to be exacerbated following completion of the Park;
- the need for off-street car parking; and
- amenities.

While Council's original plan was to progressively deliver the various elements of the Project over a 3-year program, the program is now being accelerated to enable full completion by June 2021.

**ITEM NO:** QWN 03  
**FILE NO:** 287589.2020  
**SUBJECT:** Question with Notice - Clr Hadchiti - Board walk / bank stabilisation in the Shepherd Street Precinct

Please address the following:

- 1. Can an update please be provided on the delivery of the board walk / bank stabilisation which formed part of a VPA in the Shepherd Street precinct?**

### **Response**

A Voluntary Planning Agreement (VPA) has been executed between Council and the following parties:

- Shepherd Street Developments Pty Ltd
- Coronation (33 Shepherd St) Pty Ltd
- Coronation (28 Shepherd St) Pty Ltd
- Coronation (26 Shepherd St) Pty Ltd
- Shepherd Property Nominee Pty Limited

The purpose of the VPA is to deliver infrastructure and for the payment of financial contributions to support the redevelopment of the Shepherd Street precinct in Liverpool.

Council currently holds a bank guarantee in excess of \$12m for the works identified in the VPA.

Council has been working with Coronation in relation to the delivery of the infrastructure items identified in the VPA. To date, a number of items have been delivered, however the riverbank works (bank stabilisation and shared path) have not been completed.

On 25 February 2020, Coronation submitted design drawings for the riverbank works for Council's review. Following a review of the design drawings, Council identified a number of issues that needed to be addressed in the design, with advice being provided to Coronation to that effect on 17 March 2020.

In September 2020, Council received revised engineering plans for the riverbank works. As of 3 November 2020, Council has accepted the design as complete, subject to an independent peer review (as required by the VPA). Agreement on the design does not represent an approval to undertake the works.

Now that the design is agreed, Council has commenced assessment of the Review of Environmental Factors (REF) submitted by Coronation. The REF forms the basis for Council assessment and approval of the works under Part 5 of the Environmental Planning and Assessment Act, 1979. Council has requested Coronation update the REF to reflect the updated design drawings and other matters within 28 days. This will enable council to finalise assessment and issue the approval this year.

Council will continue to work with Coronation to ensure the earliest delivery timeframe for the works identified in the VPA.

**ITEM NO:** QWN 04  
**FILE NO:** 287590.2020  
**SUBJECT:** Question with Notice - Clr Hagarty - Amazon

**Background**

Amazon has now been operating in Liverpool for several years.

In late 2018, I asked the following questions on notice.

Two years on from those questions, Amazon has been one of the few businesses to benefit from the COVID-19 pandemic.

Hopefully Liverpool Amazon’s employees and its subcontracted employees are also benefiting.

**Questions**

Please address the following:

What percentage of workers based at the Amazon Moorebank fulfilment centre are:

- from the Liverpool LGA?
- directly employed by Amazon?
- employed by a labour hire company?
- in insecure casual employment?

**Response**

No direct response to the above questions were provided by Amazon but the following statement has been issued by the company in response:



Councillor Wendy Waller  
 Mayor of Liverpool City Council  
 Locked Bag 7064, Liverpool BC, NSW 1871

5 November 2020

Via email: [YoungL@liverpool.nsw.gov.au](mailto:YoungL@liverpool.nsw.gov.au)

Dear Mayor

There's no denying 2020 has been a challenging year for all Australians. At Amazon, we are committed to supporting the community, agencies and local government close to our fulfilment centres and delivery stations, particularly in challenging times. This means finding meaningful ways to help people in the the Liverpool City area. During the COVID-19 pandemic, we have prioritised donations to support the vulnerable groups that have been impacted significantly, requiring assistance with education, housing, food and basic needs.

#### **Lending a hand during COVID-19**

We have partnered with agencies such as the Foodbank, Australian Red Cross, the Salvation Army Australia as well as Liverpool City Council directly to support many vulnerable members within the community. We have sought out opportunities to donate funding as well as sourcing and donating products to Liverpool City including hundreds of bottles of hand sanitizer, 1,000 face masks, pantry staples, hygiene staples and household staples.

We donated \$30,000 to support Kids Helpline expand their services during COVID-19 to include young people aged 18 to 25 years old who are facing challenging circumstances and need additional support.

#### **Supporting education and Science, Technology, Engineering & Mathematics ("STEM")**

We have worked closely with local schools and families in Sydney's South West to advocate for STEM participation in school aged children. In 2019, Amazon Australia launched Camp Amazon – a two-year STEM program aimed at developing skills for children in coding and robotics. While we couldn't host Camp Amazon in person this year, after our last face-to-face workshop in January, we were pleased to offer Camp Amazon students and primary school children free access to an Amazon-sponsored virtual robotics and coding program called [CoderZ](#) so they could continue to build important computer literacy skills from home in the June school holidays.

In the October school holidays 150 students participated in a virtual Camp Amazon program over a series of three sessions. Another way we have supported primary school children around our Moorebank fulfilment centre is by supporting The Smith Family's [Learning For Life](#) program, supporting 24 students and their families in the local area. The program supports young children experiencing disadvantage with financial assistance for education essentials, access to targeted learning, mentoring and personal support through their learning journey.



#### **Supporting Australian kids with Cancer**

In September, our Moorebank team and Regents Park Delivery Station team took part in our annual global Amazon initiative 'Amazon Goes Gold for Childhood Cancer', wearing their pyjamas to work to raise awareness and funds for children with cancer. As part of this Amazon matched the donations made by the team and donated a further \$15,000 to support cancer programs at the Sydney Children's Hospital Network. We also continued our partnership with the Starlight Children's Foundation, donating toys, books and activities so that up to 2,000 kids received individual packages, bringing smiles to these kids during these difficult times.

#### **Proud local workforce**

Amazon's Moorebank fulfillment centre jobs have provided an opportunity to learn skills and develop careers. Amazon is committed to being a great employer in Australia and creating permanent employment opportunities for Associates within our Fulfilment Centres and broader operations business. We are pleased to confirm we have more than 500 Associates in permanent full time roles across Australia. Amazon continues to employ a mixture of permanent and agency staff to enable us to move quickly, access talent and manage variation in customer demand.

#### **Amazon's Career Choice Program**

Amazon believes everyone should have the opportunity to learn new skills and build their career. Career Choice is an innovative Amazon program uniquely designed to upskill our employees who are interested in pursuing a future outside of Amazon.

Launched in Australia on 1 June 2020, we are funding education in areas that are in high demand according to local labour market analysis, regardless of whether those skills are relevant to a career at Amazon. By delivering training in high-demand career paths, we are proud to give eligible employees the tools they need to make a move and pursue their career aspirations beyond Amazon. Amazon will pre-pay 95% of tuition, books and fees up to a yearly and lifetime maximum.

Our associates who have been employed as a full-time for one continuous year are eligible to participate in this program. This includes all Fulfilment Centres, Customer Service and Corporate (including AWS).

#### **Keeping safe during COVID-19**

At Amazon, safety is our top priority and we work hard to provide a safe work environment for the many hundreds of associates in our facilities across Australia. In light of the COVID-19 pandemic, we have invested more than US\$4 billion dollars globally on COVID-related initiatives, getting products to customers and keeping employees safe. We have implemented more than 150 significant process changes around the world, including Australia, to support our teams. Some of these measures include:

- Enhanced cleaning protocols and social distancing measures of 2 metres at our sites
- Distribution of personal protective gear, such as masks and hand sanitiser
- Implemented disinfectant spraying and daily temperature screening checks across our operations worldwide



- Taped markings on the floor to provide visual aids to limit congestion
- Installed Plexiglass for added protection at our HR and operational desks
- Stopped stand-up meetings during shifts – all business essential information is shared via televisions near main areas
- Staggered shift start times and break times
- Added additional breakrooms and changed breakroom configuration.

These measures have been necessary to ensure that all individuals working at Amazon sites are adhering to the critical safety measures we have adopted as well as those required by state and federal governments.

While there have been no confirmed cases of COVID-19 at any of our Australian facilities, were an employee to be diagnosed with COVID-19, they would receive up to two weeks of paid time off—this is in addition to their other paid and unpaid time off options. We also established The Amazon Relief Fund, with a \$25 million USD contribution, to help support our Amazon Flex delivery partners and agency associates under financial distress as a result of COVID-19. We are offering all of these groups the ability to apply for a grant if diagnosed with COVID-19 or placed into quarantine by the government or Amazon.

If you have further questions contact Ryan Smith, Manager of Public Policy. Ryan can be contacted at [ryesmith@amazon.com](mailto:ryesmith@amazon.com)

Yours faithfully,

A handwritten signature in black ink that reads "Craig Fuller".

**Craig Fuller**  
Director, Amazon Australia Operations

**ITEM NO:** QWN 05  
**FILE NO:** 293427.2020  
**SUBJECT:** Question with Notice - Clr Rhodes - Valuation of Property Surrounding Western Sydney Airport

With reference to Council report EGROW 01 Draft Western Sydney Aerotropolis Joint Contributions Plan 2020 from the Council meeting of 27 October 2020, please address the following:

The statement below is an extract from the report:

*“Penrith and Liverpool Councils have engaged with both DPIE and the WSPP throughout the preparation of the background report and contributions plan. The Councils have liaised with consultants working on behalf of the WSPP on feasibility testing within the Aerotropolis in order to understand land values.”*

1. With reference to the above statement, has Council used an assumed land value in order to determine the value of the land necessary for Council to acquire for community provisions included in the contributions plan?
2. The rates for the land affected by the new Airport have increased based on averaged sales in the area. If sales in the area were recorded at approximately \$1m per acre similar to the price paid for the Leppington Triangle being approximately 30 acres and other known sales of similar price and considering the controversy surrounding claiming that price paid for the Leppington Triangle was way above the Governments perceived real value of the land and that the reported revised more realistic value of the triangle was more likely \$3million:
  - a) How was the \$3m re-evaluation figure derived? Was that figure based on recent sales within the area?
  - b) Did the Valuer General's Department average the sales that included properties sold at \$1m per acre in their figures to increase the rates in the area?
  - c) And, if the averaged sales for the area that included the \$1m per acre price tag is now considered by the Federal Government to be unreasonable are our constituents in the affected areas of the Aerotropolis being charged too much in rates?
3. What land value per acre will or has Council considered in order to acquire the land it needs to be able to provide community facilities that it includes in the Contributions Plan and has that value taken into consideration the market price of \$1m per acre that more than just the Leppington Triangle have been sold for?

## Response

1. Land values listed in the draft Aerotropolis Contributions Plan are generic estimates based on anticipated land use. They are not intended to be specific to any site. The schedule of generic land values is prepared from research of superlot development sites in Western Sydney. Generic rates are developed from analysed sale rates of development sites by their proposed use. They are intended to represent developable land that is not flood affected.
2.
  - a) There are many factors that the NSW Valuer General uses in determining the value of land. It is not clear from the information available what specific factors were used in deriving the value of this property.
  - b) The values that are currently being used to assess Council rates are as at 1 July 2019 and would reflect conditions, zonings and comparable sales data for the years 2016 to 2019. Only the Valuer General could advise how the impact of one sale amongst many would affect the surrounding areas or whether it was viewed as an exception to the overall data used to value the area as a whole.
  - c) Council must use the values as supplied by the Valuer General to determine rates. If landowners believe that the land value of their property is not correct or inflated due to any particular sale or exceptional circumstance, they have the ability to lodge an objection with the Valuer General.
3. The Aerotropolis Contributions Plan Background Report (Table 29) identifies acquisition rates for community infrastructure. These values have been factored into the total acquisition cost for land in the Contributions Plan.

Land type	Acquisition rate (\$/m <sup>2</sup> )	Acquisition rate (\$/acre)	Acquisition rate (\$/hectare)
Passive open space	\$85	\$343,983	\$850,000
Active open space	\$400	\$1,618,744	\$4,000,000
Social infrastructure	\$400	\$1,618,744	\$4,000,000

**ITEM NO:** QWN 06  
**FILE NO:** 308851.2020  
**SUBJECT:** Question with Notice - Cllr Rhodes - Delivering a Multicultural Park for Liverpool

Can Council please address the concerns of members of the Public that might be outlined in Council's intended methodology to progress the delivery of a Multicultural Park as moved at the September Council meeting including questions below:

1. Will the Park will be an equal and inclusive opportunity for all diverse nationalities that make up Liverpool's multicultural community?
2. Will all initiatives be in accordance with Council's Multicultural Policies, and Procedures?
3. How do all interested nationalities make application for expressions of interest?
4. Will there be Community consultation?
5. What will be the likely time frame for the expressions of interest and delivery process to follow?
6. Will there be open and transparent communication with the Public as the plans for the Park develop on Council Website and through Social Media?

### **Background**

There has been considerable public Interest in the Motion moved at the September Council meeting 2020 that will deliver a Multicultural Park in Liverpool.

Many constituents have expressed their confusion in regards to the motion.

Some community members who may be unaware of Council's Policies, Procedures and Regulations governing Multiculturalism may be taking the opportunity to unnecessarily spread fear and anxiety in the Liverpool LGA.

In the interest of quelling any further unnecessary fear and anxiety in the Community the above questions have been submitted to me for Council to address.

### **Response**

- 1. Will the Park be an equal and inclusive opportunity for all diverse nationalities that make up Liverpool's multicultural community?**

Liverpool is one of Australia's most culturally diverse cities and this diversity is our strength. Residents from 150 nationalities, speaking 140 languages, call Liverpool home. This means over 40% of Liverpool residents are born overseas, and about 60% speak a language other than English.

The development of the Liverpool Multicultural Park is to celebrate and reflect this significant cultural diversity, and the social cohesion and community harmony enjoyed by our community. The Park will be an inclusive space for all residents to celebrate the many cultures and contributions they make to Liverpool.

**2. Will all initiatives be in accordance with Council's Multicultural Policies, and Procedures?**

Yes. The development of the Park will be informed and guided by various policies and strategies of Council. They will include, but not limited to:

- Recreation, Open Space and Sports Strategy;
- Community Facilities Strategy;
- Cultural Strategy;
- Reconciliation Action Plan;
- Disability Inclusion Action Plan;
- Economic Development Strategy;
- City Activation Plan;
- Communications Strategy;
- Destination Management Plan; and
- Relevant environmental, planning and control plans.

**3. How do all interested nationalities make application for expressions of interest?**

Planning for this project will commence soon. Council staff are currently investigating the feasibility of suitable sites. A Project Plan is being developed; and it will be inclusive of a Comprehensive Community Consultation Plan; and methodologies to submit expressions of interests and ideas by community. The process for participation and opportunities for contribution will be promoted widely to all residents of Liverpool, using the many communication channels of Council. The interpretation and incorporation process of ideas will be analysed and further consultation with community will be facilitated.

**4. Will there be Community consultation?**

Yes, as stated above, the Project Plan will be inclusive of a Comprehensive Community Consultation Plan. The community consultation will commence at the planning stage and will continue throughout the project.

**5. What will be the likely time frame for the expressions of interest and delivery process to follow?**

The timeframes for community participation will be built into the Project Plan and they will be promoted through Council's diverse communication channels. The delivery timeframe will be investigated through the planning process. Preliminary discussion with key internal stakeholders has commenced and will inform future public consultation.

**6. Will there be open and transparent communication with the Public as the plans for the Park develop on Council Website and through Social Media?**

The success of the Multicultural Park is dependent on inclusive and active participation of all community groups. To achieve this, a communication strategy will form part of the Comprehensive Community Consultation Plan, which will detail the process for community participation and to ensure all residents can have a say.

**ITEM NO:** QWN 07  
**FILE NO:** 309644.2020  
**SUBJECT:** Question with Notice - Clr Ayyad - Civic Place

How many people were in favour of Civic Place following our last round of community consultation?

How many people were against Civic Place following our last round of community consultation?

What does that equate to in percentages?

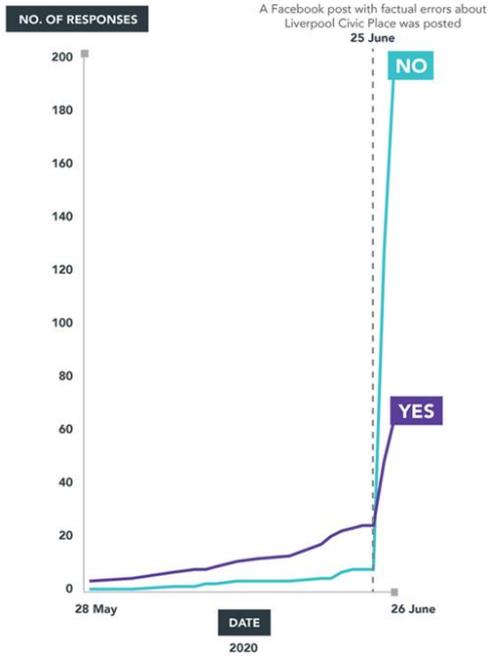
New information regarding Liverpool Civic Place has now been placed on Council's website since its last meeting. In the section titled 'Response to Community Consultation', Council makes the following comment on its graph (see graph below):

"A Facebook post with factual errors about Liverpool Civic Place was posted (25 June)."

Please answer the following questions:

- What was said in that Facebook post?
- What are the 'factual errors' contained in that post?
- Who posted it?
- Please provide a copy of that post.

Based on the above do you still support Council's vision of a new Liverpool Civic Place including the above Council facilities in Scott St?



A response to these questions will be provided in the 16 December 2020 Council meeting business papers.

**ITEM NO:** QWN 08  
**FILE NO:** 310051.2020  
**SUBJECT:** Question with Notice - Clr Kaliyanda - Liverpool Bike Plan: Implementation Status

Please address the following:

1. What is the current status of the Liverpool Bike Plan 2018-2023? What measures or aspects of the Bike Plan have been implemented to date?
2. What impact has COVID-19 had on the usage of the existing bike network/infrastructure?
3. How have we engaged with the State or Federal Governments to acquire available data in relation to this?
4. A core element of the Bike Plan was the development and implementation of wayfinding signage in relation to the bike paths and infrastructure. What is the status of the implementation of this? What discussions have taken place with other organisations, i.e. Western Sydney Parklands, in relation to this?
5. How has Council sought partnerships and worked with other organisations in order to address this issue?

**A response to these questions will be provided in the 16 December 2020 Council meeting business papers.**

**ITEM NO:** QWN 09  
**FILE NO:** 310057.2020  
**SUBJECT:** Question with Notice - Cllr Kaliyanda - Green Star Rating Scheme Changes

Please address the following:

1. Given the significant changes to the benchmarks used to determine Green Star Ratings, how do current and future council buildings perform against the new benchmarks?
2. What impact will this have on other significant developments in the Liverpool LGA?
3. How will this impact the assessment process of such developments, especially when they are considered by the Design Excellence Panel (DEP)?
4. What other impacts will the changes to these benchmarks have in the Liverpool LGA?

**A response to these questions will be provided in the 16 December 2020 Council meeting business papers.**

**ITEM NO:** EGROW 05  
**FILE NO:** 297711.2020  
**SUBJECT:** Planning proposal request to rezone land and amend development standards in the Liverpool Local Environmental Plan for land at Moore Point Bridges Road, Moorebank

## COUNCIL DECISION

**Motion:** **Moved: Cllr Ayyad** **Seconded: Cllr Ballot**

That Council:

1. Notes the advice of the Liverpool Local Planning Panel;
2. Endorses in principle the planning proposal request with the following amendments:
  - a) an additional 1.5 hectares of open space marked as 'Open Space Investigation' adjacent to Haigh Park;
  - b) a minimum 40m RE1 – Public Recreation zone is provided along Lake Moore;
3. Endorses the Urban Design Study and Structure Plan for the George's River North precinct, with the above amendments, to guide the assessment of future planning proposals in this area;
4. Notes that further detailed studies, including site contamination, acoustic, flood, flood evacuation and transport impact assessment will be completed post Gateway determination;
5. Notes the offer from the proponent to enter into a Voluntary Planning Agreement and/or the preparation of a Local Infrastructure Contributions Plan to ensure there is appropriate funding for local infrastructure to support development in the precinct;
6. Delegates to the A/CEO authority to negotiate a planning agreement with the proponent, agree the terms of offer with the proponent and report back to Council the details of any planning agreement, consistent with Council's Planning Agreements Policy;
7. Delegates to the A/CEO authority to prepare the formal planning proposal including any typographical or other editing amendments if required;
8. Forwards a planning proposal to the Department of Planning, Industry and Environment, pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*, seeking a Gateway determination with a recommendation

that completion of relevant studies be included as a condition of any Gateway determination and that the Department play an active role in the planning process given the strategic significance of this proposal to Liverpool and Greater Sydney; and

9. Receives a further report on the outcomes of public exhibition and community consultation.

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

**Vote for:** Mayor Waller, Clr Ayyad, Clr Balloot, Clr Hadchiti, Deputy Mayor Hadid, Clr Hagarty, Clr Kaliyanda, Clr Karnib and Clr Shelton.

**Vote against:** Clr Harle and Clr Rhodes.



## **PRESENTATIONS BY COUNCILLORS**

### **Clr Hagarty made a presentation regarding the ISKA Karate Australian Open.**

Clr Hagarty attended the International Sport Karate Association (ISKA) Australian Open on the weekend of 21 & 22 November 2020. Clr Hagarty highlighted the challenges relating to Covid-19 that were successfully managed during the event and relayed ISKA's appreciation of Council's financial contribution, which allowed ISKA to be Covid safe during the event.

As the ISKA World Championships were not held this year, the World Championship belt and a face mask were given to Councillor Hagarty in thanks for Council's support.

Mayor Waller stated that Council would send a letter to ISKA to thank them for their gift and that the World Championship belt and face mask would be framed and put on display in an appropriate place.

### **Clr Rhodes made a presentation regarding the WSROC AGM.**

Western Sydney Region of Councils held their Annual General Meeting on Thursday 19 November I was pleased that two fellow Councillors, Councillor Peter Harle and Councillor Charishma Kaliyanda also attended and witnessed for themselves the value for Liverpool as a participating Council.

The principal address was by Australian writer and comedian Craig Reucassel who is the renowned presenter of "War on Waste" and "Fight for Planet A" through which he advocates for sustainable solution to Waste, whilst on the program Big Weather he addresses such issues as climate change, energy efficiency, bushfires, flooding and extreme heat.

His address was both entertaining and enlightening as he traversed the current failures and contemplated possible future solutions.

WSROC is well placed to continue to advocate for, and deliver programs that undoubtedly will assist all Council Members for the coming year.

The on-going and new WSROC projects are too numerous to include in this report but just a couple of the projects funded for the coming year include:

- The continuation of Western Sydney Energy Program that facilitates a regional approach to energy efficiency;
- WSROC has helped shape the NSW Governments 20 Year Waste Strategy;

- Supported alternate waste infrastructure provisioning and service delivery models that could be delivered through Local Councils, such as:
  - Local Planning Review, a collaborative effort to integrate urban heat controls into the NSW Planning System;
  - Cool Suburbs, a voluntary rating tool to support heat mitigation;
  - Behind the Meter Solar, supporting council owned solar sites delivering saving their communities; and
  - Solar PPA's working with participating Councils to procure renewable energy for Council operations via a Power Purchase Agreement.

WSROC continues to support our council members in advocacy for transport infrastructure to serve the entire Western City and yes that includes lobbying for the continuation of the Bankstown Metro and the Leppington connection to the New Airport.

It is a great honour and privilege to be able to also announce that at the AGM I was returned for a 2<sup>nd</sup> term onto the Executive Board of WSROC as Treasurer, Hawksbury Council Mayor Clr Barry Calvert was returned for a 3<sup>rd</sup> term as President, Blacktown Council Mayor Tony Bleasdale was returned as Senior Vice President, Blue Mountains Councillor Don McGregor returned as Junior Vice President.

It is also my privilege to be able to confirm that WSROC is in a strong financial position to be able to continue its ongoing delivery of their essential benefits to member Councils.

Over this year WSROC secured over \$1.2m in grant funding for projects open to Council members

The Western Sydney energy program has delivered to participating Councils \$15.8m and more than 320,000 tonnes of greenhouse savings to date.

Anti-waste projects supported Councils in delivering 95% litter reduction in targeted parks and public spaces, and WSROC successfully advocated for support for refugees during COVID resulting in \$4m NSW Government funding.

As Council is aware, hosting the WSROC COVID Safe face to face meetings are shared between all WSROC member Councils.

It was announced at the AGM that next year on Thursday 25 February, it will be Liverpool's honour to host WSROC's Board of Directors meeting.

This announcement at the AGM drew comments of great anticipated expectations from all the other Councils present.

No pressure intended but apparently Liverpool Council has an excellent reputation where we have set the bar very high and to which other councils aspire.

I reassured the members that Liverpool will live up to their expectations and to that end I have already forwarded to the CEO, the very high standard set at the AGM as a guide.

WSROC continues to be a joint organisation of councils that has delivered great value to Liverpool Council and will continue to do so.

**Clr Kaliyanda made a presentation regarding the Annual Presentation Days of the Kemps Creek United football club.**

Council and Mayor were thanked for funding that allowed a new car park to be built. After Covid-19, the Mayor and Councillors will be invited to a ribbon cutting event.



**Mayor Waller reopened the meeting at 8.15pm.**

At 8.15pm Mayor Waller moved the meeting into Confidential Session and dealt with items MOU 01, CONF 01, CONF 02, CONF 03, CONF 04, CONF 05, CONF 06 and MAYOR 01 pursuant to provisions of:

- s10(A)(2)(a) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors); and
- 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.

**MOTION OF URGENCY**

**ITEM NO:** MOU 01  
**SUBJECT:** Council's Safe Work Practices

**Motion:** **Moved: Cllr Hadchiti** **Seconded: Cllr Hadid**

That a verbal report be received from the Acting Chief Executive Officer on Council's safe work practices and policies including whether improvements can be made and if this is the case, whether any extra resources are required.

Mayor Waller ruled that the motion was urgent and can be considered at this meeting.

A verbal report was then received from the Acting Chief Executive Officer.



**ITEM NO:** CONF 02  
**FILE NO:** 295404.2020  
**SUBJECT:** Dedication to Council of Lots 25 and 26 DP1220035 Somme Avenue, Edmondson Park for drainage purposes

**COUNCIL DECISION**

**Motion:** **Moved: Cllr Rhodes** **Seconded: Cllr Hagarty**

That Council:

1. Approves a Deed of Settlement and Release associated with dedication of Lots 25 and 26 in DP 1220035, Somme Avenue, Edmondson Park on the terms outlined in this confidential report;
2. Authorises the Acting CEO or their delegated officer to execute a Deed of Settlement and Release or any other document, under Power of Attorney, necessary to give effect to the decision in item 1 above, and
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 Council is conducting (or proposes to conduct) business.

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



**Clr Hadchiti and Clr Hagarty returned to the virtual room at 8.33pm.**

**ITEM NO:** CONF 04

**FILE NO:** 302107.2020

**SUBJECT:** Review and update on potential Council surplus land

### **COUNCIL DECISION**

**Motion:** **Moved: Clr Hadchiti** **Seconded: Clr Karnib**

That Council:

1. Endorses the further investigation and sale of the following properties:
  - 75-77 Hill Road, Lurnea (comprising Lot 1 DP 513777, Lot 2 DP 513777, Lot 3 DP 513777 and Lot 4 DP51377)
  - 22 First Avenue, Hoxton Park (comprising Lot 1 DP 1220807, Lot 2 DP 1220807 and Lot 3 DP 1220807)
  - 9 McLean St, Liverpool (Lot 7 DP 238364)
2. Receive a further report upon completion of investigations and for a decision on the reserve price prior to sale.

**Foreshadowed motion:** **Moved: Clr Hagarty** **Seconded: Clr Hadchiti**

That Council:

1. Endorses the further investigation into the suitable uses of the following properties:
  - 75-77 Hill Road, Lurnea (comprising Lot 1 DP 513777, Lot 2 DP 513777, Lot 3 DP 513777 and Lot 4 DP51377)
  - 22 First Avenue, Hoxton Park (comprising Lot 1 DP 1220807, Lot 2 DP 1220807 and Lot 3 DP 1220807)
  - 9 McLean St, Liverpool (Lot 7 DP 238364)
2. Receive a further report upon completion of investigations.

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

Vote for (the Foreshadowed motion moved by Clr Hagarty): Mayor Waller, Clr Balloot, Clr Hadchiti, Clr Hadid, Clr Hagarty, Clr Harle, Clr Kaliyanda, Clr Karnib, Clr Rhodes, Clr Shelton.





**MAYORAL MINUTE**

**ITEM NO:** MAYOR 01  
**FILE NO:** 321366.2020  
**SUBJECT:** Selection of Chief Executive Officer

On 24 June 2020, Council resolved to appoint Local Government Management Solutions (LGMS) to assist scoping, advertising and assessing applications for the position of Chief Executive Officer.

LGMS advertised the position across various online recruitment websites from Friday, 14 August 2020, and applications closed on Monday, 7 September 2020.

The Recruitment Panel interviewed five candidates on Thursday 15 and Friday 16 October 2020. The LGMS report and a probity report from O'Connor Marsden & Associates Pty Limited (OCM) on the recruitment process have been circulated under separate confidential cover to Councillors.

The Recruitment Panel agreed unanimously to recommend one candidate to Council in closed session at the Ordinary Meeting on 25 November 2020.

It is proposed that Mark Anderson, Manager, Local Government Management Solutions, who sat on the Recruitment Panel, attend the closed session to answer any questions Council may have.

**COUNCIL DECISION**

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

1. That the recommended successful candidate be offered the position of Chief Executive Officer of Liverpool City Council and the Mayor be authorised, with advice from the Recruitment Consultant to finalise negotiations based on the following:
  - a) A five (5) year performance-based Contract, as advertised.
  - b) An annual total remuneration package to be kept confidential.
  - c) The contract of employment being in accordance with the standard contract required by the Office of Local Government.
  - d) Adoption of the Council Policies in Schedule A of the contract relating to entitlements provided to the Chief Executive Officer.
  - e) Commencement of the contract on a date to be negotiated, and in any event, as soon as practicable.
  
2. That no public announcement of the name of the successful candidate be made until the Mayor has obtained a written acceptance of the offer from the preferred



Mayor Waller reopened the meeting at 9.26pm and read the resolutions made in Closed Session for items MOU 01, CONF 01, CONF 02, CONF 03, CONF 04, CONF 05, CONF 06 and MAYOR 01.

**THE MEETING CLOSED AT 9.34pm.**

<Signature>

Name: Wendy Waller

Title: Mayor

Date: 16 December 2020

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 25 November 2020. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

**EGROW 01**

**Draft Urban Cat Management Plan**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	292594.2020
<b>Report By</b>	Nada Mardini - Manager Community Standards
<b>Approved By</b>	David Smith - Acting Director City Economy and Growth

**EXECUTIVE SUMMARY**

On 27 May 2020, Council resolved to “*work towards (developing) an urban stray cat management plan*”. As part of research for the preparation of the plan, contact was made with Emeritus Professor Jacquie Rand and Emeritus Professor Helen Swarbrick who are both on the board of the Australian Pet Welfare Foundation (APWF).

The APWF is a not-for-profit organisation with an extensive track record and expertise in urban cat management. Two workshops were conducted with Professor Jacquie Rand and Professor Helen Swarbrick which provided background information for the development of the Urban Cat Management Plan.

The purpose of the Plan is to reduce cat related complaints in the community including behaviour such as roaming, soiling and noise, as well as promoting responsible pet ownership, educating the community and improved welfare of cats.

In order to manage cat populations and improve outcomes for cats and the community, the following is recommended in the Plan:

- Desexing programs that are low cost or free;
- Encouraging residents to utilise subsidised desexing programs through having a Community Liaison Officer working with them;
- Providing free vaccination and microchipping events to encourage registration and identification; and
- Developing effective public education communication material to promote responsible cat ownership.

The draft urban Cat Management Plan and Action Plan is included as **Attachment 1**. An action plan has been developed for 2021 to implement the key actions contained in the Plan. The action plan will cost approximately \$185,000 annually.

## **RECOMMENDATION**

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That Council:

1. Endorse the draft Urban Cat Management Plan and Action Plan for consultation and advice from the Companion Animals Advisory Committee; and
2. Receive a further report on the adoption of the Urban Cat Management Plan and Action Plan following consultation with the Companion Animals Advisory Committee incorporating any recommended changes.

## **REPORT**

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### **Background**

Council resolved on 27 May 2020 to “*work towards (developing) an urban stray cat management plan*”. As part of research for the preparation of the plan, contact was made with Emeritus Professor Jacquie Rand, Veterinary Internal Medicine and Executive Director and Chief Scientist of the Australian Pet Welfare Foundation (APWF) and Emeritus Professor Helen Swarbrick who is on the board for the Australian Pet Welfare Foundation and is a Community Cat Coordinator.

The APWF is a not-for-profit organisation with an extensive track record and expertise in urban cat management. APWF is the peak research body and advocate for pet welfare in Australia. It is also leading Australia in researching effective cat management strategies to reduce intake into shelters and to reduce euthanasia rates and costs.

Emeritus Professor Rand has been involved in shelter research over the last 14 years, including collaborative studies with the RSPCA, Animal Welfare League (AWL) and local government.

Emeritus Professor Helen Swarbrick has worked in advocacy and consulting roles with Sydney Councils, in developing effective cat management strategies.

Two workshops were conducted with Professor Jacquie Rand and Professor Helen Swarbrick which provided the background information for the Urban Cat Management Plan.

This report provides a summary of the areas covered in the Urban Cat Management Plan.

### **Cat Numbers in the Liverpool LGA**

It is estimated, based on average statistics reported by the RSPCA, that there are approximately 24,000 owned cats and 10,000 – 20,000 unowned or semi owned cats in the Liverpool LGA. However, the Companion Animals Register indicates there are 13,000 cats registered/identified for the period 2010-2020 in the Liverpool LGA.

### **Legislation**

The Companion Animals Act 1998 and Regulations requires cats to be microchipped by 12 weeks of age and registered by 6 months of age. Cats are also free to roam except in prohibited areas (wildlife protection areas and within 10 meters of public food preparation areas).

### **Purpose of the Urban Cat Management Plan**

The purpose of the Urban Cat Management Plan is to reduce cat related complaints in the community concerning behaviours such as roaming, soiling and noise, as well as promoting responsible pet ownership, educating the community and improving welfare of humans and cats.

### **Strategic Framework for Cat Management**

In 2018 – 2019, 659 cats from suburbs in the Liverpool LGA went to the RSPCA. Of these, 69% were stray cats and 76% were kittens. Out of these, 5 were reclaimed (1.89%), 49% rehomed and 37% euthanised.

Current RSPCA Australia National Statistics indicate that there is only a 4% reclaim rate from pounds and the RSPCA. Very few cats have microchips and of those that do, 37% have the wrong contact details.

These figures indicate that there are:

- Excessive numbers of stray cats/kittens;
- Large numbers of owned but unidentified and unregistered cats; and
- Large numbers being euthanised.

