

COUNCIL AGENDA

ORDINARY COUNCIL MEETING

29 September 2021



You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held **ONLINE** on **Wednesday, 29 September 2021** 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.

A handwritten signature in blue ink that reads "E Jackson".

Dr Eddie Jackson

CHIEF EXECUTIVE OFFICER

ORDER OF BUSINESS

PAGE TAB

Opening

Acknowledgment of Country and Prayer

Apologies

Condolences

Confirmation of Minutes

Ordinary Council Meeting held on 25 August 20216

Declarations of Interest

Public Forum

Mayoral Report

NIL

Notices of Motion Of Rescission

NIL

Chief Executive Officer Report

NIL

Planning & Compliance Report

PLAN 01	Draft Amendment 3 to Liverpool Contributions Plan 2008 - Edmondson Park	76	1
PLAN 02	Developer contributions shortfall and gap funding	79	2
PLAN 03	Street Naming Requests - Casula and Middleton Grange	89	3
PLAN 04	Draft amendments to existing planning agreement in support of Draft Amendment 91 to Liverpool Local Environmental Plan - The Grove, Warwick Farm	94	4
PLAN 05	Liverpool Animal Shelter	99	5
PLAN 6	Revised draft Warwick Farm Racing Precinct Structure Plan, Planning Proposal and Contributions Plan <i>(to be provided in the Addendum Booklet)</i>		

Community & Culture Report

COM 01	Endorsement of new membership for Community Safety and Crime Prevention Advisory Committee 2020-2022	103	6
COM 02	Grants, Donations and Corporate Sponsorship report	116	7
COM 03	Report Back - Rates assistance	120	8

Corporate Services Report

CORP 01	Investment Report August 2021	125	9
CORP 02	LGNSW Board Election and Annual Conference	134	10

City Presentation Report

NIL

ORDER OF BUSINESS

	PAGE	TAB
Infrastructure & Environment Report		
INF 01 Managing Drainage Channels and Waterways.....	149	11
Economy & Commercial Development Report		
NIL		
Committee Reports		
CTTE 01 Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 August 2021	159	12
CTTE 02 Minutes of the Liverpool Access Committee meeting held on 12 August 2021	178	13
CTTE 03 Minutes of the Aboriginal Consultative Committee meeting held on 5 August 2021	183	14
CTTE 04 Meeting Notes of the Liverpool Youth Council Committee Meeting held 13 July 2021 and Minutes of the Liverpool Youth Council Committee Meeting held 10 August 2021	190	15
CTTE 05 Minutes of the Tourism and CBD Committee meeting held 24 August 2021	207	16
CTTE 06 Minutes of the Heritage Advisory Committee meeting held on 17 August 2021	214	17
CTTE 07 Minutes of Strategic Panel meeting held on 9 August 2021	222	18
Questions with Notice		
QWN 01 Question with Notice - Clr Harle - Shopping Trolleys, Parkbridge Estate Road Extension, Solar Energy, and Staff Changes	229	19
QWN 02 Question with Notice - Clr Harle - Covid and English Language Courses ..	251	20
QWN 03 Question with Notice - Clr Hadchiti - Retail Hierarchy	253	21
QWN 04 Question with Notice - Clr Hagarty - Community Sport	255	22
QWN 05 Question with Notice - Clr Harle - Pearce Park	256	23
QWN 06 Question with Notice - Clr Rhodes - Impacts of NSW Health Work orders on home owners issued with Council Works Orders and their ability to comply	257	24
QWN 07 Question with Notice - Clr Kaliyanda - Growth of African Olives and Other Invasive Weed Species	258	25
QWN 08 Question with Notice - Clr Kaliyanda - Disaster Preparation Tool	259	26
QWN 09 Question with Notice - Clr Kaliyanda - FOGO Grants from NSW Government	260	27
Presentations by Councillors		
Notices of Motion		
NOM 01 Nappy Rebate	261	28
NOM 02 Sesquicentennial	263	29

ORDER OF BUSINESS

Council in Closed Session

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

CONF 01 Draft 10 Year Waste Management and Resource Strategy

Reason: Item CONF 01 is confidential pursuant to the provisions of s10(A)(2)(d ii) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.

CONF 02 Tourism and CBD Committee - New Community Representative

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 10 DP1203674, 220 Fifth Avenue, Austral 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.

CONF 04 RCL2999 Provision of Essential Trade Services

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 Proposed granting of an Easement for Underground Electrical Cables over Council Land identified as Lot 201 in DP 1194243, Kurrajong Road, Carnes Hill

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.

Close



MINUTES OF THE ORDINARY MEETING HELD ON 25 AUGUST 2021

PRESENT VIA VIDEO CONFERENCING:

Mayor Wendy Waller
 Councillor Ayyad
 Councillor Hadchiti
 Councillor Hadid
 Councillor Hagarty
 Councillor Harle
 Councillor Kaliyanda
 Councillor Karnib
 Councillor Rhodes
 Councillor Shelton
 Dr Eddie Jackson, Chief Executive Officer
 Mr George Hampouris, Acting Director Corporate Services
 Ms Tina Bono, Acting Director Community & Culture
 Mr David Smith, Acting Director Planning & Compliance
 Mr Peter Diplas, Acting Director City Presentation
 Ms Jennifer Chenhall, General Counsel, Manager Governance, Legal and Procurement
 Mr Raj Autar, Director Infrastructure & Environment
 Mr John Morgan, Director Economy & Commercial Development
 Ms Ellen Whittingstall, Internal Ombudsman
 Mr Vishwa Nadan, Chief Financial Officer
 Mr George Georgakis, Manager Council & Executive Services
 Ms Susan Ranieri, Coordinator Council & Executive Services (minutes)

The meeting commenced at 6.00pm

STATEMENT REGARDING WEBCASTING OF MEETING

The Mayor reminded everyone that in accordance with Council's Code of Meeting Practice, 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 Dr Eddie Jackson, Chief Executive Officer.

APOLOGIES

Nil.

CONDOLENCES

ITEM NO: COND 01
FILE NO: 273166.2021
SUBJECT: Condolence Motion - Bernard Jeffery (read by Mayor Waller)

Tonight, we pause to honour the memory of Bernard Jeffery, a valued staff member of Liverpool City Council.

Bernard passed away suddenly last week. He was aged 66. Bernard worked for Council in the position of Senior Land Development Engineer. He will be sorely missed by his colleagues, especially in the Land Development, Development Assessment and Infrastructure and Environment teams.

Bernard will be remembered as someone who was always ready to help in any matters asked of him without question or complaint. His knowledge, expertise and efforts were recognised and respected within the development community.

He was instrumental in supporting the design and delivery of engineering systems in Austral/Leppington and was an extremely reliable colleague. He worked tirelessly with developers and the planning team to achieve great outcomes for our growth areas.

The news of Bernard's passing has been met with great sadness by all Council staff.

On behalf of Liverpool City Council, I humbly express my deepest condolences to Bernard's wife Leanne, and all his family and friends. Our thoughts are with Bernard's loved ones during this difficult time.

May he rest in peace.

COUNCIL DECISION

Motion: **Moved: Mayor Waller** **Seconded: Cllr Hadid**

That Council write to the family of Bernard Jeffery to express our condolences for their loss.

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

ITEM NO: COND 02
FILE NO: 273166.2021
SUBJECT: Condolence Motion - COVID-19 (read by Mayor Waller)

Tonight, we pause to honour the memory of those whose lives have been lost to COVID-19, particularly residents of the Liverpool local government area. It is such a heartbreaking time for many people, and we take this time to remember them.

The current Delta coronavirus outbreak began on 16 June. Almost 14,000 cases and 75 related deaths have since been reported as of yesterday. Every one of those deaths is a tragedy and I offer my deepest condolences to the loved ones of all those who have lost their lives in this pandemic. The Delta outbreak has affected the Liverpool community enormously with a total of 1049 cases so far recorded amongst our residents.

As of Tuesday 24 August, 11 people have lost their lives after contracting the disease at Liverpool Hospital, despite entering the hospital with other health conditions. Several people who contracted the virus within the community have sadly died at Liverpool Hospital. Several other Liverpool residents have died from COVID-19 at home. This is an incredibly difficult time for their families many of whom are sick with coronavirus themselves.

I would like to extend my deepest thanks to all the health care workers and frontline workers. The challenges you're facing are immeasurable; yet you continue to put the lives of others before your own, risking your own health to help others. As you keep showing up to care for those who need it most, we will continue to stay home for you.

Most of the Liverpool community are doing the right thing and adhering to the lockdown rules. We know this disease spreads quickly once it is within households and is often brought back to households by authorised workers, doing the essential work to keep our society functioning. The stigma around the disease unfortunately means some people seek medical help far too late, once their condition is already critical.

COVID-19 is also placing a toll on the community forced to adapt to learning and working from home and spending all their time in the same environment. Many people have also lost work entirely or cannot work from home and are struggling just to put food on the table. Milestones can't be celebrated, grandparents can't meet their newborn grandchildren, and people can't attend the funerals of loved ones.

We will come out of this lockdown and slowly return to normal – it can't come soon enough. We must have hope. But we will always be touched by this difficult period of our lives.

I urge people to continue to get vaccinated. I know this isn't always a straightforward process and getting an appointment can be challenging. I hope that the four community vaccination hubs across Liverpool, which were doing a great job of vaccinating locals, will be able to reopen again in September.

Clr Kaliyanda declared a non-pecuniary, less than significant interest in the following items:

Item: COM 02 - Grants, Donations and Corporate Sponsorship
Reason: Clr Kaliyanda has had previous dealings with one of the organisations listed in the report through her work and as a community member.

Clr Kaliyanda left the meeting for the duration of this item.

Item: CONF 05 – Order of Liverpool Awards 2021.
Reason: Clr Kaliyanda knows one of the nominees.

Clr Kaliyanda remained in the meeting for the duration of this item.

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

Item: CONF 05 - Order of Liverpool Awards 2021
Reason: Clr Rhodes knows some of the people nominated but not all the people nominated.