In addition, given the estimated cat numbers mentioned above and the unsatisfactory outcomes for cats that are surrendered to shelters (e.g. the RSPCA) the following focus areas should be considered in order to manage cat population and outcomes in the Liverpool LGA:

- Desexing programs that are low cost or free desexing subsidies.
- Encouraging residents to utilise subsidised desexing programs through having a Community Liaison Officer working with them.

- Provide free vaccination and microchipping events to encourage registration and identification.
- Develop effective public education communication material to promote responsible cat ownership.

**Consolidated Action Plan for 2021**

- Employ a Community Liaison Officer for 12 months to implement programs and work with the community;
- Provide free vaccination and microchipping events quarterly;
- Prepare a responsible cat ownership education program;
- Promote desexing subsidy;
- Commence a free desexing program targeting the 2168 suburbs (Busby, Ashcroft, Miller, Cartwright, Heckenberg and Sadlier).

**Financial Implications**

The following is an estimated cost to Council over a 12-month period to fund the Action Plan:

- Community Liaison Officer and free microchipping and vaccination events \$140,000;
- Free desexing programs and desexing subsidy \$40,000; and
- Education and Communication \$5,000.

**Review**

It is recommended that Council review the action plan after 12 months and report the outcomes to Council.

**Conclusion**

It is recommended that Council endorse the draft Urban Cat Management Plan and Action Plan for consultation and advice from the Companion Animals Advisory Committee and receive a further report on the adoption of the Urban Cat Management Plan and Action Plan following consultation with the Companion Animals Advisory Committee incorporating any recommended changes.

**CONSIDERATIONS**

<p><b>Economic</b></p>	<p>A Consolidated Action Plan has been developed for 2021 to implement the key actions in the Plan. The action plan will cost approximately \$185,000 annually.</p>
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**CITY ECONOMY AND GROWTH REPORT**

<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Raise awareness in the community about the available services and facilities. Support community organisations, groups and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Act as an environmental leader in the community. Foster neighbourhood pride and a sense of responsibility. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Companion Animal Act 1998 and Regulations.
<b>Risk</b>	The risk is deemed to be Low This risk is considered within Council's risk appetite.

**ATTACHMENTS**

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1. Draft Urban Cat Management Plan



## URBAN CAT MANAGEMENT PLAN

Adopted: *(Current date)*

139228.2020-016



## Introduction

### Purpose of the Cat Management Plan

This document has been developed to provide a cat management plan that reduces cat related complaints in the community about behaviours such as roaming, soiling, noise and other nuisance behaviour.

The plan prescribes a comprehensive set of actions to address the core issue which is uncontrolled cat populations. This includes:

- Desexing;
- Education about containment and responsible pet ownership; and
- Identification and registration.

The plan also includes a framework to promote responsible pet ownership, educate the community and improve the welfare of humans and cats.



### Definitions section

According to the RSPCA (2018) report titled “Identifying best practice cat management in Australia”, the following definitions should be used to categorise cats.

- **Domestic cats** are those with some dependence (direct or indirect) on humans and can be subcategorised as follows:
  - **Owned cats** are identified with and cared for by a specific person and are directly depending on humans. They are usually sociable although sociability varies.
  - **Semi-owned cats** are fed or provided with other care by people who do not consider they own them. They are of varying sociability with many socialised to humans and may be associated with one or more households.
  - **Unowned cats** are indirectly depending on humans with some having casual and temporary interactions with humans. They are of varying sociability, including some who are unsocialised to humans, and may live in groups.
- **Feral cats** are unowned, unsocialised, have no relationship with or dependence on humans and reproduce in the wild. The Australian Government (2015) report “Threat abatement plan for predation by feral cats” provides similar definitions.
- In relation to policy on management of cats held in shelters and pounds, the term “no-kill” means that healthy and treatable animals are not killed. Under this policy, euthanasia of animals is acceptable where treatment would not be expected to give them a good quality of life, or for those cats considered dangerous to public safety.

### Summary of Liverpool City Council's statutory compliance requirements

- Companion Animals Act 1998 (as revised in 2019) and Regulations:



- Cats must be microchipped by 12 weeks of age;
- Cats must be registered by 6 months of age;
- Annual permit is required after 4 months of age if not desexed;
- Cats can be seized if they cause injury to a person or another animal;
- Cats are free to roam except in prohibited areas, (wildlife protection areas, within 10 metres of public food preparation areas); and
- Minimum holding period in shelter is 7 days for unidentified cats and 14 days for identified cats.

- Council's Animal Management Plan:

- No more than 4 cats to be kept at a premises.

## Cat management services in Liverpool City Council

### Liverpool Local Government Area

The Liverpool Local Government Area (LGA) consists of 42 suburbs and is one of the fastest growing regions in Sydney. It has a current population of 227,585 and land area of 30,552 ha (306km<sup>2</sup>).

The Liverpool LGA is experiencing substantial growth from urban release development and from redevelopment in established areas. Its population is expected to increase to more than 320,000 over the next 20 years.

Liverpool City is located in Sydney's south-western suburbs and is about 25 kilometres from the Sydney CBD. It contains the Western Sydney Airport which is currently under construction.

The Metro area (including residential, industrial and Holsworthy army barracks) is 17,744 ha (178 km<sup>2</sup>) with a population of 220,674.

The Rural area (Western Area) is 12,808 ha (128 km<sup>2</sup>) with a population of 6911.



**Numbers of Companion Animals in Liverpool LGA (Companion Animals Register Period 2010-2020):**

- Identified cats – 9730
- Registered cats – 3270
- **Total cats - 13,000**
- Identified dogs – 24,282
- Registered dogs – 11,574
- **Total dogs – 35,856**



Based on average statistics reported for Australia:

- 27% of households have 1.4 cats
- 40% of households have 1.3 dogs

In 2016 the City of Liverpool had 64,000 households

- Estimated owned cats = 24,000
- Estimated owned dogs = 33,000
- Estimated unowned/semi-owned cats = 10,000-20,000

There are 9 veterinary practices in Liverpool LGA.

There are 3 pet shops in Liverpool LGA (2 Petbarn and one independent pet shop).

**Principles underpinning cat management by Liverpool City Council**

- Work within legal framework;
- People and pets live in harmony with each other;
- Animals are treated with respect and compassion;
- Improve the health and wellbeing of cats; and
- Recognise that cats are great pets and highly valued companions.

### Current Liverpool City Council Animal Management Team

Animal management services are delivered through the Community Standards Department, which is part of Council's City Economy & Growth Directorate.

The equivalent of six effective full time (EFT) positions are dedicated to delivering animal management services.

The primary focus of the service is on:

- Reuniting lost animals with their owners and rehoming unclaimed animals;
- Coordination of rehoming programs, including marketing and promotion (of available animals) and working with rescue groups;
- Attending to dogs and livestock that have escaped their property, with preference to returning pets to their rightful owner or, if required, transferring to the Liverpool Animal Shelter;
- Providing animal support and advice to the community;
- Educating the community on their responsibilities in owning companion animals and livestock;
- Enforcing state legislation and council policies relating to cats, dogs and livestock;
- Management of cat and dog registration through the NSW State Government Companion Animals Register and the collection of registration fees;
- Attending to complaints, investigation of incidents e.g. dog attacks, barking dogs, and attending court proceedings;
- Running desexing, microchipping and vaccinating events;
- Encouraging and promoting pet related opportunities for working with the RSPCA, AWL, Cat Protection Society, Department of Housing and other groups; and
- Patrolling of public areas and dog off-leash areas.



## Strategic framework for cat management

### Focus area one: service management and authorised officers

- Training and education:
  - Continue to offer training in implanting microchips in order to provide a free service to Liverpool City Council residents; and
  - Ensuring all officers have training to scan for a microchip.
- Building the team and potential for future hires and secondments:
  - Employing/seconding a Community Liaison Officer to deal with preparation of desexing, microchipping and vaccination programs; and assist in resident participation in these programs.
- Setting cat management priorities relative to dog management:
  - Legislation and framework for dog management is under control but this is not so clear for cats as legislation is less stringent for cats. Therefore other priorities need to be developed for managing cats.
- Facilitating interactions with RSPCA, AWL and Cat Protection Society:
  - Develop a schedule for regular meetings about conducting desexing, vaccination and microchipping programs.

### Focus area two: cat overpopulation and welfare of cats

- Current statistics from Liverpool City Council pound and the RSPCA:
  - 27 cats were impounded last year by Liverpool Animal Shelter;
    - All were dumped at the shelter or picked up by animal management officers;
    - None were seized after attacking someone;
  - 26 were rehomed and one reclaimed;
  - It took an average of 45 days to rehome a cat;
  - In 2018-2019, 659 cats from Liverpool City Council suburbs went to the RSPCA (see Appendix);
    - Of these, 69% were stray cats and 76% were kittens;
    - Out of these 659 cats, 5 were reclaimed (1.8%), 49% rehomed and 37% euthanased (50% of strays).

#### Potential solutions:

- Reducing cat abandonment at the shelter and surrenders to the RSPCA:
  - Identify and support pet owners who are struggling to provide care for their cat/s – this may include assistance with desexing, health care, provision of pet food/cat litter

- Identify and support people caring for undesexed cats, including those with with large numbers of cats – this may include free desexing, microchipping and assistance with registration costs
- Provide access to animal behaviourist for owners who require assistance with cat management.
- Proposals for desexing programs:
  - Low-cost or free desexing subsidised by Liverpool City Council, provided as a general service across LCC;
    - Focus on desexing females that are producing unwanted litters;
    - Collaboration with RSPCA to identify people surrendering litters to RSPCA shelter, and ensure mother of these litters is also desexed;
    - Target people feeding multiple cats to ensure all cats are desexed, and best practice colony management is followed, including early identification and desexing of immigrant cats.
  - Targeted campaigns to cover specific suburbs where there are large numbers of cats needing to be desexed;
    - Primary target for 2021 is the 2168 postcode, because of reports of large semi-owned/unowned cat populations;
    - Aim to achieve 30-50 cats desexed/1000 residents in target suburbs.
- Encouraging resident uptake of subsidised desexing programs:
  - Potential role of Community Liaison Officer for door knocking and follow-up in targeted areas;
  - Assisting with transport of cats to desexing site, catching the cat in a trap, medication administration; and
  - Promote availability of pensioner subsidy for desexing; and
  - Making desexing both affordable and accessible.
- Encouraging adoption and rehoming, particularly from shelters:
  - Social media;
  - Local cat rescue groups;
  - Promote home to home adoptions.



### Focus area three: registration and identification

- Current statistics:
  - 4% cat reclaim rate from pound and RSPCA;
  - Very few cats have microchips; and
  - Of those that do have a microchip, 37% have the wrong contact details.
- Numbers of cats registered per 1000 residents is only 25% of that in Victoria.



#### Potential solutions:

- Reviewing administrative management of microchipping and registration:
  - Lobby State Government to combine/streamline current complex and arduous process of microchip and registration.
- Maintaining accuracy of microchip contact information:
  - Animal management staff in the field will be encouraged to scan microchips and offer to update owner contact details;
  - Email reminders to owners to encourage them to update their details; and
  - Build database of owner phone numbers to send out reminder texts - include link to online system to make it easy for people to update their contact details.
- Articulating advantages of registration for owners:
- Acknowledge and address access and affordability issues:
  - Use of mobile “pop-up” microchip and vaccination vans.
- Reviewing and refining strategies for monitoring and enforcement.

#### Focus area four: dealing with nuisance issues and complaints

- Current level and nature of complaints:
  - 55 complaints per year.
  - Most common complaints are:
    - Cats roaming on a property and using garden as a toilet;
    - Someone feeding multiple cats (overwhelmed feeder).
- Where/who do most complaints come from (location of issues):
  - Some habitual complainers, some complaints about the same site from multiple different complainers;
  - People living in unit complexes (usually about a resident feeding cats) **50%**;
    - 80% of these complaints are from Department of Housing complexes;
  - People from a single house complaining about a cat on their property **50%**;

#### Potential solutions:

- Effective communication with complainants about options:
  - Explaining that cats are free to roam in NSW;
  - Most effective options include managing cat numbers, reducing number of entire cats, keeping cats contained at night, and providing information on strategies to keep cats off property.
- Cat curfews, containment:
  - Difficult and expensive to enforce, education is the key;
  - Containment at night is highest priority – distance travelled by a cat at night is double that during the day, and more fights occur at night resulting in higher risk of disease transmission and more complaints;
  - Educating owners on advantages of keeping cats indoors (especially at night) and strategies to achieve this, such as utilising strategic feeding times to facilitate night-time containment.
- Educating and liaising with colony feeders:
  - Help to organise desexing of their colony cats;
  - Encourage best practice feeding strategies (e.g. hide the food, don't feed more food than can be eaten in 30 minutes, remove uneaten food to avoid attracting vermin, remove/hide used feeding plates);
  - Ongoing management, watch for immigrant cats and manage as necessary.
- Deterring cats from property:
  - Availability of deterrent devices from council (e.g. rental service) – motion-triggered water sprays, etc.
  - Educating about other effective strategies (e.g. eggshells on garden beds).



### Focus area five: pets and people

- Develop effective public education and advocacy strategies to promote responsible cat ownership:
  - Collaborate with council communications team for development and effective distribution of media/materials;
  - Distribute educational material particularly to areas where there are complaints (including CPS pamphlet on being a good neighbour); and
  - Advice on practical strategies that can be implemented.
- Dealing with people and cats in crisis (e.g. domestic violence situations, elderly moving to nursing homes/hospitals/dying, owners hospitalised, owners with short remand/incarceration periods):
  - Liaising with relevant organisations depending on the situation; and
  - Make the community aware of the other welfare groups and their services that are available in these situations.
- Managing animal abuse and cruelty issues:
  - These are usually referred to the RSPCA;
    - Important to recognise and nurture the relationship with the RSPCA.
- Building trust and better interactions with street cat rescue groups and colony feeders.

<b>Consolidated Action Plan for 2021</b>		
<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>
<b>Employing/seconding a Community Liaison Officer for 12 months</b>	<b>Manager Community Standards and Coordinator Regulatory Services</b>	<b>By March 2021</b>
<b>Free Vaccination &amp; Microchipping events</b>	<b>Community Liaison Officer</b>	<b>Quarterly</b>
<b>Responsible Cat Ownership Program</b>	<b>Communication Team and Community Liaison Officer</b>	<b>Commence March 2021</b>
<b>Desexing Subsidy</b>	<b>Communication Team and Community Liaison Officer</b>	<b>Commence March 2021</b>
<b>Free Microchipping Service</b>	<b>Rangers</b>	<b>As required</b>
<b>Free Desexing Program (Target 2168 Suburbs: Busby, Ashcroft, Miller, Cartwright, Heckenberg, Sadlier)</b>	<b>Community Liaison Officer</b>	<b>Commence June 2021</b>
<b>Lobbying State Government to combine microchipping/registration</b>	<b>Manager Community Standards and Coordinator Regulatory Services</b>	<b>Commence March 2021</b>

### Monitoring outcomes, evaluation

- Review action plan annually and report outcomes to Liverpool City Council.

### Acknowledgements and References

Australian Pet Welfare Foundation:

Emeritus Professor Jacquie Rand  
Emeritus Professor Helen Swarbrick  
Emily Lancaster

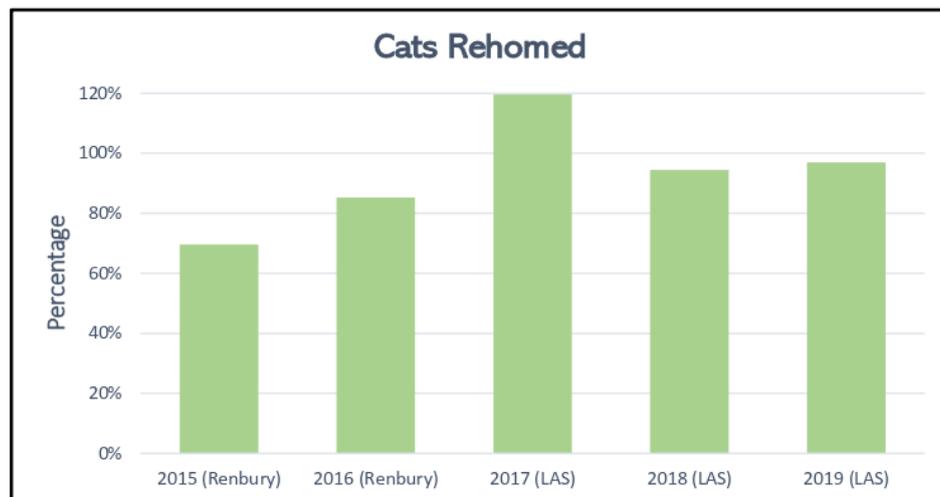
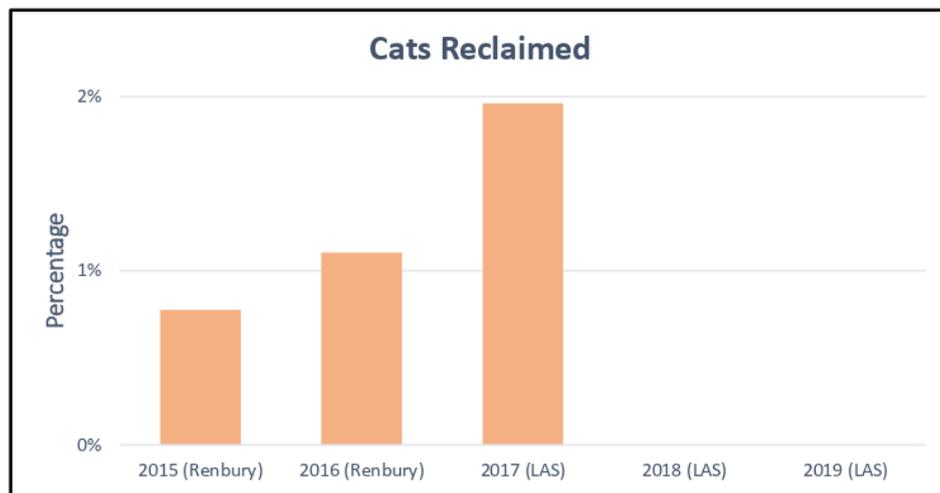
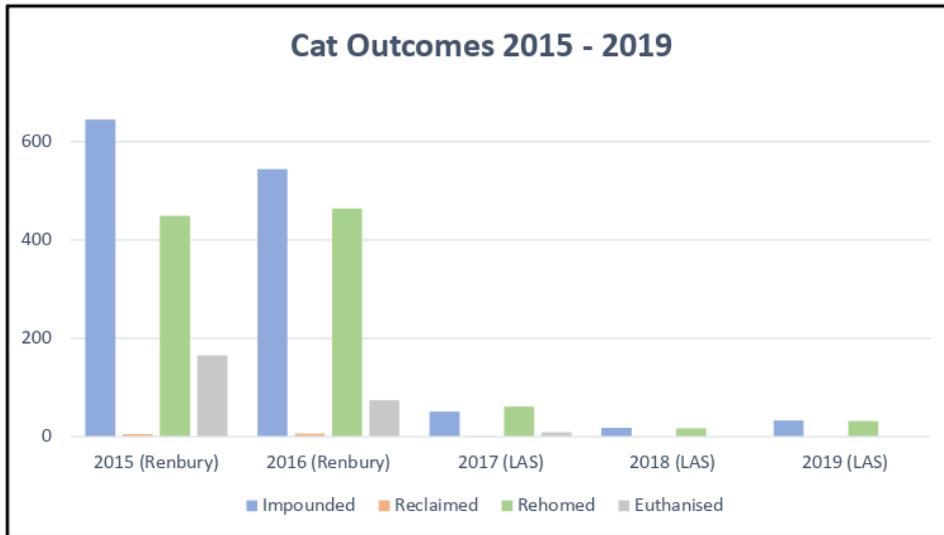
Yarra Ranges Domestic Animal Management Plan  
Greater Shepparton Domestic Animal Management  
Marrondah City Council Draft Domestic Management Plan

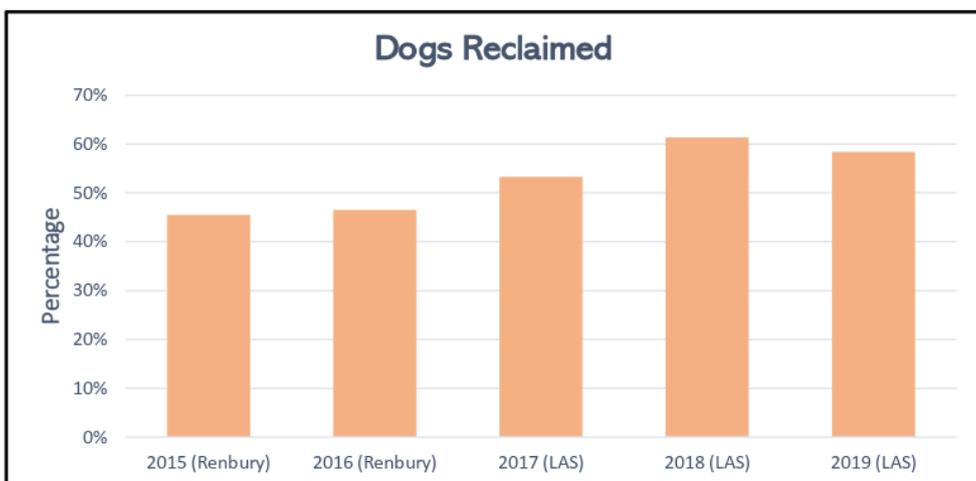
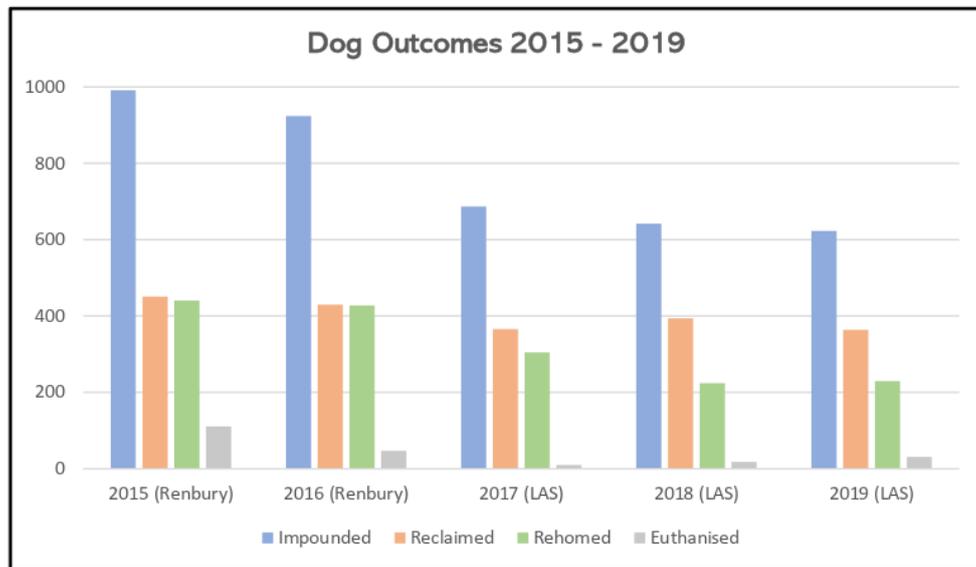
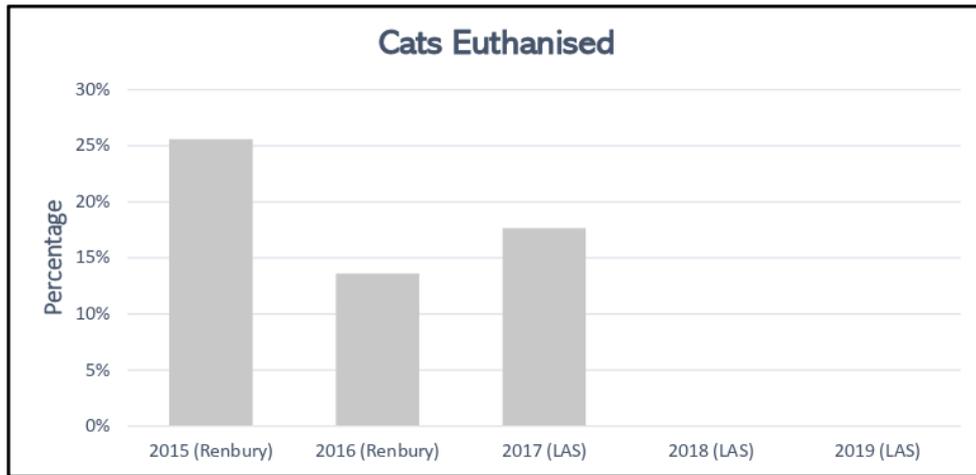


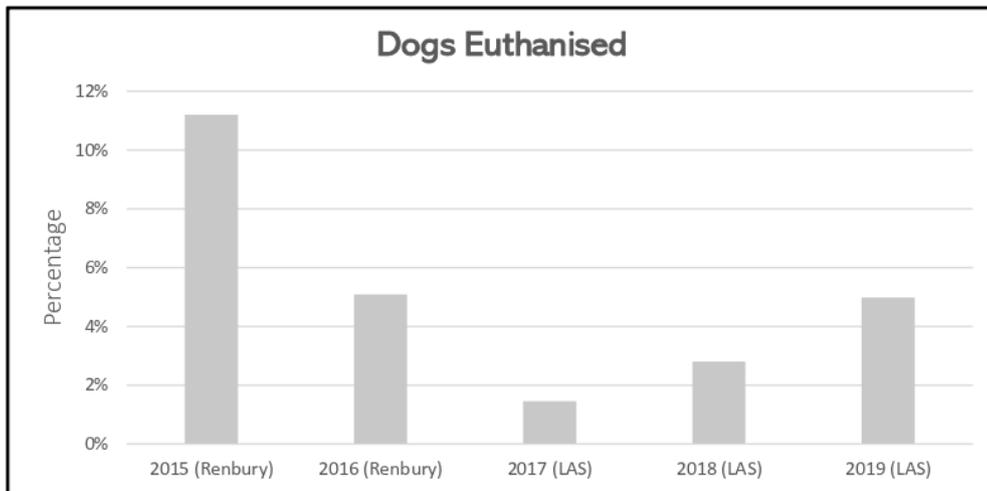
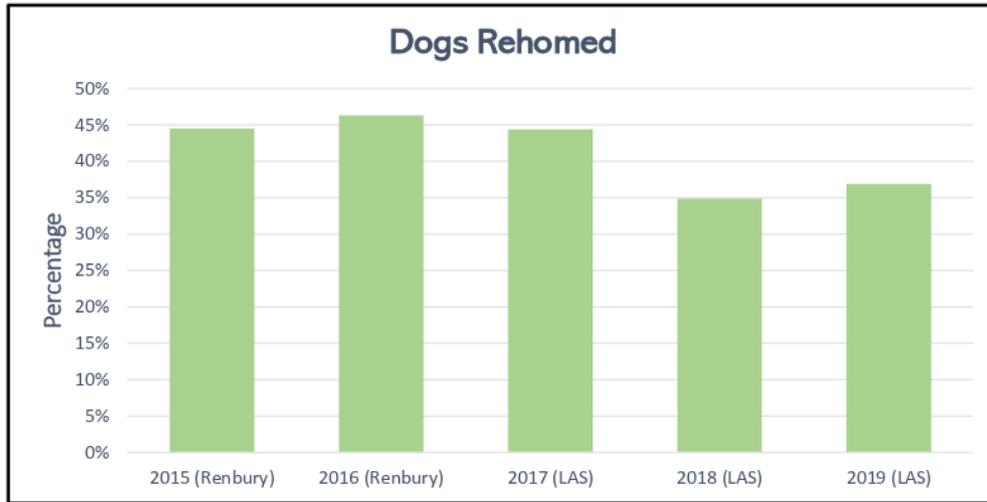
## Appendices

### **Key Statistics**

- Data from Liverpool Animal Shelter (LAS, previously Renbury) – 2015 - 2019
- RSPCA Yagoona data for 2019 calendar year







### Cats arriving at RSPCA Yagoona from Liverpool City Council LGA (2019 Calendar Year)

Source	Cat	Kitten	Total
Stray	99	355	454
Owner Surrender	45	128	173
Humane Officer Seized	3	8	11
DOA - Stray	3	5	8
Euthanasia Request	1	3	4
Humane Officer Surrendered	4	2	6
DOA - Humane Officer Seized	1	1	2
Returns		1	1
<b>Total</b>	<b>156</b>	<b>503</b>	<b>659</b>

Suburb	Cat	Kitten	Total
LIVERPOOL NSW 2170	21	77	98
WARWICK FARM NSW 2170	13	65	78
CASULA NSW 2170	10	55	65
AUSTRAL NSW 2179	12	20	32
PRESTONS NSW 2170	5	27	32
MOOREBANK NSW 2170	3	27	30
CHIPPING NORTON NSW 2170	8	20	28
MOUNT PRITCHARD NSW 2170	7	21	28
HECKENBERG NSW 2168	8	19	27
LURNEA NSW 2170	4	22	26
BUSBY NSW 2168	6	19	25
HINCHINBROOK NSW 2168	6	18	24
GREEN VALLEY NSW 2168	2	17	19
MILLER NSW 2168	7	12	19
AUSTRAL NSW 2171		11	11
WEST HOXTON NSW 2171	5	6	11
CARTWRIGHT NSW 2168	2	7	9
HOXTON PARK NSW 2171	2	7	9
LEPPINGTON NSW 2171	4	5	9
ROSSMORE NSW 2557	1	6	7
ASHCROFT NSW 2168	4	2	6
HOLSWORTHY NSW 2173	1	4	5
SADLEIR NSW 2168	2	3	5
WATTLE GROVE NSW 2173	1	4	5
EDMONDSON PARK NSW 2171	3	1	4
CARNES HILL NSW 2171	2	1	3
MIDDLETON GRANGE NSW 2171		2	2
BRINGELLY NSW 2556	1		1
Other	16	25	41
<b>Total</b>	<b>156</b>	<b>503</b>	<b>659</b>

NB 5 of these cats were reclaimed, all adults (>1yr)

**EGROW 02**

**Enforcement Policy Review**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	314965.2020
<b>Report By</b>	Nada Mardini - Manager Community Standards
<b>Approved By</b>	David Smith - Acting Director City Economy and Growth

**EXECUTIVE SUMMARY**

Council resolved on 26 August 2020, in relation to EGROW 02 - Consideration of implementing a Development Assessment Compliance Policy *“That Council receive and note the report noting that the Enforcement Policy is under review and will be reported to the December 2020 Council meeting.”*

The current Enforcement Policy has been reviewed, and in accordance with Council’s adopted Policy Drafting Standard, the Enforcement Policy has become a Standard, which requires approval by the Chief Executive Officer rather than a Policy adopted by Council.

The new Enforcement Standard to be adopted by the CEO is included in **Attachment 1**.

**RECOMMENDATION**

That Council receive and note the report.

**REPORT**

Council resolved on 26 August 2020 that:

*Council receive and note the report noting that the Enforcement Policy is under review and will be reported to the December 2020 Council meeting.*

The current Enforcement Policy (**Attachment 2**) was adopted by Council on 14 March 2016. Under Council’s Policy Drafting Standard (adopted 30 July 2020) (**Attachment 3**), the Enforcement Policy is categorised as a Standard. This is due to the fact the policy contains mandatory and a prescriptive set of procedures which must be consistently followed by Council Enforcement Officers. Standards also relate to a critical operational function which is the case in this instance.

The Enforcement Policy has been reviewed, and as it is a Standard, it requires approval by the Chief Executive Officer rather than a Policy adopted by Council.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Boarding Houses Act 2012. Building Code of Australia. Companion Animals Act 1998. Contaminated Land Management Act 1997. Environmental Planning and Assessment Act 1979. Fines Act 1996. Food Act 2003. Impounding Act 1993. Local Government Act 1993. NSW Road Rules 2014. Protection of the Environment Operations Act 1997. Public Health Act 2010. Swimming Pools Act 1992. Road Transport Act 2013. Roads Act 1993.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

1. Enforcement Standard 2020 (Under separate cover)
2. Enforcement Policy 2016 (Under separate cover)
3. Policy Drafting Standard (Under separate cover)

<b>COM 01</b>	<b>Endorsement of membership to the Community Safety and Crime Prevention Advisory Committee 2020 - 2022</b>
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<b>Strategic Direction</b>	Leading through Collaboration Encourage community participation in decision-making
<b>File Ref</b>	302449.2020
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Tina Sangiuliano - Acting Director City Community and Culture

## **EXECUTIVE SUMMARY**

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The Liverpool Community Safety and Crime Prevention Advisory Committee provides advice and recommendations to Council in relation to community safety and crime prevention matters including improvement of perceptions of safety, drugs and alcohol, and reducing injury in the Liverpool Local Government Area (LGA).

Following on from the completion of an Expression of Interest process, this report seeks Council's endorsement of the newly appointed members of the Liverpool Community Safety and Crime Prevention Advisory Committee for the 2020 – 2022 term.

## **RECOMMENDATION**

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That Council endorses the membership applications from agencies listed below as members of the Liverpool Community Safety and Crime Prevention Advisory Committee for the period 2020 – 2022:

- Liverpool City Police Area Command;
- Scott Street Clinic;
- MTC Australia;
- Hume Community Housing Association;
- Department of Communities and Justice;
- PCYC Liverpool;
- Liverpool Fairfield Suicide Prevention Network, Lifeline Macarthur;
- South Western Sydney Local Health District (SWSLHD) Drug Health Services;

- South Western Sydney Local Health District (SWSLHD) Domestic Violence Services;
- South Western Sydney Local Health District (SWSLHD) Trauma Department;
- Liverpool Neighbourhood Connections;
- University of Wollongong; and
- Drug and Alcohol Multicultural Education Centre (DAMEC).

## **REPORT**

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The Liverpool Community Safety and Crime Prevention Advisory Committee provides advice and recommendations to Council in relation to community safety and crime prevention matters, including improvement of perceptions of safety, drugs and alcohol, and reducing injury in the Liverpool Local Government Area (LGA).

The Liverpool Community Safety and Crime Prevention Advisory Committee aims to achieve the following outcomes:

- Improve perception of safety and reduce crime in Liverpool LGA;
- Improve community and business confidence;
- Increase partnerships between Council government and non-government agencies, including NSW Police Force, emergency service departments, NSW Health, NSW Department of Family and Community Services, local businesses and the community;
- Facilitate community input into Council decision-making processes in relation to local crime and safety issues and concerns; and
- Deliver projects and programs in accordance with the Pan Pacific Safe Communities Network objectives to maintain Liverpool City's accreditation as a Pan Pacific Safe Community.

Council undertook an Expression of Interest process for membership during July – September 2020. Applications from the following agencies were received. It is recommended that Council endorse the following agencies as members of the Liverpool Community Safety and Crime Prevention Advisory Committee for the period 2020 – 2022:

- Liverpool City Police Area Command;
- Scott Street Clinic;
- MTC Australia;
- Hume Community Housing Association;
- Department of Communities and Justice;
- PCYC Liverpool;
- Liverpool Fairfield Suicide Prevention Network, Lifeline Macarthur;
- South Western Sydney Local Health District (SWSLHD) Drug Health Services;

**CITY COMMUNITY AND CULTURE REPORT**

- South Western Sydney Local Health District (SWSLHD) Domestic Violence Services;
- South Western Sydney Local Health District (SWSLHD) Trauma Department;
- Liverpool Neighbourhood Connections;
- University of Wollongong; and
- Drug and Alcohol Multicultural Education Centre (DAMEC).

The membership applications include a number of new members who will work closely with Council and other members to implement programs and initiatives designed to address community safety and crime prevention matters in Liverpool.

The first ordinary meeting of the new Liverpool Community Safety and Crime Prevention Advisory Committee term will be held on 3 December 2020. This meeting will include the opportunity for new members to be inducted into the Committee and familiarise themselves with the Liverpool Community Safety and Crime Prevention Advisory Committee Charter and the roles and responsibilities of members. Staff are looking forward to collaborating with the Committee members to improve community safety and wellbeing in Liverpool.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Raise awareness in the community about the available services and facilities. Support policies and plans that prevent crime.
<b>Civic Leadership</b>	Encourage the community to engage in Council initiatives and actions.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

Nil

**COM 02**

**Macarthur FC A-League Sponsorship**

<b>Strategic Direction</b>	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
<b>File Ref</b>	316491.2020
<b>Report By</b>	Mark Westley - Manager Recreation and Community Outcomes
<b>Approved By</b>	Tina Sangiuliano - Acting Director City Community and Culture

**EXECUTIVE SUMMARY**

The premier football (Soccer) competition in Australia is the A-League which commenced in 2005 and involves clubs from Australia and New Zealand. In 2018, in response to the Football Federation of Australia's (FFA) announcement of its proposed expansion, two bids were developed from South West Sydney. During the bid process, based on advice from the FFA, the "United for Macarthur" and the "South West" bids merged to create a stronger and more viable bid.

The FFA announced on 13 December 2018 that the Macarthur South West United A-League Team would be granted one of the two new available licences. Macarthur FC, will enter the coming A-League season which is scheduled to commence late December 2020 playing at Campbelltown Sports Stadium.

Macarthur FC identifies that their "territory" includes the Liverpool LGA and have made presentations over the past year to Councillors and Council Officers including at the March 2020 Strategic Panel, regarding sponsorship partnerships with Council.

This report details the services Macarthur FC propose to deliver to Council in return for sponsorship and assesses these deliverables against Council's strategic community outcomes. Direction is sought from Council in response to this sponsorship request.

**RECOMMENDATION**

That Council provide direction on the response to be given to Macarthur FC regarding their request for Council sponsorship;

Option 1: Receive and note the report and decline the sponsorship opportunity;

- Option 2: Identify their selection of one of the standard sponsorship packages, allocate funds and conduct of 28-day public exhibition with final approval under the delegation of the CEO;
- Option 3: Identify the amount of sponsorship, allocate funds, instruct staff to negotiate a tailored sponsorship package to support Council’s strategic outcomes and conduct of 28-day public exhibition with final approval under the delegation of the CEO.

**REPORT**

The premier football (Soccer) competition in Australia is the A-League which commenced in 2005 and involves clubs from Australia and New Zealand. In 2018, in response to the Football Federation of Australia’s (FFA) announcement of its proposed expansion, two bids were developed from South West Sydney. During the bid process, based on advice from the FFA, the “United for Macarthur” and the “South West” bids merged to create a stronger and more viable bid.

The FFA announced on 13 December 2018 that the Macarthur South West United A-League Team would be granted one of the two new available licences. Macarthur FC will enter the coming A-League season which is scheduled to commence late December 2020 playing at Campbelltown Sports Stadium.

The A-League franchise will provide the Macarthur area and South West Sydney with a new opportunity to develop a regional sporting identity and the possibility to raise the profile of our region on a National stage.

Macarthur FC identifies that their “territory” includes the Liverpool LGA and have made presentations over the past year to Councillors and Council Officers including at the March 2020 Strategic Panel, regarding sponsorship partnerships with Council.

In the latest communication to Council Officers, Macarthur FC has presented Council with the choice of two standard sponsorship frameworks or the opportunity to tailor an agreement. The two standard options are as follows with the differences between the options are highlighted:

<b>Option 1 Package</b>	<b>Option 2 Package</b>
Investment \$25,000 ex GST.	Investment \$50,000 ex GST.
Official acknowledgement on Macarthur FC Website and Social Media.	Official acknowledgement on Macarthur FC Website and Social Media.
School Holiday Clinics (2 per year).	School Holiday Clinics (4 per year).
1 per year - - E-mail marketing opportunity to their 40,000+ data base.	3 per year - - E-mail marketing opportunity to their 40,000+ data base.
Social media post - 2 per annum (twitter, Facebook & Instagram).	Social media post - 4 per annum (twitter, Facebook & Instagram).

**CITY COMMUNITY AND CULTURE REPORT**

Official acknowledgement of Liverpool Council as a Sponsor on our community programs web site, social media etc.	Official acknowledgement of Liverpool Council as a Sponsor on our community programs web site, social media etc.
Council to provide any banners they want for the "Bulls in schools ***" program and any marketing materials they want handed out.	Council to provide any banners they want for the "Bulls in schools ***" program and any marketing materials they want handed out.
1 x Player presentation at a Liverpool Council event	2 x Player presentations at a Liverpool Council event

\*\* - Macarthur FC will conduct clinics in schools independent of any sponsorship arrangement

**Sponsorship Package Assessment**

Council's evaluation of a sponsorship opportunity should include assessment of how the sponsorship aligns with and assists Council to achieve its strategic outcomes. The following table assesses each sponsorship deliverable identified by Macarthur FC.

<b>Sponsorship deliverable</b>	<b>Assessment Pros.</b>	<b>Assessment Cons.</b>
Official acknowledgement on Macarthur FC Website and Social Media.		<ul style="list-style-type: none"> <li>• No real benefit to Council's strategic community outcomes</li> </ul>
School Holiday Clinics	<ul style="list-style-type: none"> <li>• Some alignment with Council's obesity initiative where Community Development organise a program of school holiday sporting clinics.</li> <li>• Some ability to align school holiday clinics to complement Council's Recreation business plan to increase participation in sport, targeting female, people living with disabilities, migrant and disadvantaged resident's participation in sport.</li> </ul>	<ul style="list-style-type: none"> <li>• One-off events without an ongoing strategy will not achieve the participation increase outcomes targets.</li> <li>• Diversion of Council resources required to coordinate school holiday clinics.</li> </ul>
EDM #		<ul style="list-style-type: none"> <li>• Unclear <del>No real</del> benefit to Council's strategic outcomes from communication to a database of people potentially outside the Liverpool LGA.</li> </ul>

**CITY COMMUNITY AND CULTURE REPORT**

Social media post - (twitter, Facebook & Instagram).	Identifies Liverpool City Council to its residents and the wider community as a supporter of major endeavours in the region that raise community profile and contribute to community connection.	<ul style="list-style-type: none"> <li>• Unclear benefit to Council's strategic outcomes from communication to a database of people potentially outside the Liverpool LGA.</li> </ul>
Official acknowledgement of Liverpool Council as a Sponsor on our community programs web site social media etc.	Identifies Liverpool City Council to its residents and the wider community as a supporter of major endeavours in the region that raise community profile and contribute to community connection.	<ul style="list-style-type: none"> <li>• Unclear benefit to Council's strategic outcomes from communication to a database of people potentially outside the Liverpool LGA.</li> </ul>
Council to provide any banners they want for the "Bulls in schools" ## program and any marketing materials they want handed out.	Identifies Liverpool City Council to its residents and the wider community as a supporter of major endeavours in the region that raise community profile and contribute to community connection.	<ul style="list-style-type: none"> <li>• Unclear benefit to Council's strategic outcomes from communication to school students.</li> </ul>
Player presentation at a Liverpool Council event.	Identifies Liverpool City Council to its residents and the wider community as a supporter of major endeavours in the region that raise community profile and contribute to community connection.	<ul style="list-style-type: none"> <li>• Macarthur FC participation at Council events is not considered a drawcard for greater attendance.</li> <li>• Elite sporting clubs currently attend Council events without the need for sponsorship agreements due to the opportunity for exposure to the community.</li> </ul>

# - E-mail marketing opportunity to their 40,000+ data base.

## - Macarthur FC will conduct clinics in schools independent of any sponsorship arrangement

**Tourism Destination Management Plan (DMP)**

Within Liverpool's Destination Management Plan (DMP) it may be considered that sponsoring Macarthur FC would be supported by the following strategic directions of the plan:

- Support local businesses, groups and organisations to build and develop the visitor economy and their tourism products.
- Attract new businesses, events and investment to engage locals and increase visitation to Liverpool.

The DMP has actions that support collaborating with sporting teams including to work with surrounding LGAs to create a visitor destination network and to also assist and support local

businesses, groups and organisations in the development of the visitor economy whilst attracting new businesses for future growth. The branding of this new club as Macarthur FC does not provide any clear messaging to raise the tourism profile of Liverpool nor does it propose to play competitive matches within the LGA and as such is unlikely to be justifiable as a tourism initiative.

Alternatively, Macarthur FC and Southern Districts Soccer Football Associations will be important allies to Liverpool City Council as it works towards leveraging the 2023 Women's World Cup and sponsorship may enhance Council's ability to attract World Cup related activities to the Liverpool LGA in the lead-up to and during the competition.

### **Previous Sponsorship of the Western Sydney Wanderers**

Council has prior experience with the sponsorship of an A-League club through its 2013 to 2015 sponsorship of the Western Sydney Wanderers. The benefits of this sponsorship were not quantified and the experience with the Wanderers also alerts Council to the challenges of such agreements. Despite the legal agreement signed to manage the sponsorship relationship, Council staff report difficulty realising the deliverables promised.

Council's 2013 decision to sponsor the Western Sydney Wanderers does however provide a template that should be followed if Council decides to support Macarthur FC. External legal advice received by Council, and reported to the 26 June 2013 Council meeting, concluded that "there is no legal impediment to Council providing financial assistance to the Wanderers provided that the sponsorship agreement makes it clear that the Wanderers are providing specified services or carrying out specified activities that constitute an exercise of Council's functions."

The 2013 legal advice also recommended that:

1. In their opinion it is reasonable to assume that in generating revenue (gate receipts, sponsorship money etc.) the Western Sydney Wanderers act for 'private gain'. As a result, Council must comply with s356(2) of the Local Government Act 1993 and must not resolve to grant financial assistance until 'at least 28 days public notice of the Council's proposal to pass the necessary resolution has been given'.

### **Neighbouring Councils Contributions to Macarthur FC**

Other Councils that are situated within the identified "catchment" of Macarthur FC include the neighbouring Councils of Fairfield, Camden, Campbelltown, and Wollondilly. Investigation of contributions made by these Council's to support Macarthur FC have found the following:

**Fairfield City Council**

In August 2020 Fairfield City Council announced that Macarthur FC will hire the recently re-developed Fairfield showground as the team's training base. Macarthur FC are paying hire fees to Council for the use of this facility and will provide a number of development days as part of the agreement. Fairfield City Council staff confirm that no sponsorship of Macarthur FC has been proposed by Council.

**Camden Council**

In July 2020 Camden Council endorsed the provision of \$20,000 (ex GST) and up to \$3,500 in-kind for facility usage to Macarthur FC as part of a formal sponsorship agreement for the 2021 A-League season. Major points of the Camden package are:

- Four school holiday clinics
- Provision of four players to assist Camden Council with promotion of Council programs and community messaging.
- Recognition of Council by Macarthur FC as a sponsor.
- Opportunity to promote the Macarthur region to a national and international audience through the A-League.

It is noted that the \$20,000 paid by Camden Council gives them similar outcomes that Macarthur FC have offered to Liverpool City Council for \$50,000.

**Campbelltown City Council**

Campbelltown City Council (CCC) have been supportive of Macarthur FC's A-League bid following the Campbelltown Sports Stadium Strategic Business Case which recommended that a lead tenant be secured for the stadium to support its long-term sustainability.

Following their support and success of the Macarthur FC bid, CCC resolved in May 2019 to accept the invitation to become one of five "Community Partners" of the club for a period of five years involving the following investment:

- 2019-2020 \$450,000 (excluding GST)
- 2020-2021 \$475,000 (excluding GST)
- 2021-2022 \$500,000 (excluding GST)
- 2022-2023 \$525,000 (excluding GST)
- 2023-2024 \$550,000 (excluding GST)

**Options**

Council may decline to sponsor Macarthur FC or decide to support the Club as a fledgling tier one football team representing the greater south west, including Liverpool, on the national stage. Whilst the direct benefit to the Liverpool LGA from this sponsorship is difficult to quantify

with any confidence, this sponsorship may be viewed as a general support of significant activities occurring in our wider region.

Where Council wishes to support Macarthur FC, depending on the depth of financial contribution Council wishes to make, it can take the “off-the-shelf options offered by Macarthur FC or Council can examine its communications, community development, economic development and recreation goals to align the partnership deliverables with Council’s strategic plan. An agreement more tailored to Council’s strategic outcomes is considered preferable to the options presented by Macarthur FC.

Specifically, the tailored option could align with the strategic outcomes of Council’s City Community and Culture Directorate to support their work in events, community development and recreation services, and be leveraged by the Communications Unit to enhance Council’s communication to our community. For example, Macarthur FC players could be used as part of community development programs that target specific sections of our community such as youth at risk, migrants, refugees and people living with a disability.

### **Recommendations**

The sponsorship packages offered by Macarthur FC offer Council little that aligns with its strategic outcomes and in this respect does not represent value for money. Therefore three response options exist for Council:

- (A) Where Council wishes to decline the opportunity to sponsor Macarthur FC the following recommendations would apply:

That Council:

1. Instruct staff to inform Macarthur FC that Council declines the opportunity to provide sponsorship for the 2020/2021 A-League season.

- (B) Where Council wishes to pursue a sponsorship agreement with Macarthur FC as a gesture of support for significant activities occurring in our wider region the following recommendations (B1 and B2) would apply:

- (B1) To select one of the sponsorship packages outlined by Macarthur FC the following recommendations would apply:

That Council:

1. Identifies either the \$25,000 or \$50,000 as the amount of sponsorship it wishes to provide from general revenue.
2. Places on public notice its intention to sponsor Macarthur FC for a period of 28 days and where no objection is received approve the sponsorship under the delegation of the CEO.

**CITY COMMUNITY AND CULTURE REPORT**

(B2) To tailor a sponsorship package that better serves Council’s goals and aligns with the financial contribution level and deliverables that have been confirmed with other Councils, the following recommendations would apply:

That Council:

1. Identifies the amount of sponsorship it wishes to provide from general revenue.
2. Instructs staff to develop a tailored sponsorship agreement that represents better value for money and aligns with Council’s strategic direction for final approval under the delegation of the CEO.
3. Places on public notice its intention to sponsor Macarthur FC for a period of 28 days and where no objection is received approve the sponsorship under the delegation of the CEO.

**CONSIDERATIONS**

<b>Economic</b>	Facilitate the development of regional tourism based on local attractions, culture and creative industries.  This sponsorship cannot be funded from existing budgets, funding would need to be found from general revenue.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Leverage high profile sporting bodies to promote activities that improve social outcomes for women, people living with a disability, migrants and disadvantaged youth.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Council must comply with s356(2) of the Local Government Act 1993 and must not resolve to grant financial assistance until at least 28 days public notice of the Council’s proposal to pass the necessary resolution has been given.  In relation to Council’s Code of Conduct policy any sponsorship package inclusions that could be individualised, such as tickets or clothing, would constitute a benefit of more than a token value. Accordingly, a Council Officer or Councillor would not normally be able to accept these benefits.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

Nil

**CORP 01**

**Conflict of Interest Policy**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	324061.2020
<b>Report By</b>	Jessica Saliba - Acting Coordinator Governance
<b>Approved By</b>	George Hampouris - Acting Director City Corporate

**EXECUTIVE SUMMARY**

Council originally adopted its Ethical Governance: Conflicts of Interest Policy on 29 July 2015.

The policy has now been reviewed and changes have been made to appropriately address an Audit Office NSW management letter point. It is recommended that Council note this report and adopt the policy, as attached to this report.

**RECOMMENDATION**

That Council notes this report and adopts the updated Conflict of Interest Policy.

**REPORT**

In July 2020, the Audit Office identified that Council's current conflict of interest policy does not require employees to complete a conflict of interest declaration upon commencement of employment. The current policy only requires employees to voluntarily declare potential conflicts of interests.

The Audit Office's recommendation was that Council should implement a process to obtain conflict of interest declarations from employees on commencement of employment. This declared conflict should be recorded on a central register and reviewed by an independent officer for appropriate action to manage the conflicts.

The Conflict of Interest policy has been reviewed and updated to include the above recommendation and has included a new form which the onboarded employee would be required to populate (as annexure B).

Notwithstanding the above, the policy is also now due for review by Council in line with its Policy review cycle.

The policy supplements the provisions relating to conflicts of interest contained in part 4 of Council's Code of Conduct.

It should be noted that for recordkeeping purposes, all completed conflict of interest forms are countersigned by the CEO and then recorded by Council's Governance Coordinator in a Council register.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

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1. Conflict of Interest Policy



## CONFLICTS OF INTEREST POLICY

Adopted:

TRIM: 271733.2020



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## POLICY TITLE

**DIRECTORATE:** City Corporate

**BUSINESS UNIT:** Governance Legal & Procurement

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### 1. PURPOSE/ OBJECTIVES

This policy is to provide a framework and processes for Council officials to identify and deal with conflicts of interest.

### 2. DEFINITIONS

**A conflict of interest** occurs when a Council official is in a position to be influenced, or appears to be influenced, by his or her private interests, when doing his or her job. A conflict of interest can involve avoiding personal disadvantage as well as gaining personal advantage. A private interest may include social and professional interests and activities and interests with individuals or groups, including family and friends, as well as financial interests.

**A pecuniary interest** involves a situation where there is potential for an individual Council official to gain or lose financially from his or her public position such as owning property, having unpaid debts to others, or receiving hospitality or travel.

**A non-pecuniary interest** does not have a financial component. It can involve personal or family relationships or involvement in sporting, social or cultural activities that could influence the judgement or decisions of a Council official, even though there is no financial benefit to the official.

**A Council Official and Designated person** includes Mayor, Councillors, Executive management team, Local Planning Panel, and nominated Council staff.

**You and Your** includes Councillors, members of Council staff, members of Council committees and advisers.

### 3. POLICY STATEMENT

#### 3.1 Introduction

3.1.1 Council officials must ensure that opportunities do not exist for their interests, or those of any persons close to them, to conflict with the impartial performance

of their Council duties. Any potential, real or perceived conflict between an individual's interest and those of Council must be resolved in favour of Council.

### 3.2 Recognising a conflict of interest

- 3.2.1 A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out his or her public duty.

You must avoid or appropriately manage any conflicts of interest. The onus is on you to identify a conflict of interest and take the appropriate action to manage the conflict in favour of your public duty.

- 3.2.2 Conflicts of interest include both pecuniary interests and non-pecuniary interests.

Not declaring a pecuniary interest is a breach of the *Local Government Act 1993* (the Act) and the Code of Conduct which could result in an investigation by Chief Executive, Office of Local Government, who can take action and/or recommend disciplinary action. The Chief Executive may refer a complaint to the Ombudsman, Independent Commission Against Corruption or the Director of Public Prosecutions.

### 3.3 Checklist for identifying a Conflict of Interest

Answering the following questions will assist you in determining if you have a conflict of interest.

#### 3.3.1 What is the situation?

	Yes	No
Would I or anyone associated with me benefit from or be disadvantaged by my proposed decision or action?		
Could there be benefits for me in the future that could cast doubt on my objectivity?		
Do I have a current or previous personal, professional or financial relationship or association of any significance with this person or business?		
Would my reputation or that of a relative, friend or associate stand to be enhanced or damaged because of the proposed decision or action?		
Do I or a relative, friend or associate of theirs stand to gain or lose financially in some hidden or unexpected way?		
Do I hold any personal or professional views or opinions that may lead others to reasonably conclude that I am not an appropriate person to deal with the matter?		
Have I contributed in a private capacity in anyway to the matter that Council is dealing with?		
Have I made any promises or commitments in relation to the matter?		
Have I received a benefit or hospitality from someone who stands to gain or lose from my decision or action?		
Could this situation have an influence on any future employment opportunities outside my current official duties?		

	Yes	No
Could there be any other benefits or facts that could cast doubts on my objectivity?		
Do I still have any doubts about my proposed decision or action?		
Does a relative own a business providing services to Liverpool City Council?		

### 3.3.2 [What perceptions could others have?](#)

	Yes	No
What assessment would a reasonable and informed person make of the circumstances?		
Could my involvement in this matter cast doubt on my integrity or on Council's integrity?		
If I saw someone else doing this, would I suspect that they might have a Conflict of Interest?		
If I did participate in this action or decision, would I be happy if my colleagues and the public became aware of my involvement and any association or connection?		
Is the matter or issue one of great public interest or controversy where my decision or action could attract greater scrutiny by others?		

### 3.3.3 [Should I seek help?](#)

	Yes	No
Am I confident of my ability to act impartially and in the public interest?		
Do I feel a need to seek advice or discuss the matter with an objective party?		
Does this person know more about these things than I do?		
Is all the relevant information available to ensure a proper assessment?		
Do I know what Council's code of conduct requires in relation to Conflicts of Interest?		
Do I need to discuss any issues regarding this matter with my supervisor?		
Do I understand the possible penalties that may apply if I proceed with an action or decision with an unresolved Conflict of Interest?		

3.3.4 The actions of Council officials must not only be free from any conflicts but Council officials must ensure that they are clearly seen that their actions are free from any conflicts. A Council official should consider what other people might think about the particular matter, including unsuccessful tenderers, other potential suppliers, other business owners, clients, ratepayers, residents, members of the public, Councillors and members of Council staff.

## 3.4 [What is the difference between a pecuniary and a non-pecuniary interest?](#)

### 3.4.1 [Pecuniary interest](#)

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

You have a pecuniary interest in a matter if your spouse, de facto partner, your relative, your partner or your employer or a company or other body of which you, or your nominee, partner or employer is a shareholder or member.

**3.4.2 Non-pecuniary interest**

Non-pecuniary interests do not have a financial component. They may arise from personal or family relationships or involvement in sporting, social or cultural activities. They include a tendency toward favour or prejudice resulting from friendship, animosity, or other personal involvement with another person or group.

**3.4.3 Disclosure of pecuniary interests at meetings**

If you have a pecuniary interest in any matter with which the council concerned, and are present at a meeting of the Council or committee at which the matter is being considered, you must disclose the nature of the interest to the meeting as soon as practicable.

You must not be present at, or in sight of the meeting of the Council or committee:

- a) At any time during which the matter is being considered or discussed by the council or committee, or
- b) At any time during which the Council or committee is voting on any question in relation to the matter

A disclosure made at a meeting of Council or committee must be recorded in the minutes of the meeting. You must also complete and submit a Conflict of Interest form for said disclosure.

Please refer to the Code of Conduct for more definitions about the Conflict of Interest

**3.4.4 Checklist for Identifying a Pecuniary Interest**

*The purpose of this checklist is so that you can use it to identify whether you have a pecuniary or non-pecuniary Conflict of Interest.*

	<b>Yes</b>	<b>No</b>
Does the matter fall within the legislated definition of a pecuniary interest?		
Is there a realistic expectation that I will, directly or indirectly, gain a financial or other material benefit or suffer a financial or other material loss?		
Will the matter affect my earning capacity or financial situation?		
Do I have a second job or private business that may be affected by the matter?		
Do I have any debts owing to a person who will be affected by the matter?		
Have I accepted hospitality, sponsored travel or other benefits from a person who will be affected by the matter?		

	Yes	No
Is there a realistic expectation that someone in a personal or business relationship with me will, directly or indirectly, gain a financial or other material benefit or suffer a financial or other material loss?		
By nature of my relations with this individual, would any benefit or loss they receive be expected, under normal circumstances, to flow through to me?		

As soon as a Pecuniary Interest of an associate/relative as per Section 443 of the Act is recognised, you must treat it as if it was your own Pecuniary Interest.

If you say yes to any of these questions, then you have a pecuniary interest.

#### 3.4.5 Examples of Pecuniary Interest

<b>Pecuniary Interests</b> – involve an actual or potential financial gain or loss, or other material benefits or costs.
You have shares in a family business which tenders for a contract with Council.
Your spouse owns a company in which you have no direct interest, which tenders for a contract with Council
You have a second job with a company which tenders for a contract with Council.
You own property adjacent to a block of land which is the subject of an application to Council for redevelopment.
You have a private business which may lose custom to a rival concern which has lodged an application with Council for permission to set up new premises near your private business.
Your spouse is an applicant for a job with Council.

#### 3.4.6 Examples of Non-Pecuniary Interest

<b>Non-Pecuniary Interests</b> – do not have a financial or other material component. (They may arise from personal or family relationships or involvement in sporting, social or cultural activities)
Your child is a star player in a local sporting group which submits a grant application to Council.
One of your friends/neighbours has submitted a tender with Council and asks you to keep an eye on its progress.
An old enemy from schooldays who used to bully you is an applicant for a job with Council.
You are the president of a local performing group which seeks sponsorship from Council.
Your children's nearby school will be affected by a new development. The development proposal has been lodged for approval with Council.
You are active in a voluntary organisation and in your spare time you draw up plans for an extension to its premises. These plans are lodged for approval with Council.

Whether the interest is pecuniary or non-pecuniary, in all above circumstances, you will have a conflict of interest if your public duties requires you to become involved in any decision or action regarding the matter.

Once you have recognised that you have a pecuniary or non-pecuniary interest you must complete a Conflict of Interest Form and remove yourself from the decision-making process.

### **3.5 Managing Non-Pecuniary Conflicts of Interest**

- 3.5.1 Where you have a non-pecuniary interest that conflicts with your public duty, you must disclose the interest fully and in writing, even if the conflict is not significant. You must do this as soon as practicable.
- 3.5.2 If a disclosure is made at a Council or a committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes. You must also complete and submit a Conflict of Interest form.
- 3.5.3 How you manage a non-pecuniary conflict of interest will depend upon whether or not it is significant. As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest but it involves:
- a) a relationship between you and another person that is particularly close, for example, a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of yours or of your spouse, current or former spouse, domestic partner or other person living in the same household; or
  - b) other relationships which are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship; or
  - c) an affiliation between you and an organisation, sporting body, club, religious, cultural or charitable organisation, corporation or association that is affected by a decision or a matter under consideration that is particularly strong. The strength of your affiliation with an organisation is to be determined by the extent to which you actively participate in the management, administration or other activities of the organisation.
- 3.5.4 If you are not a member of Council staff, and you have disclosed that a significant non-pecuniary conflict of interests exists, you must manage it in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
  - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29 in Councils Code of Conduct.

- 3.5.5 If you determine that a non-pecuniary conflict of interest is less than significant and does not require further action, you must provide an explanation of why you consider that the conflict of interest does not require further action in the circumstances.
- 3.5.6 If you are a member of Council staff, the decision on which option should be taken to manage a non-pecuniary conflict of interests must be made in consultation with the CEO or the Chief Financial Officer.
- 3.5.7 A councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

### **3.6 Responsibility for managing a conflict of interest**

- 3.6.1 If you have a conflict of interest, or you believe that it is likely that you might have a conflict of interest, you must notify either:
- a) The CEO or Mayor in writing; or
  - b) The relevant Council or Committee meeting.
- 3.6.2 The objective of notification is to protect both the Council official and the Council.  
In many cases, only you will be aware of the potential for a conflict of interest. The onus for notification is therefore upon you.
- 3.6.3 If a conflict arises during a meeting, such as a Council or committee meeting, or a meeting of an external body/ committee to which the Council has appointed you, you should inform the meeting of the interest, preferably at the start of the meeting. Depending on the nature of the conflict, it may be appropriate not to vote on the matter. Unless this conflict has been assessed as being only of a minor nature, you must leave the meeting and not participate in discussions on the matter. The disclosure and subsequent actions will be recorded in the minutes of the meeting and in the case of Council and committee meetings will be recorded in the minutes. You must also submit a Conflict of Interest form.
- 3.6.4 If you are in any doubt regarding a possible conflict of interest, it is preferable to disclose and discuss a possible conflict of interest, rather than conceal the matter.

### **3.7 Procedure for Disclosing Conflicts of Interest**

#### **3.7.1 Council Staff**

1. Identify the existence of a pecuniary or non-pecuniary interest.
2. Complete a Declaration of Interest Form and forward it to the relevant director.

3. The Director will check the Declaration of Interest Form before forwarding to the CEO.
4. The CEO, if necessary, will nominate another member of Council staff to deal with the matter. Forward the checked Declaration of Interest Form to the Governance Coordinator.
5. The Governance Coordinator will place the original Declaration of Interest Form in the Declarations of Interest Register and ensure a copy is sent to the Council staff member and another copy is placed on the staff member's personnel file.
6. The staff member will refrain from any involvement in the matter if they have a pecuniary interest or if they have a significant non-pecuniary interest. If the non-pecuniary interest is minor and their involvement is appropriate, they must ensure that their involvement continues to comply with Council's Code of Conduct and the Conflicts of Interest Policy.

### 3.7.2 New Employees

In line with direction from NSW Audit, Council has implemented a process to obtain conflict of interest declarations from employees on commencement of employment.

Declared conflicts will be reviewed by the relevant Manager for appropriate action to manage the conflicts. All declarations will be recorded on a central register by the Governance Unit.

### 3.7.3 Mayor/ Councillor

1. Identify the existence of a pecuniary or non-pecuniary interest.
2. Complete a Declaration of Interest Form and forward it to the CEO.
3. The CEO will check and sign the Declaration of Interest Form before forwarding to the Council Meeting Minute Taker.
4. The Mayor/Councillor will ensure that the Declaration of Interest is notified at the Council meeting at which the matter is being considered.
5. The Minute Taker will record the details of the interest in the Council Minutes and forward the Declaration of Interest Form to the Governance Coordinator.
6. The Governance Coordinator will place the original Declaration of Interest Form in the Declarations of Interest Register.
7. The Mayor/Councillor will refrain from any involvement in the matter if they have a pecuniary interest or if they have a significant non-pecuniary interest. If the non-pecuniary interest is minor and their involvement is appropriate, they must ensure that their involvement continues to comply with Council's Code of Conduct and the Conflicts of Interest Policy.

### 3.7.4 Committee Member

1. Identify the existence of a pecuniary or non-pecuniary interest.

2. Complete a Declaration of Interest Form and forward it to the CEO.
3. The CEO will check and sign the Declaration of Interest Form before forwarding to the Council Meeting Minute Taker.
4. The Committee Member will ensure that the Declaration of Interest is notified at the Council meeting at which the matter is being considered.
5. The Minute Taker will record the details of the interest in the Council Minutes and forward the Declaration of Interest Form to the Governance Coordinator.
6. The Governance Coordinator will place the original Declaration of Interest Form in the Declarations of Interest Register.
7. The Committee Member will refrain from being present at, or in sight of the Council committee meeting at the time the matter is being discussed if they have a pecuniary interest or if they have a significant non-pecuniary interest. If the non-pecuniary interest is minor and their involvement is appropriate, they must ensure that their involvement continues to comply with Council's Code of Conduct and the Conflicts of Interest Policy.

### 3.8 Disclosures

#### 3.8.1 Written Disclosures

Annual Disclosures are completed by designated persons. A designated person must make and lodge with the CEO a return in the form set out in schedule 2 of Councils Code of Conduct, disclosing the councillor's or designated person's interests as specified in schedule 1 of Councils Code of Conduct within 3 months after:

- a) becoming a councillor or designated person, and
- b) 30 June of each year, and
- c) becoming aware of an interest you are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b)
- d) on receipt of a Letter of Offer from Liverpool City Council to become a member of Council staff

Clause 4.32 in the Code of Conduct provides that a general notice given to the CEO in writing by you to the effect that you, your spouse, de facto partner or relative, is:

- a) A member, or in the employment, of a specified company or other body, or
- b) A partner, or in the employment, of a specified person,

unless and until the notice is withdrawn, sufficient disclosure of your interest in a matter relating to the specified company, body or

person that may be the subject of consideration by the Council or Council committee after the date of this notice.

Clause 4.10 of the Code of Conduct states that a designated person must disclose in writing to the CEO (or if the person is the CEO, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

### 3.9 Political donations exceeding \$1,000

3.9.1 Matters before Council involving political or campaign donors may give rise to a non-pecuniary conflict of interest. Councillors should take all reasonable steps to ascertain the source of any political contributions that directly benefit their election campaigns.

3.9.2 Where a councillor has received or knowingly benefitted from a reportable political donation:

- a) made by a major political donor in the previous four years, and
- b) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29 in the Code of Conduct.

For the purposes of this Part:

- a) a "reportable political donation" has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
- b) "major political donor" has the same meaning as it has in the *Electoral Funding Act 2018*.

3.9.3 Political contributions below \$1,000, or political contributions to a registered political party or group by which a Councillor is endorsed, may still give rise to a non-pecuniary conflict of interests. Councillors should determine whether or not such conflicts are significant and take the appropriate action to manage them.

3.9.4 If a Councillor has received a donation of the kind referred to in clause 5.16 of the Code of Conduct, then that Councillor is not prevented from participating in a decision to delegate Council's decision-making role to Council staff, or appointing another person or body to make the decision, in accordance with the law.

#### 4. RELEVANT LEGISLATIVE REQUIREMENTS

*Independent Commission Against Corruption Act 1988*  
*Local Government Act 1993*  
*Ombudsman Act 1974*  
*Public Interest Disclosures Act 1994*

#### RELATED POLICIES & PROCEDURE REFERENCES

Department of Local Government: Pecuniary Interest Guidelines  
2006

Division of Local Government, Department of Premier and Cabinet in cooperation  
with the Local Government Association of NSW and the Shires Association of NSW:  
Councillor Guide 2012

Independent Commission Against Corruption: Identifying and managing  
conflicts of interest in the public sector, July 2012

Liverpool City Council: Code of Conduct

Liverpool City Council: Code of Conduct Procedures

Liverpool City Council: Code of Meeting Practice

Liverpool City Council: Fraud and Corruption Prevention Policy

NSW Ombudsman: Good Conduct and Administrative Practice (2nd edition) 2006

NSW Ombudsman: Public Sector Agencies fact sheet No 3: Conflict of  
interests (November 2010)

**AUTHORISED BY**

Council Resolution

**EFFECTIVE FROM***This date is the date the policy is adopted by Council resolution.***REVIEW DATE***The policy must be reviewed every two years or more frequently depending on its category or if legislative or policy changes occur.***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
1	Council Resolution	Adopted by Council	23 May 2011	071850.2011
2	Council Resolution	Minor changes approved by CEO	16 August 2013	165804.2013
3	Council Resolution	Minor changes	29 July 2015	144306.2015
4	Council Resolution	Changes in language & style in line with Policy Drafting Standard		271733.2020

**THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH**Acting Internal Ombudsman  
People and Organisational Development**ATTACHMENTS**Conflicts of Interest Declaration Form  
New Employee Declaration Form



## DECLARATION OF INTEREST FORM

**The community has the right to expect that Council officials perform their duties in a fair and unbiased way, and that the decisions which they make are not affected by self-interest, private affiliations, or the likelihood of personal gain or loss.**

### **A PECUNIARY INTEREST:**

Is an interest that a designated person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person (see clause 4.1 of Council's Code of Conduct).