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

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

Item: CONF 05 - Order of Liverpool Awards 2021
Reason: Clr Harle knows several of the people nominated for an award.

Clr Harle left the meeting for the duration of this item.

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

Item: PLAN 02 - Post exhibition report - Revised Middleton Grange Town Centre Planning Proposal.
Reason: Clr Ayyad lives in Middleton Grange.

Clr Ayyad remained in the meeting for the duration of this item.

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

Item: CONF 05 – Order of Liverpool Awards 2021.
Reason: Clr Hagarty knows one of the nominees.

Clr Hagarty remained in the meeting for the duration of this item.

PUBLIC SUBMISSIONS

Written submissions for items not on agenda

Nil.

Written submissions for items on agenda

Nil.

MAYORAL MINUTE

ITEM NO: MAYOR 01
FILE NO: 273095.2021
SUBJECT: 60 Years of Green Valley

This August we mark 60 years since the start of construction of the Green Valley Housing Project, an important part of the history of Liverpool and the nation.

Before European colonisation, the land which later became known as Green Valley was the home of the Cabrogal clan of the Darug nation. In 1804, in the early days of the British colony of New South Wales, Governor Philip King granted a large portion of the land making up this area to support the Orphan School. The name Green Valley was used from the late-nineteenth century to refer to the area Northwest of the town of Liverpool. For a long time, Green Valley was mostly farming land, sitting on the fringe of greater Sydney. Some early landowners in the area included Peter Miller, Charles Ambrose Scrivener, James Bull and Bridget Peters.

On 3 August 1961, the Housing Commission of NSW marked the turning of the first sod for an ambitious public housing project. The housing constructed between 1961 and 1964 was intended to provide accommodation for 6000 families, many relocating from other more densely populated areas of Sydney. Green Valley today encompasses the suburbs of Green Valley, Ashcroft, Busby, Cartwright, Heckenberg, Miller and Sadleir, and part of Hinchinbrook - all sharing the 2168 postcode.

The people of Green Valley are proud, and they have faced challenges. But Green Valley has also been a place of opportunity. Peter Weir's 1973 film "Whatever happened to Green Valley" defied many deeply held and incorrect perceptions of the area. The film is available online through the National Film and Sound Archive website and it is worthwhile viewing.

Green Valley is also an unrecognised rugby league cradle, with deep links to our victorious NSW Blues State of Origin side. The game of rugby league owes a lot to the Valley. Several rugby league legends and current players attended Ashcroft High, including Brad Fittler, Jason Taylor and Junior Paulo. I am also a proud former attendee of Ashcroft High.

The Green Valley area is also producing future leaders. For the past few years, the Liverpool Council Chambers has held sessions of the 2168 Children's Parliament. This ground-breaking initiative between Council and Mission Australia aims to help primary schools in this area to actively engage in civic life and participate in decisions that directly affect them.

As we look forward to the next 60 years for the Green Valley area, I believe there is great potential, which will be met by further investment in infrastructure and a program of urban renewal. Council is aiming to redress the historic disadvantage in Green Valley and surrounds through the Miller Social Infrastructure Masterplan. The nearby Lurnea Community Hub at Phillips Park, currently under development, will also be a great facility for the community. The area will sit only a short distance from the future Western Sydney International Airport and

COUNCIL DECISION

That Council:

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

Councillors voted unanimously for this item.

Note: Clr Balloot was not at this meeting.

CORPORATE SERVICES REPORT

ITEM NO: CORP 01
FILE NO: 216619.2021
SUBJECT: Investment Report July 2021

COUNCIL DECISION

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

That Council receives and notes this report.

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

ITEM NO: CORP 02
FILE NO: 248229.2021
SUBJECT: Biannual Progress Report - June 2021

COUNCIL DECISION

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

That Council notes and receives the Biannual Progress Report which outlines the progress of Principal Activities detailed in the Delivery Program 2017-2022 and Operational Plan 2020-2021.

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

ITEM NO: CORP 03
FILE NO: 249068.2021
SUBJECT: Alteration to Council Meeting dates for remainder of 2021

COUNCIL DECISION

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

That Council:

1. Make the following changes to its Council meeting cycle for 2021:
 - i. Hold a Council meeting in the last Wednesday of September, being 29 September 2021;*
 - ii. Change the date of the October meeting (currently scheduled for 20 October 2021), to the last Wednesday in October being 27 October 2021;*
 - iii. Change the date of the November meeting (currently scheduled for 17 November 2021) to the last Wednesday in November being 24 November 2021; and*
 - iv. Remove the meeting scheduled for 15 December 2021 as this will be after the elections and prior to any declaration of the new Council.*
2. Receive a further report at the October 2021 Council meeting with proposed Council meeting dates for 2022.

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

ITEM NO: CORP 04
FILE NO: 255741.2021
SUBJECT: Amendment to Council's Investment Policy

COUNCIL DECISION

Motion: **Moved: Clr Rhodes** **Seconded: Clr Hagarty**

That Council adopts the amended Investment Policy.

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

ITEM NO: CORP 05
FILE NO: 256287.2021
SUBJECT: Postponement of Council Elections, Deputy Mayor and Council Committees

COUNCIL DECISION

Motion: Moved: Clr Hadchiti **Seconded:** Clr Ayyad

That:

1. Council resolve to alter its resolution of 30 September 2020 under section 372 of the Act to extend the term of the current Deputy Mayor to 4 December 2021;
2. Council notes that the current Councillor representatives appointed to Council Committees at the 30 September 2020 meeting, remain in place until the end of this Council term; and
3. If the council election date is postponed again, that there be an election for the Deputy Mayor at a meeting in December.

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

ITEM NO: INF 02
FILE NO: 251380.2021
SUBJECT: Impact of COVID on current contracts

Mayor Waller ruled that INF 02 be moved to the end of the meeting and be held in Closed Session in accordance with S10A(2)(d i) and (d ii)) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.

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

Motion: **Moved: Clr Hadchiti** **Seconded: Clr Ayyad**

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

1. Does not proceed with the trial of the ClimateClever partnership at this time;
2. Continues to progress the development of the Climate Action Plan to lead a strategic approach to Council's response to climate change and identify measures to reduce emissions. Consideration can be given to trialing the partnership, or an equivalent service at a later date, if it is determined that it would add value to the implementation phase of the Climate Action Plan; and
3. Come back with a report in a few months about climate initiatives that will save money.

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 was declared CARRIED.

COMMITTEE REPORTS

ITEM NO: CTTE 01

FILE NO: 216433.2021

SUBJECT: Minutes of the Heritage Advisory Committee meeting held on 24 May 2021

COUNCIL DECISION

Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Ayyad**

That Council:

1. Receives the minutes of the Heritage Advisory Committee meeting held on 24 May 2021;
2. Endorses the following recommendation of the Committee:
 - That Council thank and acknowledge the effort of Council's Parks team in restoring the gardens at Collingwood House;
3. Notes the following recommendations of the Committee which are operational matters and will be further investigated.
 - Council to consider allocating a section within Council with responsibility for the monitoring and maintenance of the Liverpool Pioneers Memorial Park website and to undertake all work necessary to ensure the website is operating as designed; and
 - Council considers the employment of trades people with traditional trade skills to in-house heritage building maintenance, with the aim of placing Liverpool City Council as a leader in heritage asset management.

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

ITEM NO: CTTE 02
FILE NO: 250523.2021
SUBJECT: Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee meeting held on 21 July 2021

COUNCIL DECISION

Motion: **Moved: Cllr Hagarty** **Seconded: Cllr Hadid**

Council adopts the following recommendations of the Committee subject to the following change in Item 6 (as shown below) and the inclusion of an additional point in General Business item 1 (as shown below):

- Item 6 Flynn Avenue, Middleton Grange - Proposed Traffic Restrictions through the Western Sydney Parklands.
 - **Does not approves the proposed road closures until such time as other road works in the area are completed**
 - All stakeholders to be advised of the road closures.
- Additional point in relation to General Business item 1: Second Avenue, West Hoxton – Proposed Road Extension.
 - **Community consultation take place in relation to General Business 1**

Recommendations

- Item 1 Campbell Street, Liverpool – Proposed Raised Threshold.
- Approves the raised threshold as shown in the Attachment booklet.
- Item 2 88 Kurrajong Road, Prestons - Proposed Traffic Facilities and Signs and Linemarking Scheme.
- Approves the proposed median islands and associated signs and linemarking scheme in Kurrajong Road, west of Kookaburra Road (North) as shown in the Attachment booklet.
- Item 3 Fourteenth Avenue, Austral - Proposed Traffic Facilities and Signs and Linemarking Scheme.
- Approves the signs and linemarking scheme as shown in the Attachment booklet.

- Item 4 Moorebank East, Moorebank – Proposed Traffic Facilities and Signs and Linemarking Scheme.
- Approves the signs and linemarking scheme as presented.
- Item 5 Flynn Avenue, Middleton Grange – Speed Concerns and Proposed Raised Threshold in front of Thomas Hassell College.
- Approves the proposed traffic facilities as shown in the Attachment booklet.
- Item 6 Flynn Avenue, Middleton Grange - Proposed Traffic Restrictions through the Western Sydney Parklands.
- **Does not approves the proposed road closures until such time as other road works in the area are completed** (*this point was added at the Council meeting on 25 August 2021*).
 - All stakeholders to be advised of the road closures.
- Item 7 Talana Hill Drive, Edmondson Park - Request for Raised Thresholds.
- Approves Installation of two raised thresholds across Talana Hill Drive Section. Community consultation is to be carried out with residents close to the proposed raised threshold location to confirm the locations.
 - Detailed design of the raised thresholds be submitted to the TfNSW and Police for review prior to installation.
- Item 8 Stanton Street, Liverpool - Request for AM and PM peak 'No Left Turn' and 'No Right Turn' restrictions at its intersection with Memorial Avenue and Flowerdale Road.
- The 'No Left Turn' and 'No Right Turn' access restrictions through Stanton Street be deferred.
 - Community consultation be carried out with local residents to consider treatment options including 'No Left Turn' at the Stanton Street and Flowerdale Road intersection, installation of traffic calming devices including rumble bars in the curved road section.
 - The outcome of the community consultation be presented to the September traffic committee meeting.
- Item 9 Manning Street, Warwick Farm – Proposed Traffic Calming Scheme.
- Approves the interim treatments along Manning Street involving improved signage, pavement marking, and street lighting as shown in the Attachment booklet.