#### **Dealing with pecuniary interests:**

Clause 4.10 of Council's Code of Conduct requires designated persons immediately declare in writing to the Chief Executive Officer the nature of a pecuniary interest the person has in any Council matters

### **A NON-PECUNIARY INTEREST:**

Is a private or personal interest that does not amount to pecuniary interest as defined by the Local Government Act 1993

#### **Dealing with significant non-pecuniary interests:**

Clause 5.4 of Council's Code of Conduct provides that you must manage a significant non-pecuniary interest by either removing the source of conflict or otherwise by dealing with it the same way as you would if it were a pecuniary interest in.

#### **Dealing with non-significant non-pecuniary interests:**

Clause 5.8 of Council's Code of Conduct states:

"How you manage a non-pecuniary interest will depend on whether or not it is significant."

Clause 5.9 of Council's Code of Conduct states:

"As a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but involves:

a) a relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse, current or former spouse or partner, de factor or other person living in the same household

b) other relationships that are particularly close, such as friendships and business relationships.

Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship

c) an affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong

**1. NAME OF PERSON**

**2. DEFINE YOUR INTEREST:**

Is your interest:

- Pecuniary (see dealing with pecuniary interests)?
- Non-pecuniary (see dealing with non-pecuniary interests)?
- I have no conflict (procurement process only) Go to Section 6

**MATTER IN WHICH YOU HAVE AN INTEREST:**

**3. NATURE OF THE INTEREST**

Be specific and include information such as:

- The names of any person or organization with which you have a relationship
- The nature of your relationship with the person or organization
- The reason(s) why you consider the situation may (or may be perceived to) give rise to a conflict between your personal interests and your public duty as a Councillor.

**4. DEALING WITH LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS:**

Clause 5.11 of Council's Code of Conduct provides that if you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

**IS YOUR NON-PECUNIARY INTEREST LESS THAN SIGNIFICANT?**

If you are of the view that your non-pecuniary interest is less than significant, please provide your explanation directly below (only complete if you are claiming that your non-pecuniary interest is less than significant).

**5. TICK ONE BOX ONLY**

- In my opinion, my interest is pecuniary and I am therefore required to take the actions specified in clause 4.10 of Council's Code of Conduct and or any other action required by the Chief Executive Officer.
- In my opinion, my interest is non-pecuniary but significant. I am unable to remove the source of conflict. I am therefore required to treat the interest as if it were pecuniary and take the action specific in clause 4.10 of Council's Code of Conduct.
- In my opinion, my interest is non-pecuniary and less than significant. I therefore make this declaration as I am required to do pursuant to clause 5.11.

**6. COMMITTEE MEMBER/COUNCIL STAFF (I have no conflict - Procurement process ONLY)**

I, \_\_\_\_\_ (name of Committee Member/ Council Staff) disclose that I do not have a conflict.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**7. MAYOR/COUNCILLOR/COMMITTEE MEMBER/COUNCIL STAFF**

I, \_\_\_\_\_ (name of Mayor/Councillor/Committee Member/ Council Staff) disclose the above interest and acknowledge that I will take appropriate action as I have indicated above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**MAYOR (for a declaration made by CEO only)**

I have noted the above declaration and I note your opinion and/or the action you have proposed.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**CEO (required for all declarations except that made by CEO)**

I have noted the above declaration and I note your opinion and/or the action you have proposed.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMENTS/RECOMMENDATIONS – Comments and/or recommendations from the relevant director or Chief Executive Officer (where the director or Chief Executive Officer does not concur with the opinion and/or proposed action of the member of Councils staff).**

**Please forward this form**, when completed and **signed by the CEO**, to the **Governance Coordinator** so that details of this application can be entered into Council's declaration of interest register.



## Conflict of Interest – Declaration Form (New employee declaration)

1. New employee completes form to be submitted when accepting position
2. Manager reviews form and discusses the form with employee on their first day.
3. Completed form sent to POD for placement on personal file
4. Copy of form forwarded [to](#) Governance for registration

Employee's Surname:

Given name/s:

Position:

Business Unit:

**Describe the private interests that have the potential to impact on your ability to carry out, or be seen to carry out, your official duties impartially and in the public interest.**  
(Describe your private interests and/or associations)

**Describe the expected roles/duties you are required to perform.**  
(Describe the duties you are required to perform)

**The conflict of interest has been identified as:** (Please select one of the following)

**Pecuniary interest**

Involves a situation where there is potential for an individual Council official to gain or lose financially from his or her public position such as owning property, having unpaid debts to others, or receiving hospitality or travel.

**Non-pecuniary interest**

Does not have a financial component. It can involve personal or family relationships or involvement in sporting, social or cultural activities that could influence the judgement or decisions of a Council official, even though there is no financial benefit to the official.

**A potential conflict of interest**

eg a family member and or friend/ close associate works for and/or contracts to Council.

to the best of my knowledge I have no conflict to declare

**Employee Declaration**

I declare that the above details of my private interests are correct to the best of my knowledge and am aware of my responsibilities to take reasonable steps to avoid any real or apparent conflict of interest in connection with my employment with Liverpool City Council and to advise my manager of any relevant changes in my personal circumstances.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Action by Manager**

Describe the action proposed to mitigate the real or perceived conflict which has been disclosed and the reasons for the decisions:

The above action has been discussed with the employee and is appropriate to resolve the real or apparent conflict of interest disclosed above.

Signature of Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Endorsement: \_\_\_\_\_

Date: \_\_\_\_\_

**When finalised this form is to be forwarded to People and Workplace Development for retention on the employee's personnel file. A copy of the form should also be kept on the selection process file where the declaration is made in relation to a selection process.**

**CORP 02**

**Investment Report November 2020**

<b>Strategic Direction</b>	Leading through Collaboration Seek efficient and innovative methods to manage our resources
<b>File Ref</b>	328216.2020
<b>Report By</b>	John Singh - Accountant - Investments & Treasury Management
<b>Approved By</b>	Vishwa Nadan - Chief Financial Officer

**EXECUTIVE SUMMARY**

This report details Council’s investment portfolio and its performance for the month ended 30<sup>th</sup> November 2020:

- Council held investments with a market value of \$313 million;
- The economic environment globally, including Australia, suffered significantly from the start of the COVID-19 pandemic in March. The market value of Council’s investment in Floating Rate Notes (FRN) has since improved;
- RBA has decided to lower the cash rate to 0.10% with an indication to keep it at this level for next three years. This will have significant impact on Council’s interest earnings;
- The portfolio yield was 123 basis points above the AusBond Bank Bill index;

	AusBond Bank Bill Index (BBI)
Benchmark	0.44%
Portfolio yield	1.67%
Performance above benchmarks	1.23%

- Return on investment was \$909k lower than the original budget;
- Council’s investment advisor, Amicus Advisory, has completed its review of Emerald Mortgage Backed Securities and recommends Council continue to hold its investments in the “Class A” and both “Class C” securities given current poor market pricing. MBS Securities are now not rated;
- Council’s investments and reporting obligations fully complied 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 complied with limits set out in its current Investment Policy; and

- Council is committed to NSW TCorp’s balanced investment framework and held 17.80% of its portfolio in ADI’s rated BBB and below.

**RECOMMENDATION**

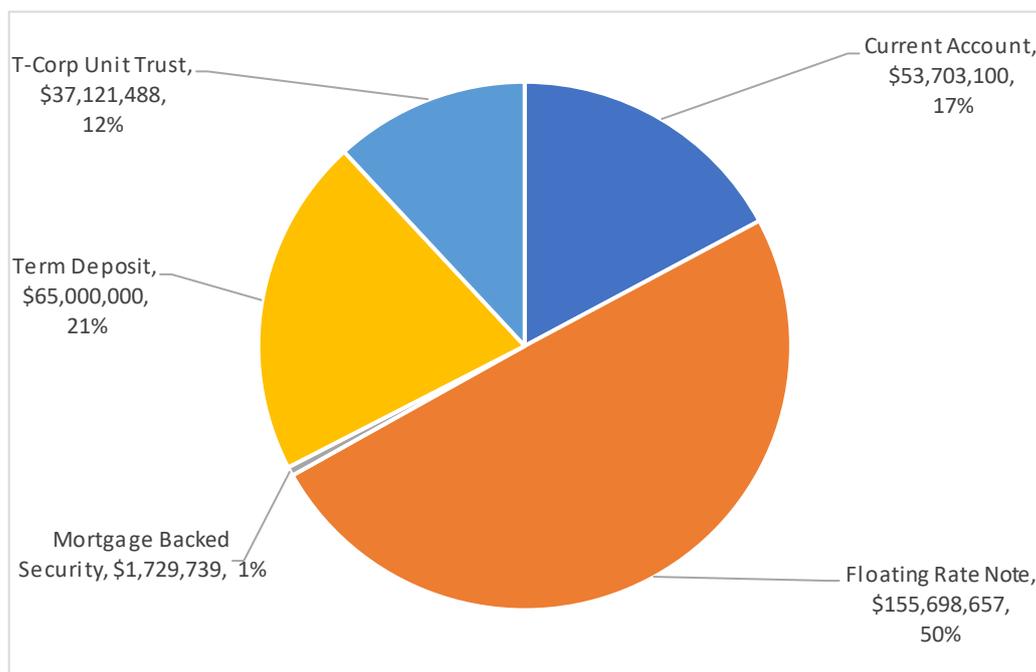
That Council receives and notes this report.

**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 30<sup>th</sup> November 2020, Council held investments with a market value of \$313 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	Nov-20	Jun-20
Senior Debts (FRN's ,TCD's & FRB)*	101.63%	100.75%
MBS (Reverse Mortgage Backed Securities)	68.29%	62.11%
T-Corp Unit Trusts	103.12%	102.81%

**\*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) into 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.*
- *Floating Rate Note (FRN) - returns an aggregate of a fixed margin and a variable benchmark (usually BBSW).*

The economic environment globally, including Australia, suffered significantly from the start of the COVID-19 pandemic in March. The market value of Council's investment in FRN's has since improved. Council has sufficient funds in its current account and has no plans at this stage to sell off any of its FRN's to meet its short-term cashflow requirements.

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.

Council is committed to NSW TCorp's balanced investment framework and held 17.80% of its portfolio in ADI's rated BBB and below.

**Emerald – Mortgaged Backed Securities**

Council's new investment advisor, Amicus Advisory, was asked on appointment to review Council's investments in "grandfathered" mortgage backed securities. Amicus has completed its review and recommends Council continue to hold its investments in the "Class A" and both "Class C" securities given current poor market pricing. Notwithstanding this recommendation, Amicus has assessed both "Class C" securities are likely to eventually default. However, Council will continue to receive interest up until default which is likely many years away. Fitch Rating Agency has decided to withdraw its rating on mortgage backed securities and as a result, Council investments in these securities are now classed non-rated.

**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	53,703,100	17.14%			
Term Deposits < 1 Yr	45,000,000	14.37%			
T-Corp Unit Trust	37,121,488	11.85%			
Tradeable securities	155,698,657	49.70%			
<b>Portfolio % &lt; 1 Yr - ( Short term liquidity)</b>	<b>\$291,523,246</b>	<b>93.06%</b>	<b>30%</b>	<b>100%</b>	<b>Yes</b>
Term Deposit > 1 Yr < 3Yrs	20,000,000	6.38%	0%	70%	Yes
Grand Fathered Securities	1,729,739	0.55%	N/A	N/A	Yes
<b>Portfolio % Medium term liquidity)</b>	<b>\$21,729,739</b>	<b>6.94%</b>			<b>Yes</b>
<b>Total Portfolio</b>	<b>\$313,252,985</b>	<b>100.00%</b>			

**Market Value by Issuer and Institution Policy limit as per Investment Policy**

<b>Issuer</b>	<b>Security Rating</b>	<b>Market Value</b>	<b>% Total Value</b>	<b>Maximum Institutional Policy Limit % holdings</b>	<b>Complies to Investment Policy' "Yes/No"</b>
AMP Bank Ltd	BBB	18,628,082	5.95%	25%	Yes
ANZ Banking Group Ltd	AA-	18,405,396	5.88%	25%	Yes
Auswide Bank Ltd	BBB	3,000,000	0.96%	15%	Yes
Bank Australia Ltd	BBB	3,506,075	1.12%	15%	Yes
Bank of China/Sydney	A	2,006,394	0.64%	25%	Yes
Bank of Communications Co. Ltd/Sydney	A-	3,021,183	0.96%	25%	Yes
Bank of Nova Scotia	A+	5,585,571	1.78%	25%	Yes
Bank of Queensland Ltd	BBB+	5,006,303	1.60%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	508,155	0.16%	15%	Yes
Citibank Australia Ltd	A+	1,014,075	0.32%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	68,556,364	21.89%	35%	Yes
Credit Union Australia Ltd	BBB	4,561,447	1.46%	15%	Yes
Emerald Reverse Mortgage Trust ( Class A)	Unrated	763,602	0.24%	35%	Yes
Emerald Reverse Mortgage Trust ( Class C)	Unrated	966,138	0.31%	2%	Yes
Heritage Bank Ltd	BBB+	3,511,624	1.12%	15%	Yes
HSBC Sydney Branch	AA-	8,073,156	2.58%	25%	Yes
Macquarie Bank	A+	19,155,503	6.12%	25%	Yes
Members Banking Group Ltd t/a RACQ Bank	BBB+	1,512,681	0.48%	15%	Yes
Members Equity Bank Ltd	BBB	1,606,102	0.51%	15%	Yes
National Australia Bank Ltd	AA-	41,537,495	13.26%	35%	Yes
Newcastle Permanent Building Society Ltd	BBB	3,557,350	1.14%	15%	Yes
Northern Territory Treasury	AA-	4,000,000	1.28%	25%	Yes
NSW Treasury Corporation	AAA	36,017,759	11.50%	35%	Yes
NSW Treasury Corporation	AA	1,103,730	0.35%	35%	Yes
Police Credit Union	Unrated	2,000,000	0.64%	2%	Yes
Qbank	BBB-	4,508,994	1.44%	15%	Yes
Rabobank Australia Ltd	A+	4,022,468	1.28%	25%	Yes
Suncorp Bank	A+	8,096,184	2.58%	25%	Yes
Teachers Mutual Bank Ltd	BBB	2,114,123	0.67%	15%	Yes
Westpac Banking Corporation Ltd	AA-	36,907,036	11.78%	35%	Yes
<b>Portfolio Total</b>		<b>\$313,252,985</b>	<b>100.00%</b>		

**Overall Portfolio Credit Framework compliance to Investment Policy**

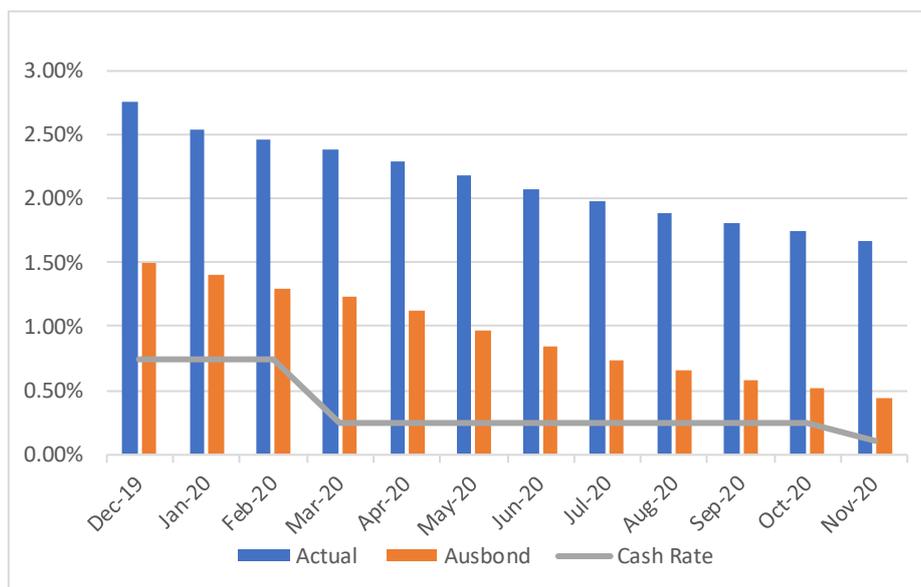
<b>Credit Rating</b>	<b>Market Value</b>	<b>% Portfolio</b>	<b>Maximum Policy Limit</b>	<b>Complies to Investment Policy' "Yes/No"</b>
AAA Category	36,017,759	11.50%	100%	Yes
AA Category	178,583,176	57.01%	100%	Yes
A Category	42,901,378	13.70%	60%	Yes
BBB Category	52,020,933	16.61%	45%	Yes
Unrated	3,729,739	1.19%	10%	Yes
<b>Total Portfolio</b>	<b>\$313,252,985</b>	<b>100.00%</b>		

**Portfolio performance against relevant market benchmark.**

Council’s Investment Policy prescribes the AusBond Bank Bill Index (ABBI) as a benchmark to measure return on cash and fixed interest securities. The ABBI represents the average daily yield of a parcel of bank bills. Historically there has been a positive correlation between changes in the cash rate and the resulting impact on the ABBI benchmark.

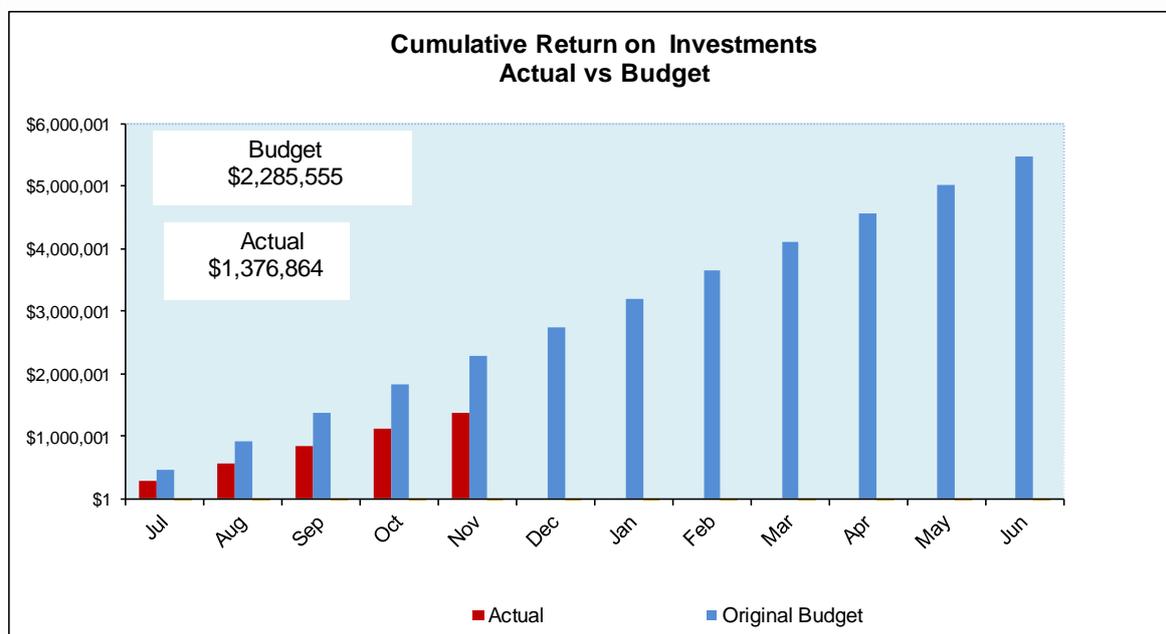
The portfolio yield to 30<sup>th</sup> November 2020 exceeded the AusBond Bank Bill index by 123 basis points (1.67% against 0.44%)

Council portfolio continues to perform 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 November 2020 is lower than the original budget by \$909k.



**Investment Portfolio at a Glance**

Portfolio Performance	✓	The portfolio yield to 30 <sup>th</sup> November 2020 exceeded the AusBond Bank Bill index by 123 basis points (1.67% against 0.44%).
Annual Income vs. Budget	✓	Council’s investment interest income is lower than the original budget by \$909k as at 30 <sup>th</sup> November 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 0.10 per cent in its meeting on 1<sup>st</sup> December 2020. The current 0.10 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.

**CONSIDERATIONS**

<b>Economic</b>	Council’s investment interest income is lower than the original budget by \$909k as at 30 <sup>th</sup> November 2020 and will be closely monitored.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Council is fully compliant with the requirements of the <i>Local Government Act 1993 – Investment Order</i> (authorized investments) and with reporting requirements under clause 212 of the <i>Local Government (General) Regulation 2005</i> .
<b>Risk</b>	The capital value and return on investment is subject to market risks. Investment limits prescribed in Council’s policy framework is aimed to mitigate these risks.  Market interest is expected to stay at its lowest rate for a long period and will continue to put pressure on Council’s budget.

**ATTACHMENTS**

1. Investment Portfolio - November 2020



### Portfolio Valuation As At 30 November 2020

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Macquarie Bank Accelerator Account		A+	10,019,737.71	10,019,737.71	3.20%	0.50%
AMP Notice Account		BBB	8,293,252.18	8,293,252.18	2.65%	0.80%
AMP Business Saver		BBB	324,209.36	324,209.36	0.10%	0.50%
CBA Business Saver		AA-	24,966,493.84	24,966,493.84	7.97%	0.35%
CBA General Account		AA-	10,099,407.39	10,099,407.39	3.22%	
			<b>53,703,100.48</b>	<b>53,703,100.48</b>	<b>17.14%</b>	
<b>Fixed Rate Bond</b>						
AMP Bank	07/12/2020	BBB	5,000,000.00	5,001,355.00	1.60%	2.99%
Northern Territory Treasury	15/12/2021	AA-	4,000,000.00	4,000,000.00	1.28%	0.60%
			<b>9,000,000.00</b>	<b>9,001,355.00</b>	<b>2.87%</b>	
<b>Floating Rate Deposit</b>						
Westpac	18/08/2022	AA-	6,000,000.00	6,000,000.00	1.92%	1.07%
			<b>6,000,000.00</b>	<b>6,000,000.00</b>	<b>1.92%</b>	
<b>Floating Rate Note</b>						
AMP Bank	10/09/2021	BBB	5,000,000.00	5,009,265.00	1.60%	1.17%
ANZ Bank	09/05/2023	AA-	3,000,000.00	3,055,443.00	0.98%	0.92%
ANZ Bank	06/12/2023	AA-	7,000,000.00	7,184,121.00	2.29%	1.12%
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,102,250.00	1.63%	0.79%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,063,582.00	0.98%	0.84%
Bank Australia	30/08/2021	BBB	1,500,000.00	1,507,978.50	0.48%	1.32%
Bank Australia	02/12/2022	BBB	2,000,000.00	1,998,096.00	0.64%	0.99%
Bank of China, Sydney Branch	19/04/2021	A	2,000,000.00	2,006,394.00	0.64%	1.11%
Bendigo and Adelaide	25/01/2023	BBB+	500,000.00	508,155.00	0.16%	1.11%
BOQ	18/05/2021	BBB+	1,000,000.00	1,006,303.00	0.32%	1.50%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,014,075.00	0.32%	0.90%
Commonwealth Bank	25/04/2023	AA-	3,000,000.00	3,047,991.00	0.97%	0.86%
Commonwealth Bank	16/08/2023	AA-	7,500,000.00	7,659,210.00	2.45%	0.95%
Commonwealth Bank	11/01/2024	AA-	9,500,000.00	9,783,261.50	3.12%	1.21%
Credit Union Australia	06/09/2021	BBB	2,000,000.00	2,015,492.00	0.64%	1.34%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,545,955.00	0.81%	1.18%
Heritage Bank	29/03/2021	BBB+	3,500,000.00	3,511,623.50	1.12%	1.32%
HSBC	27/09/2024	AA-	3,000,000.00	3,029,103.00	0.97%	0.91%
HSBC	27/09/2024	AA-	2,000,000.00	2,019,402.00	0.64%	0.91%
HSBC Bank Australia	07/12/2022	AA-	3,000,000.00	3,024,651.00	0.97%	0.89%
Macquarie Bank	21/06/2022	A+	2,000,000.00	2,017,402.00	0.64%	0.84%
Macquarie Bank	07/08/2024	A+	4,000,000.00	4,063,712.00	1.30%	0.82%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,054,651.00	0.98%	0.86%
Members Equity Bank	16/04/2021	BBB	1,600,000.00	1,606,102.40	0.51%	1.35%
NAB	16/05/2023	AA-	2,000,000.00	2,037,086.00	0.65%	0.92%
NAB	26/09/2023	AA-	8,000,000.00	8,175,056.00	2.61%	1.01%

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Running	
					Value	Yield
NAB	26/09/2023	AA-	4,000,000.00	4,087,528.00	1.30%	1.01%
NAB	26/02/2024	AA-	5,000,000.00	5,137,565.00	1.64%	1.06%
NAB	19/06/2024	AA-	4,000,000.00	4,100,260.00	1.31%	1.01%
Newcastle Permanent	24/01/2022	BBB	2,000,000.00	2,030,342.00	0.65%	1.71%
Newcastle Permanent	06/02/2023	BBB	1,500,000.00	1,527,007.50	0.49%	1.42%
QBANK	14/12/2021	BBB-	1,000,000.00	1,004,013.00	0.32%	1.59%
QBANK	25/03/2022	BBB-	1,500,000.00	1,504,972.50	0.48%	1.48%
QBANK	06/12/2022	BBB-	2,000,000.00	2,000,008.00	0.64%	1.24%
Rabobank Australia Branch	03/03/2022	A+	2,000,000.00	2,022,468.00	0.65%	1.17%
RACQ Bank	23/05/2022	BBB+	1,500,000.00	1,512,681.00	0.48%	1.07%
ScotiaBank	08/09/2022	A+	3,000,000.00	3,038,871.00	0.97%	1.01%
ScotiaBank	07/09/2023	A+	2,500,000.00	2,546,700.00	0.81%	1.07%
Suncorp	12/04/2021	A+	2,000,000.00	2,009,402.00	0.64%	1.46%
Suncorp	16/08/2022	A+	1,000,000.00	1,012,892.00	0.32%	0.99%
Suncorp	30/07/2024	A+	3,000,000.00	3,044,334.00	0.97%	0.84%
Suncorp	30/07/2024	A+	2,000,000.00	2,029,556.00	0.65%	0.84%
Teachers Mutual Bank	02/07/2021	BBB	2,100,000.00	2,114,122.50	0.67%	1.46%
Westpac	06/03/2023	AA-	5,000,000.00	5,078,655.00	1.62%	0.92%
Westpac	16/11/2023	AA-	6,000,000.00	6,140,496.00	1.96%	0.97%
Westpac	24/04/2024	AA-	4,000,000.00	4,127,172.00	1.32%	1.20%
Westpac	16/08/2024	AA-	2,500,000.00	2,560,712.50	0.82%	0.90%
			145,200,000.00	147,676,118.90	47.14%	
<b>Floating Rate TCD</b>						
Bank of Communications	28/10/2022	A-	3,000,000.00	3,021,183.00	0.96%	0.95%
			3,000,000.00	3,021,183.00	0.96%	
<b>Mortgage Backed Security</b>						
EmeraldMBS2006-1A	21/08/2051	Unrated	1,033,041.87	763,601.82	0.24%	0.47%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	642,304.00	0.21%	1.22%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	323,833.50	0.10%	1.01%
			2,533,041.87	1,729,739.32	0.55%	
<b>Term Deposit</b>						
Auswide Bank	06/09/2021	BBB	3,000,000.00	3,000,000.00	0.96%	1.80%
BOQ	07/02/2022	BBB+	2,000,000.00	2,000,000.00	0.64%	3.75%
BOQ	08/02/2021	BBB+	2,000,000.00	2,000,000.00	0.64%	3.60%
Commonwealth Bank	01/10/2021	AA-	3,000,000.00	3,000,000.00	0.96%	0.75%
Commonwealth Bank	25/02/2022	AA-	4,000,000.00	4,000,000.00	1.28%	0.73%
Commonwealth Bank	11/01/2021	AA-	3,000,000.00	3,000,000.00	0.96%	0.63%
Commonwealth Bank	06/10/2021	AA-	3,000,000.00	3,000,000.00	0.96%	0.73%
NAB	24/03/2021	AA-	5,000,000.00	5,000,000.00	1.60%	0.72%
NAB	08/09/2021	AA-	5,000,000.00	5,000,000.00	1.60%	0.80%
NAB	19/01/2021	AA-	3,000,000.00	3,000,000.00	0.96%	0.63%
NAB	26/11/2021	AA-	5,000,000.00	5,000,000.00	1.60%	0.57%
Police Credit Union SA	16/08/2021	Unrated	2,000,000.00	2,000,000.00	0.64%	3.20%
Rabobank Australia Branch	29/08/2022	A+	2,000,000.00	2,000,000.00	0.64%	3.38%
Westpac	31/08/2022	AA-	2,000,000.00	2,000,000.00	0.64%	3.32%
Westpac	14/12/2020	AA-	3,000,000.00	3,000,000.00	0.96%	2.88%
Westpac	21/12/2020	AA-	3,000,000.00	3,000,000.00	0.96%	3%
Westpac	14/09/2021	AA-	5,000,000.00	5,000,000.00	1.60%	0.77%
			55,000,000.00	55,000,000.00	17.56%	
<b>F1 Total</b>			274,436,142.35	276,131,496.70	88.15%	

<b>Fixed Interest Security</b>	<b>Maturity Date</b>	<b>Security Rating</b>	<b>Face Value Current</b>	<b>Market Value</b>	<b>% Total Value</b>	<b>Running Yield</b>
<b>Security Type</b>			<b>Face Value Current</b>	<b>Market Value</b>		
NSWTC IM Cash Fund		AAA	35,000,000.00	36,017,758.79	11.50%	
NSWTC IM Short Term Income Fund		AA	1,000,000.00	1,103,729.60	0.35%	
			36,000,000.00	37,121,488.39	11.85%	
<b>F1 Total</b>			274,436,142.35	276,131,496.70	88.15%	
<b>Portfolio Total</b>			310,436,142.35	313,252,985.09	100.00%	

<b>INF 01</b>	<b>Local Roads and Community Infrastructure Program</b>
<b>Strategic Direction</b>	Leading through Collaboration Seek efficient and innovative methods to manage our resources
<b>File Ref</b>	314649.2020
<b>Report By</b>	Kevin Smith - Manager Infrastructure Delivery
<b>Approved By</b>	Raj Autar - Director City Infrastructure and Environment

## **EXECUTIVE SUMMARY**

On 22 May 2020 the Australian Government announced a new \$500 million Local Roads and Community Infrastructure Program (LRCI Program). Subsequently through the 2020-21 Budget, the Australian Government announced a further \$1 billion extension of the LRCI Program.

The LRCI Program supports local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Liverpool Council received an amount of \$1.4 million as part of the first tranche of the grants. At its meeting held on 25 November 2020, and as part of the First Quarter Budget Review, Council endorsed the expenditure of this grant to accelerate the delivery of Schoeffel Park upgrade works in Horningsea Park.

As part of the recent extension of the LRCI Program, Council will receive an additional \$6,936,000. Under the terms of the LRCI Program, the entire grant must be fully expended by December 2021. Accordingly, this report seeks Council approval to amend the current capital works program to allow additional projects to be brought forward for delivery during this period. The proposed projects for inclusion in the LRCI Program are attached as Attachment 1.

## **RECOMMENDATION**

That Council approves the projects listed in Attachment 1 to be included for funding under the Local Roads and Community Infrastructure Program and included in Council's 2020/21 and 2021/22 Capital Works Program.

**REPORT**

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**1. LRCI Program**

The LRCI Program is part of Government's response to the COVID-19 pandemic to assist local governments deliver road and community infrastructure projects, as well as to create local job opportunities. The objective of the LRCI Program is to stimulate additional infrastructure construction activity in local communities across Australia to assist communities to manage the economic impacts of COVID-19.

The intended outcomes of the LRCI Program are to:

- provide stimulus to protect and create local short-term employment opportunities through funded projects following the impacts of the COVID-19; and
- deliver benefits to communities, such as improved road safety, accessibility and visual amenity.

Council will receive a total of \$8,336,000 under the LRCI Program.

**2. Program requirements and proposed projects**

Based on the Guidelines, eligible projects must be in addition to Council's existing Capital Works Program and must be completed by December 2021. In view of the stipulated timeframes for the expenditure of these grants, it is proposed to bring forward projects from Council's existing priority program of works. A list of proposed projects is included as Attachment 1. The projects identified for funding are generally renewal type projects that do not require the more time-consuming front-end project planning and approval processes.

These include:

- Reconstruction and resurfacing of road pavements;
- Repairs to Council's community facilities to ensure ongoing serviceability;
- Provision of key footpath missing links to improve accessibility and connectivity;
- Provision of additional bus shelters; and
- Access improvements at Council's community facilities.

These works will have a measurable impact on improving the condition of Council's community infrastructure. While at this stage it is difficult to estimate the number of jobs created or protected as a result of this Program, the relevant jobs related data will be collected during the course of the Program and reported via quarterly status reports as per the Program Guidelines.

### **3. Proposed delivery strategy**

It is proposed to phase the identified projects over the next 12 months to allow commencement of project planning and procurement in early 2021 followed by onsite construction activities during the latter part of the year. Council's existing panel contracts will be used where possible and short-term contract labour will be secured for project administration support. The latter part of the proposed program will be incorporated in the 2021/22 Operational Plan as well, as shown in Attachment 1.

### **4. Impacts on the current capital works program**

The value of Council's current program of infrastructure capital works is \$96 million. At this stage, based on contractor expenditure forecasts and land acquisition delays, about 75% to 80% of this program is anticipated to be delivered during the current Program Year. The proposed LRCI Program phasing and resourcing will allow Council to meet the LRCI Program obligations without any significant impact on the current program of capital works.

### **5. Conclusion and recommendation**

The LRCI Program offers Council the opportunity to accelerate various areas of its infrastructure management program to not only improve the standards of its infrastructure, but also to create and preserve jobs by driving downstream demand for labour, materials and resources. Council approval of the proposed list of additional projects will enable timely planning and procurement activities to be undertaken to ensure completion of the LRCI Program by December 2021.

## **CONSIDERATIONS**

<b>Economic</b>	<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>
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision-making processes.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
<b>Legislative</b>	There are no legislative considerations relating to this report.