- Item 10 Barry Road, Chipping Norton – Proposed Pedestrian Refuge.
- Approves installation of pedestrian refuge in Barry Road at Ernest Avenue intersection, Chipping Norton, as shown in the Attachment booklet.
 - Detailed design of the pedestrian refuge to include design of a crossing facility across Ernest Street, to be presented at a future meeting.
- Item 11 Fifteenth Avenue, Austral – Proposed ‘No Right Turn’ restrictions at Craik Avenue intersection.
- Approves installation of the proposed No Right Turn into Craik Avenue subject to TfNSW approval.
 - A traffic management plan (on the proposed right turn movements) be prepared and submitted to TfNSW endorsement prior to implementation.
- Item 12 Transport for NSW Digital Smart Kerb Pilot Scheme – Update and Second Street.
- Approves installation of parking sensors in the parking spaces along sections of Elizabeth Street, College Street, Bigge Street, and Moore Street as part of the Smart Kerb Pilot.
- Item 13 Badgerys Creek Road, Badgerys Creek – Access to the metro station proposed roundabout.
- Approves the submitted detailed design and signage and linemarking plans of the proposed roundabout.
 - Council to enter an agreement with Sydney Metro for removal of this temporary roundabout once the construction work is complete. Alternative access is to be identified and established to access the Metro station and future Bradfield City Centre.
- Item 14 Ardennes Avenue, Edmondson Park - Request for Traffic Calming Devices.
- Approves installation of asphalt concrete speed humps in front of House No's 113-115 and between Darwin Road/Normandy Road.
- Item 15 Items Approved Under Delegated Authority.
- Approves the works approved under the delegated approval process.

General Business item 1 – Second Avenue, West Hoxton – Proposed Road Extension. Community consultation take place in relation to General Business 1 (GB1) for community feedback. *(This point was added at the Council meeting on 25 August 2021).*

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

Motion: Moved: Clr Rhodes **Seconded:** Clr Ayyad

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

QUESTIONS WITH NOTICE

ITEM NO: QWN 01
FILE NO: 241481.2021
SUBJECT: Question with Notice - Cllr Rhodes - Provision of "Off the Leash Dog Parks" throughout the Liverpool LGA

Can Council explain what process does Liverpool Council use when determining:

- a) Where "off the leash dog parks" are situated throughout the Liverpool LGA?
- b) How many "off the leash Dog Parks" should be provided in Liverpool LGA?

Response

Provision of off-leash dog parks are a legislative requirement. The Local Government Act 1993 requires all local councils to provide at least one off-leash dog area and promote such facilities to the owners of companion animals.

In meeting this requirement of the Act, Council's Recreation, Open Space and Sports Strategy (ROSS Strategy) includes a section regarding off-leash dog areas which guides the planning and provision of off-leash dog parks.

Off-leash areas bring many benefits to dogs and owners including:

- Reduced nuisance dog behaviour;
- Socialisation of dogs;
- Healthier and friendlier dogs;
- Increased chance of owner exercise and social connection, both spontaneous and planned; and
- Connection with nature for both dogs and owners.

The ROSS Strategy outlines the equitable provision of dog-friendly areas throughout the LGA and that they should be located in areas with easy access, including areas of high need, including Liverpool CBD where there is a rise in high density and apartment living. Therefore, designated spaces for companion animals to exercise and socialise have become increasingly important.

The planning, design and delivery of off-leash dog parks is identified as key action of the ROSS Strategy Action Plan. The strategy recommends planning and provision of:

- One large fenced off-leash area in each of Liverpool District areas; and

- At least one off-leash area in every suburb (subject to site availability).

Council's current off-leash dog parks are fenced. In areas such as reserves and parklands with low vehicle and pedestrian access, unfenced off-leash areas can be designed. All dog parks are designed to include and make available supporting facilities like dog bowls, water refill stations, disposal bags and bins, and signage outlining owners' responsibilities. These supporting facilities will be necessary in both fenced and unfenced designated off-leash areas.

Council currently provides off-leash dog areas at the following locations:

1. Lieutenant Cantello Reserve, Hammondville
2. Casula Parklands, Casula
3. Macleod Park, Prestons
4. Miller Park, Miller
5. Hoxton Park Reserve, Hoxton Park
6. Cirillo Reserve, Middleton Grange
7. Shale Hills Dog park, West Hoxton (within Western Sydney Parklands)

In addition, the provision of off-leash dog areas is being considered as part of the planning and design of the following parks:

1. Basin 14-open space, Edmondson Park - Off leash dog park included within the basin design and will be delivered as part of the project.
2. The Homestead Park, Chipping Norton - Future off-leash area is being investigated through Georges River Parklands and Chipping Norton Lakes Spatial Framework.

Council will continue to assess the demand for provision of off-leash dog parks across the Liverpool LGA.

ITEM NO: QWN 02
FILE NO: 241484.2021
SUBJECT: Question with Notice - Clr Rhodes - Council submission on Moorebank Intermodal State Significant Development

Can Council answer the following:

1. Did Liverpool Council submit an objection to NSW Government Planning – Major Projects – Project SSD-10431.
2. Can Council confirm if they received a Notice of Determination of Application Moorebank Intermodal Precinct West - Stage 3 (SSD-10431), from the Department of Planning Industry and Environment that they would have received on or around 18 June 2021, like the other Objectors within our community?
3. Can Council provide a copy of the letter if received, to all Councillors?
4. Can Council confirm that as an Objector; as is listed on the DPIE major projects portal; that Liverpool City Council has until August 13th [56 days from June 18th] to exercise its right as an Objector as per s8.8 and s8.10 of **the Act** (Environmental Planning and Assessment Act 1979 No 203)?

Response

- 1. Did Liverpool Council submit an objection to NSW Government Planning – Major Projects – Project SSD-10431**

Yes. Please refer to Attachment 1 for a copy of Council's submission.

- 2. Can Council confirm if they received a Notice of Determination of Application Moorebank Intermodal Precinct West - Stage 3 (SSD-10431), from the Department of Planning Industry and Environment that they would have received on or around 18 June 2021, like the other Objectors within our community?**

Yes. Please refer to Attachment 2 for a copy of the Notice of Determination.

- 3. Can Council provide a copy of the letter if received, to all Councillors?**

Please refer to Attachment 2 for a copy of the Notice of Determination.

- 4. Can Council confirm that as an Objector; as is listed on the DPIE major projects portal; that Liverpool City Council has until August 13th [56 days from June 18th] to exercise its right as an Objector as per s8.8 and s8.10 of the Act (Environmental Planning and Assessment Act 1979 No 203)?**

Yes, Council had until 13 August 2021 to exercise its rights as an objector. Council had not resolved to appeal the decision before that date.

COUNCIL DECISION

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

That there is an update on how Council has resolved the objections to the Moorebank Precinct West – Stage 3 (SSD-10431) to the Moorebank Intermodal Committee on a regular basis.

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

ITEM NO: QWN 03
FILE NO: 241489.2021
SUBJECT: Question with Notice - Cllr Rhodes - Legal Reports and Records

Does Council:

1. Make available on the Councillor intranet, Liverpool Council's legal reports of all legal engagements on an Annual Basis listed first under:
 - a) The years of a Council elected term, and also;
 - b) Year that the Council engagement was first initiated, e.g.: 2016 – 2021/ 2016 – 2017 etc

That can be accessed by Councillors at any time, and also provide the use of a historic record for the transition of different elected members onto Council per term?

2. Would it be possible for all past legal report records to be filed and made available in a similar fashion on the Councillor intranet for Councillors referral?

Response

1. **Make available on the Councillor intranet, Liverpool Council's Legal reports of all legal engagements on an Annual Basis listed first under:**
 - a) **The years of a Council elected term, and also**
 - b) **Year that the Council engagement was first initiated, e.g.: 2016 – 2021/ 2016 – 2017 etc**

Past Legal Affairs Reports are already available on the Councillor Intranet page, under the archive tab. Further to this, legal proceedings are also reported in Councils Annual Report.

If a separate tab is being sought for the reports to be held under, this may be able to be arranged, to allow for easier access.

If the request is for the reports to be re-formatted as above, such as in year of commencement, this is not possible, not only due to the intensive resources that would be required, but matters also commence and cease and commence again throughout the years.

2. **Would it be possible for all past legal report records to be filed and made available in a similar fashion on the Councillor intranet for Councillor's referral?**

As previously stated in the answer above to question 1, Legal Affairs Reports can already be accessed through the archive tab on the Councillor Intranet page. It may be possible for a separate tab to be placed on the intranet page for these reports, to allow for ease of access.

COUNCIL DECISION:

Minutes of the Ordinary Council Meeting held on Wednesday, 25 August 2021 and confirmed on Wednesday, 29 September 2021

.....

Chairperson

Motion:

Moved Clr Rhodes

Seconded Clr Harle

That a separate tab be placed on the Councillor Intranet page for legal reports to allow ease of access.

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

ITEM NO: QWN 04
FILE NO: 263293.2021
SUBJECT: Question with Notice - Cllr Harle - Shopping Trolleys, Parkbridge Estate Road Extension, Solar Energy, and Staff Changes

Please address the following:

1. In relation to shopping trolleys,
 - a) What progress, if any, has been made on the issue of abandoned shopping trolleys with the State Government?
 - b) How is Council policing shopping trolley owners to take all necessary steps to ensure their shopping trolleys remain within their designated areas?
 - c) What action is Council taking if the owners are not complying?
 - d) With the new shopping centres such as Edmondson Park, has there been any significant change in the number of abandoned shopping trolleys compared to older areas?
2. With reference to the Parkbridge Estate road extension under the M7, when is it likely that this connection will be undertaken and a possible completion date?
3. Does Council have a policy encouraging solar energy is retrofitted to Community buildings as part of their refurbishment when and if it falls due?
 - a) Examples?
4. Can Council provide a regular update of relevant staff changes that Councillors may have access to?

A response to these questions will be provided in the business papers for the September 2021 Council meeting.

ITEM NO: QWN 05
FILE NO: 263325.2021
SUBJECT: Question with Notice - Cllr Harle - Covid and English Language Courses

Please address the following:

Considering the current Covid pandemic and communications problems caused by language difficulties within our community, what is Council offering in English language Courses to the community?

A response to these questions will be provided in the business papers of the September 2021 Council meeting.

ITEM NO: QWN 06
FILE NO: 264008.2021
SUBJECT: Question with Notice - Cllr Hadchiti - Retail Hierarchy

Given that retail outlets can shut their doors down at will to walk in customers, what's the point of investing in and implementing a Retail Hierarchy?

A response to this question with notice will be provided in the business papers for the September 2021 Council meeting.

PRESENTATIONS BY COUNCILLORS

Nil.

ADDENDUM ITEMS

ITEM NO: PLAN 02

FILE NO: 242507.2020

SUBJECT: Post exhibition report - Revised Middleton Grange Town Centre Planning Proposal

Mayor Waller ruled that PLAN 02 be moved to the end of the meeting and be held in Closed Session in accordance with S10A(2)(d i) and (d ii) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.

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

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

1. Apply the provisions of the *Retail and other Commercial Leases (COVID-19) Regulation 2021 (the New Regulation)* for Council's tenants (subject to qualification);
2. Approve the rental waiver of up to 50% for the period 26 June 2021 until 13 January 2022 and rental deferment for a period of up to 6 months, subject to qualification and impact on turnover;
3. Note that 70 free parking pass cards have also been provided to NSW Health (Public Health Unit), which has been extended from the previously approved period of 8 August 2021 until 30 September 2021, associated with the extended lockdown period; and
4. Council make provision of \$250,000, in its 2021/2022 budget, to cover the cost of rent waivers and rent deferrals that may be granted to tenants, as outlined in this report.

Councillors voted unanimously for this motion.

NOTICES OF MOTION

ITEM NO: NOM 01
FILE NO: 262566.2021
SUBJECT: Liverpool Animal Shelter - Animal Return Policy for previously rehomed animals

Background

I am aware of a recent incident where a dog recently rehomed from the Liverpool Animal shelter was no longer able to be kept at the home of the person who had adopted the animal.

I was also informed that the person could not return the animal to the Liverpool Animal Shelter as the contract of sale does not allow an animal to be returned to the animal shelter once adopted.

I also confirmed that Council has a clause written into the contract of sale that doesn't allow adopted animals to be returned to the shelter.

Council advice also confirms that there is a rigorous rehoming process that Council believes has resulted in only three people having contacted the shelter to discuss returning their animal after recent adoption.

I note in the most recent case that I am aware of, involving an animal having to be rehomed after recently being adopted from the Liverpool Animal Shelter, the owner made no attempt to contact Council because of the no return clause in the contract of sale.

The question is, is the reported low rate of people contacting the shelter about return issues a result of rigorous rehoming procedures at the shelter or is it because of the no return clause in the contract of sale agreement and that perhaps there is a higher number?

The current contract of sale that people sign states that the shelter will not accept the return of any animals adopted from the shelter.

I am concerned about the consequences for animals caught in such circumstances if not rehomed or being able to be returned to the shelter.

It is not a good outcome for the animal nor for Liverpool as such animals may find themselves back on the streets as strays and only after much suffering, again end up being the responsibility of Liverpool Council and possibly with health issues as a result of neglect.

It may be in the best interest of the welfare of any such animal adopted from the Liverpool Animal Shelter, but who for certain prescribed exceptional circumstances within a qualified period of time from being first adopted, are accepted by the Liverpool Animal Shelter to be returned by the original adopter of the animal, all of which would be prescribed in the report back to Council that addresses the merits or otherwise of a possible return policy to address the situation and questions raised in this motion for further discussion and consideration.

The following is a question I asked at the last Council meeting, and which was taken on notice:

“Is there a return policy whereby an animal can be returned to the pound, within a particular timeframe if it hasn’t worked out”?

The response to the question to council taken on notice from the July 2021 Council meeting was:

“Council does not accept returns of animals adopted from the shelter. Statistically, Council has rehomed 294 dogs between June 2019 - June 2021. Out of these, only 3 owners have contacted the shelter to discuss returns. One was after having the dog for six months. Council’s Sale Agreement is attached.

Prior to the adopter signing this form, adopters go through a rigorous process to be matched up with the right pet. Council’s Rehoming Officer first conducts a phone interview to determine whether the person’s home and lifestyle is suitable for the dog and discusses the dog’s behaviours and characteristics. If it is a good match, the officer books a meet and greet with the family at the shelter.

These often take more than an hour, and in some cases the family is encouraged to come back on a second occasion (if the dog is shy and needs time to warm up). At the end of each meet and greet the officer has an open clear discussion with the family to ensure they are ready to meet the needs of the dog and discusses Council’s no returns policy, so it is clear to them prior to finalising their adoption paperwork.

Due to rigorous rehoming processes, Council does not have any issues with people seeking to return animals”.

NOTICE OF MOTION (Submitted by Cllr Rhodes)

That Council receive a report at the September 2021 Council meeting on the merits or otherwise, including any reasonable conditions, of allowing the return of animals previously rehomed from the Liverpool Animal Shelter, that would need to be considered in a possible Return Policy for previously rehomed animals.

COUNCIL DECISION

Cllr Rhodes withdrew the Motion following discussion as it is now null and void.

ITEM NO: NOM 02
FILE NO: 263983.2021
SUBJECT: Liverpool Animal Shelter Social Media Animal Rehoming Service

Background

Liverpool has once again been severely impacted by shutdowns as a result of COVID 19 that has closed our rehoming services through the Animal Welfare Shelter.

Professional advice indicates that there will be continued lock downs when necessary for the foreseeable future even if 80% vaccination is achieved. This questions the need for Council to look at alternate ways of delivering the rehoming service that can continue during lockdowns and also work as a valuable tool even if and when the lock down restrictions do not apply.

Council is currently accustomed to placing photographs on Social media of animals in the Liverpool Animal Welfare Shelter, but in the wake of COVID and in view of what other LGA's are doing in the space of Social Media in order to keep rehoming services available to constituents, it needs to be addressed on what Liverpool could or should provide for our Constituents in a similar way.

Care needs to be taken on Council being able to assess the appropriateness of constituents' place of residence for the adopted animals, as well as animals being adopted on a whim by people bored whilst in lockdown and on possible ways Council could address these issues through a social media led adoption service.

Both Campbelltown and Blacktown are providing a rehoming service through this method and perhaps it is time for Liverpool to do the same.

NOTICE OF MOTION (Submitted by Cllr Rhodes)

That Council consider and report to September Council Meeting 2021 on the merits or otherwise of the provision of Social Media animal rehoming services that includes photo and video of animals up for adoption.

COUNCIL DECISION

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

That Council prepares a report to the September 2021 Council meeting on the online operations of covid safe adoption services that are currently operating in other council areas (eg. Campbelltown and Blacktown City Councils).

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

ITEM NO: NOM 03
FILE NO: 264095.2021
SUBJECT: Pedestrian Bridge from Casula Railway Station to Moorebank Intermodal

Background

The anticipated employment opportunities that the Moorebank Intermodal site has been reported to be the most significant employment opportunity in the Liverpool LGA to date. Liverpool's congested traffic makes the Intermodal site difficult to access by roads particularly when you consider the impact of delivery truck movements transferred from Port Botany to this site. The truck movements of goods competing with the sites employee access could be better addressed by utilising the Casula Railway Station, encouraging and promoting rail rather than vehicle access, through the delivery of a pedestrian bridge directly to the Moorebank Intermodal place of employment, taking traffic off Liverpool roads, reducing air pollution and supporting local jobs.

The plans to build a substantial parking station at the Casula Railway Station also supports the positive benefit that such a pedestrian bridge would provide in servicing Liverpool's reported most significant employment opportunity.

The Casula Parkland has been the focus of Liverpool Council's delivery of social amenity infrastructure such as the Casula Powerhouse Arts Centre and restaurant, sculpture walk, dog park, soon to be delivered Environment Centre and river access that is a major visitation precinct unequalled in the Liverpool LGA thus far.

A pedestrian bridge would provide residents east of the Georges River the opportunity to enjoy the social benefits of Council investment into social infrastructure into the Casula Parklands that residents west of the Georges River currently enjoy. A bridge would encourage physical activity and improve health outcomes for Liverpool citizens.

The pedestrian bridge would further contribute to the visitation economy and enhance the activation of the Casula Powerhouse Arts Centre, restaurant, and parklands by making access more available to all residents in the Liverpool LGA.

NOTICE OF MOTION (Submitted by Cllr Rhodes)

That Council consider and report to the October 2021 Council meeting on the merits or otherwise of the provision of a pedestrian crossing over the Georges River from the Casula Railway Station to the Moorebank Intermodal site, that includes:

1. Cost of bridge and possible Moorebank Intermodal contribution to the cost;
2. Possible State and Federal grants;

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

1. Consider in the 2022/2023 Budget and Operational Plan the necessary funding provision to undertake the studies on concept drawings, build costs, grant opportunities, analysis of anticipated job opportunities, potential reduced vehicle trips and other potential benefits for the provision of a pedestrian bridge from Casula Railway Station to Moorebank Intermodal and for its inclusion in the 10 year strategic plans and the 10 year capital works program.
2. Negotiate with Moorebank Intermodal for a possible VPA or equivalent State Significant Contribution that considers the provision of the pedestrian bridge.