**CITY INFRASTRUCTURE AND ENVIRONMENT REPORT**

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<b>Risk</b>	There is no risk associated with this report.
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**ATTACHMENTS**

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1. Attachment 1 - Local Roads Community Infrastructure Program - Project Nominations

## Attachment 1 – Local Roads Community Infrastructure Program – Project Nominations

<b>Project Description</b>	<b>2020/21</b>	<b>2021/22</b>
1. Wattle Grove Childcare Centre - roof replacement/repair works		\$300,000
2. Whitlam Leisure Centre - substation upgrade to improve electricity capacity		\$700,000
3. Moorebank Library & Community Centre - roof replacement/repair works	\$30,000	\$470,000
4. Protection & Security Program - PIN code upgrade to various centres		\$300,000
5. Depot Administration Building - new solar panel system	\$200,000	
6. Nineteenth Avenue, Hoxton Park - provision of a new footbridge near Coonabarabran Avenue for access continuity	\$10,000	\$130,000
7. Paved footpaths - provision of footpaths on various streets to improve accessibility		\$250,000
8. Gibson Avenue, Casula (Reserve Road to East End) - road pavement renewal	\$249,000	
9. Greenway Drive, West Hoxton (Cowpasture to Cowpasture) - road pavement renewal	\$33,000	\$2,080,000
10. South Liverpool Road, Heckenberg (St Johns Road to Heckenberg Avenue) - road pavement renewal	\$20,000	\$595,000
11. Romney Crescent, Miller (Cabramatta Avenue to Cabramatta Avenue) - road pavement renewal	\$10,000	\$334,000
12. Lucille Crescent, Casula (Reserve Road to De Meyrick Avenue) - road pavement renewal	\$150,000	
13. Jacaranda Crescent, Casula (Old Kurrajong Road to Ironbark Avenue) - road pavement renewal	\$30,000	\$870,000
14. Bus Shelters - five sites to be brought forward for construction		\$100,000
15. Building Access Improvements - improve access to five community centres		\$75,000
<b>Sub Totals</b>	<b>\$732,000</b>	<b>\$6,204,000</b>
<b>TOTAL \$6,936,000</b>		

**INF 02**

**Clean Air for Liverpool**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
<b>File Ref</b>	325778.2020
<b>Report By</b>	Michael Zengovski - Manager City Environment
<b>Approved By</b>	Raj Autar - Director City Infrastructure and Environment

**EXECUTIVE SUMMARY**

Council, at its meeting held on 29 July 2020, considered a report regarding current and possible future additional controls on developments that are likely to create a detrimental impact on air quality. At this meeting, Council resolved that an update be provided at the December 2020 meeting on the various Council initiatives that are being progressed to improve air quality in Liverpool.

This report provides an update based on the following themes and initiatives, which will collectively and over time achieve meaningful improvements to the quality of air within the LGA.

- Expanding air quality monitoring across the LGA to enable development of targeted improvement programs.
- Increased tree planting to improve tree canopy cover and address urban heat island effect.
- Improving coordination with the appropriate regulatory authority to achieve better compliance outcomes.
- Strengthening development controls on developments that are likely to create a detrimental impact on air quality.

This report recommends that Council note the range of air quality improvement actions being progressed.

**RECOMMENDATION**

That Council receives and notes this report.

**REPORT**

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**1. Background**

Over the last 18 months, the need for improved monitoring and management of air quality within the Liverpool LGA has been considered by Council on numerous occasions. At its meetings of February, August and December 2019, Council identified and resolved to undertake a range of initiatives and actions which aimed to bring about improvements to the quality of air within Liverpool.

Further, at its meeting held on 29 July 2020, Council considered a report regarding current and possible future additional controls on developments that are likely to create a detrimental impact on air quality. At this meeting, Council resolved that an update be provided at the December 2020 meeting on the various Council initiatives that are being progressed to improve air quality in Liverpool.

This report provides an update based on the following themes and initiatives, which will collectively and over time achieve meaningful improvements to the quality of air within the LGA.

- Expanding air quality monitoring across the LGA to enable development of targeted improvement programs.
- Increased tree planting to improve tree canopy cover and address urban heat island effect.
- Improving coordination with the appropriate regulatory authority to achieve better compliance outcomes.
- Strengthening development controls on developments that are likely to create a detrimental impact on air quality.

**2. Expanding the air quality monitoring program****2.1. Current monitoring programs**

Air quality monitoring is currently undertaken in response to only those activities where the risks of airborne particles impacting sensitive receptors such as residents, schools or childcare centres are assessed to be material. These mostly relate to dust generating construction activities, and in particular, activities involving remediation of contaminated lands.

Further, Council in conjunction with the University of Wollongong installed air-monitoring systems and commenced a monitoring program within the Liverpool City Centre to enable collection of data on air pollution arising from both fine and coarse particles.

**2.2. New initiatives**

With regards to other known generators of air pollution, Council staff have been exploring ways to expand the scope of air monitoring to include sites that are known to generate higher levels of air pollution such as resource recovery operations, materials recycling sites and concrete batching plants. In this regard, Council has recently engaged an occupational hygienist to advise and assist in planning an expanded air monitoring program for Liverpool.

**CITY INFRASTRUCTURE AND ENVIRONMENT REPORT**

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Investigations so far have identified four locations considered suitable for air quality monitoring using portable data loggers. These locations have been identified due to their proximity to sensitive receptors such as residential properties, approximate direction of the prevailing winds noted during site inspections and the risk of air pollution from neighbouring potential dust generating properties. Subject to further review of the operation of these air monitoring locations, once established, Council can further expand the air quality monitoring program to include other locations in the LGA.

The monitoring will be used to establish baseline air quality readings and will provide dust fluctuations each day. If dust levels are frequently recorded in exceedance of the National Environment Protection Measure (NEPM) Air Quality Guidelines, the need for long term dust monitoring using dedicated instruments will be assessed. Exceedances in air quality guidelines will be reported to the EPA for their action and consideration for long term dust monitoring.

At this stage the air monitoring loggers are anticipated to be installed and in operation by March 2021.

**3. Urban tree canopy cover****3.1. Current strategies and programs**

Council has a broad range of tree planting programs that aims to increase the urban tree canopy to address the heat island effect as well as carbon emissions. Associated timeframes are set out in section 3.2 below. These programs include:

- a) Council's Local Strategic Planning Statement, 'Connected Liverpool 2040', was informed by a community survey that identified plentiful trees and canopy cover as a top priority. 'Connected Liverpool 2040' responds to this priority by identifying the need to develop a strategy to increase tree canopy cover in the LGA. Work to develop this strategy is anticipated to commence by mid 2021.
- b) A study into establishing and enhancing the Green Grid throughout the LGA has been completed. An integral component of delivering the Green Grid will be increasing the canopy cover in priority areas. The study identifies local priority areas and connections which will be delivered through Council's various programs.
- c) Increasing tree canopy cover is also a focus of the Liverpool City Centre Public Domain Master Plan to reduce temperatures and improve air quality. The Public Domain Master Plan includes a proposed street tree plan for the city centre that will increase the number of trees to provide connected canopies where possible. Many of the projects identified within the Master Plan include tree planting as an integral component, which will be programmed and delivered progressively as part of Council's ongoing Capital Works and Maintenance Program, and by private developers, through Council's Development Assessment process.
- d) Council has also initiated the Liverpool City Centre Urban Forest Strategy Project, which aims to increase the tree canopy within the city centre. This project is co-funded under

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the Five Million Trees for Greater Sydney Grant Program, which will see over 245 trees planted in the city centre.

- e) Funded through an environment levy, Council's Environment Restoration Plan (ERP) program also contributes to an increased tree canopy cover across the LGA.

**3.2. Implementing tree planting programs**

The following table provides details of trees being planted under the various programs.

<b>Tree Planting Program</b>	<b>Location</b>	<b>No. of trees</b>	<b>Status</b>
1. Five Million Trees for Greater Sydney Grant Program - Liverpool Urban Forest Strategy Project.	• City centre streets	87	June 21
	• Bigge Park, Liverpool	158	April 21
	• Pioneers Memorial Park, Liverpool		April 21
	• Hart Park, Liverpool		April 21
2. Five Million Trees for Greater Sydney Grant Program - capital works and other programs.	• Apex Park, Liverpool	152	Complete
	• Casula Parklands, Casula	210	Complete
	• Bugong Street, Prestons	50	Complete
3. Environment Restoration Plan program (2016-18)	• Program delivered an average of 9,060 plants per year, of which about 900 per year were trees.	Av. 900 per year	Complete
4. Environment Restoration Plan program (2019-20)	• Total of 5,250 plantings were undertaken, with approximately 270 trees planted.	270	Ongoing
5. Capital Works Program	• Terminus Street, Liverpool	9	June 2021
6. Maintenance Works Program	• Kurrajong Road, Prestons	42	Complete
	• Roundabout planting - a total of 480 plantings were undertaken at various roundabouts across the LGA.		

**4. Improving coordination with EPA**

There are numerous premises across the LGA that are known to generate higher levels of air pollution such as resource recovery operations, materials recycling sites and concrete batching plants. These industrial premises are regulated by the EPA under Environmental Protection Licence (EPL), which provides necessary monitoring and control mechanisms for the operation of these premises. These controls notwithstanding, Council is aware of community concerns regarding air quality and dust nuisance around these premises.

In this regard, Council officers have been in discussions with the EPA who have committed to undertaking required compliance related investigations swiftly, subject to any increased dust observations or specific complaints from neighbouring properties being reported in a timely manner. Council will continue to liaise with the EPA to ensure any pollution breaches are investigated and appropriate action taken in a timely manner.

**5. Strengthening development controls**

As discussed in Council Report EGROW-05 of 29 July 2020, it is considered that current development assessment processes have sufficient provisions to empower Council to impose necessary conditions as it sees fit to ensure any potential detrimental impact to the environment is fully mitigated. This is being achieved by appropriate conditions of consent or an EPL issued by the EPA.

As discussed above, many of the uses that may require these conditions are generally regulated by the EPA and require an EPL. If development applications are received for potential dust generating activities that require an EPL, the application would be referred to the EPA for their General Terms of Approval (GTA). Any GTA set by the EPA for an application would be included in the conditions of consent and require the applicant to comply with the requirements.

**6. Conclusion**

As can be seen from the foregoing update, Council is undertaking a range of initiatives and actions which aim to improve the quality of air within Liverpool. The tree planting programs will contribute to significant improvements in tree canopy cover across the LGA and will contribute to meaningful improvements to air quality over time.

The proposed targeted air monitoring program of potential dust generating properties near residential areas in the LGA will establish baseline air quality readings that Council can use to determine any exceedances in air quality guidelines and if required report to the EPA for their action.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Manage air, water, noise and chemical pollution. Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Maintain public health and safety.
<b>Civic Leadership</b>	Act as an environmental leader in the community. Provide information about Council's services, roles and decision making processes.
<b>Legislative</b>	Compliance with the Protection of the Environment Operations Act 1997.
<b>Risk</b>	The risk is deemed to be Low.

**ATTACHMENTS**

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Nil

**CTTE 01**

**Minutes of the Environment Advisory Committee  
Meeting held on 19 October 2020**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Develop, and advocate for, plans that support safe and friendly communities
<b>File Ref</b>	310819.2020
<b>Report By</b>	Michael Zengovski - Manager City Environment
<b>Approved By</b>	Raj Autar - Director City Infrastructure and Environment

**EXECUTIVE SUMMARY**

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This report is tabled in order to present the Minutes of the Environment Advisory Committee Meeting held on 19 October 2020.

**RECOMMENDATION**

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That Council receives and notes the Minutes of the Environment Advisory Committee Meeting held 19 October 2020.

**REPORT**

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The Minutes of the Environment Advisory Committee Meeting held on 19 October 2020 are attached for the information of Council.

The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

**CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
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<p><b>Environment</b></p>	<p>Minimise household and commercial waste.</p> <p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p>
<p><b>Social</b></p>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Deliver high quality services for children and their families.</p>
<p><b>Civic Leadership</b></p>	<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>Facilitate the development of community leaders.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p>
<p><b>Legislative</b></p>	<p>There are no legislative considerations relating to this report.</p>
<p><b>Risk</b></p>	<p>There is no risk associated with this report.</p>

**ATTACHMENTS**

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1. Minutes of the EAC Meeting held on 19 October 2020



This meeting was recorded for minute taking purposes

## MINUTES FROM ENVIRONMENT ADVISORY COMMITTEE MEETING 19 October 2020

### COUNCILLORS:

Geoff Shelton  
Peter Harle  
Karress Rhodes

**(Chairperson)**

### COMMITTEE REPRESENTATION:

Darren Duncan  
Robert Dixon  
Stephen Dobell-Brown  
Ellie Robertson  
Signe Westerberg  
Ian Bailey  
Patricia Glossop

Gandangara Aboriginal Land Council  
Industry Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative

### COUNCIL ATTENDEES:

Michael Zengovski  
Madhu Pudasaini  
Alexi Gilchrist  
Steven Hodosi  
Maruf Hossain  
Clara McGuirk  
Nikki Akbar  
Rose Koch

Manager City Environment  
Manager Technical Support  
A/Coordinator Environment Restoration Plan  
Coordinator Environmental Operations  
Coordinator Floodplain & Water Management  
Strategic Events Lead  
Major Events Producer  
Committees Officer **(Minutes)**

### EXTERNAL INVITEES:

Lee Parker

Representative, Greater Sydney Local Land Services **(left 6:45 pm)**

### APOLOGIES:

Raj Autar  
Dr Floret Meredith  
Roslyn Faddy  
Peter Fraser  
Robert Storey

Director City Infrastructure & Environment  
Community Representative  
Community Representative  
Community Representative  
Community Representative

# LIVERPOOL CITY COUNCIL

## OPEN

Meeting opened at 5:34 pm.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Shelton opened the meeting and acknowledged the traditional custodians of the land. Apologies were acknowledged.

### 2. DECLARATIONS OF INTEREST

Nil

### 3. APPOINTING OF CHAIRPERSON

As part of the annual renewal process for the appointment of Councillors to Committees, it was noted that Clr Harle is no longer an appointed member of the EAC and Clr Rhodes and Clr Shelton are now the appointed Councillor representatives. Clr Shelton was officially appointed to continue as Chairperson for the EAC.

### 4. MINUTES FROM PREVIOUS MEETING

**Motion:** That the minutes from the EAC meeting held on 17 August 2020 be adopted by the committee.

**Moved:** Stephen Dobell-Brown

**Seconded:** Clr Rhodes

On being put to the meeting, the motion was declared carried.

### 5. MATTERS ARISING FROM PREVIOUS MINUTES

#### 5.1 Waste Incinerators

Ms Westerberg requested further details on the motion under minute item 6.1 ii and questioned Council's position on waste incinerators and who will be speaking to this item.

A/Coordinator Environment Restoration Plan advised that it was understood an update was requested on the state of the waste management industry with regards to Liverpool and its waste and recycling contracts and programs. Waste incinerators will be considered for inclusion in this presentation.

**Action:** Council staff to investigate whether information on waste incinerators or a separate presentation can be provided to the Committee.

Clr Shelton added that once the presentations are delivered, then the Committee may propose a recommendation to Council on this matter which will subsequently assist to determine Council's position on waste incineration.

Ms Westerberg added that Council should determine a position on the matter through community consultation.

### 6. AGENDA ITEMS

#### 6.1 Wild Deer Management Program

Mr Parker delivered a presentation on the Greater Sydney Local Land Services (GSLLS) management of the increasing deer population across Greater Sydney, including the Liverpool LGA. The approved control method at present is vehicle operated shooting. Research indicated that control in the Greater Sydney region is time consuming and expensive. As part of the



broader deer management program, deer have been trapped, sedated and fitted with tracking devices. This provides monitoring data on the deer population and its movements.

#### **Queries & Discussion**

Mr Parker addressed the following queries.

- i. Ms Westerberg noted the lack of community awareness of deer danger, particularly during rutting season. It was queried if poisons used by landowners for deer control would be tested by the GSLLS as an alternative control method.

Shooting is the only approved method for deer control. It is illegal to bait deer with pesticides and any suspected breach would be reported to the Environmental Protection Authority. Once a deer is euthanised, it is inspected to identify diseases that could pose risks to other animals, and it is processed to provide food for animals in zoos around Australia. Deer control operations are halted during Christmas season to avoid negative media attention. Rutting season is a significant period for deer control due to the level of noise and disturbance to livestock.

A/Coordinator Environment Restoration Plan added that media coverage for Liverpool will be limited to the Rural District Forum as only those stakeholders are impacted by feral deer.

- ii. Ms Robertson questioned why the RSPCA does not attend to every control activity in the program.

This is due to RSPCA resource limitations. However, GSLLS encourages the RSPCA to attend where possible.

- iii. Ms Robertson queried whether the target number for deer to be killed has been confirmed.

The numbers are difficult to confirm. An approximate population count is made based on those deer fitted with tracking devices.

- iv. Ms Robertson queried how the shooting of deer is managed by GSLLS, bearing in mind disturbances to bird species during the nesting season.

Operations are carried out during the evening while birds are roosting, therefore impact is low. Observation by thermal imaging indicates native species that were sighted show a lack of alarm in response to the control activity.

A/Coordinator Environment Restoration Plan noted the removal of deer would equate to less damage to habitat and less competition for forage.

- v. Ms Robertson queried what documentation the GSLLS can provide to demonstrate that the lethal control methods work.

The RSPCA audits GSLLS and checks are undertaken on the calibre of firearms. Feedback from landowners at Wollondilly indicate the deer management program is working. Relocation of trapped deer is not an option as it is illegal to do so under biosecurity legislation.

- vi. Cllr Rhodes questioned the deer numbers in the Liverpool LGA.

There is no state-wide recognition on the population index of deer, so numbers in the area are an approximation. Seven vehicle accidents caused by deer were recorded in the LGA for the last eight months. It is likely this number is higher due to underreporting of vehicle strikes.

- vii. Mr Dobell-Brown queried the species of deer present in the Liverpool LGA.



Fallow and Red deer are the two main species present.

**Motion:** This Committee recommends that Council support and participate with Greater Sydney Local Land Services in the Wild Deer Management Program.

**Moved:** Stephen Dobell-Brown  
Westerberg

**Seconded:** Signe

On being put to the meeting, the motion was declared carried.

Ms Robertson voted against this motion on the grounds that non-lethal methods of deer control should be explored. Mr Dobell-Brown added that non-lethal methods would be ideal, however they have proven ineffective.

### 6.2 Feasibility Study of Pyrotechnic Alternatives

The Major Events Producer delivered a presentation on the feasibility study of alternatives to fireworks for Council events such as New Year's Eve. These include laser and drone light displays, water projection screens, projection mapping and augmented reality. Environmental impacts are low, however, some light displays can lack impact and are more costly compared to fireworks. Laser and light shows have been displayed by Kiama Municipal Council and at the Adelaide Fringe Festival in 2019, which were successful. These technologies are often used in conjunction with pyrotechnics for wider impact.

**Action:** Major Events Producer to circulate the website link of the sustainable pyrotechnics displays and the presentation slides to the committee.

### Queries & Discussion

- i. Ms Robertson queried the possibility of cost reduction in these technologies over time, the more Councils purchase them for their events.  
Major Events Producer advised that it is expected these will become cheaper over time due to increasing competition in the market.
- ii. Cllr Rhodes ascertained that Council is locked into a rollover contract for fireworks for New Year's Eve 2021 and Australia Day 2022.
- iii. Ms Westerberg questioned whether a cost analysis was made per capita of these alternative technologies.

**Action:** Major Events Producer to investigate the cost per head and report back to the EAC.

**Motion:** This Committee recommends that Council investigate laser light and water projection technologies for its New Year's Eve and Australia Day events.

**Moved:** Stephen Dobell-Brown

**Seconded:** Ellie Robertson

On being put to the meeting, the motion was declared carried.

### 6.3 Flood Prone Land

Coordinator Floodplain & Water Management provided an update on discussions with The Department of Planning, Industry and Environment (DPIE) in relation to the release of the new flood prone land package and the requirements for Regional Evacuation Consideration Area. DPIE has confirmed that the requirements for the Regional Evacuation Consideration Area applies only to the Hawkesbury Nepean River catchment at this stage.

### 6.4 EAC Charter Consultation Feedback



A/Coordinator Environment Restoration Plan reported on the outcomes of consultation on the EAC Charter. Following inclusion of feedback from the consultation, the amended Charter will go to Council for endorsement.

#### **Queries & Discussion**

A/Coordinator Environment Restoration Plan addressed the following queries.

- i. Cllr Rhodes questioned the changes made to the charter which were provided in detail. There was a perception that, without specific reference to the Environment Restoration Plan (ERP) program, it would not fall under the scope of the Committee. It was noted that previous wording regarding the ERP should be re-instated.

A/Coordinator Environment Restoration Plan noted that, as one of Council's environment programs, the ERP program remains within the scope of the Committee's functions and outputs.

**Action:** A/Coordinator Environment Restoration Plan to amend the Charter to include reference to the ERP program.

- ii. Mr Dobell-Brown suggested the term of membership for the EAC be increased to four years. The Committee previously noted strong support for a larger diversity of opinion and expertise in the membership, which a two-year term better achieves.
- iii. Cllr Harle referred to page 11 of the Charter and noted a discrepancy of information regarding the document version history differing to that on Council's website, which was flagged as incorrect.

This was previously noted for correction. The current and correct version of the Charter will be tabled to the next Council meeting.

#### **6.5 ERP Project – Hibbertia Translocation Project**

A/Coordinator Environment Restoration Plan delivered a presentation on the Hibbertia Translocation Project. The only known population is confined to Bankstown Airport. It is subject to regular mowing and slashing as well as threat of competition from invasive weeds.

The NSW Government established the 'Saving our Species' program to reverse the long-term decline of biodiversity and prevent extinction.

**Motion:** The Committee recommends that the Hibbertia Translocation Project be adopted as an ERP project.

**Moved:** Signe Westerberg

**Seconder:** Stephen Dobell-Brown

On being put to the meeting, the motion was declared carried.

#### **6.6 Design Competition Consultation Feedback**

A/Coordinator Environment Restoration Plan reported the outcome of the stakeholder engagement and feedback received from the EAC members on the Design Competition Brief. It was noted that some feedback applied to the operation of the Environment Education Centre, not its design, and was therefore not reflected in the brief.

### **7. GENERAL BUSINESS**

#### **7.1 Draft Wianamatta South Creek Flood Study**

## LIVERPOOL CITY COUNCIL

Manager Technical Support informed the committee that following requests from the community, Council has extended the exhibition period of this flood study until 30 November. A "drop in" opportunity has been arranged for residents on 3 and 4 November 2020 for face to face discussion and clarification on the draft study.

### 7.2 Update Requests

Mr Dobell-Brown requested an update be provided at the next EAC regarding non-conforming driveways in Austral and implications of the State Government draft Cumberland Plain Plan.

**Action:** Staff to investigate the above.

### 7.3 Waste Incinerators

Ms Westerberg requested information on the financial benefits of waste incinerators to encourage further discussion.

**Action:** City Presentation staff to respond to the above.

### 7.4 Wild Deer Management Program Presentation

Mr Dobell-Brown requested a copy of the presentation in relation to agenda item 5.1, Wild Deer Management Program, in order for EAC members to distribute this information to the regional community where they are subjected to deer impacts.

**Action:** A/Coordinator Environment Restoration Plan to circulate emails to Mr Dobell-Brown and Ms Roslyn Faddy, advising on the date of the Rural Forum where Mr Lee Parker from GSLLS will deliver a presentation.

## CLOSE

**Meeting closed at 8:21 pm.**

<b>CTTE 02</b>	<b>Minutes of the Liverpool Youth Council Meeting held Tuesday 10 November 2020</b>
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<b>Strategic Direction</b>	Leading through Collaboration Encourage community participation in decision-making
<b>File Ref</b>	313692.2020
<b>Report By</b>	Galavizh Ahmadi Nia - Manager Community Development and Planning
<b>Approved By</b>	Tina Sangiuliano - Acting Director City Community and Culture

## **EXECUTIVE SUMMARY**

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This report is tabled in order to present the Minutes of the Liverpool Youth Council Meeting held on Tuesday 10 November 2020.

## **RECOMMENDATION**

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That Council receives and notes the Minutes of the Liverpool Youth Council Meeting held on Tuesday 10 November 2020.

## **REPORT**

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The Minutes of the Liverpool Youth Council Meeting held on Tuesday 10 November 2020 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**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups and volunteers to deliver coordinated services to the community.

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<b>Civic Leadership</b>	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision-making processes.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

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1. Minutes of the Liverpool Youth Council meeting held 10 November 2020



## Minutes

### MINUTES OF LIVERPOOL YOUTH COUNCIL MEETING

10 November 2020

#### COUNCILLORS:

Mayor Wendy Waller	Liverpool City Council
Councillor Charishma Kaliyanda	Liverpool City Council
Councillor Geoff Shelton	Liverpool City Council

#### COMMITTEE MEMBERS:

Emily D'Silva	President ( <b>Chairperson</b> )
Phillip Gigliotti	Deputy President
Simbarashe Zimudzana	Youth Liaison Representative
Mustafa Sawalhi	Treasurer
Vishal Kunnathur Senthilkumar	Secretary ( <b>Minutes</b> )
Sonia Sharma	Media Representative
Alyssia Dower	Media Assistant
Ella-Jay Nuttall	Youth Councillor
Jorja Suga	Youth Councillor
Mikaela Jenkins	Youth Councillor
Adrian Lal	Youth Councillor

#### COUNCIL ATTENDEES:

Derek Tweed	Liverpool City Council
Liz Young	Liverpool City Council

#### APOLOGIES:

Elise Vadala	Youth Councillor
Councillor Nathan Hagarty	Liverpool City Council

**1. WELCOME, ATTENDANCE AND APOLOGIES**

President Emily D'Silva opened the meeting at 6.05pm and welcomed everyone to the first official meeting for the Liverpool Youth Council 2020-2023. Emily commenced the meeting with an Acknowledgement to Country and invited all attendees to introduce themselves.

**2. DECLARATIONS OF INTEREST**

Nil.

**3. PRESENTATION – FUTURE CAREERS IN LIVERPOOL**

Liz Young, Employment Officer – City Economy, presented on 'Future Careers in Liverpool':

Council is advocating and facilitating creation of local jobs and opportunities for residents and young people of Liverpool to transition successfully to career of choice within the Liverpool LGA. The presentation included the following information:

- There is an increased focus on employment for young people to gain experience and explore apprenticeships and traineeships;
- The flagship program – 'Making the Connection' is for students to experience STEM based career opportunities such as Advanced Manufacturing, Logistics and Engineering. This program is currently on hold due to COVID-19 as the program consists of face to face practical activities;
- The Australian Defence Force will be conducting incursions with local schools in Term 1 2021; to explore the varying career opportunities including robotics, engineering, communications and other fields;
- Council is collaborating with schools across South West Sydney to improve career education choices. This collaboration aims to ensure careers lessons are more dynamic and engaging for students to support decision making for future career prospects considering personal skills and interests, job shortages and opportunities available;
- Council is promoting vocational and tertiary online portals available for access to information;
- A new Woolworths National Distribution Centre is planned for Moorebank and it is expected to provide 1000 new construction jobs. Woolworths are partnering with TAFE students to provide work opportunities; and
- The Aerotropolis, Liverpool Innovation Precinct and Health and Research Precinct will provide a vast number of employment opportunities to local residents. These precincts will be vital to the development of a Cooperative Research Centre (CRC) and Space Agencies where advanced technology would be utilised.

**ACTION:** Youth Councillors will be invited to participate in a survey about current career opportunities and provide feedback on increasing support within local schools.

**4. CONFIRMATION OF PREVIOUS MINUTES**

As this is the first official Liverpool Youth Council meeting for the current term of 2020-2023 no previous minutes were presented for endorsement.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

As this is the first official Liverpool Youth Council meeting for the current term of 2020-2023 there was no business arising from previous minutes.

**6. CORRESPONDENCE**

Secretary Vishal Kunnathur Senthilkumar presented two notices of congratulations and appreciation to Liverpool Youth Councillors:

- Council's Executive Management Team sent their congratulations to all Youth Councillors on their appointment to the Liverpool Youth Council; and
- Youth Councillors Alyssia, Vishal and Simbarashe were acknowledged for their contribution to Council's Child Safe Workplace initiative by discussing their views on child safety. Their contributions were filmed and included in a video to be shown to all Council staff to raise awareness of Council's Child Safe Policy.

**Moved:** Simbarashe Zimbudzana    **Seconded:** Alyssia Dower

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

**7. COUNCILLOR UPDATE**

Councillors present explained their role and purpose to the new members of the Liverpool Youth Council.

The following update from the recent Council meeting held on 27 October 2020 was provided:

- A Motion of Urgency was discussed regarding the impending auction of 122 Atkinson St, Liverpool. A Heritage Consultant will now undertake an independent assessment of the site for heritage significance;
- Liverpool has been identified as a hotspot for COVID-19. 39 restaurants in the LGA have breached the COVID-19 safety rules and regulations set by the NSW Department of Health;
- 415 free car parking permits and pass cards have been issued by Council to essential workers during COVID-19 restrictions;
- Council voted unanimously to provide additional parking at Collimore Park and will liaise with the NSW Parliamentary Counsel's Office and the Department of Planning, Industry and Environment to finalise this amendment;

- Council will make representations to the State Government to amend the relevant regulations to allow Council to use its discretion when issuing fines to vehicles parking on verges and nature strips;
- Council endorsed the Woodward Place Master Plan for further community consultation;
- Liverpool celebrated its 210<sup>th</sup> birthday as a township on 7 November 2020;
- Council voted unanimously to ban sale of fur products at Council owned facilities and land, such as at market stalls and businesses; and
- The Draft Miller Social Infrastructure Masterplan has been endorsed for public exhibition for community information and feedback, for a period of 28 days.

**Moved:** Simbarashe Zimbudzana

**Seconded:** Alyssia Dower

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

## 8. YOUTH WORKER'S REPORT

- Liverpool City Council are providing three \$5,000 scholarships available to students in their first, second or third year of study in 2021 at Wollongong University. For further information visit [www.uow.edu.au](http://www.uow.edu.au);
- Council's Community Development team, Casula Powerhouse Arts Centre and Library Services have curated an online program to acknowledge NAIDOC Week. This program honours and celebrates the local Aboriginal community and the culture that will always be part of Liverpool's history and future. NAIDOC Week will be hosted online via Council's Facebook page over five days from 9 – 13 November;
- Council are delivering activities for local young people from refugee backgrounds to participate and learn new skills including street art, life drawings, futsal/soccer competition and digital skills. These activities are being funded through a grant from the Department of Communities and Justice (DCJ);
- Youth Councillor Jorja participated in the NSW Children's Week Parliament representing Liverpool. Jorja delivered a speech discussing 'Youth in Sport'. Congratulations Jorja;
- Thanks to Youth Councillors Alyssia, Vishal and Simba, who recently participated in a video produced by Council to promote the Child Safe Policy. These Youth Councillors spoke eloquently and represented themselves and the Youth Council very well; and
- Thanks to Youth Councillors Ella-Jay, Adrian and Simba who participated in developing a video campaign for Council to reduce litter across the city.

**Moved:** Simbarashe Zimbudzana **Seconded:** Alyssia Dower

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

#### 9. **TREASURER'S REPORT**

The Youth Council budget expenditure for the 2020/2021 financial year is \$960, with a remaining balance of \$9,875.

**Moved:** Simbarashe Zimbudzana **Seconded:** Alyssia Dower

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

#### 10. **RADAR REPORT**

There has been no RADAR program since March due to COVID-19. Youth Councillor Alyssia Dower will enquire with radio station 2GLF to seek information regarding the proposed continuation of the RADAR program.

**Moved:** Simbarashe Zimbudzana **Seconded:** Vishal Kunnathur Senthilkumar

#### 11. **MEDIA REPRESENTATIVE'S REPORT**

The following updates were provided on the Youth Council Facebook and Instagram page:

- The number of followers for the Youth Council Facebook page is 1,197; and
- The Youth Council Instagram page has 246 followers.

A number of local high schools have started following the Youth Council Facebook page. These schools are sharing the Youth Council stories and information that can benefit their students. All Youth Councillors are encouraged to share relevant information and stories of interest with Media Representatives Sonia and Alyssia.

**Moved:** Simbarashe Zimbudzana **Seconded:** Adrian Lal

**MOTION:** That the information be received and noted.

On being put to the meeting, the motion was declared carried.

#### 12. **GENERAL BUSINESS**

During induction training for the Liverpool Youth Council, members identified the top 5 issues they felt are currently affecting young people in Liverpool:

- Mental health;
- Youth unemployment & career pathways;



## Minutes

- Raising awareness of mental health support services;
- Youth homelessness; and
- Working with schools.

Youth Councillors discussed how the Youth Council can support these issues in Liverpool. As mental health support was the top concern, suggestions include:

- Collaborating with Headspace Liverpool's Youth Reference Group on projects and activities;
- Providing practical help and information for school, TAFE and university students on how to ask for help regarding mental health; and
- Investigating the provision of resources to schools with mental health and wellbeing packs.

**ACTION:** Youth Liaison Representative Simbarashe to liaise with the Headspace Youth Reference Group on their interest in collaborating with the Liverpool Youth Council on mental health and wellbeing programs and activities for local young people.

**Moved:** Adrian Lal

**Seconded:** Alyssia Dower

**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 7:25pm.

The next Liverpool Youth Council meeting will be held on Tuesday 8 December 2020 from 6.00pm – 8.00pm.

<b>CTTE 03</b>	<b>Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 18 November 2020</b>
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<b>Strategic Direction</b>	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
<b>File Ref</b>	320117.2020
<b>Report By</b>	Charles Wiafe - Acting Manager Planning & Transport Strategy
<b>Approved By</b>	David Smith - Acting Director City Economy and Growth

## EXECUTIVE SUMMARY

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This report presents the recommendations of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 18 November 2020. At the meeting, the Committee considered eleven (11) agenda items, two (2) technical discussion items and twelve (12) general business items.

A copy of the meeting minutes, incorporating the Committee's recommendations on the agenda items is included as **Attachment 1**.

## RECOMMENDATION

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That Council adopts the following recommendations of the Committee:

### Item 1 - Stroud Avenue, Warwick Farm – Request for Parking Restrictions

- Approves the proposed 4P, 7am-6pm MON-FRI, 8am-1pm SAT, Loading Zones and No Stopping restrictions along Stroud Avenue and National Street, Warwick Farm as shown in the revised Attachment in the minutes.
- Advise all stakeholders of Council's decision.

### Item 2 - Strzlecki Drive and Schoeffel Grove – Proposed Traffic Facilities

- Approve in principle the proposed pedestrian refuge at the intersection of Strzlecki Drive and Schoeffel Grove as well as minor intersection treatments at Strzlecki Drive and Singleton Street and Strzlecki Drive and Rosedale Circuit intersections.

- Detailed design of these facilities be prepared and submitted for further consideration at the February meeting.

**Item 3 - 60-66 Gurner Avenue, Austral – Proposed Signs & Linemarking Scheme**

- Approves proposed signs and linemarking scheme as shown in the revised Attachment in the minutes.

**Item 4 - 200 Eighth Avenue, Austral - Proposed Traffic Facilities**

- Approves the proposed mountable roundabout at the intersection of Road no.4 and Broadacre Street and associated signs and linemarking scheme.
- Detailed design of the roundabout including swept path analysis, tree planting and associated signs and linemarking to be submitted to TfNSW for endorsement prior to construction.

**Item 5 - 30 - 50 Tenth Avenue Austral – Proposed Signs & Linemarking Scheme**

- Approves the proposed signs and linemarking scheme.

**Item 6 - Passendale Road and Costello Lane, Edmondson Park – Proposed Signs and Linemarking Scheme**

- Approves the proposed signs and linemarking scheme for the interim and alternate road layout for the extension of Passendale Road and Costello Lane.