Chairperson

ITEM NO: NOM 04
FILE NO: 263697.2021
SUBJECT: COVID Restrictions in Western Sydney

Background

For weeks Liverpool, along with other Western Sydney LGAs, have faced restrictions over and above the rest of Sydney. These additional restrictions have included extra testing requirements, limits on working and a ban on construction.

On Saturday 14 August, all of New South Wales was put in lockdown and restrictions were increased across Sydney. Both the Statewide lockdown and the case numbers confirm that the outbreak is now widespread. However, additional restrictions still exist in Liverpool and the other "LGAs of concern".

We've seen the dangers of confused and conflicting messaging from Governments throughout this pandemic. Clear, consistent and concise information during a crisis saves lives.

Additional restrictions, statements from politicians and footage from other parts of Sydney of people congregating in large numbers have many locals feeling ostracized and subject to double standards. This has fermented a dangerous undercurrent of resentment in our community.

If we're all in this together like the Premier has said, then there should be one rule for all.

NOTICE OF MOTION (Submitted by Cllr Hagarty)

That Council:

1. Notes:
 - additional restrictions, statements from politicians and footage suggesting inconsistent enforcement across Sydney is causing distress and resentment in our community.
 - the importance of clear and consistent messaging from Government and health authorities.
2. Write to the Premier as matter of urgency requesting serious consideration for consistent restrictions and enforcement across Sydney.

ITEM NO: NOM 05
FILE NO: 264038.2021
SUBJECT: Naming of Western Sydney Aerotropolis

Background

In March 2021, NSW Government announced that the name of the Western Sydney Aerotropolis city would be 'Bradfield', in honour of the engineer that designed the Sydney Harbour Bridge and Sydney's rail network. However, the name still requires the approval of the NSW Geographical Names Board.

There is no question that John Bradfield has left an immense mark on this city and his legacy warrants recognition.

However, the name should better reflect the times, our region, and its aspirations. A new city is an opportunity to set out a new vision. The government attests, this new urban centre will drive the next wave of opportunities in advanced manufacturing, research, science and education, creating up to 200,000 jobs. So why not select a name that better represents the multi-layered First Nations, colonial and multicultural identity of this region?

Despite the government saying that community consultation had been conducted, it has since emerged that was a lack of in-depth First Nations involvement in the naming decision, which should be at the heart of any discussion on naming. Local residents have expressed this view as well.

The Geographical Names Board is currently seeking community feedback on Western Parkland City Authority's proposed name for the aerotropolis city. They have identified that "it is important that place names reflect the character and history of the local area and community."

The closing date for these submissions is September 4, 2021.

NOTICE OF MOTION (Submitted by Cllr Kaliyanda)

That Council:

1. Develop a submission to the Geographical Names Board expressing our preference for the naming of the Aerotropolis City to better reflect our local community;
2. Seek a guarantee from the NSW Government to more extensively consult with the local First Nations community on the naming of the Aerotropolis city;

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

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

ITEM NO: NOM 06
FILE NO: 263677.2021
SUBJECT: Rates

Background

During the Council meeting held on Wednesday 28 July 2021 I proposed an inclusion to NOM 02 – COVID Support, shown below, which was unanimously carried.

4. Rate relief

Exhibit its intentions for the minimum statutory period for a one-off reduction of 10% on properties that sit within the definition of residential use subject to a criteria that would include but not limited to:

- *Property being used for owner occupier purposes;*
- *At least one owner has claimed a government COVID disaster payment; and*
- *The property is in the name of an individual.*

Present a report back to Council after the exhibition period.

On Friday 30 July 2021 the Mayor & Councillors were advised via email that the above was 'unlawful' and would not be enacted. The minutes of the meeting were published which also referred to the above as being "unlawful".

Section 356 of the Local Government Act 1993 Act 30 states word for word the following:

356 Can a council financially assist others?

- 1) *A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
- 2) *A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*
- 3) *However, public notice is not required if—*
 - a) *the financial assistance is part of a specific program, and*

- b) *the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - c) *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - d) *the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*
- 4) *Public notice is also not required if the financial assistance is part of a program of graffiti removal work.*

Note - Part 4 of the Graffiti Control Act 2008 deals with graffiti removal work.

Point 1 & 2 of Sect 356 above are clear that Council may grant assistance as long as proper procedures are followed and those procedures were proposed

I thank Councils General Counsel for her time on the phone and via email talking through the issues, but our residents are suffering from this pandemic and Council should act quickly to show some extra support.

NOTICE OF MOTION (Submitted by Cllr Hadchiti)

That Council:

1. Direct the CEO to immediately exhibit its intentions for the minimum statutory period required, for a one-off grant of financial assistance equivalent to 10% of the person/s annual rates payable, with a minimum grant of \$150 and maximum grant of \$300, to a person/persons who own property within the Liverpool Local Government Area that fits within the definition of residential use, subject to a criteria that would include but not limited to:
 - The property is being used for owner occupier purposes;
 - At least one owner has claimed and been granted a government COVID disaster payment 2021; and
 - The property is in the name of an individual(s).
2. Direct the CEO to immediately exhibits its intentions immediately for the minimum statutory period for a one-off grant equivalent to 10% of the annual rates, to a person/s who own properties that sit within the definition of residential that currently receive the pensioner rebate;

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

1. Direct the CEO to immediately exhibit its intentions for the minimum statutory period required, for a one-off grant of financial assistance equivalent to 10% of the person/s annual rates payable, with a minimum grant of \$150 and maximum grant of \$300, to a person/persons who own property within the Liverpool Local Government Area that fits within the definition of residential use, subject to a criteria that would include but not limited to:
 - The property is being used solely for owner occupier purposes;
 - All owners have claimed and been granted a government COVID disaster payment 2021;
 - The property is in the name of an individual(s); and
 - Excludes owners or persons that have applied under the Hardship provisions due to COVID.
2. Direct the CEO to immediately exhibit its intentions for the minimum statutory period for a one-off grant of \$50, to a person/s who own properties that sit within the definition of residential that currently receive the pensioner rate rebate;
3. Direct the CEO to present a report back to Council in the September 2021 meeting, with clear instructions on how persons who meet the criteria can apply for the grant; and

4. Direct the CEO to ensure that immediately following the report to Council, that applications can be submitted via electronic means and in person should COVID restrictions allow for in person submission.
5. Close applications for this grant at the end of October on the proviso that applications are opened no later than the 1st of October.
6. Direct the CEO to update Councillors at the October briefing session on applications received to that date.

Vote for: Mayor Waller, Clr Ayyad, Clr Hadchiti, Deputy Mayor Hadid, Clr Hagarty, Clr Harle, Clr Kaliyanda, Clr Karnib and Clr Rhodes.

Vote against: Clr Shelton.

Note: Clr Balloot was not at this meeting.

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

ITEM NO: NOM 07
FILE NO: 263604.2021
SUBJECT: Civic Place Development Application

Background

Councillors have recently become aware that DA 836/2020/A was submitted and appeared in the weekly communication of lodged DA's.

This modification proposes as indicated in the planning portal the following:

Modification to Development Consent DA-836/2020 under Section 4.55 of the Environmental Planning and Assessment Act 1979, to delete the approved fifth basement level resulting in an updated car parking quantum and mix within a four level basement. This involves a reduction in the currently approved 344 car spaces in the Phase A component of Liverpool Civic Place to 271 car spaces. Specifically, this results in the removal of 73 car spaces. (Submitted: 26/07/2021).

Concerning in the above is the removal of 73 car spaces.

There should be no debate whether or not compliance with carparking is still achieved for the size of the development with the removal of these car spaces.

Council has been committed for years in delivering more car spaces and the Civic Place development was seen as a great opportunity.

More car parking in the CBD is long overdue.

NOTICE OF MOTION (Submitted by Cllr Hadchiti)

That Council:

1. Note the need for extra public car parking spaces in the CBD;
2. Not support a reduction in public carparking within the CBD; and
3. Direct the CEO to immediately withdraw DA-836/2020/A.

ITEM NO: NOM 08
FILE NO: 263902.2021
SUBJECT: Protecting Liverpool's Koalas

Background

It is with great sadness that I learned that a member of the public, driving home at 4am on Sunday 15 August 2021, stopped to save a young female Koala who was sitting on the side of Moorebank Avenue, scared, and confused.

I am personally disappointed that a Koala transit corridor along the George's River hasn't been established with possible feeder poles, Koala Feeder Trees and Koala River Crossing Bridges over the Georges River.

The State Government consented to the development of the Moorebank Intermodal despite local constituents reports that it was known as a Koala habitat and that there was evidence that the land was used as a Koala transit corridor.

This Koala, thankfully saved, was a female whose life is so precious in any attempts to save Australia's national emblem from extinction. She was of an age that Koalas leave their mothers in search of a territory of their own. They do this in Spring, this lucky little Koala has been saved, others will come, she will not be the last one to make the now treacherous journey along what was once a safer Koala transit corridor. Others might not be so lucky.

Moorebank Avenue and the Moorebank Intermodal site are on the natural habitat of the free-living Koala population, who will continue to use this corridor in order to find new mates and establish new territory, particularly during Spring, and each year and their lives will be in danger by doing so.

In view of the approval of the State Significant Moorebank Intermodal Development, and its interface with a natural habitat of free-living Koalas, there is the opportunity to consider what additional measures Council could consider to further protect Koalas transitioning through the Liverpool LGA.

We all want to save the Koala from extinction.

NOTICE OF MOTION (Submitted by Cllr Rhodes)

That Council prepare a report for the September 2021 Council meeting on what measures Council currently has in place and what additional measures Council could consider to further protect Koalas transitioning through the Liverpool LGA.

COUNCIL DECISION

Cllr Rhodes withdrew this Notice of Motion.

RECESS

Mayor Waller called a 5 minute recess at 9.12pm.

RESUMPTION OF MEETING

Mayor Waller reopened the meeting at 9.17pm in Closed Session with all Councillors present except Cllr Balloot who was not present at the meeting.

CLOSED SESSION

ITEM NO: INF 02
FILE NO: 251380.2021
SUBJECT: Impact of COVID on current contracts

COUNCIL DECISION

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

That Council receives and notes this report.

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

ITEM NO: PLAN 02
FILE NO: 242507.2020
SUBJECT: Post exhibition report - Revised Middleton Grange Town Centre Planning Proposal

COUNCIL DECISION

Motion: **Moved: Cllr Ayyad** **Seconded: Cllr Rhodes**

That Council:

1. Notes the Gateway determination and subsequent alterations for Liverpool Local Environmental Plan 2008 (Amendment 63) and the results of public exhibition and community consultation;
2. Notes that Council has not been authorised as the local plan making authority for this planning proposal and that the final decision will be made by the Minister for Planning and Public Spaces (or delegate);
3. Notes the assessment of the revised planning proposal undertaken by Hill PDA and its recommendations including reducing the scale of the proposal to approximately 98,000 sqm GFA;
4. Notes the need for a centre in Middleton Grange has been identified in the Liverpool Local Strategic Planning Statement and the Liverpool Centres and Corridors Strategy;
5. Supports the revised planning proposal lodged by the proponent, (approximately 113,000 sqm GFA), and the public benefits offered by the proponent to support the planning proposal and the development of a town centre for Middleton Grange;
6. Notes a draft Planning Agreement is being negotiated with the proponent (and which is required to be reported to Council for endorsement and publicly exhibited) to provide for the following public benefits:
 - a. Construction of an open space park and embellishment works to the area designated as 'Park 3' with a minimum area of 2,500 sqm (park will remain in the private ownership of the developer, but with a public access easement);
 - b. Dedication of 'Park 2' to Council. Park 2 is the land not currently owned by Council that is proposed to be rezoned RE1 – Public Recreation;

Vote against: Mayor Waller, Clr Hagarty, Clr Kaliyanda, Clr Karnib and Clr Shelton.

The following motion was then moved:

Motion: **Moved: Clr Hadchiti** **Seconded: Clr Harle**

That Council:

1. Notes the Gateway determination and subsequent alterations for Liverpool Local Environmental Plan 2008 (Amendment 63) and the results of public exhibition and community consultation;

2. Notes that Council has not been authorised as the local plan making authority for this planning proposal and that the final decision will be made by the Minister for Planning and Public Spaces (or delegate);
3. Notes the assessment of the revised planning proposal undertaken by Hill PDA and its recommendations;
4. Notes the draft Planning Agreement and negotiations undertaken to date with the proponent;
5. Endorses the planning proposal, subject to the recommended changes contained within the Hill PDA assessment, and forwards it to the Department of Planning, Industry and Environment with a recommendation that the planning proposal proceeds, with a request that finalisation only occurs once the following are completed:
 - a. The execution of a Planning Agreement that establishes a secure mechanism to deliver the proposed supporting public open space and road upgrades as follows:
 - i. Construction of an open space park and embellishment works to the area designated as 'Park 3' with a minimum area of 2,500 sqm (park will remain in the private ownership of the developer, but with a public access easement);
 - ii. Dedication of 'Park 2' to Council. Park 2 is the land not currently owned by Council that is proposed to be rezoned RE1 – Public Recreation;
 - iii. Construction of a signalised intersection at Main Street and Flynn Avenue and the intersection for the new proposed access lane and Flynn Avenue;
 - iv. Construction of an upgrade to the Cowpasture Road intersection, Flynn Avenue from Qantas Boulevard to Ulm Street as a widened 4 lane road within the existing road reserve, in consultation with Council;
 - v. Construction of a road upgrade and services for Southern Cross Avenue between the western boundary of the Land to the Middleton Grange Primary School;
 - vi. Construction of the culvert and drainage works approved under the Modification DA-64/2007/C;
 - vii. A monetary contribution of \$8,000,000;
 - b. The finalisation of an amendment to 'Part 2.5 – Middleton Grange' of the Liverpool Development Control Plan 2008; and

- c. An amendment to the proposed land acquisition map is made to rectify the inconsistency with the Liverpool Contributions Plan 2008.

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

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

Vote against: Clr Ayyad and Clr Rhodes.

Note: Clr Balloot was not at the meeting.

CONFIDENTIAL ITEMS

ITEM NO: CONF 01
FILE NO: 241493.2021
SUBJECT: Question with Notice - Cllr Rhodes - Liverpool Animal Shelter

Item CONF 01 is confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Responses to questions were provided to Councillors in the Confidential book

ITEM NO: CONF 02
FILE NO: 262733.2021
SUBJECT: Question with Notice - Clr Rhodes - Land adjoining Kokoda Oval, Hammondville

Item CONF 02 is confidential pursuant to the provisions of s10A(2)(d ii) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.

Responses to questions were provided to Councillors in the Confidential book

ITEM NO: CONF 03
FILE NO: 246986.2021
SUBJECT: Question with Notice - Clr Hadchiti - Basin 6, Austral

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

Responses to questions were provided to Councillors in the Confidential book

ITEM NO: CONF 04
FILE NO: 123411.2021
SUBJECT: Update on Shepherd Street Planning Agreement

COUNCIL DECISION

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

That Council receives and notes the report.

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

Cllrs Rhodes and Harle left the meeting at 10.18pm

ITEM NO: CONF 05

FILE NO: 253960.2021

SUBJECT: Order of Liverpool Awards 2021

COUNCIL DECISION

Motion:

Moved: Cllr Ayyad

Seconded: Cllr Shelton

That Council endorse the award recipients as recommended by the Civic Advisory Committee at its meeting held on 3 August 2021.

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

Cirs Rhodes and Harle returned to the meeting at 10.19pm.

Clr Shelton left the meeting at 10.19pm.

ITEM NO: CONF 06

FILE NO: 251695.2021

SUBJECT: Management of Contaminated Lands

COUNCIL DECISION

Motion: **Moved: Clr Ayyad** **Seconded: Clr Hadid**

That Council receives and notes this report.

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

ITEM NO: CONF 07
FILE NO: 262014.2021
SUBJECT: Legal advice on the public release of documents relating to Intermodal

COUNCIL DECISION

Motion: **Moved: Clr Hagarty** **Seconded: Clr Karnib**

That Council receive and note to the report.

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

ITEM NO: CONF 08
FILE NO: 256724.2021
SUBJECT: Tender for Supply of Electricity - Renewable Energy Percentage Election

COUNCIL DECISION

Motion: **Moved: Cllr Ayyad** **Seconded: Cllr Kaliyanda**

That Council:

1. Advises SSROC that Liverpool Council supports a Renewable Energy Target of 70% in both the Large and Small Market. This will result in an increase of Council's renewable energy from approximately 20% to 70% and is anticipated to have an immaterial financial impact to Council's Long Term Financial Plan;
2. Delegates the Chief Executive Officer to enter into a Contract on behalf of Council with the preferred tenderer/s for the purchase of electricity;
3. Keeps confidential the details supplied in this report containing information on the submissions received, pursuant to the provisions of Section 10A(2)(d)(i) of the Local Government Act 1993 as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it; and
4. Provides a report back to Council as to the outcome of the tender, including the tender particulars, once completed.

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

Cllr Hadchiti asked that he be recorded as having voted against the motion.

Vote for: Mayor Waller, Cllr Ayyad, Deputy Mayor Hadid, Cllr Hagarty, Cllr Harle, Cllr Kaliyanda, Cllr Karnib and Cllr Rhodes.

Vote against: Cllr Hadchiti.

Note: Cllr Shelton had left the meeting during this item and Cllr Balloot was not present at this meeting.

Cllr Shelton returned to the meeting at 10.28pm.

Councillors then finalised and voted on PLAN 02 - Post exhibition report - Revised Middleton Grange Town Centre Planning Proposal. (The motion is shown on the previous pages).

OPEN SESSION:

Council moved back into Open Session at 10.45pm.

Mayor Waller then read out the resolutions that were considered in Closed Session for INF 02, PLAN 02, CONF 04, CONF 05, CONF 06, CONF 07 and CONF 08 (as shown on the previous pages).

THE MEETING CLOSED AT 10.52pm

<Signature>

Name: Wendy Waller

Title: Mayor

Date: 29 September 2021

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 25 August 2021. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

PLAN 01**Draft Amendment 3 to Liverpool Contributions
Plan 2008 - Edmondson Park**

Strategic Direction	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
File Ref	278808.2021
Report By	Patricia Sim - Acting Coordinator Contributions Planning
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

Council is undertaking a comprehensive review of the *Liverpool Contributions Plan 2008 – Edmondson Park* (the Plan) to prepare the Plan for assessment by the Independent Pricing and Regulatory Tribunal (IPART). This includes reviewing the costs of infrastructure delivery in Edmondson Park, and the administrative sections that govern the Plan's implementation.

Although the review of infrastructure costs requires further analysis and consideration before being reporting to Council, a housekeeping amendment is proposed to the Plan to ensure consistency in the Plan's administration.

Clause 3.7.6 of the Plan sets out conditions for granting a credit for existing development. This clause is applicable to some of Council's other Contributions Plans but is not relevant to the Edmondson Park Contributions Plan, as this Plan collects contributions on a per hectare basis (of new development), not on a per allotment basis.

It is proposed to reword this clause to make it clear that credits for existing development do not apply under this Plan. This is consistent with how the plan has been administered since adoption.

RECOMMENDATION

That Council:

1. Endorses Draft Amendment 3 to Liverpool Contributions Plan 2008 – Edmondson Park for public exhibition in accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000; and
2. Delegates authority to the CEO to adopt Amendment 3 to Liverpool Contributions Plan 2008 – Edmondson Park following public exhibition.

REPORT

The *Liverpool Contributions Plan 2008 – Edmondson Park* was prepared to collect contributions on development that generates a demand for local infrastructure in Edmondson Park under Section 7.11 of the *Environmental Planning and Assessment Act 1979*.