**Item 7 - 185 Edmondson Avenue, Austral – Proposed Signs and Linemarking Scheme**

- Approves the proposed signs and linemarking scheme for sections of Pear Street (north-south road) off Ninth Avenue and Loop Road off the new north-south road.

**Item 8 - Brighton Lakes Development, Moorebank – Linemarking Scheme**

- Approves the ‘BB” and C3 Yellow Edge-linemarking in Brighton Lakes Subdivision, Moorebank.

**Item 9 - Wattle Grove Shopping Centre – Proposed Signs and Linemarking Scheme**

- Approves the installation of the directional sign for Wattle Grove Shopping Centre near the Heathcote Road and Bardia Parade intersection.

**Item 10 - Items approved under delegated authority**

- That Council notes the Delegated Authority applications approved by the NSW Police Force and TfNSW representatives over the two-month period 24 September 2020 and 18 November 2020.

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**Item 11 - Dates for the 2021 Committee Meetings**

- That Council endorse the following scheduled meeting dates for 2021 of the Liverpool Pedestrian, Active Transport and Traffic Committee and included the dates in the corporate calendar for 2021.

Meeting Number	Date
1	Wednesday 3 February
2	Wednesday 17 March
3	Wednesday 19 May
4	Wednesday 21 July
5	Wednesday 15 September
6	Wednesday 17 November

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**REPORT**

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This report presents the recommendations of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 18 November 2020. At the meeting, the Committee considered eleven (11) agenda items, two (2) technical discussion items and twelve (12) general business items.

A copy of the meeting minutes, incorporating the Committee's recommendations on the agenda items and actions in response to the technical discussion and general business items is included as **Attachment 1**. It is recommended that Council adopts the Committee's recommendations on the agenda items as outlined above.

Two Technical Discussion and twelve General Business items were considered, and the recommended actions are as follows:

**Technical Discussion Items****TD1 - Indented On-Street Parking on Narrow Streets**

Council has been receiving representations about parking along narrow streets in all areas of the Liverpool Local Government Area (LGA). Narrow streets are generally streets with a carriageway width of less than 8m which does not permit efficient two-way traffic flow whilst there is parking on one side of the street.

To address this concern, Council has made reference to Transport for NSW (TfNSW) Technical Directions for Narrow Streets (TTD2014-004 Off-road Parking Provision on Narrow Roads) and prepared guidelines for the prioritisation of the provision of indented parking along narrow streets.

Council has recognised that a possible solution involves the installation of indented parking along such narrow streets and has allocated \$200,000 in the budget for staged implementation. This report presents a prioritised list of road sections where indented parking can be constructed this financial year.

The construction of indented parking would involve modification of existing barrier kerbs, guttering and concrete/asphalt pavement. The estimated cost per bay is approximately \$5,000 hence the allocated amount would be able to fund approximately 40 spaces.

The following streets have been suggested for staged implementation this financial year.

Street Name	Suburb
William Buckley Drive	Carnes Hill
Stone Quarry Way	Cartwright
Flame Tree Street	Casula
Bugong Street	Prestons
Athlone Street	Cecil Hills
Sarah Place	Cecil Hills
Jervis Street	Prestons
Moruya Close	Prestons
Termeil Place	Prestons
Wagonga Close	Prestons
Carmichael Drive	West Hoxton
Mannow Avenue	West Hoxton
Solander Avenue	West Hoxton

The proposed indented parking would not require any parking restrictions and hence Traffic Committee approval is not required. Council will prepare design layouts for the Committee's endorsement prior to construction.

The Committee expressed no objection to the list as presented.

#### **TD2 - Federal Black Spot Submission 2021-2022**

In August 2020, Council submitted six projects under the Federal Black Spot Program for the year 2021-2022.

TfNSW administers the Federal Black Spot Program on behalf of the Federal Government. In May 2020, TfNSW invited Council to nominate projects that meet the Federal Black Spot criteria in accordance with its crash history guidelines of more than three casualty crashes in the latest five-year period ending June 2019.

Council has identified the following six projects and associated treatments with indicative costings. If funding is received, detailed designs of the above projects will be presented for the Committee's support and delivery in the financial year 2021-2022.

Road Name	Intersecting Road	Treatment	Estimated Cost
Kurrajong Road	Mowbray Street	Kurrajong Road and Mowbray Street, Prestons - New traffic control signals (TCS)	\$436,650
Campbell Street		Campbell Street, Liverpool – Wombat crossing at the existing marked crossing, east of Macquarie Street	\$160,000

<b>Aviation Road</b>	<b>Airfield Drive and Regentville Drive</b>	Aviation Road, Airport Drive and Regentville Drive, Elizabeth Hills - Modification of the roundabout and installation of raised threshold across Regentville Drive and Airport Drive approaches	<b>\$178,000</b>
<b>Kurrajong Road</b>	<b>Lyn Parade</b>	Kurrajong Road, Lyn Parade and Beech Road intersection, Prestons - Design and Development of new traffic control signals (TCS)	<b>\$75,000</b>
<b>South Liverpool Road</b>	<b>Whitford Road</b>	South Liverpool Road and Whitford Road intersection, Green Valley – Installing raised thresholds on all approaches to an existing roundabout	<b>\$125,000</b>
<b>North Liverpool Road</b>	<b>Wilson Road</b>	North Liverpool Road and Wilson Road intersection, Green Valley – Installing raised thresholds on all approaches to an existing roundabout	<b>\$110,000</b>

The Committee noted the priority list of projects submitted for funding under the Federal Blackspot program for 2021-2022.

### **General Business Items**

#### **GB1 - Nuwarra Road/Marshall Avenue Intersection – Request for Intersection Treatment**

Council has received representation from the local member for Holsworthy for intersection treatment at the Nuwarra Road/Marshall Avenue intersection.

The Committee discussed and recommended that a proposed intersection treatment be presented to the February 2021 meeting for further consideration.

#### **GB2 - Manning Street, Warwick Farm – Heavy vehicle parking**

Council has received representation concerning heavy vehicles parking along Manning Street, Warwick Farm. Heavy vehicles park from 5 minutes to complete paperwork, however there have been instances where trucks park over night with their engine's running to enable air conditioning whilst drivers sleep in the cabins.

Trucks depart at different times during the night and early morning disturbing residents and interfering with early morning horse training facilities. This is affecting residential amenity.

The Committee discussed and recommended that parking restrictions along sections of Manning Street and other critical road sections in Warwick Farm be presented to the February 2021 meeting for further consideration.

#### **GB3 - Vinny Road, Edmondson Park – Speeding**

Council has received representations about speeding along Vinny Road.

The Committee discussed and recommended that a speed classification assessment be carried out along sections of Vinny Road and, if required, for the results to be presented to the February meeting for further consideration.

**GB4 - Second Avenue, West Hoxton – Extension**

Council has received representation for a possible extension of Second Avenue to Carmichael Drive, West Hoxton.

The Committee discussed and recommended that the extension of Second Avenue be investigated and for the results to be presented to a future traffic committee meeting.

**GB5 - Delfin Drive, Wattle Grove – Bus stop sign**

The representative for TransDev has requested approval for a bus stop sign to be installed 40m west to the boundary of No.20 Delfin Drive and the park, between the footpath and the kerb.

The Committee discussed and recommended that consultation be carried out with the property owners of house no. 20 Delfin Drive and if the proposed bus stop is supported an application be presented to the Police and TfNSW for approval under delegated authority.

**GB6 - Governor Macquarie Drive, Chipping Norton - Speeding**

Council has received representations from the Local Member for Holsworthy about speeding along the section of Governor Macquarie Drive (GMD) adjacent to Central Avenue.

The Committee discussed this issue and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement activities.

**GB7 - Stewart Avenue and Keato Avenue, Hammondville – Speeding**

Council has received representations from the Local Member for Holsworthy about speeding along Stewart Avenue and Keato Avenue, Hammondville.

The Committee discussed this issue and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement activities and if required, the results of a speed classification to be presented to a future traffic committee meeting for discussion.

**GB8 - Australis Avenue, Wattle Grove – Illegal parking in front of St Mark's Coptic Orthodox College**

Council has received representations from the Local Member for Holsworthy concerning parking arrangements along the section of Australis Avenue close to the St Mark's Coptic Orthodox College.

The Committee discussed this issue and noted that construction work is still being carried out within the school and parking arrangements will be reviewed after the construction activities conclude.

**GB9 - Ernest Avenue and Barry Road, Chipping Norton – Speeding**

Council has received representations from the Local Member for Holsworthy concerning traffic speed at the intersection of Ernest Avenue and Barry Road, Chipping Norton.

The Committee discussed this issue and recommended that Council investigate treatment at the Ernest Avenue and Barry Road intersection to address the speeding concern.

**GB10 - Kurrajong Road, Wonga Road and Lyn Parade, Prestons – Speeding**

Council has received representations from the Local Member for Holsworthy concerning speeding and reckless driving along a number of streets in Prestons with a request for traffic calming devices to be considered.

The Committee discussed this issue and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement

**GB11 - Anzac Road, Moorebank - Traffic speeding and load limit**

Council has received representations from the Local Member for Holsworthy concerning traffic speeds and apparent 'racing' along Anzac Road, Moorebank particularly between Delfin Drive and Anzac Bridge and truck movements along the road contrary to the signposted load limit.

The Committee discussed this issue and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.

**GB12 - Pine Road, Casula - Request for speed humps**

Council has received representations from the Local Member for Holsworthy concerning speeding with a request for traffic calming devices, including speed humps to be installed.

The Committee discussed this issue and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.

**Budget impact of matters arising from the minutes**

<b>Item</b>	<b>Description</b>	<b>Funding, Indicative Cost and Timing</b>
1	Stroud Avenue, Warwick Farm – Request for Parking Restrictions	Council's minor traffic facilities project Indicative Cost - \$2,000. Timing – February 2021.
2	Strzlecki Drive and Schoeffel Grove – Proposed Traffic Facilities	Council's minor traffic facilities project Indicative Cost - \$60,000. Timing – June 2021.
3	60-66 Gurner Avenue, Austral – Proposed Signs & Linemarking Scheme	Developer Timing – In accordance with development consent requirement
4	200 Eighth Avenue, Austral - Proposed Traffic Facilities	Developer Timing – In accordance with development consent requirement
5	30 - 50 Tenth Avenue Austral – Proposed Signs & Linemarking Scheme	Developer Timing – In accordance with development consent requirement
6	Passendale Road and Costello Lane, Edmondson Park – Proposed Signs and Linemarking Scheme	Developer Timing – In accordance with development consent requirement
7	185 Edmondson Avenue, Austral – Proposed Signs and Linemarking Scheme	Developer Timing – In accordance with development consent requirement

8	Brighton Lake Development, Moorebank – Linemarking Scheme	Developer Timing – Completed
9	Wattle Grove Shopping Centre – Proposed Signs and Linemarking Scheme	Developer Timing – In accordance with development consent requirement
10	Items Approved Under Delegated Authority	RMS block grant funding# Indicative Cost - \$10,000. Timing – December 2020.

# RMS block grant funding has no financial implication on Council

## **CONSIDERATIONS**

<b>Economic</b>	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.
<b>Environment</b>	Promote an integrated and user-friendly public transport service. Support the delivery of a range of transport options.
<b>Social</b>	Support access and services for people with a disability. Improve road and pedestrian safety.
<b>Civic Leadership</b>	Actively advocate for federal and state government support, funding and services.
<b>Legislative</b>	Roads Act
<b>Risk</b>	The risk is considered Low. The risk is considered within Council's risk appetite.

## **ATTACHMENTS**

1. Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee Meeting held on 18 November 2020

CTTE 03	Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 18 November 2020
<i>Attachment 1</i>	Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee Meeting held on 18 November 2020

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## **MINUTES OF LIVERPOOL PEDESTRIAN, ACTIVE TRANSPORT & TRAFFIC COMMITTEE MEETING – 18 November 2020**

### **COMMITTEE FORMAL MEMBERS**

Councillor Nathan Hagarty	Liverpool City Council (LCC) (Chairperson)
Clayton Hopper	Office of Melanie Gibbons MP

### **COMMITTEE TECHNICAL ADVISORS & INFORMAL MEMBERS**

Councillor Peter Harle	LCC
Councillor Karress Rhodes	LCC
Charles Wiafe (CW)	Service Manager, Traffic & Transport, LCC
Toula Athanasiou	Road Safety Officer, LCC
Rachel Palermo	Road Safety Officer, LCC
Mahavir Arya	Traffic & Transport Engineer, LCC
Steve Babbage	Transdev
Hannah Shilling	Transit Systems

### **COUNCIL ADMINISTRATIVE SUPPORT**

Christopher Jattan	LCC (Minutes)
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### **COUNCIL TECHNICAL OBSERVER**

Binod Parajuli	Coordinator Investigations & Design, LCC
Anup Bajracharya	Senior Civil Designer Engineer, LCC
Bikram Joshi	Program Engineer – Roads & Drainage, LCC

### **APOLOGIES**

Tania Davis	MP for Mulgoa
Betty Green	Representative for MP for Liverpool
Rose Koch	LCC (Minutes)
Damien Leemon	Police Local Area Command

**WELCOME, ATTENDANCE, APOLOGIES AND OPENING**

The meeting was opened at 9:30 am. Cllr Hagarty acknowledged the traditional custodians of the land. Apologies were noted.

**DECLARATIONS OF INTEREST**

Nil

**CONFIRMATION OF PREVIOUS MINUTES**

CW advised that the minutes of the previous meeting held on 23 September 2020 were adopted by Council at the 27 October 2020 Council meeting.

**AGENDA ITEMS**

Item	Subject
1	Stroud Avenue, Warwick Farm – Request for Parking Restrictions
2	Strzlecki Drive and Schoeffel Grove – Proposed Traffic Facilities
3	60-66 Gurner Avenue, Austral – Proposed Signs & Linemarking Scheme
4	200 Eighth Avenue, Austral - Proposed Traffic Facilities
5	30 - 50 Tenth Avenue Austral – Proposed Signs & Linemarking Scheme
6	Passendale Road and Costello Lane, Edmondson Park – Proposed Signs and Linemarking Scheme
7	185 Edmondson Avenue, Austral – Proposed Signs and Linemarking Scheme
8	Brighton Lake Development, Moorebank – Linemarking Scheme
9	Wattle Grove Shopping Centre – Proposed Signs and Linemarking Scheme
10	Items Approved Under Delegated Authority
11	Dates for the Committee Meetings 2021

**TECHNICAL DISCUSSION ITEMS**

Item	Subject
TD1	Indented On-Street Parking on Narrow Street
TD2	Federal Black Spot Submission 2021-2022

**GENERAL BUSINESS ITEMS**

Item	Subject
GB1	Nuwarra Road/Marshall Road Intersection – Request for Intersection Treatment
GB2	Manning Street, Warwick Farm – Heavy vehicle parking
GB3	Vinny Road, Edmondson Park - Speeding
GB4	Second Avenue, West Hoxton - Extension
GB5	Delfin Drive, Wattle Grove – Bus stop sign
GB6	Governor Macquarie Drive, Chipping Norton - Speeding
GB7	Stewart Avenue and Keato Avenue, Hammondville – Speeding
GB8	Australis Avenue, Wattle Grove – Illegal parking in front of St Mark's Coptic Orthodox College
GB9	Ernest Avenue and Barry Road, Chipping Norton – Speeding
GB10	Kurrajong Road, Wonga Road and Lyn Parade, Prestons – Speeding
GB11	Anzac Road, Moorebank - Traffic speeding and load limit
GB12	Pine Road, Casula - Request for speed humps

CLOSE – Meeting closed at 11:30am.

**ITEM 1    Stroud Avenue, Warwick Farm – Request for Parking Restrictions****INTRODUCTION**

Council has received representations to install parking restrictions along sections of Stroud Avenue and National Street to permit deliveries and on-street parking for adjoining horse stabling properties.

The representations have outlined that parking by workers of the nearby industrial area effectively prevent horse float/trucks entering property Nos.9 and 13 Stroud Avenue, for deliveries and garbage collection.

To address these concerns, 4P (8am-6pm) along both sides of Stroud Avenue (close to the Rosedale Oval) and 35m of loading zone along National Street and 40m of Loading Zones along Stroud Avenue are proposed. The Committee is requested to support the required regulatory signs as shown in Attachment 1.1.

**ASSESSMENT**

Stroud Avenue (north-south) and National Street (east-west) are local streets in the Warwick Farm equine precinct. The streets are close to the Warwick Farm industrial area south of the equine precinct and so attracts on-street parking.

The horse stable owners have expressed concerns that the on-street parking is preventing horse float/trucks entering property Nos 9 and 13 Stroud Avenue, for deliveries and garbage collection.

The on-street parking can be minimised with timed parking 4P, 7am-6pm MON-FRI, 8am-1pm SAT, and in addition Loading Zones as requested would allow horse float/trucks to load and unload. Most of the industrial properties have onsite parking. In addition, sections of other streets in the industrial precinct has carriageway widths which permits on-street parking.

National Street and Stroud Avenue are within 1km of Warwick Farm railway station which is a nominated station and proposed parking restrictions requires Transport for New South Wales (TfNSW) concurrence. The two streets do not attract commuter parking. In addition, TfNSW has previously expressed no objection for timed parking to be provided along a section of Stroud Avenue. The agency also has a proposal to construct an additional 250 commuter car parking spaces close to the Warwick Farm station and has commenced design investigation.

The proposed 4P and Loading Zones should therefore not have a negative impact on commuter parking in the Warwick Farm Railway Station precinct. Adjoining affected property owners have been consulted and support the above proposed parking restrictions.

**RECOMMENDATION**

That:

1. The Committee supports the proposed 4P, 7am-6pm MON-FRI, 8am-1pm SAT, Loading Zones and No Stopping restrictions along Stroud Avenue and National Street, Warwick Farm as shown in Attachment 1.1.
2. Advise all stake holders of Council's resolution.

## DISCUSSION

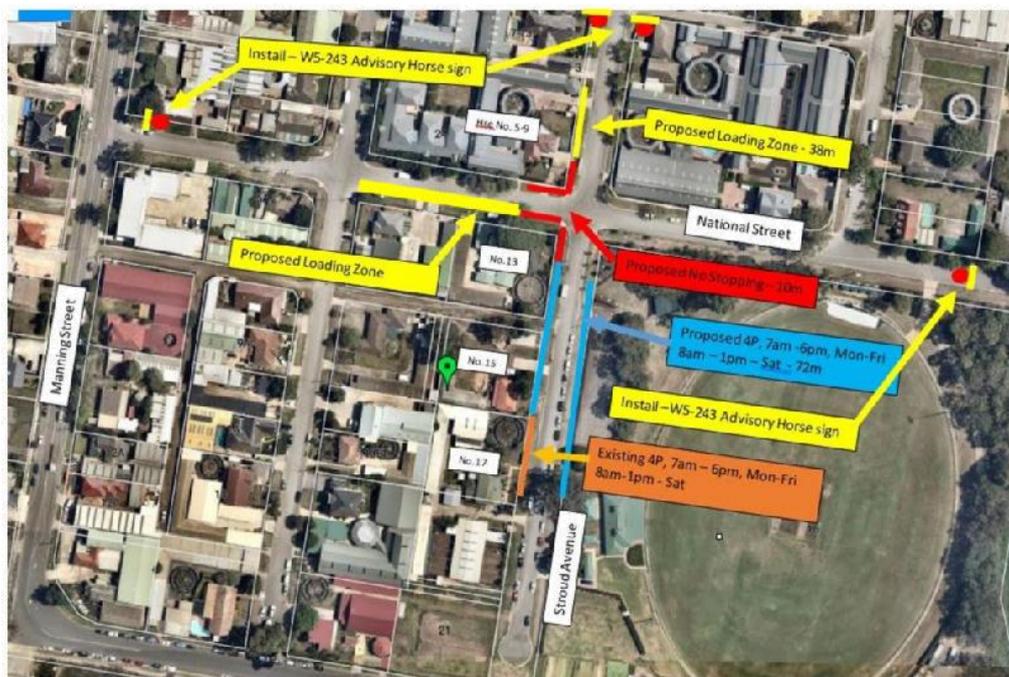
CW provided background and justification to the proposed parking restrictions along sections of Stroud Avenue and National Street. The Committee discussed and supported the proposed parking restrictions with the following changes:

- The loading zone along National Street to be extended to the west (i.e. up to Bull Street).
- The affected property owners to be consulted prior to implementation.
- The industrial property owners south of the development site to receive a notification of the proposed parking restrictions.

In addition, The Committee discussed that Council may wish to give consideration for parking within the Rosedale oval car park during weekdays.

## COMMITTEE RECOMMENDATION

1. Supports the proposed 4P, 7am-6pm MON-FRI, 8am-1pm SAT, Loading Zones and No Stopping restrictions along Stroud Avenue and National Street, Warwick Farm as shown in the revised Attachment.
2. Advise all stake holders of Council's resolution.



**Attachment 1.1 – Revised attachment**

**ITEM 2    Strzlecki Drive and Schoeffel Grove – Proposed Traffic Facilities****INTRODUCTION**

Council is upgrading Schoeffel Park into a multi-purpose recreational facility and open space. Recent upgrade works has included a paved walking path within the park. Council is planning to install indented parking along sections of Strzlecki Drive-Singleton Street

Council has been receiving representations for traffic facilities including pedestrian access close to the park. In response, Council is proposing a pedestrian refuge at the intersection of Strzlecki Drive and Schoeffel Grove.

Council has designed the requested traffic facilities and the committee is requested to support these facilities.

**ASSESSMENT**

The road network close to Schoeffel Park includes Strzlecki Drive, Schoeffel Grove, Singleton Street and Rosedale Circuit. These streets are all local residential streets with the default urban speed limit of 50km/h. A speed classification carried out along Strzlecki Drive (approximately three (3) years ago) indicated that the 85th percentile speed was 58km/h.

Council has recently received representations that the park upgrade is attracting an increase in on-street parking. This concern would be addressed with additional indented on-street parking next to the park to be installed next financial year.

Council has also been receiving representations about road safety and the need for pedestrian crossing facilities close to the park. To address these concerns Council is proposing to install pedestrian crossing facilities at the Strzlecki Drive and Schoeffel Grove intersection.

Traffic calming devices in the form of splitter-islands at the Strzlecki Drive and Rosedale Avenue intersection, as well as minor intersection treatment at the Strzlecki Drive and Singleton Street intersection are also proposed.

Concept layouts of these treatments have been prepared in accordance with Austroads design guidelines.

Subject to the committee's support, detailed design of these facilities will be carried out and presented to the committee for final endorsement at the January 2021 meeting.

In the meantime, the Council has requested the police to include Strzlecki Drive in their highway patrol and speed enforcement.

**RECOMMENDATION**

That:

1. The Committee supports in principle the proposed pedestrian refuge at the intersection of Strzlecki Drive and Schoeffel Grove as well as minor intersection treatments at Strzlecki Drive-Singleton Street and Strzlecki Drive- Rosedale Circuit intersections.
2. Detail design of these facilities be prepared and submitted for further consideration at a future meeting

## **DISCUSSION**

CW provided background and reasons for the proposed traffic facilities around the Schoeffel Park. The Committee discussed and supported the proposed traffic facilities including the pedestrian refuge at the Strzlecki Drive/Rosedale Circuit intersection.

The Transport for NSW (TfNSW) representative outlined that the proposed pedestrian refuge south of Rosedale Circuit is the preferred location. In addition, the representative outlined that the proposed rumble bars at the intersection of Strzlecki Drive and Singleton Street be replaced with linemarking or median islands.

Detailed design of the facilities is to be carried out and presented to the next scheduled meeting in February for further consideration, prior to implementation.

## **COMMITTEE RECOMMENDATION**

1. The Committee supports in principle the proposed pedestrian refuge at the intersection of Strzlecki Drive and Schoeffel Grove as well as minor intersection treatments at Strzlecki Drive and Singleton Street and Strzlecki Drive and Rosedale Circuit intersections.
2. Detail design of these facilities be prepared and submitted for further consideration at the February meeting.

**ITEM 3 60-66 Gurner Avenue, Austral – Proposed Signs & Linemarking Scheme****INTRODUCTION**

The development consent for the subdivision of 60-66 Gurner Avenue, Austral into residential lots requires construction of new roads and associated signs and line marking scheme.

The developer has submitted design drawings of the required signs and linemarking as shown in Attachment 3.1. The Committee is requested to support the proposed signs and linemarking scheme.

**ASSESSMENT**

The subdivision of the development site would result in six (6) T-intersections including one (1) intersection off Gurner Avenue. The development layout is as shown in attachment 3.1. The development would also result in the need for five (5) temporary road ends which would be signposted appropriately. The T-intersections will be treated with BB line marking on the terminating streets as well as C3 Yellow Edge-linemarkings to highlight the parking restriction appropriately.

Access road from Gurner Avenue will be half constructed and the part of the subdivision roads will also be half constructed. These roads will be fully developed on the completion of the adjoining sides.

There is a single access road from Gurner Avenue to serve this development of 56 lots. The signs and linemarking have been carried out in accordance with Australian Standards and TfNSW Technical Directions.

**RECOMMENDATION**

That:

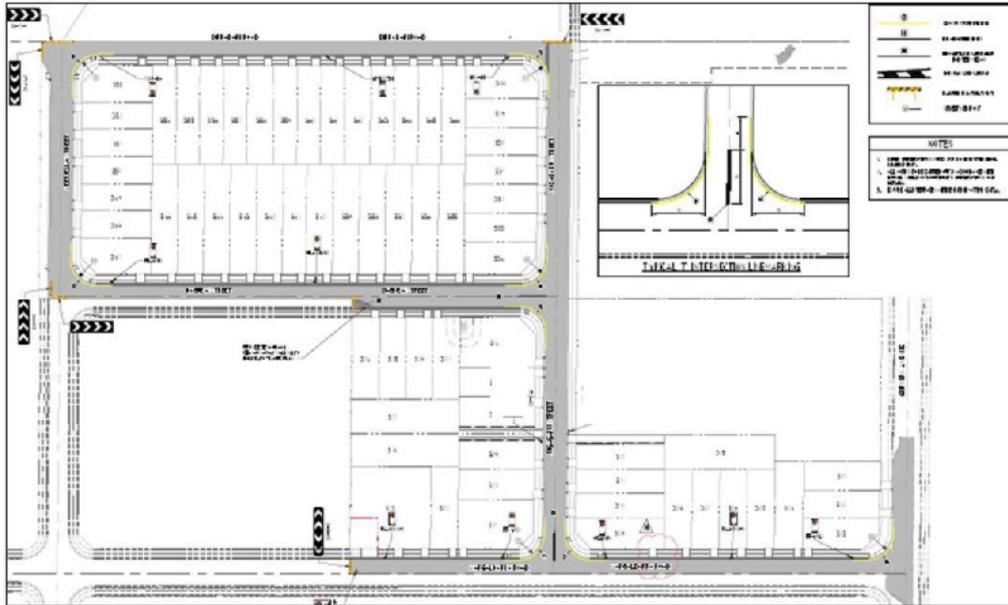
That the Committee supports the proposed linemarking scheme as shown in the Attachments 3.1.

**DISCUSSION**

CW presented the design of the proposed signs and linemarking. The Committee discussed and supported the scheme as presented with a requirement that the sign along the north-south road restricting length of vehicles is to be removed.

**COMMITTEE RECOMMENDATION**

1. The Committee supports the proposed signs and linemarking scheme as shown in the revised Attachment 3.1.



Attachment 3.1 – Revised attachment

<b>ITEM 4</b>	<b>200 Eighth Avenue, Austral - Proposed Traffic Facilities</b>
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### **INTRODUCTION**

The development consent for the subdivision of 200 Eighth Avenue, into residential lots requires construction of new roads including a roundabout, along with associated signs and line marking scheme.

The developer has submitted design drawings of the roundabout and associated signs and linemarking as shown in Attachment 4.1. The Committee is requested to support the proposed signs and linemarking scheme.

### **ASSESSMENT**

The subdivision of the development site requires half road reconstruction of the section of Eighth Avenue fronting the development site, and construction of a new north-south (Road No.4) road off Eighth Avenue as well as two (2) new east-west roads as shown in Figure 4.1. The main east-west road is referred to as Broadacre Street.

The Development Consent also requires the installation of a roundabout at the intersection of Road No.4 and Broadacre Street as shown in Figure 4.1.

The development would also result in two (2) T-intersections including one off Eighth Avenue. The intersection off Eighth Avenue is proposed to have 10m BB linemarking in the terminating street. The proposed give-way sign at this intersection is not required.

The developer has submitted design drawings of a mountable roundabout with turning paths and linemarked splitter-islands as shown in Attachments 4.1 & 4.2. The linemarked splitter- islands are to be changed to mountable splitter-islands. In addition, C3 Yellow Edge- linemarking to be included to demarcate No Stopping restrictions.

With the exception of these modifications, the design has been carried out in accordance with Austroads Design Guidelines and is recommended.

### **RECOMMENDATION**

That:

1. The Committee Supports in principle the provision of a mountable roundabout at the intersection Road No.4 and Broadacre Street and associated signs and linemarking as indicated in Attachment 4.1.
2. Detailed design of the roundabout, swept paths as well as signs and linemarking incorporating the above modifications to be submitted to Transport for NSW (TfNSW) for endorsement prior to construction.

### **DISCUSSION**

CW presented the design of the proposed traffic facilities including a roundabout, road No.4 and Broadacre Street and associated signs and linemarking as indicated in Attachment 4.1 . The Committee discussed and supported the traffic facilities including the roundabout. The TfNSW representative requested that detailed design drawings of the roundabout including turning path analysis be forwarded to TfNSW for their review prior to construction.

**COMMITTEE RECOMMENDATION**

1. The Committee supports the proposed mountable roundabout at the intersection road no.4 and Broadacre Street and associated signs and linemarking as indicated in Attachment 4.1.
2. Detailed design of the roundabout including swept path analysis and associated signs and linemarking to be submitted to TfNSW for endorsement prior to construction.

**ITEM 5 30 - 50 Tenth Avenue Austral – Proposed Signs & Linemarking Scheme****INTRODUCTION**

The development consent for the subdivision of 30-50 Tenth Avenue, Austral into residential lots requires construction of new roads and associated signs and line marking scheme.

The developer has submitted design drawings of the required signs and linemarking as shown in Attachment 5.1. The Committee is requested to support the proposed signs and linemarking scheme.

**ASSESSMENT**

The subdivision of the development site would result in seven (7) T-intersections including three (3) intersections off Tenth Avenue. The development layout is as shown in attachment 5.1. The development would also result in the need for four (4) temporary road ends which would be signposted appropriately.

The T-intersections will be treated with BB line marking on the terminating streets as well as C3 Yellow Edge-linemarkings to highlight the parking restriction within 10m of the intersections.

Tenth Avenue needs to be raised to ensure that the development complies with flooding provisions. As an interim arrangement, the section of Tenth Avenue fronting the development site would have a carriage way of approx. 6m. To ensure two-way traffic, this road section would have No Stopping parking restrictions along both sides. Ultimately Tenth Avenue would be widened to approx. 11m.

**RECOMMENDATION**

That:

the Committee Supports the signs and line marking scheme involving BB line marking on the terminating streets, C3 Yellow Edge-line markings, BB linemarking along Tenth Avenue with associated No Stopping along both sides as shown in attachment 5.1.

**DISCUSSION**

CW presented the design of the proposed signs and linemarking scheme. The Committee discussed and supported the scheme with a requirement that the proposed double barrier linemarking in Tenth Avenue should leave gaps at the north/south intersections.

**COMMITTEE RECOMMENDATION**

1. The Committee Supports the proposed signs and linemarking scheme.

**ITEM 6****Passendale Road and Costello Lane, Edmondson Park – Proposed Signs and Linemarking Scheme****INTRODUCTION**

The development consent for the high-density development along sections of Passendale Road and Costello Lane, Edmondson Park requires construction of new roads and associated signs and line marking scheme.

The developer has submitted design drawings of the required two stages of the signs and linemarking scheme as shown in Attachment 6.1 & 6.2. The Committee is requested to support the proposed signs and linemarking schemes.

**ASSESSMENT**

The development site is north of Edmondson Park Train Station and west of Bernera Road. As part of the subdivision works both Passendale Road and Costello Lane will be extended to provide access to the development site on completion of the adjoining development.

The development site is temporary land locked, and as an interim arrangement temporary access is proposed from Somme Avenue. The temporary access road will be closed after Passendale Road and Costello Lane are connected to the existing streets.

Passendale Road would be approx. 7m wide whilst Costello Lane would be approx. 6m wide (A section has been reduced to 5.5m to accommodate street lighting).

Costello Lane would provide access to the rear of the properties. The development is comprised of three multistorey buildings with underground parking. The development is proposing two accesses to underground parking from Costello Lane as well as a loading zone in front of building A.

The developer has provided Interim and Ultimate sign and line marking scheme made up of the following.

**Interim Access Arrangement:**

- Costello Lane – Two-way street with No Stopping restrictions along both sides and BB linemarking in the curved road section.
- Passendale Road – No stopping restrictions at the two cul-de-sacs and 2P parking (6am-6pm Mon-Fri).
- Temporary access road from Somme Avenue.

**Ultimate Access Arrangement:**

- Costello Lane – One-way street with the provision of nine (9) parking spaces.
- Passendale Road – Temporary road from Somme Street would close and No Stopping restrictions would change to 2P parking.
- C3 Yellow Edge-linemarking will be provided at the bends and frontage of No Stopping restrictions as indicated in the attachments 6.1 & 6.2.

Other features of the signs and line markings are shown in attachments 6.1 & 6.2. The signs and line marking has been carried out in accordance with Australian Standards and TfNSW Technical Directions.

CTTE 03	Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 18 November 2020
<i>Attachment 1</i>	Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee Meeting held on 18 November 2020

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## **RECOMMENDATION**

That the Committee Supports the Interim and Ultimate signs and line marking scheme along sections of Passendale Road and Costello Lane as shown in attachments 6.1 & 6.2.

## **DISCUSSION**

The Committee discussed and supported the proposed signs and linemarking scheme for the interim and alternate road layout for the extension of Passendale Road and Costello Lane as shown in Attachments 6.1-6.2.

## **COMMITTEE RECOMMENDATION**

1. The Committee supports the proposed signs and linemarking scheme for the interim and alternate road layout for the extension of Passendale Road and Costello Lane as shown in Attachments 6.1-6.2.

**ITEM 7 | 185 Edmondson Avenue, Austral – Proposed Signs and Linemarking Scheme****INTRODUCTION**

The development consent for the subdivision of 185 Edmondson Avenue, Austral into residential lots requires construction of new roads and associated signs and linemarking scheme.

The developer has submitted design drawings of the required signs and linemarking as shown in Attachment 7.1. The Committee is requested to support the proposed signs and linemarking scheme.

**ASSESSMENT**

The subdivision requires the construction of new roads including Pear Street (north-south road) off Ninth Avenue and Loop Road off the north-south new road.

The road layout would result in three (3) T-intersections and a curved road section. The T-intersections and curved bends would be treated with 10m BB line markings on the terminating streets and C3 Yellow Edge-linemarking on curved bends.