Council has been comprehensively reviewing this Plan to prepare it for IPART assessment. This will allow the Plan to levy contributions above the cap, in line with the *January 2019 Practice Note*. The comprehensive review entails:

- Updating planning assumptions that may have changed since the Plan was adopted;
- Ensuring the costs of land acquisition and infrastructure works costs reflect current values;
- Reflecting updated contribution rates; and
- Updating the administrative components of the Plan that guide its administration.

A consultant has been engaged by Council to assist with assessing current land costs, revising works costs in line with updated designs, and modelling the resulting contribution rates. Parallel to this, Council has been reviewing the administrative components of the Plan and has identified a housekeeping amendment is needed to ensure consistency in the administration of the Plan.

Clause 3.7.6 of the Plan sets out conditions for granting a credit for existing development. This clause is applicable to some of Council's other Contributions Plans but is not relevant to the Edmondson Park Contributions Plan, as this Plan collects contributions on a per hectare (of new development) basis, not on a per allotment basis.

It is proposed to reword this clause to make it clear that credits for existing development do not apply under this contributions plan. This is consistent with how the plan has been administered since adoption.

Next steps

The amendment will be placed on exhibition for 28 days in accordance with the requirements of Clause 28 of the Environmental Planning and Assessment Regulations 2000.

CONSIDERATIONS

Economic	<p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p>
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PLANNING & COMPLIANCE REPORT

Environment	Manage the environmental health of waterways.
Social	Deliver high quality services for children and their families.
Civic Leadership	Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
Legislative	<p><u>Environmental Planning and Assessment Act 1979</u></p> <p><u>Environmental Planning and Assessment Regulation 2000</u></p> <p><i>Environmental Planning and Assessment (Local Contributions) Direction 2012</i></p> <p><i>Environmental Planning and Assessment (Local Contributions) Direction 2017</i></p> <p>Practice Note (July 2005) – Development contributions as a method of funding public infrastructure</p> <p>Practice Note (January 2019) – Local Infrastructure Contributions</p>
Risk	<p>The risk is deemed to be Low.</p> <p>The update of administrative provisions in the Edmondson Park contributions plan provides consistency in the implementation of the contributions plan and ensures appropriate contributions are collected.</p>

ATTACHMENTS

1. Liverpool Contributions Plan 2008 - Edmondson Park - Draft Amendment 3
(Under separate cover)

PLAN 02**Developer contributions shortfall and gap funding**

Strategic Direction	Strengthening and Protecting our Environment Exercise planning controls to create high-quality, inclusive urban environments
File Ref	280804.2021
Report By	Patricia Sim - Acting Coordinator Contributions Planning
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

Council resolved at its meeting of 16 December 2020 to “receive a report from Council staff on the issue of the contributions gap funding, after referring it to the Audit, Risk and Improvement Committee (ARIC), Strategic Panel and the Contributions Steering Committee for Councillor advice”.

This report outlines the sources of developer contributions shortfall, the value of the shortfall resulting from the Government cap on contributions (as of 31 June 2021) (which is the major cause of contributions shortfall), and strategies for managing the shortfall, including the process for lifting the cap on contributions, recovering funds lost to the cap and other mechanisms for minimising the shortfall.

The strategies for managing the shortfall have been developed with consideration of the recommendations from Council’s Internal Audit Report, the Auditor General’s Performance Audit and the Department of Planning, Industry and Environment’s (DPIE) reforms to the infrastructure contributions system resulting from a review by the Productivity Commission.

This Report has been prepared following consideration by the Developer Contributions Working Group (previously the Contributions Steering Committee), Strategic Panel and the Audit, Risk and Improvement Committee, as required by Council’s resolution of 16 December 2020.

RECOMMENDATION

That Council receive and note this report.

REPORT

Background

Council administers six Contributions Plans that apply across the LGA. The total value of infrastructure included in these Plans is approximately \$1.4 billion and \$450 million has been delivered in works (as of 31 June 2021). Council currently holds \$238 million in developer contributions and has tracked a shortfall of \$93.7m resulting from the cap on development contributions introduced by the NSW Government in 2012.

Table 1 Liverpool City Council's 6 Contributions Plans and Draft Contributions Plan

Contributions Plan	Type	Development pattern
Liverpool Contributions Plan 2008 – Edmondson Park	7.11	Greenfield
Liverpool Contributions Plan 2014 – East Leppington	7.11	Greenfield
Liverpool Contributions Plan 2014 – Austral and Leppington North	7.11	Greenfield
Liverpool Contributions Plan 2018 – Liverpool City Centre	7.12	Infill
Liverpool Contributions Plan 2018 – Established Areas	7.11 & 7.12	Infill
Liverpool Contributions Plan 2009	7.11	Various
(Draft) Aerotropolis Contributions Plan	7.12	Greenfield

Funding Shortfall

One of the key risks identified through Council's internal audit on contributions in 2018 was the shortfall of funding. This shortfall was based solely on the impact of the \$30,000 cap on contributions imposed by the NSW Government in 2012. It is noted that the impact of the cap to date is a shortfall of approximately \$93.7m. One of the key actions for Council is to review and update the relevant contributions plans, and have the Plans reviewed by IPART to enable Council to levy the full rate of contributions. This will ensure that the shortfall related to the cap does not continue to grow.

To date, the key issues and strategies for managing the shortfall have been discussed at the Developer Contributions Working Group, the Strategic Panel and at the Audit, Risk and Improvement Committee.

There are other factors that will continue to impact Council's management of contributions, especially the liability for infrastructure not identified on the NSW Government's "essential works list". The current approach to addressing this risk is to explore alternative funding options through the project development phase.

Sources of shortfall

There are four sources of developer contributions shortfall:

1. Cap on contributions

The cap imposed by the NSW Government in 2012 is a significant source of contributions shortfall. In greenfield areas, levies have been capped at a maximum of \$30,000 per dwelling. If not for the cap, the contributions plan for Austral / Leppington North, as an example, would levy up to \$56,000 per dwelling (up to a \$26,000 gap).

The January 2019 Practice Note issued by DPIE allows contributions to be levied above this cap, but only if the relevant Plan has been reviewed by IPART and Council has implemented any advice given by the Minister of Planning.

2. Essential Works List (EWL)

The January 2019 Practice Note provides IPART criteria for reviewing a contributions plan. The Essential Works List excludes any infrastructure DPIE deems “non-essential”, such as community facilities and the embellishment of open space. Effectively, once IPART reviews a contributions plan, the Plan can no longer fund these non-essential items.

3. Increased delivery costs

This shortfall occurs as a result of the rising cost of land or works and is usually mitigated by indexing contributions rates. However, the cost of some projects (e.g., land in high growth areas) may sometimes increase beyond indexation rates and Council needs to keep the Plans under regular review.

4. Unexpected costs

Unexpected costs like variations in the quantity of construction materials or the range of property acquisition values are usually mitigated using the contingency costs included in the contribution plans. However, there are some circumstances where contingency costs are not sufficient, including the costs for unexpected compulsory land acquisition, or for remediation of land found to be contaminated.

Managing shortfall

Council's priorities are:

- Lifting the cap on developer contributions collected;
- Recovering the shortfall resulting from the cap; and
- Other mechanisms for minimising shortfall

Table 2 Mechanisms for managing the 4 sources of shortfall

	Cap	Non-essential infrastructure	Increased delivery costs	Unexpected costs
Plan Review			✓	
IPART assessment	✓			
LIGS (or similar)	✓			
Advocacy	✓	✓	✓	
VPAs		✓	✓	✓
WIKAs			✓	
Grants	✓	✓		✓
Low-interest loans	✓		✓	
Special Rate Variation (SRV)		✓	✓	✓
General revenue		✓	✓	✓

Lifting the cap

The cap is the most significant cause of shortfall in contributions. Table 3 identifies the Plans subject to the cap and the consequent shortfall for each.

Table 3 Developer contributions shortfall as a result of the cap

Contributions Plan subject to the cap	Shortfall
Liverpool Contributions Plan 2008 – Edmondson Park	\$ 14.3 million
Liverpool Contributions Plan 2014 – East Leppington	\$ 15.8 million
Liverpool Contributions Plan 2014 – Austral and Leppington North	\$ 63.6 million

In order for Council to levy contributions above the cap, a contributions plan must be reviewed, exhibited and referred to IPART for review.

The IPART review process is illustrated in Figure 1 below. All of the Plans affected by the cap are at various stages of the review process.

Figure 1 The IPART review process and where Council's Contributions Plans are in the process



Recovering the shortfall lost to the cap

Once a Plan has been reviewed by IPART, and adopted by Council, contributions are able to be levied above the cap. Council will then seek to recover funds foregone due to the cap that previously applied.

The Local Infrastructure Growth Scheme (LIGS) was enacted by the NSW Government to fund the shortfall between the maximum contribution councils can collect due to the cap and the “reasonable costs” of delivering required local infrastructure. This scheme has now ceased. A replacement scheme has not been established by the NSW Government. Council is advocating for a similar scheme to LIGS to be established to provide gap funding to Council.

Other potential mechanisms for minimising shortfall

The following mechanisms are proposed to minimise any shortfall:

1. Advocacy to State Government

Council has been active in advocacy to the NSW Government, including submissions on DPIE’s contributions reforms and for a replacement for the Local Infrastructure Growth Scheme (LIGS). Parallel to these reforms, IPART is currently reviewing the essential works list and cost benchmarks for local infrastructure. Council is advocating for the expansion of the essential works list and is seeking assurance that benchmark costs are appropriate and reflect the current and predicted costs of infrastructure in Liverpool.

2. Voluntary Planning Agreements (VPAs) and Works in Kind Agreements (WIKAs)

VPAs and WIKAs are already a regular part of Council’s delivery of infrastructure. Although WIKAs are less flexible, in that they can only be used to deliver items included in a contributions plan, they are a good way of managing delivery costs of infrastructure identified in a contributions plan.