The southern section of the loop road would be half road as an interim arrangement. This requires a one-way east-bound till such time when the remaining half is constructed. The signs and line marking has been carried out in accordance with Australian Standards and TfNSW Technical Directions.

**RECOMMENDATION**

That:

the Committee Supports the signs and line markings scheme as shown in attachment

**DISCUSSION**

The Committee discussed and supported the proposed signs and linemarking scheme for sections of Pear Street (north-south road) off Ninth Avenue and Loop Road off the north-south new road.

**COMMITTEE RECOMMENDATION**

1. The Committee supports the proposed the proposed signs and linemarking scheme for sections of Pear Street (north-south road) off Ninth Avenue and Loop Road off the north-south new road.

<b>ITEM 8</b>	<b>Brighton Lake Development, Moorebank – Linemarking Scheme</b>
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### **INTRODUCTION**

As part of the development of the Brighton Lake subdivision, linemarking involving 'BB' lines and C3 Yellow Edge-lines are being installed at T-intersections and curved road sections. As shown in attachment 8.1. The Committee is requested to approve the linemarking.

### **ASSESSMENT**

In 2014, Council approved subdivision of a portion of the Brighton Lake Golf Club into a residential precinct off Brickmakers Drive, Moorebank. The subdivision was undertaken in four (4) stages.

As part of the stage three subdivision new roads were constructed which resulted in five (5) T-intersections and two (2) curved road sections. The new roads constructed are Greenview Drive, Hennessy Avenue and Desmond Avenue.

The intersections have been treated with BB lines and C3 Yellow Edge-linemarking to highlight the intersections and demarcate opposing traffic movements. In addition, the two (2) curved road sections have been marked with BB line marking to demarcate opposing traffic movements and maintain traffic discipline.

The treated intersections and curved road sections as shown below are submitted to the Committee for post approval to assist with enforcement.

Details of the linemarking is as shown in the Attachment 8.1. The linemarking has been installed in accordance with Australian Standards and TfNSW Technical Directions.

### **RECOMMENDATION**

That:

That the Committee supports the 'BB' and C3 Yellow Edge-linemarking in Brighton Lakes Subdivision, Moorebank, as indicated in the Attachment.

### **DISCUSSION**

The Committee discussed and supported the signs and linemarking scheme as presented.

### **COMMITTEE RECOMMENDATION**

1. That the Committee supports the 'BB' and C3 Yellow Edge-linemarking in Brighton Lakes Subdivision, Moorebank, as indicated in the Attachment.

**ITEM 9** | **Wattle Grove Shopping Centre – Proposed Signs and Linemarking Scheme****INTRODUCTION**

The owners of the Wattle Grove Shopping Centre have requested directional signage to be installed near the Heathcote Road and Bardia Parade intersection to direct traffic to the shopping centre.

A design of the directional sign has been discussed with Transport for NSW (TfNSW) and an appropriate location has been identified. The Committee is requested to endorse the proposed directional signage.

**ASSESSMENT**

The Wattle Grove Shopping Centre is located off the Village Way, Wattle Grove. The owners have been making representations to Council and the local member for Holsworthy for a directional sign to be installed near the intersection of Heathcote Road and Bardia Parade.

As Heathcote Road is a classified road, a possible location has been inspected and identified in consultation with TfNSW representative.

The directional sign will be similar to the sign located at the intersection of Hume Highway and Kurrajong Road for the Casula Mall Shopping Centre as shown below in Figure 9.1. The design of the sign as shown in Attachment 9.1 is in accordance with TfNSW Design Guide and is recommended.

**RECOMMENDATION**

That:

the Committee supports the installation of the directional sign for Wattle Grove Shopping Centre near the Heathcote Road and Bardia Parade intersection.

**DISCUSSION**

The Committee raised no objection to the proposed installation of the directional sign for the Wattle Grove shopping centre near the Heathcote Road/Bardia Parade intersection.

**COMMITTEE RECOMMENDATION**

1. The Committee supports the installation of the directional sign for Wattle Grove Shopping Centre near the Heathcote Road and Bardia Parade intersection.

<b>ITEM 10</b>	<b>ITEMS APPROVED UNDER DELEGATED AUTHORITY</b>
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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 the RMS and Police representatives over the period, between 24 September 2020 and 18 November 2020.

Delegated Authority No.	Location	Description of Proposal
2020.029	Eleventh Ave, Austral	Installation of No Parking
2020.030	Castlereagh St, Liverpool	Installation of No Parking
2020.031	Speed St / Atkinson St / McGowen Cres, Liverpool	Installation of No Stopping
2020.032	Cabramatta Ave, Miller	Installation of No Stopping
2020.033	Tenth Ave, Austral	Installation of No Stopping
2020.034	Tudor Cres & Feodore Dr, Cecil Hills	Installation of C3 No Stopping Lines

**RECOMMENDATION**

That:

That the Committee notes the above Delegated Authority applications approved by the NSW Police Force and RMS representatives over the period between 24 September 2020 and 18 November 2020.

**DISCUSSION**

No objections were made by the Committee.

**COMMITTEE RECOMMENDATION**

1. That Council notes the above Delegated Authority applications approved by the NSW Police Force and TfNSW representatives over the two-month period 24 September 2020 and 18 November 2020.

<b>ITEM 11</b>	<b>Dates for the Committee Meetings 2021</b>
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### INTRODUCTION

Under Council's operational management plan the Liverpool Pedestrian Active Transport and Traffic Committee is required to meet six times a year (every two months). The following are the proposed meeting dates for the 2021 calendar year.

Meeting Number	Date
1	Wednesday 27 January
2	Wednesday 17 March
3	Wednesday 19 May
4	Wednesday 21 July
5	Wednesday 15 September
6	Wednesday 17 November

The proposed meeting dates would allow meetings to be held and for minutes to be presented to the following Ordinary Council meetings for recommendations to be considered.

### RECOMMENDATION

That:

the Committee discuss and approve the proposed meeting dates.

### DISCUSSION

The Committee agreed to the proposed dates with the exception of the January meeting which is now proposed to be held on Wednesday 3<sup>rd</sup> February 2021.

### COMMITTEE RECOMMENDATION

1. Council notes and endorse the following scheduled meeting dates of the Liverpool Pedestrian Active Transport and Traffic Committee and to be included in the corporate calendar for 2021.

Meeting Number	Date
1	Wednesday 3 February
2	Wednesday 17 March
3	Wednesday 19 May
4	Wednesday 21 July
5	Wednesday 15 September
6	Wednesday 17 November

<b>TD1</b>	<b>Indented On-Street Parking on Narrow Street</b>
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## INTRODUCTION

Council has been receiving representations about parking along narrow streets in all areas of the Liverpool Local Government Area (LGA). Narrow streets are generally streets with a carriageway width of less than 8m which does not permit efficient two-way traffic flow whilst there is parking on one side of the street.

To address this concern, Council has made reference to Transport for NSW (TfNSW) Technical Directions for Narrow Streets (TTD2014-004 off-road parking provision on narrow roads) and prepared guidelines for the prioritisation of the provision of indented parking along narrow streets.

Council has recognised that a possible solution involves the installation of indented parking along such narrow streets and has allocated \$200,000 in next financial year's budget for staged implementation. This report presents a prioritised list of road sections where indented parking can be constructed this financial year.

The construction of the indented parking would involve modification of existing barrier kerbs, guttering and concrete/asphalt pavement. The estimated cost per bay is approximately \$5000 hence the allocated amount would be able to fund approximately 40 spaces.

A list of streets involving 147 complaints Council has dealt with in the last six (6) months is attached. Of this list, the following streets have been suggested for staged implementation for this financial year.

Street Name	Suburb
William Buckely Drive	Carnes Hill
Stone Quarry Way	Cartwright
Flame Tree Street	Casula
Bugong Street	Prestons
Athlone Street	Cecil Hills
Sarah Place	Cecil Hills
Jervis Street	Prestons
Moruya Close	Prestons
Termeil Place	Prestons
Wagonga Close	Prestons
Carmichael Drive	West Hoxton
Mannow Avenue	West Hoxton
Solander Avenue	West Hoxton

The proposed indented parking would not require any parking restrictions and hence Traffic Committee approval is not required.

Council would prepare design layouts for the Committee's endorsement prior to construction.

## RECCOMNDATION

Submitted for discussion.

### **DISCUSSION**

The Committee noted that this is a priority list presented for the staged delivery of indented parking bays and that the Infrastructure and Environment section would finalise the list for construction.

### **COMMITTEE RECCOMENDATION**

1. The Committee expressed no objection to the list as presented.

<b>TD2</b>	<b>Federal Black Spot Submission 2021-2022</b>
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## INTRODUCTION

In August 2020 Council submitted six projects under the Federal Black Spot Program for the year 2021-2022. The information on the submission is presented for the Committee's information.

## ASSESSMENT

TfNSW administers the Federal Black Spot Program on behalf of the Federal Government. In May 2020, TfNSW invited Council to nominate projects that meet the Federal Black Spot in accordance with its crash history guidelines of more than three casualty crashes in the latest five-year period ending June 2019.

Council has identified the following six projects and associated treatments with indicative cost. If funding is received, detailed designs of the above projects will be presented for the Committee's support and delivery in the financial year 2021-2022.

Road Name	Intersecting	Treatment	Estimated
Kurrajong road	Mowbray Street	Kurrajong Road and Mowbray Street, Prestons - New traffic control signals (TCS)	436,650
Campbell Street		Campbell Street, Liverpool - Wombat crossing at the existing marked crossing, east of Macquarie Street	160,000
Aviation Road	Airfield Drive and Regentville Drive	Aviation Road, Airport Drive and Regentville Drive, Elizabeth Hills Modification of the roundabout and installation of raised threshold across Regentville Drive and Airport Drive approaches	178,000
Kurrajong Road	Lyn Parade	Kurrajong Road, Lyn parade and Beech Road intersection, Prestons - Design and Development of a new traffic control signals (TCS)	75,000
South Liverpool Road	Whitford Road	South Liverpool Road and Whitford Road intersection, Green Valley - Installing raised thresholds on all approaches to an existing roundabout	125,000
North Liverpool Road	Wilson Road	North Liverpool Road and Wilson Road intersection, Green Valley - Installing raised thresholds on all approaches to an existing roundabout	110,000

## RECOMMENDATION

That the information be noted.

## DISCUSSION

No objections were made by the Committee.

## COMMITTEE RECOMMENDATION

- The Committee noted the priority list of projects submitted for funding under the Federal Blackspot program for 2021-2022.

## GENERAL BUSINESS ITEMS

ITEM	NAME LOCATION/ISSUE	REMARK
GB1	Nuwarra Road/Marshall Avenue Intersection – Request for Intersection Treatment	<p>Council has received representation from the local member for Holsworthy for intersection treatment at the Nuwarra Road/Marshall Avenue. Intersection treatment would be submitted for further consideration at a future meeting.</p> <p>The Committee discussed and recommended that intersection treatment be presented to the February meeting for further consideration.</p>
GB2	Manning Street, Warwick Farm – Heavy vehicle parking	<p>Council has received representation about heavy vehicles parking along Manning Street, Warwick Farm, sometimes just for 5 minutes, time enough to complete their paperwork, but alarmingly also some who are parking there over night with their engine's running to enable air conditioning whilst drivers sleep in the cabins.</p> <p>They depart at different times during the night and early morning disturbing the residents and interfering with early morning horse training facilities. This is affecting residential amenity. Options to address this concern to be discussed.</p> <p>The Committee discussed and recommended that parking restrictions along sections of Manning Street and other critical road sections in Warwick Farm to be presented to the February meeting for further consideration.</p>
GB3	Vinny Road, Edmondson Park - Speeding	<p>Council has received representation about speeding along Vinny Road. Options to address this concern to be discussed.</p> <p>The Committee discussed and recommended that speed classification be carried out along sections of Vinny Road and if required for the results to be presented to the February meeting for further consideration.</p>
GB4	Second Avenue, West Hoxton - Extension	<p>Council has received representation for possible extension of Second Avenue to Carmichael Drive, West Hoxton. Option for this extension to be discussed.</p> <p>The Committee discussed and recommended that the extension of Second Avenue be investigated for relevant sections of Council to consider and for the results to be presented to a future traffic committee meeting.</p>

GB5	Delfin Drive, Wattle Grove – Bus stop sign	<p>The representative for TransDev has requested approval for a bus stop sign to be installed 40m west to the boundary of No.20 Delfin Drive and the park, between the footpath and the kerb (DIA 2).</p> <p>The Committee discussed and recommended that consultation to be carried out with the property owners of house no. 20 Delfin Drive and if the proposed bus stop is supported an application be presented to the Police and TfNSW for approval under delegated authority.</p>
GB6	Governor Macquarie Drive, Chipping Norton - Speeding	<p>Council has received representation from the Local Member for Holsworthy about speeding along the section of Governor Macquarie Drive (GMD) adjacent to Central Avenue. Options to address this concern to be discussed.</p> <p>The Committee discussed and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.</p>
GB7	Stewart Avenue and Keato Avenue, Hammondville – Speeding	<p>Council has received representation from the Local Member for Holsworthy about speeding along Stewart Avenue and Keato Avenue, Hammondville. Options to address this concern to be discussed.</p> <p>The Committee discussed and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement and if required, the results of speed classification to be presented to a future traffic committee meeting for discussion.</p>
GB8	Australis Avenue, Wattle Grove – Illegal parking in front of St Mark's Coptic Orthodox College	<p>Council has received representation from the Local Member for Holsworthy concerning parking arrangements along the section of Australis Avenue close to the St Mark's Coptic Orthodox College. Parking arrangements in front of the College to be discussed.</p> <p>The Committee discussed that construction work is still being carried out within the school and parking arrangements will be reviewed after the construction.</p>
GB9	Ernest Avenue and Barry Road, Chipping Norton – Speeding	<p>Council has received representation from the Local Member for Holsworthy concerning traffic speed at the intersection of Ernest Avenue and Barry Road, Chipping Norton. Intersection modifications including entry thresholds to be discussed.</p> <p>The Committee discussed and recommended that Council investigate treatment at the Ernest Avenue and Barry Road intersection to address the speeding concern.</p>

GB10	Kurralong Road, Wonga Road and Lyn Parade, Prestons – Speeding	Council has received representation from the Local Member for Holsworthy concerning speeding and reckless driving along a number of streets in Prestons with a request for traffic calming devices to be considered.  The Committee discussed and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.
GB11	Anzac Road, Moorebank - Traffic speeding and load limit	Council has received representation from the Local Member for Holsworthy concerning traffic speeds and apparent 'racing' along Anzac Road, Moorebank particularly between Delfin Drive and Anzac Bridge and truck movements along the road contrary to the signposted load limit. Speeding concern to be discussed.  The Committee discussed and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.
GB12	Pine Road, Casula - Request for speed humps	Council has received representation from the Local Member for Holsworthy concerning speeding with a request for traffic calming devices, including speed humps to be installed. locations where speed hump/s may be required to reduce traffic speeds to be discussed.  The Committee discussed and recommended that the Police be requested to include this road section in their highway patrol and speed enforcement.

**CTTE 04**

**Minutes of Strategic Panel Meeting held on 9  
November 2020**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	320526.2020
<b>Report By</b>	George Georgakis - Manager Council and Executive Services
<b>Approved By</b>	George Hampouris - Acting Director City Corporate

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Strategic Panel Meeting held on 9 November 2020.

**RECOMMENDATION**

That Council receive and note the Minutes of the Strategic Panel Meeting held on 9 November 2020.

**REPORT**

The Minutes of the Strategic Panel Meeting held on 9 November 2020 are attached for the information of Council.

The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues. Support the delivery of a range of transport options.

<p><b>Social</b></p>	<p>Raise awareness in the community about the available services and facilities.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Regulate for a mix of housing types that responds to different population groups such as young families and older people.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p>
<p><b>Civic Leadership</b></p>	<p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
<p><b>Legislative</b></p>	<p>There are no legislative considerations relating to this report.</p>
<p><b>Risk</b></p>	<p>The risk is deemed to be low and is considered to be within Council's risk appetite.</p>

**ATTACHMENTS**

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1. Minutes of Strategic Panel Meeting of 9 November 2020



This meeting was recorded for minute taking purposes  
This meeting occurred on MS Teams

## MINUTES FROM STRATEGIC PANEL MEETING 9 November 2020

### COUNCILLORS:

Wendy Waller	Mayor
Geoff Shelton	
Peter Harle	
Karress Rhodes	

### COUNCIL ATTENDEES:

Dr Eddie Jackson	A/CEO
David Smith	A/Director City Economy & Growth
George Hampouris	A/Director City Corporate
Tina Sangiuliano	A/Director City Community & Culture
Raj Autar	Director City Infrastructure & Environment
Peter Patterson	Director City Presentation
Shaun Beckley	Manager Infrastructure Planning
Julie Scott	Manager City Economy
George Georgakis	Manager Council & Executive Services
George Nehme	Coordinator Development Assessment
Chris Guthrie	Coordinator Business Development
Liz Young	Employment Officer
Jessica Bono	Business Events Officer
Rose Koch	Committees Officer

### EXTERNAL INVITEES

Michael Campbell	Director, Lucid Economics
Phillip O'Neill	Professor of Economic Geography, Western Sydney University

### APOLOGIES:

Nil



## OPEN

Meeting opened at 10:04 am.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Waller opened the meeting and welcomed the Panel.

### 2. DECLARATIONS OF INTEREST

Nil

### 3. AGENDA ITEMS

#### 3.1 Lucid Economics Datasets

Michael Campbell delivered a presentation on Liverpool's economic profile for 2020.

Liverpool is well situated for future economic growth. Moorebank and Prestons have been identified as industrial powerhouses. Major projects involving Western Sydney Airport, Moorebank Intermodal, city centre redevelopment and the health precinct will define the future of Liverpool.

Liverpool's economic growth is outpacing that of the State economy. Sectors in construction, healthcare and retail trade have been booming and provide the most jobs, however a large portion of residents travel outside of Liverpool for work. However, the area provides housing affordability.

#### Queries & Discussion

Mr Campbell addressed the below queries.

- i. Cllr Rhodes sought to ascertain whether data figures have captured self-employed based businesses in Liverpool.  

The figures were sourced from the Australian Bureau of Statistics and do not include businesses unregistered for GST. There are more businesses in the economy than reflected. Information relating to the number of businesses registered in Liverpool can be traced to the Australian Business Registry, which will capture self-employed based businesses.
- ii. Cllr Rhodes questioned whether data figures have determined the number of jobs produced for the Intermodal, and whether technology jobs will be available.  

The future potential of employment is being investigated for the Intermodal.
- iii. Cllr Harle expressed concerns that a large proportion of industrial areas are being taken up by warehousing and logistics, that employ less people compared to the manufacturing industry taking up smaller space. It was queried if this is problematic in its continuation.  

This is unlikely. Manufacturing does not employ the same numbers compared to 10-20 years ago. Traditional industrial areas consist of more warehousing and assembling facilities, reflecting the nature of the industry and economy today. Other sectors in Liverpool are growing as well, therefore this should not be a concern.
- iv. Cllr Shelton noted of research indicating a gradual increase of the average age in Liverpool's population. It was queried if the data confirmed this.  

This is correct for all of Australia. Regional towns are likely to have a median age that is higher than that of the state level. Liverpool is much younger compared to many parts of Australia. It is expected the median age to be slightly younger than those of other LGAs.



- v. Cllr Shelton queried the extent of tertiary education as a contributor to Liverpool's economy.  
There are many changes in this sector on account of COVID-19, however Liverpool consists of centrally located universities which presents access opportunities for education. It is expected this sector will grow in line with the population increase.
- vi. Cllr Shelton noted of employment impacts that were milder than expected, and news of delayed negative impacts in future. The optimistic figures presented were questioned.  
The RBA announced its prediction of growth in the September quarter. It is expected when job keeper payments are halted in March 2021, that some businesses will face challenges. It is hoped that other sectors perform well in order to absorb these future job losses.  
Manager City Economy added that an update on economy trends will be presented to the Strategic Panel in 6 months. New data sets will be available as 2021 is census year.
- vii. Cllr Rhodes queried whether finance and insurance jobs in Liverpool should be a future focus to exceed the number of temporary construction jobs.  
This was encouraged. The finance and insurance sector equate to 14% of the economy due to funds and real estate trusts headquartered in Sydney. This is also applicable to other white-collar sectors.

### 3.2 Jobs Deficit in Western Sydney

Phillip O'Neill delivered a presentation on employment in Western Sydney.

Daily commuting to work, from Western Sydney remains an issue due to lack of jobs in the area, compounded with traffic and public transport congestion. Approximately 40% of professional workers in Western Sydney must commute to the CBD daily. The biggest job growth in Western Sydney has been in construction, healthcare and education. Increase in healthcare jobs specifically refer to women working in certificate 3, part-time and casual jobs.

Jobs growth for degreed or knowledge workers in Western Sydney since 2012, has exceeded the growth of these workers in Perth, Adelaide and Brisbane combined. Western Sydney is the third biggest supplier of knowledge workers in the Australian economy, behind Eastern Sydney and Melbourne. The availability of local jobs in these fields is severely insufficient in Western Sydney to cope with demand.

A review of Sydney's strategic centres is necessary in this space. Increases to job growth will not occur without government co-investment.

### Queries & Discussion

Mr O'Neill addressed the below queries.

- i. Cllr Shelton queried whether Liverpool has a gross or net growth in population, bearing in mind of residents leaving.  
Population and jobs growth come through aging, family growth and net migration.
- ii. Cllr Shelton raised concerns relating to losses of industrial and job producing land in favour of residential land conversion. It was queried how Liverpool compares to other LGAs on job target achievements.  
Large amount of industrial land is assumed by transport and logistics where job densities are not at the level to cover demand. This is an issue requiring solution with state government. Employer investment in Western Sydney is necessary for local knowledge workers.



- iii. Cllr Harle noted that Liverpool attracts a large percentage of warehousing. These logistics centres ensure automation, therefore reducing employment.

### 3.3 Performance Audit – Governance & Internal Controls over Local Infrastructure Contributions

A/Director City Corporate advised the performance audit report in relation to governance and internal controls over local infrastructure contributions has been finalised and reported to parliament. Liverpool City Council was one of four Councils selected for the first time, as an auditee.

The NSW Audit Office had sought the Crown Solicitor's advice on Council's ability to use its contributions balance within its restricted reserves, for non-contribution purposes. Management of contributions has been a key area of focus for Council. It has consolidated resources and improved its governance to better address challenges in this area.

An extensive internal audit was undertaken on developer contributions in 2018. There has been significant progress made to address the report's recommendations. Outstanding items continue to be reported to the Audit, Risk & Improvement Committee. A Contributions Steering Committee is now in place to ensure Council has visibility over projects and infrastructure within the contributions space.

Manager Infrastructure Planning provided an overview of the audit report recommendations that were adopted by Council.

## **4. STANDING AGENDA ITEMS**

### 4.1 COVID-19 Update

A/CEO reported that the Critical Incident Response Team continue to meet fortnightly to address the COVID-19 situation.

Director City Presentation reported the items of discussion at a meeting between Council and the South West Sydney Local Health District. Issues of concern related to community lack of understanding and awareness of the seriousness of COVID-19. Certain businesses in Liverpool were identified by NSW Health of not having a current safety plan and insufficient record keeping.

Pop Up testing will remain in the LGA. Blitzing of local businesses will continue. A communications campaign should effectively inform residents on the seriousness of the pandemic.

### Queries & Discussion

Director City Presentation addressed the below queries.

- i. Cllr Harle expressed concern of COVID-19 impacts on the workforce. It was queried whether Council staff are meeting their obligations with rubbish pick up, illegal dumping, road maintenance and potholes.

Operational services have not reduced. Hygiene related services such as disinfecting playgrounds and park facilities have increased. There is no congregation at the Rose Street Depot. Communication reminders of COVID-19 regulations are distributed periodically to staff. It is believed that legal requirements are fulfilled.

- ii. Cllr Shelton queried when Council observes operations that are out of order, whether it has the legal authority to issue tickets, fines or warnings.

It is understood this power remains with NSW Health at present, where Council assumes a delegated observing role and initiate conversations with businesses. Council is required to report these breaches to NSW Health for investigation.



- iii. Cllr Shelton noted of undetected COVID-19 clusters associated with sewerage testing information. It was queried if Council can obtain early access to this information or whether it can solely be accessed from NSW Health. The usefulness of this information was also questioned.

There are no readings at present for the Liverpool LGA. Council receives regular updates from the State Emergency Services of COVID-19 issues. Information of this nature is useful and will be regarded when received from other agencies.

Mayor Waller added that NSW Health issued a list of ten suburbs to highly encourage testing where the majority were within the Liverpool LGA. Edmondson Park, Busby and Miller were included.

- iv. Cllr Shelton noted of vehicles equipped to spray disinfectants to streets in order to combat the virus where a serious outbreak occurs. It was queried if Council has the capacity to use these resources in the worst case scenario.

This was confirmed affirmative.

- v. Cllr Rhodes expressed disappointment of Liverpool businesses publicised in the media as non-compliant. It was questioned whether Council will be informed when these businesses are compliant and announce this to the media. Concerns were expressed that Liverpool will be avoided for investment opportunities.

**Action:** Director City Presentation to discuss the above with NSW Health and liaise with A/CEO for preparation of a communications strategy.

#### 4.2 Update on Planning Proposals & Major Developments

Coordinator Development Assessment delivered a presentation on this item. The highlights were as follows:

- A large scale seniors housing development located at 18 Randwick Close Casula is being assessed by Council;
- One of the first DAs within the aerotropolis at 320-400 Badgerys Creek Road has been received, for a concrete batching plant in association with an existing quarry;
- A DA was received for affordable housing residential flat buildings at Hinkler Avenue, McGirr and Mannix Parade in Warwick Farm; and
- The DA for Stage 1 of Liverpool Civic Place will be submitted to Council and be tabled to the South West Sydney Planning Panel in December. It is currently being outsourced for assessment with an external consultant.

#### Queries & Discussion

- i. Cllr Rhodes requested details regarding DA-789/2020 for a concrete batching plant at 320-400 Badgerys Creek Road, Badgerys Creek. It was queried whether this development will be enclosed and whether works pertaining to the site will be conducted within the structure.

**Action:** Coordinator Development Assessment to investigate the above.

A/Director City Economy & Growth advised that as per the State Environment Planning Policy (SEPP), depending on the location of certain precincts, there are requirements of waste facilities, transfer stations and so forth to be fully enclosed.



- ii. Cllr Harle noted of concrete batching plants and waste facilities emerging in rural areas within the LGA and questioned Council's stance on air quality monitoring and the steps taken to ensure that companies will comply.

**Action:** Staff to provide a status update on the above.

## 5. GENERAL BUSINESS

### 5.1 LGA Calendar for Mattress Pickup

Cllr Rhodes questioned whether a calendar for mattress pickup in the LGA has been prepared. Director City Presentation advised that this is in progress and is expected to be finalised by the end of October.

### 5.2 Matters referred to NSW Health

Cllr Shelton questioned how many matters of COVID-19 safety breaching was reported to NSW Health by Council's Health Inspectors over the last three months.

**Action:** Staff to investigate the above.

### 5.3 Illegal Operation at Denham Court

Cllr Harle noted that the owner of a property at Denham Court submitted a new DA covering their illegal operation. An update was requested.

Coordinator Development Assessment reported that Council had issued a letter to the applicant advising to withdraw the application.

### 5.4 Number vs Numerical Value of DAs

Cllr Shelton questioned whether the numerical value of DAs is increasing compared to previous years or whether the number of smaller DAs has increased.

**Action:** Coordinator Development Assessment to investigate the above.

### 5.5 Translated messaging on COVID-19

A/Director City Community & Culture advised that translated messaging in relation to COVID-19 for migrants is maintained on Council's website. Links are available from the webpage to Multicultural NSW for further translated material.

Council will be liaising with the Migrant Resource Centre for methods to strengthen the message in the community.

## CLOSE

**Meeting closed at 12:07 pm.**

**CTTE 05**

**Minutes of Budget Review Panel 17 November  
2020**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	322508.2020
<b>Report By</b>	Earl Paradeza - Senior Management Accountant
<b>Approved By</b>	Vishwa Nandan - Chief Financial Officer

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Budget Review Panel meeting held on 17 November 2020.

**RECOMMENDATION**

That Council adopts the minutes of the Budget Review Panel meeting held on 17 November 2020.

**REPORT**

The Minutes of the Budget Review Panel held on 17 November 2020 are attached for the information of Council.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

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1. Minutes of the Budget Review Panel - 17 November 2020



This meeting was recorded for minute taking purposes  
This meeting occurred via MS Teams

## MINUTES FROM BUDGET REVIEW PANEL MEETING 17 November 2020

### COUNCILLORS:

Wendy Waller  
Peter Harle  
Geoff Shelton  
Mazhar Hadid  
Nathan Hagarty  
Karress Rhodes  
Charishma Kaliyanda

Mayor (**Chairperson**)

### COUNCIL ATTENDEES:

Dr Eddie Jackson  
Raj Autar  
Peter Patterson  
George Hampouris  
David Smith  
Tina Sangiuliano  
John Morgan  
Vishwa Nadan  
Earl Paradeza  
George Georgakis  
Rose Koch

A/CEO  
Director City Infrastructure & Environment  
Director City Presentation  
A/Director City Corporate  
A/Director City Economy & Growth  
A/Director City Community & Culture  
Director Property & Commercial Development  
Chief Financial Officer  
Senior Management Accountant  
Manager Council & Executive Services  
Committees Officer (**Minutes**)

### APOLOGIES:

Nil



## OPEN

Meeting opened at 5:09 pm.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Waller opened the meeting and acknowledged the traditional custodians of the land. No apologies were received for this meeting.

### 2. DECLARATIONS OF INTEREST

Nil.

### 3. MATTERS ARISING FROM PREVIOUS MINUTES

Chief Financial Officer reported that the minutes from the previous meeting held on 21 May 2020 were presented to the June Council meeting. All requested items have been actioned.

### 4. DRAFT FINANCIAL STATEMENTS 2019/20

Chief Financial Officer delivered a presentation on this item.

#### Net Cost of Services

This was summarised as follows:

- Council budgeted for a \$2.1M deficit in 2019 with the actual performance of a \$3M deficit;
- COVID-19 impacts had led to a \$2M loss in revenue, and the sale delay of 24 Scott Street led to a loss of \$1.9M;
- A freeze in vacant positions led to a save of \$1.6M; and
- The \$2.2M ex-gratia payment received assisted in balancing the budget.

#### NSW Audit Office – Issue Findings

The impairment of contaminated community land values of \$11M was identified as a significant issue by the NSW Audit Office. Asbestos is a known problem in Liverpool.

The PDA signed for the development of Liverpool Civic Place (LCP) was identified as a “complex transaction”. It was recommended for Council to liaise with a qualified accounting firm to assess the PDA and identify all issues for completeness.

The final issue referred to the value proposition of LCP. Lessons of the observations should be treated as lessons learnt and applied to future projects that Council will undertake.

#### Cash at Bank & Investments

On account of occurrences with Central Coast Council (CCC), there is a need for Council to assess all externally restricted, internally restricted and unrestricted investments.

As of 30 June 2020, Council had:

- \$300.6M of cash at bank and investments;
- \$251.3M of this was externally restricted;
- \$13.1M of this was internally restricted; and
- \$36.1M was unrestricted.



Once Council endorses the 2019/20 Financial Statements, it will be lodged with the Office of Local Government and placed on public exhibition for 28 days. A report will be brought back to Council post-exhibition. All submissions will be reviewed and referred to the NSW Audit Office.

#### **Queries & Discussions**

Chief Financial Officer addressed the below queries.

- i. Clr Hagarty queried whether the \$11M impairment will be funded by S 7.11 contributions.  
This is a non-cash entry made to impair the value of the land.
- ii. Clr Hagarty noted that staff at CCC were not entirely transparent in their reporting. It was queried whether the NSW Audit Office had looked at the same issues upon monitoring Liverpool City Council's (LCC) financial statements.  
This was confirmed affirmative. These issues will be monitored as an additional test by the NSW Audit Office.  
CCC was subject to complexities as they operate three funds, compared with LCC consisting of a single general fund. The usage of restricted funds to pay for operating expenses was not identified by the auditors. The NSW Audit Office will include this additional testing process moving forward.  
Separately reporting cash and investments by restriction type will ensure all variations are identified.
- iii. Clr Rhodes sought to ascertain whether the \$11M variance of contaminated community lands was corrected in the budget. It was confirmed this was actioned.

#### **5. OPERATING BUDGET FORECAST TO JUNE 2021**

Chief Financial Officer delivered a presentation on this item.

##### **Net Cost of Services**

Council had originally budgeted for a \$5.7M deficit for the 2021 financial year. It is assumed COVID-19 impacts will continue for now. It is projected that the net cost of services will lead to a deficit of approximately \$6.7M. The reasons for this were discussed.

##### **Revenue**

This was summarised as follows:

- Council had originally budgeted for \$296.9M;
- A \$3M grant will be received from the Western Sydney Planning Partnership as well as other smaller grants;
- A settlement of \$2M from the Federal Government was received in the 2019/20 year for the Voyager Point Footbridge, with an active adjustment made for 2020/21;
- The cost of repairing the bridge is totalled at approximately \$5.4M, and this cost is shared between City of Canterbury Bankstown (COCB) and LCC; and
- Council is projecting an income of \$302.8M for June 2021.

##### **Operating Expenditure**

Council is projecting this to be at \$210M for June 2021. An expenditure level of \$3M is estimated for the Western Sydney Parkland Consultancy.



### **Queries & Discussion**

Chief Financial Officer addressed the below queries.

- i. Cllr Shelton queried when the Moorebank Intermodal was disputing the ex-gratia payments and how they were calculated.  
This was confirmed to be a month prior.
- ii. Cllr Shelton sought to ascertain how the \$6.7M deficit for year 2021 compares with past quarterly adjustments.  
Impacts from COVID19 is expected to continue therefore the current budget circumstances are unique. This prediction is comparable to year 2020, however not for previous years.

## **6. CAPITAL EXPENDITURE 2020/21 STATUS REPORT**

Director City Infrastructure & Environment delivered a presentation on this item.

### **6.1 Capital Works and Projects**

The Capital Works Report for October 2020 was circulated to Councillors. Council is currently progressing with a large portfolio of projects valued at \$95M overall.

The projects were summarised as follows:

- Cirillo Sporting Facility, Middleton Grange is under construction and due for completion in February 2021;
- Site works for Stante Playground facilities at Middleton Grange will commence in late November for completion in March 2021; and
- Phillips Park at Lurnea is under construction and due for completion in August 2021.

### **6.2 Voyager Point Footbridge**

The Voyager Point Footbridge was built by the Federal Government in 2004. Under the agreed HOA, the footbridge was to be transferred to LCC and COCB following completion of defect repairs.

The Federal Government in 2015 advised it had no intention of completing any works. Both Councils commenced legal proceedings, which resulted in the Government agreeing to pay a contribution towards the renewal works without any admission of liability, in late 2019.

The bridge ownership is equally shared between LCC and COCB, as per the Local Government Act. LCC is responsible for management of the bridge with COCB contributes to 50% of all costs. Renewal works are to commence in 2021 with full pedestrian access.

### **Queries & Discussion**

Director City Infrastructure & Environment addressed the below queries.

- i. The Mayor sought to ascertain the elements of the footbridge that are to remain confidential.  
The amount of compensation and terms of the settlement are to remain confidential.
- ii. Cllr Hagarty noted that a rumour was circulating in the community that the original builder of the footbridge is associated with the company conducting repair works, meaning it was bought out by the repairing company who was the single bidder. It was queried whether this was correct. Reputational concerns were expressed.



A singer bidder was confirmed and a report to Council was made to negotiate with the contractor. At the time of the tender, Council became aware of additional problems associated with the bridge that needed addressing. All the necessary investigations have been made and Council will engage with the contractor for the renewal works.

The scope of works, methodology and specification has been independently developed by a separate consultant and Council will be undertaking assurance checks with the consultant.

Once the repair works are completed, the life of the bridge will be extended significantly.

- iii. Cllr Kaliyanda suggested for an update to be presented at the Eastern Forum. It was also suggested that a framework be developed to adequately flag these rumours from the community for Council to explore.

**Action:** Staff to investigate the above.

### 6.3 Local Roads and Community Infrastructure Program.

This is a stimulus package released from the Commonwealth Government in June 2020.

The first tranche was for \$1.4M, enabling the acceleration of Schoeffel Park. An expansion to the program of approximately \$7M was announced for delivery and expenditure between January to December 2021. In response, a project list is being developed to be tabled in future to Council.

**Action:** Council staff to circulate a copy of the draft program to Councillors to provide feedback.

## CLOSE

**Meeting closed at 5:58 pm.**

**QWN 01**

**Question with Notice - Cllr Ayyad - Civic Place**

<b>Strategic Direction</b>	Leading through Collaboration Increase community engagement
<b>File Ref</b>	313472.2020

**QUESTION WITH NOTICE**

How many people were in favour of Civic Place following our last round of community consultation?

How many people were against Civic Place following our last round of community consultation?

What does that equate to in percentages?

“A Facebook post with factual errors about Liverpool Civic Place was posted (25 June).”

Please answer the following questions:

- What was said in that Facebook post?
- What are the ‘factual errors’ contained in that post?
- Who posted it?
- Please provide a copy of that post.

**Response**

*How many people were in favour of Civic Place following our last round of community consultation?*

**61 survey respondents**

How many people were against Civic Place following our last round of community consultation?

**188 survey respondents**

What does that equate to in percentages?

**24.5 per cent in favour**

**75.5 per cent against**

**“A Facebook post with factual errors about Liverpool Civic Place was posted (25 June).”**



**Ned Mannoun**

25 June · 🌐

...

This is a very sad post for me to write however I feel obliged to say something about this as it will effect all of us now and our kids into the future.

When our Council building burnt down, we bought our current building using the insurance money (almost an even swap) and then decided we would build a new building and lease it out to a University.

The building was supposed to have a library and desperately needed parking for our community. The cost was \$85m and it was supposed to be finished in 2019.

Today in 2020, the project still doesn't have planning approval and the cost has blown out to \$195 million!!!

The building is 35% larger now so the cost should be \$115m, not \$195m.

There also isn't any significant amount of community parking and what is extremely scary is that no tenant has signed up to be in the building.

It's a project that will be great for Liverpool, but it's not something we can afford at a \$195m.

If council goes ahead with this, it will be a bigger mistake than the Oasis which set us back a decade and where millions of \$\$\$ of ratepayers money disappeared under Labor's watch.

Our roads and parks will suffer because we will be in a sea of debt and we will be forced to sell community land - mark my words.

Council is now doing a survey about this and want to know how you feel. Please take 1 minute out of your day and answer the few questions and let them know how you feel.

Please click on the link and share it and make your voice heard.

<https://listens.liverpool.nsw.gov.au/liverpool-civic...>

# Liverpool Civic Place



👍👎😬 147

55 comments 37 shares

## What are the 'factual errors' contained in that post?

The post suggested and portrayed a misconception that Council was not managing the project in a prudent manner, resulting in a budget blowout and delay in completion.

Responses to the factual errors are as set out below:

The increase in the cost of project is due to:

- Liverpool Civic Place (LCP) has evolved into a larger project on a larger site since 2016. It will have the biggest library in South West Sydney, which is almost twice the size of that initially proposed. The community Civic Plaza at LCP is almost three times the size of the original public plaza. The new LCP office plans will accommodate Liverpool City Council, as the major tenant, and now will also include state-of-the-art childcare facilities.

Community Parking provision:

- There will be provision for at least 150 public/community car parking spaces at LCP. Potentially an additional 150 public/community car parking spaces could be utilised after hours and on weekends to further invigorate businesses in the southern end of Liverpool's CBD.

The delay in the project was due to:

- NSW Government approval for rezoning - Local Environment Plan 2008 Amendment 52. This delayed the project by at least two years;
- The LCP Early Works DA has been approved, with the LCP Master Plan DA determination received in July 2020 and the Council Works DA expected in the first half of 2021.

Roads and Parks impact:

The project will be funded by a combination of NSW Treasury Corporation (a NSW Government agency) and commercial loans. The loan will be repaid in 20 and 25 years, mainly from commercial rent income from Council properties. At the end of the project, ratepayers will have a community asset worth considerably more than the \$195 million capital cost. There will be no impact on core community services.

**Who posted it?**

Mr. Ned Mannoun

**Please provide a copy of that post.**

As attached.

## **ATTACHMENTS**

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1. Facebook post - 25 June



Ned Mannoun  
25 June · 🌐

...

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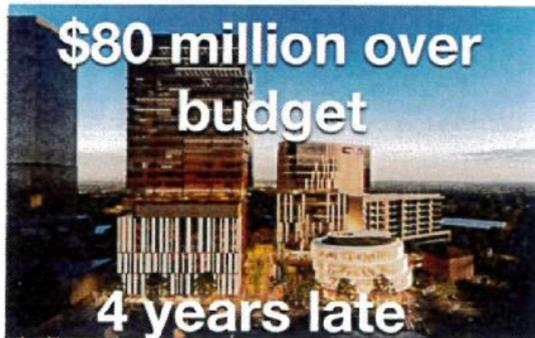
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## Liverpool Civic Place



👍👎👉 147

55 comments 37 shares

<b>QWN 02</b>	<b>Question with Notice - Cllr Kaliyanda - Liverpool Bike Plan: Implementation Status</b>
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<b>Strategic Direction</b>	<p>Creating Connection</p> <p>Create a dynamic, inclusive environment, including programs to support healthy living</p>
<b>File Ref</b>	313507.2020

### **QUESTION WITH NOTICE**

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Please address the following:

1. What is the current status of the Liverpool Bike Plan 2018-2023? What measures or aspects of the Bike Plan have been implemented to date?
2. What impact has COVID-19 had on the usage of the existing bike network/infrastructure?
3. How have we engaged with the State or Federal Governments to acquire available data in relation to this?
4. A core element of the Bike Plan was the development and implementation of wayfinding signage in relation to the bike paths and infrastructure. What is the status of the implementation of this? What discussions have taken place with other organisations, i.e. Western Sydney Parklands, in relation to this?
5. How has Council sought partnerships and worked with other organisations in order to address this issue?

### **Response**

- 1. What is the current status of the Liverpool Bike Plan 2018-2023? What measures or aspects of the Bike Plan have been implemented to date?**

The Liverpool Bike Plan 2018-2023 (the Bike Plan) is a high-level planning document that outlines the provision of bicycle-related infrastructure within the LGA. In this regard, it provides strategic direction and a plan of action for the provision of cycleways, bicycle facilities and the promotion of cycling within Liverpool.

The Bike Plan is an active document that has been informing Council's priority program for the construction and expansion of the cycling network within Liverpool. While the Bike Plan identifies a range of elements, Council's priority has been:

- provision of missing cycleway links along the existing regional and strategic routes;
- provision of new cycleways along the identified strategic routes to continue to expand the regional network and to improve connectivity between the key urban centres; and
- associated signage and pavement markings.

Since the commencement of this Bike Plan, Council has progressively constructed around 5km of new cycleways with a further 2.5km planned for the current program year, as shown below.

Year	Length	Location
2017-18	1.6 km	1. Wagga Wagga Street, Prestons 2. Braidwood Drive, Prestons 3. Jedda Road, Prestons 4. Newbridge Road, Chipping Norton
2018-19	1.5 km	1. Newbridge Road, Chipping Norton 2. Hume Highway, Casula 3. Hume Hwy (around Apex Park), Liverpool
2019-20	1.5 km	1. Newbridge Rd, Chipping Norton 2. Hume Highway, Casula 3. Remembrance Avenue, Warwick Farm 4. Hume Highway, Warwick Farm
2020-21 (planned works)	2.5 km	1. Governor Macquarie Drive, Chipping Norton 2. Newbridge Road, Moorebank 3. Hume Highway, Lurnea 4. Hall Circuit, Middleton Grange 5. M7 Links at Inverell Avenue and Middleton Drive

**2. What impact has COVID-19 had on the usage of the existing bike infrastructure?**

Transport Findings, an interdisciplinary journal sponsored by several Sydney universities, recently released findings of a research into cycling in Sydney during COVID-19 social distancing and lockdown restrictions. The research, which was conducted by the Faculty of Built Environment of the University of New South Wales, shows a general increase in the uptake of urban cycling during the COVID pandemic. Some of the findings from the survey that supported the research found that:

- more cyclists were observed than usual.
- lower traffic volumes positively influenced cycling due to improved safety.
- more families and children were cycling for recreation and exercise.

Please refer to the full article (attached): Lock, Oliver. 2020. "Cycling Behavior Changes as a Result of COVID-19: A Survey of users in Sydney". *Transport Findings*, June.

**3. How have we engaged with the State or Federal Governments to acquire available data in relation to this?**

The most current data is available in the attached article referenced above.

**4. A core element of the Bike Plan was the development and implementation of wayfinding signage in relation to the bike paths and infrastructure. What is the status of the implementation of this? What discussions have taken place with other organisations, i.e. Western Sydney Parklands, in relation to this?**

Council's key priority for implementation has been the provision of cycleways and associated missing links along the strategic routes to improve access and connectivity across the regional network. In this regard, Council has been constructing 1.5km of cycleway annually for the last five years at an average annual cost of \$1M.

Council intends to implement wayfinding signage progressively from the next program year and will be installing wayfinding signage on strategic routes at the focal points identified in the Bike Plan. Key destinations such as the Western Sydney Parklands will also be considered in the wayfinding strategy.

**5. How has Council sought partnerships and worked with other organisations in order to address this issue?**

Transport for New South Wales (TfNSW) is Council's key partner in the provision and management of active transport infrastructure. TfNSW has continued to provide funding assistance to enable Council to meet the objectives of the Bike Plan. Council was recently successful in securing grant funds of \$1.7M from TfNSW, which will enable the construction of 2.5 km of cycleways this year.

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**ATTACHMENTS**

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1. Article published in Transport Journal: Lock, Oliver. 2020. "Cycling Behavior Changes as a Result of COVID-19: A Survey of users in Sydney". Transport Findings, June.



Lock, Oliver. 2020. "Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia." *Transport Findings*, June.  
<https://doi.org/10.32866/001c.13405>.

#### TRANSPORT FINDINGS

## Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

Oliver Lock<sup>1</sup> 

<sup>1</sup> Faculty of Built Environment, University of New South Wales

Keywords: cycling, transportation, travel behaviour, covid-19, qualitative research, sydney, australia  
<https://doi.org/10.32866/001c.13405>

### Transport Findings

This research highlights transport findings related to individual and observed behaviours and self-reported attitudes towards cycling in Sydney, Australia during COVID-19 social distancing and lockdown restrictions in May, 2020. An online survey with n=250 participants collected data pertaining to the question "How has cycling behaviour potentially changed as a result of COVID-19?". Thematic analysis is used to summarise the changes documented by these individuals - such as increased number of cyclists, increased volume of families and children on roads, reduced traffic, increased imperative for new cycle infrastructure and potential new permanent changes in their commuting behaviour away from public transport.

#### 1. RESEARCH QUESTION[S] AND HYPOTHESIS[ES]

It has been articulated within the transport professional and research community that there will be widespread changes in the design and use of transport networks as a result of the COVID-19 pandemic - both in direct response to the virus, its prevention in future, higher uptake in remote work and observation of new healthier, more sustainable travel habits.

In the city of Sydney in Australia, social distancing measures heavily reduced the amount of private vehicles on the road, and combined with the temporary closure of indoor exercise facilities, and a need to simply 'get outside' by office workers working from home saw potentially new forms of uptake and behaviour regarding urban cycling. Generally, research on cycling in Sydney has identified an enthusiastic population of potential cyclists - in some cases showing latent demand (Rissel et al. 2010), while also coupling this with evidence of barriers to cycling such as limited success in measures such as bikesharing (Heymes 2019) and a need for more separated cycleways (Standen et al. 2017).

It is timely to document the experience of urban cyclists and how they personally perceived their travel habits changed during this time, as well as their experience of others. This research documents the zeitgeist of cyclists in the city Sydney, Australia during a time of government-mandated social distancing restrictions. It asks the research question: "How has cycling behaviour potentially changed as a result of COVID-19?"

## 2. METHODS AND DATA

As part of a wider study on participatory tools for cycle planning, an online survey was sent out open for two weeks in May 2020. The survey was circulated using the snowball sampling method - starting with the researchers' own contacts and then shared through various personal, professional and social media channels. The target audience for this was anyone in Sydney, over 18 years of age, who would be interested in undertaking the survey.

This research focuses on the analysis of one question of this survey which received an unprecedented level of detailed responses: *'Do you feel that the COVID-19 situation has changed your views or behaviours around cycling in any way? What about those around you? How?'* The research closely examines the answers to this question - identifying and summarising common themes, topics and ideas.

## 3. FINDINGS

The sample for this study achieved 250 responses within a two-week period. Participants were from a diverse geographic range, residing in over 90 different postcodes throughout Sydney, shown in Figure 1. 64.4% of participants identified as male, 34.4% as female and the remainder 1.2% as other gender identities. In terms of age brackets, 5.5% were 18-24, 25% were 25-34 or 45-54, 30% were 35-44 and the remainder were 55 and over. This is in line with other survey results involving cyclists, showing a skew towards middle-aged males for over 18-year-olds (Austroads 2019). Of the 250 responses, there were a total of 4,000 words averaging at approximately 16 words per response. In many examples, participants described in detail what was occurring in their lives.

This research follows a simple method of thematic analysis highlighted by Braun and Clarke (2006). Key codes were derived from reading all individual responses and counting the number of responses which matched these codes in a systematic way. A diagram summarising these codes can be found in Figure 2. In this figure, one can observe the codes from positive themes describing positive changes to participants' lives and perceptions of cycling (top-right), as well as negative changes (bottom left). From the analysis of these codes, more general themes were derived. Each of these themes, paired with key quotes, can be found summarised in Appendix 1, Table A1.

The key themes identified were that more (and, in many cases, described as 'new') cyclists were observed than usual, there was a reduced amount of traffic which influenced this, there was a collective stronger imperative for better cycling infrastructure, there were higher volumes of children and families cycling, new concerns for safety arose (mainly from more inexperienced cyclists sharing infrastructure), there was a general increased willingness to cycle (including new bike purchases) and there were potential changes in commuting behaviour as a result of hygiene reasons and newfound enjoyment in cycling. Through the analysis of these codes, themes and key quotes, this

Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

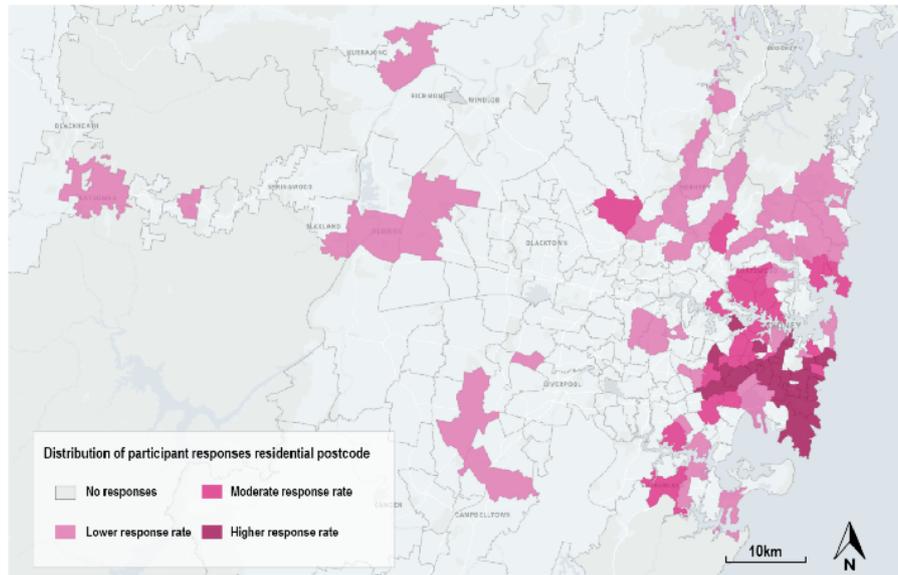


Figure 1. Distribution of survey participant respondents throughout Sydney, Australia.

research confirms anecdotal evidence, from a high volume of individuals with a wide geographic spread, of changes in cycling behaviour that occurred during this period.

There are, of course, limitations to consider. Firstly, although the target audience was general, approximately 92% of respondents reported their cycling frequency of at least once a month, with only 8% of respondents reporting infrequent to no cycle use. As such, further work specifically targeting those individuals without any strong past interest in cycling could be undertaken for a more rounded overview (despite evidence of new cyclists in responses). Secondly, this research primarily documents individuals' self-reporting of their own attitudes and behaviours, and the behaviours of others. While we can document these behaviours, a holistic view on attitudes is less accessible through this research method, only partially insinuated through observations.

As restrictions ease, these findings pose several implications for transport system planners: such as potential increased public support of active transport infrastructure, a potential permanent disruption of regular travel habits and potentially new design guidelines for resilient transport systems. Further, updated transport forecasts feeding infrastructure business cases should consider both the unprecedented potential behaviour change from reduced traffic flow observed, as well as the potential long-term impacts of new cyclists will have on networks.

Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

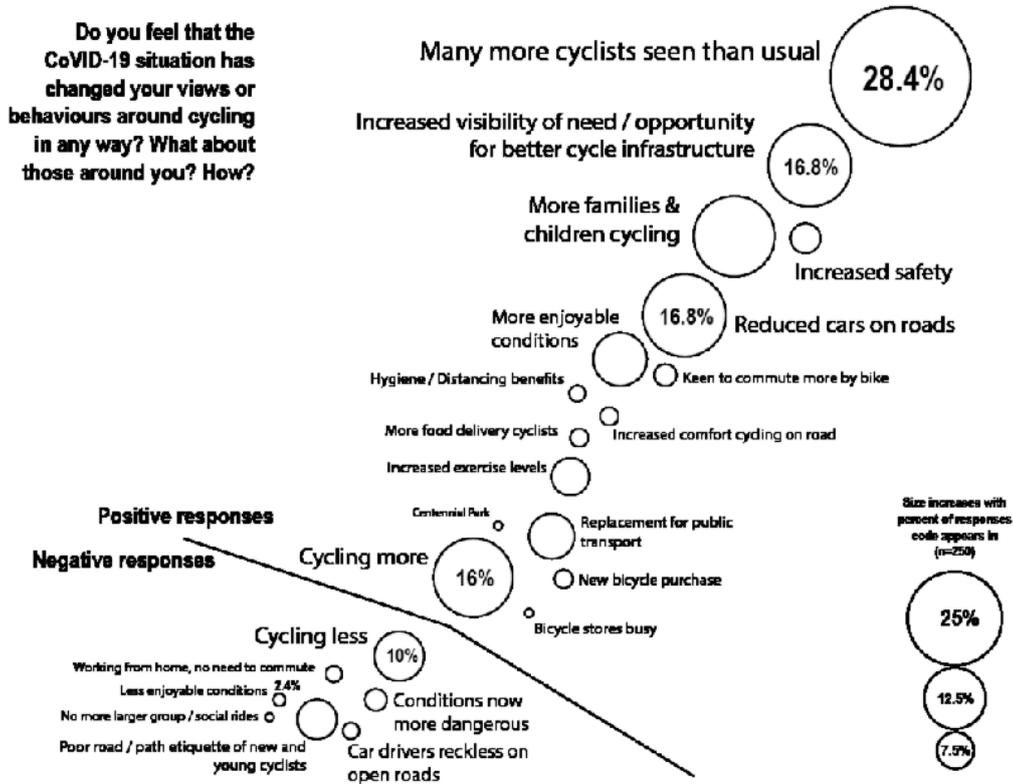


Figure 2. Codes. Summary of codes identified in respondents. Frequency of code indicated by circle size.

Further research can observe the extent which these behaviours continue to be carried out in future. This research can also complement findings with other cities of varying typologies which faced similar restrictions during this period. In this vein, it is envisioned that this research will contribute to others' findings of latent demand for active travel identified during this time, brought about through both quieter and safer road conditions.

**ACKNOWLEDGMENTS**

The author would like to thank the participants for their prompt and detailed responses and for those who shared the survey. The author would also like to thank the reviewers for their timely feedback on improving this article. Additional thanks to the author's PhD supervisors Christopher Pettit, Simone Zarpelon Leao and Tomasz Bednarz for the support of the wider research behind this.

Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

**Appendix 1**Table A1. **Themes.** Key topics derived from codes.

Theme	Key quotes
More cyclists observed than usual	<p>"Yes, there are a lot more people wanting to cycle to take short trips. It has given me additional appreciation for how good cycleways are and how few we really have in Sydney. Would love to see more and encourage more people to cycle."</p> <p>"There are more people cycling and less cars. Feels safer and I have ridden on roads that I would normally avoid."</p> <p>"Certainly has changed the views of those around me. My mum bought a bike, probably for the first time in decades, and rides around our suburb for exercise. There are definitely more people riding, lots of middle aged people getting around, either on their own or with kids, and lots more delivery riders."</p>
Reduced traffic influence on ridership	<p>"More people are clearly cycling in the pandemic due to reduced traffic. With many companies looking to encourage WFH [working from home] going forward, surely this is a prime opportunity to shift trips to cycling."</p> <p>"I have started cycling as a result of reduced traffic volumes."</p> <p>"Totally, I have been riding bikes more than ever before. Conditions are so great with light traffic. I ride share bikes Onyabike so wherever I go around in Sydney, there is always one nearby to ride. That's awesome."</p>
More families and children cycling	<p>"More family/recreational cyclists at present - fewer cars on the road helps this situation."</p> <p>"I have been cycling for exercise and recreation more often, and have seen many others do the same. There are also a lot more children and very young children out cycling or learning to ride as well."</p> <p>"Yes, I think it's opened up the possibilities of cycling to more new people. I've seen many new riders, including families and more delivery riders. They need to be supported, with safer infrastructure and with information (eg navigational) to keep them riding rather than 'return to normal'."</p> <p>"I have noticed lots of families cycling for recreation and exercise. Increasing traffic of cycle delivery services. More riders commuting, more riders recreation/exercise."</p>
Higher imperative to invest in cycling infrastructure	<p>"The CoVID crisis has shown the latent interest in cycling in Sydney. Provided with quieter streets and limited other avenues of exercise and transport (carrot and stick) the uptake in cycling has demonstrated what was always known to be the case - that people in sydney want to ride. It is now incumbent on state and local governments to rapidly facilitate this demand by strategically rolling out cheap tactical urbanism infrastructure."</p> <p>"I was already a commuting cyclist. Covid19 has heightened the need for wider, more substantial, and connected cycle ways and systems for encouraging cycling in Sydney."</p> <p>I know some people who have begun cycling."</p> <p>"Hoping it can be a catalyst for behaviour change and investment in cycling infrastructure to make it more popular and safer for more people to ride more often. Has not changed my own behaviour except working from home so no longer commuting by bike. Have seen heaps more kids and families on bikes which is great."</p> <p>"The situation has highlighted that road traffic is a major barrier to people taking up cycling for fun and probably commuting too. With hardly any traffic people of all ages and abilities and flocking the streets, parks and shared paths to ride. I believe more people will want to commute by bike post covid. My area has seen a massive rise in the number of recreational riders. Poor infrastructure, low prioritisation for cyclists versus cars have been barriers in the past. The models used to justify business cases roads need to be reassessed given the growing number of people wanting to use active transport."</p>
Increased motivation / willingness to cycle in future	<p>"I've noticed many more children + caregivers cycling around, which is great! I hope this helps with driver tolerance and city planning towards a more comprehensive cycle-friendly network. My own views and behaviours stay the same, although I am considering an ebike so I can commute easily and regularly when I return to the office."</p> <p>"Yes personally I bought a bike to enable independent transport as I have no car."</p>
Concerns in safety from higher volume of cyclists, inexperienced riders and cars driving reckless on open roads	<p>"I still enjoy cycling however COVID-19 has definitely brought out a lot more riders/cyclists that weren't there before. There are people cycling that don't normally cycle and aren't aware of basic cycling etiquette... I'm talking about keeping to the left if you're riding as a family (I can forgive kids but adults should know better), two friends riding "together" with one riding on the shared pedestrian-cycling footpath chatting to another riding on the cycle path which runs next to an active driving lane... This placed riders behind the latter rider in an unnecessarily dangerous situation looking for a gap in traffic to overtake. It has been interesting to see the spike in sales of bicycles and indoor trainers. It will be interesting to see whether these changes are sustained after COVID-19."</p> <p>"I've noticed how less traffic allows me to look at new routes and feel safer riding on the road. I have also discovered that Centennial Park is more dangerous without cars"</p>

Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

	<p><i>"It is more dangerous to cycle because cars can drive faster due to less traffic. As a result, my trip is less enjoyable."</i></p> <p><i>"I have noticed more cyclists, but many have no clue about basic cycling etiquette."</i></p>
Short-term health and hygiene benefits	<p><i>"Yes, I prefer to cycle more at the moment to allow for greater ability to socially distance. It also allows me the ability to get more exercise as I feel I'm a lot more sedentary during this work from home period."</i></p> <p><i>"Yes! I am cycling more for necessary trips like shopping than taking the bus. Very grateful to have a bike, and cycling confidence in this hectic Sydney road environment, so I can easily keep my distance to others and avoid public transport during this time."</i></p> <p><i>"I would like to try commuting by bicycle rather than catch the bus and have a higher risk of Covid infection."</i></p> <p><i>"I see it [cycling] as even more important and urgent for fitness, air quality, congestion, and urban resilience."</i></p>
Shift in commute / public transport decrease	<p><i>"Made me want to cycle more rather than take public transport. This is true for friends of mine also."</i></p> <p><i>"I'm spending more time on my bike now. When we do return to work in the office I plan to commute by bike every day"</i></p> <p><i>"I would now be much more likely to cycle or walk than take the bus."</i></p>



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Cycling Behaviour Changes as a Result of COVID-19: A Survey of Users in Sydney, Australia.

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<b>QWN 03</b>	<b>Question with Notice - Cllr Kaliyanda - Green Star Rating Scheme Changes</b>
<b>Strategic Direction</b>	Creating Connection Celebrate diversity, promote inclusion and recognise heritage
<b>File Ref</b>	313622.2020

### **QUESTION WITH NOTICE**

Please address the following:

1. Given the significant changes to the benchmarks used to determine Green Star Ratings, how do current and future council buildings perform against the new benchmarks?
2. What impact will this have on other significant developments in the Liverpool LGA?
3. How will this impact the assessment process of such developments, especially when they are considered by the Design Excellence Panel (DEP)?
4. What other impacts will the changes to these benchmarks have in the Liverpool LGA?

### **Response**

- 1. Given the significant changes to the benchmarks used to determine Green Star Ratings, how do current and future council buildings perform against the new benchmarks?**

The Green Star rating system assesses the sustainability of buildings at various stages of their life cycle. This includes the design stage, post-construction stage and interior fit-outs. The performance rating tool is based on a scale from 1 to 6 Green Stars, with 1 being minimum practice and 6 being world leadership.

The extent of impacts of the benchmark changes depends on the level of Green Star rating being pursued. The highest rating (6 Star World Leadership) requires zero operational carbon emissions. A 5 Star Australian Excellence Green Star building will need to be net zero ready, so that by 2023 they will source their electricity from 100 per cent renewables. A 4 Star Green Star building will need to have 10 per cent less upfront and operational emissions than current NCC requirements.

The Green Building Council of Australia (GBCA) has revised the benchmarks used by the Green Star rating tool to set clearer expectations for buildings, ensuring lower carbon emissions, enhancement of ecological values of the site, reduction of environmental impacts and reduction of operational waste. The key changes made to the benchmarks focus on the reduction of energy and emissions.

Some of Council's existing buildings would not meet the revised Green Star benchmarks. However, there is no requirement to reassess existing buildings against the new benchmarks. It may be a voluntary consideration during future major refurbishments of the buildings.

The assessment of future Council buildings against the new benchmarks is already underway. The performance of the Liverpool Civic Place has been assessed against the new benchmarks utilising the revised Green Star tool. The Civic Building is designed to achieve a 5 Star certification.

**2. What impact will this have on other significant developments in the Liverpool LGA?**

Increased measures could be considered by developers if they would like to achieve and maintain Green Star Certification. Given that Green Star is a voluntary rating system, there is no legal or planning requirements to achieve this certification.

Energy requirements under the National Construction Code (NCC) have been mandatory since mid-2020. The upgraded Green Star rating tool considers the NCC energy requirements. These requirements aim to improve the environmental and sustainability performance of buildings and will provide a further avenue for future development to incorporate sustainability mechanisms into the design of their buildings.

It is important to note that the NCC energy requirements primarily relate to Class 3-9 buildings under the NCC, which include but are not limited to buildings such as hotels/motels, schools, office buildings, shopping centres, warehouses, industrial buildings and hospitals.

**3. How will this impact the assessment process of such developments, especially when they are considered by the Design Excellence Panel (DEP)?**

All significant developments that are required to demonstrate compliance with the NCC energy requirements will be accompanied by a technical report with recommendations to be incorporated into the development. These reports will be reviewed and if deemed satisfactory will form part of conditions of consent.

The SEPP 65 Design Quality Test is the framework used by Council's Design Excellence Panel to assess proposed developments that are being considered by the panel. Sustainability is one of the measures used in the test to assess the quality of the proposed development. Council will continue to encourage the Design Excellence Panel to adopt best practice sustainability measures, including promoting the updated Green Star rating certification for new buildings.

**4. What other impacts will the changes to these benchmarks have in the Liverpool LGA?**

Voluntary Green Star certification under the new benchmarks enhances the value of a building through increased resilience to climate change and natural disasters, lower emissions, and reduced energy and operational costs. The new benchmarks will also drive design innovation and supply chain transformation.

**ATTACHMENTS**

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Nil

**NOM 01**

**Local and Regional Planning Panels**

<b>Strategic Direction</b>	Leading through Collaboration Strive for best practice in all Council processes
<b>File Ref</b>	332226.2020
<b>Author</b>	Nathan Hagarty - Councillor

**BACKGROUND**

Locals must have a say in the kind of development that occurs in their communities.

Unfortunately this opportunity has been consistently eroded, especially over the last 4 years. The expansion of exempt and complying development and stripping Councillors of their right to determine DAs are two such examples.

The only way for locals to have their say to the actual decision makers is to attend planning panel meetings.

These meetings are all too often held at inconvenient times during the work day.

Local Planning Panel meetings are usually held at 2pm, a time when many residents are either at work or doing the school run.

This only adds to the perception that community voices are being cut out of the planning process.

**NOTICE OF MOTION**

That Council direct the CEO to write to both the Local Planning Panel and Sydney Western City Planning Panel requesting panel meetings be held at more appropriate times to allow community feedback.

**ATTACHMENTS**

Nil

**NOM 02**

**Urban Heat Planning**

<b>Strategic Direction</b>	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
<b>File Ref</b>	332243.2020
<b>Author</b>	Karress Rhodes - Councillor

**BACKGROUND**

Urban heat is a significant and growing issue for Western Sydney. The WSROC Urban Heat toolkit (attached) has been developed to help local councils strengthen local planning provisions to reduce the impacts of heat.

WSROC recently released a final draft of the Urban Heat Planning Kit for Council's consideration and input.

Western Sydney is experiencing an increasing number of hot, very hot and extremely hot days and heatwaves, and yet we are building new dwellings and communities that fail to provide adequate mitigation measures that address these rising temperatures.

In the Western City we are failing to provide communities that are in fact as LIVEABLE under the new and emerging climatic conditions. We are still delivering communities that were suitable before the rising temperatures and or are geographically located in areas closer to the central city that benefit through established infrastructure.

The Western City - Liverpool - is more so affected by the rising temperatures than any other areas because we do not have the benefit of sea breezes and have to contend with both hot Westerlies and blustering Southerlies.

State planning instruments do not account for possible variants that are a result of geographical location and or lack of infrastructure which makes a mockery of their one size fits all planning instruments and deprives our citizens of as LIVEABLE communities as should be being provided.

The workshops proposed in this motion would deliver the opportunity for Liverpool Council to consolidate into precise documentation what Council has already implemented or plans to implement in the way of heat and cooling mitigation measures, together with the individual past motions by Councillors that have addressed certain aspects of mitigation, as well as provide the opportunity to examine what other Councils have done and provide the platform

for all Councillor's input to address their individual ideas through which heat and cooling mitigation can be included in Council's DCP and LEP planning documents.

Further to the workshops, we as Councillors understand that all Councils are hobbled by what they can achieve individually through their LEP and DCP's. There is the need as proposed in this motion for a joint effort by all Councils in the Western City to call on the DPIE to engage with local government in the Western City and carry out a much needed revision of the State Government BASIX.

We as a Council have an obligation to our citizens to fight against the one size fits all State Planning regulations. We need to have our geographical location and prevailing weather conditions, lack of transportation infrastructure together with the rising temperatures recognised and considered by the DPIE. There is a need for these specific and current conditions to be addressed in BASIX, SSEP and Controlled Developments planning instruments that will enable the citizens of Liverpool to live in an environment that meets their needs and gives them a quality of life in a city that is truly LIVEABLE.

I ask all Councillors to vote in favour of this motion.

### **NOTICE OF MOTION**

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That Council:

1. Hold Councillor workshops in April 2021 to discuss the WSROC Urban Heat Planning Kit and address:
  - a) The current status of provision of Urban Heat Planning in Liverpool Councils DCP and LEP;
  - b) The further integration of Urban Heat Planning mitigation into Liverpool Council's LEP and DCP;
  - c) Other possible ways to introduce new initiatives that will encourage more resilient and sustainable communities in the Liverpool LGA; and
  - d) Examine how other Councils have already addressed the same issues.
2. Write to WSROC expressing our support for their initiative for all Councils in the Western City to engage in a joint submission to DPIE calling for the revision of the BASIX; and
3. Write to all Western City Council's requesting their support in the joint submission to DPIE.

### **ATTACHMENTS**

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1. WSROC Urban Heat Toolkit (Under separate cover)