3. Securing grant funding for infrastructure

Council has appointed a grants officer to assist in secure grant funding via programs such as Greening our City and the Accelerated Infrastructure Fund.

4. Low-interest loans

There is potential for funding through the low-interest loans being offered by Treasury (TCorp).

5. Special rate variations and using general revenue to fund infrastructure

This is not an ideal approach but can be used to provide infrastructure and services to the community.

Contributions Reforms

Two complementary reviews have been undertaken by the Department of Planning, Industry and Environment (DPIE) and the Productivity Commission.

DPIE review

Commencing in April 2020, DPIE made the following system changes to respond to a range of recent planning system and governance reviews, including the Kaldas Review:

- Planning agreements practice note;
- Section 7.12 fixed development consent levies practice note; and
- Environmental Planning and Assessment (EP&A) Regulation amendment

The last two system changes below have not yet been released and are expected to be considered in the context of the Productivity Commission review:

- Proposed reforms for section 7.11 contributions aimed at improving how this mechanism works to deliver the local infrastructure communities need; and
- Draft Special Infrastructure Contributions (SIC) Guidelines to improve transparency around the purpose and function of SICs.

Productivity Commission Review

Released on 3 December 2020, the Productivity Commissioner's review made 29 recommendations to *"deliver an efficient system, that is easy to understand, is transparent and consistent in its application, and provides greater certainty to market participants"*.

The Minister for Planning and Public Spaces adopted all the Productivity Commissioner's recommendations, and the *Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill 2021* is part of the Governments contributions reforms.

Many of the recommendations from the Productivity Commission review lack sufficient detail to be able to identify the full range of impacts on Council and its management of contributions.

DPIE has commenced actioning these recommendations and have identified the following reform road map, outlined in Figure 2 below.

Stage 1: Q1 - Q2 2021 – Discovery and direction

- Implement immediate system improvements – clearer direction, increased transparency and accountability
- Establish the Advisory Group
- Prepare and submit enabling legislation
- Prepare regulatory amendments

Stage 2: Q3 - Q4 2021 – Solution design and validation

- Exhibit regulatory amendments, policy instruments, Practice Notes
- Respond to feedback received during exhibition
- Collaborate with Advisory Group to test design

Stage 3: Q1 - Q2 2022 – Finalisation and commencement

- Implement any legislative and regulatory amendments
- Communicate changes and guide practitioners
- Early adoption of digital tools

Stage 4: Q3 2022 onwards – Progressive implementation by councils

- Legislative and regulatory amendments are in place and effective
- Build capacity and expertise through training and development programs
- Implement new contribution plans in the digital system

Figure 2: Reform roadmap (source: DPIE)

Infrastructure Bill

The *Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill 2021* is in direct response to the Productivity Commissioners review. It seeks to amend the *Environmental Planning and Assessment Act, 1979* (EP&A Act) as well as the *Environmental Planning and Assessment Regulation, 2000* (Regulation).

The bill was introduced to the NSW Parliament in its First Reading on 22 June 2021. The Bill was referred to an Upper House Inquiry and Council made a submission to the Inquiry outlining Council's concerns and the impact and uncertainty on Council's ability to provide local infrastructure to support new development.

Two major changes effected by the Bill are:

- **The introduction of land value contributions:** This is a charge on land within an identified “land value contribution area” based on the amount of land required for public infrastructure, and the amount of developable land in the precinct; and
- **Major changes to Section 7.12 contributions:** The amendment will remove the percentage charge on cost of development. It will instead follow maximum \$ per dwelling / \$ per sqm of additional GFA rates as set out in the Productivity Commission’s review.

Other effects brought about by the amendments include:

- The replacement of State Infrastructure Contributions (SIC) by Regional Infrastructure Contributions (RIC);
- Requirements for Planning Agreements to undergo public exhibition rather than notification (Note: Council already undertakes public exhibition for Planning Agreements);
- The review of Local Strategic Planning Statements (LSPSs) every 5 years instead of every 7 years;
- Provisions for the recovery of charges, fees, contributions, and money by Council; and
- Expanding the scope for Regulations and Ministerial Directions in general

IPART Reviews

The Independent Pricing and Regulatory Tribunal have been tasked with investigating:

- Rate pegging
- Baseline cost of works
- Essential works list

These items formed part of the Productivity Commissioners recommendations and have been delegated to IPART from DPIE.

Based on the material to be released, Council will be advocating for its preferred position in relation to each of the above elements, including minimising the use of general revenue to fund local infrastructure that supports growth and an expansion of the essential works list to include facilities that a community would typically expect. These have the potential to have a significant financial impact on Council, particularly the need to use rates revenue to fund local infrastructure.

CONSIDERATIONS

Economic	<p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p>
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	<p>Provide information about Council's services, roles and decision-making processes.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
Legislative	Environmental Planning and Assessment Act and Regulation
Risk	The risk is deemed to be High, as the shortfall in developer contributions caused by the cap, and other factors, may result in the inadequate provision of infrastructure for the community. The risk is considered outside Council's risk appetite. Council is managing this risk as outlined in this report.

ATTACHMENTS

Nil

PLAN 03**Street Naming Requests - Casula and Middleton Grange**

Strategic Direction	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
File Ref	284237.2021
Report By	Ian Stendara - Executive Planner
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

This report seeks a Council resolution on three street naming requests listed below.

1. Ginkgo Close, Casula – Cul-de-sac off Fir Close (44-46 Maple Road);
2. Citrus Close, Casula – Cul-de-sac off Clover Avenue (30 Box Road); and
3. Defence Street, Middleton Grange – Between McIver Avenue and Southern Cross Avenue to the west of Thomas Hassall Avenue (195 Southern Cross Ave, and 220 McIver Ave).

The proposed names have been assessed using Council's Naming Convention Policy and have been granted pre-approval by the NSW Geographical Names Board (GNB).

RECOMMENDATION

That Council:

1. Supports the naming of Ginkgo Close, Casula, Citrus Close, Casula, and Defence Street, Middleton Grange;
2. Forwards the names to the Geographical Names Board, seeking formal approval;
3. Publicly exhibit the names in accordance with Council's Naming Convention Policy, for a period of 28 days, following formal approval from the GNB; and
4. Authorises the Chief Executive Officer to undertake the process of gazettal, if there are no submissions received during public exhibition.

REPORT**Ginkgo Close, Casula**

A street naming proposal was received in July 2021, to name a recently constructed cul-de-sac, located off Fir Close, Casula as shown in Figure 1 below.

The proposed street name has been assessed using Council's Naming Convention Policy and the Geographical Names Board has granted pre-approval.

Ginkgo, commonly known as "ginkgo" or "gingko", also known as the maidenhair tree, is a species of tree native to China.

Ginkgo Close is consistent with the Casula street naming theme (tree species, nuts, and herbs) and has been checked for duplication using the Geographical Names Board's Online Road Naming System.



Figure 1: Extent of street to be named Ginkgo Close

Citrus Close, Casula

A street naming proposal was received in September 2020, to name a recently constructed cul-de-sac, located off Clover Avenue, Casula as shown in Figure 2 below.

The proposed street name has been assessed using Council's Naming Convention Policy and the Geographical Names Board has granted pre-approval.

Citrus is a genus of flowering trees and shrubs in the rue family, Rutaceae. Plants in the genus produce citrus fruits, including important crops such as oranges, lemons, grapefruits, and limes.

Citrus Close is consistent with the Casula street naming theme (tree species, nuts, and herbs) and has been checked for duplication using the Geographical Names Board's Online Road Naming System.



Figure 2 Extent of street to be named Citrus Close

Defence Street, Middleton Grange

A street naming proposal was received in July 2021, to name an unnamed road located between Mclver Avenue and Southern Cross Ave, Middleton Grange as shown in Figure 3 below.

The proposed street name has been assessed using Council's Naming Convention Policy and the Geographical Names Board has granted pre-approval.

Defence was chosen as part of Middleton Grange's aviation and World War 2 aerodrome theme.

Defence Street is consistent with the Middleton Grange street naming theme and has been checked for duplication using the geographical names board's online road naming system.



Figure 3 Extent of street to be named Defence Street

Next Steps

If supported by Council, the above naming requests will be placed on public exhibition for 28 days on Council's website. If no objections are received, the naming requests will be forwarded to the Geographical Names Board for formal approval and gazettal. Council officers will consider all submissions during the public notification period. The following three potential scenarios are likely to arise:

- No objections received - The naming requests will be forwarded to the Geographical Names Board for formal approval and gazettal to the NSW Parliamentary Counsel's Office (PCO) under the delegation of the Chief Executive Officer (or delegate).
Relevant stakeholders including the following will be notified to update their mapping systems - Australia Post, NSW Ambulance, Fire and Rescue NSW, NSW Rural Fire Service, NSW State Emergency Service, NSW Volunteer Rescue Association, Transport for NSW and NSW Police Force.
- Objections from the relevant agencies - Council will not proceed with the naming requests. The applicants will be notified of the outcome. A report to Council will be prepared for the next available meeting outlining the reason for rejection.
- Submissions received from the community - If there is a strong community objection, or reason to reconsider the proposed name, a report will be prepared for the next available Council meeting recommending withdrawal of the naming request.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
Civic Leadership	Foster neighbourhood pride and a sense of responsibility.
Legislative	Roads Act 1993.
Risk	The risk is Low. The risk is within Council's risk appetite.

ATTACHMENTS

Nil

PLAN 04	Draft amendments to existing planning agreement in support of Draft Amendment 91 to Liverpool Local Environmental Plan - The Grove, Warwick Farm
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Strategic Direction	Generating Opportunity Meet the challenges of Liverpool's growing population
File Ref	288772.2021
Report By	Kweku Aikins - Senior Strategic Planner
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

At its ordinary meeting of 28 April 2021, Council resolved to endorse a planning proposal request to include 'business premises' as an additional permitted use at 10 Orange Grove Road, Warwick Farm (Lot 101 DP 1043160) and increase the current cap for 'retail premises' from 19,000sqm to 21,000sqm at 5 Viscount Place, Warwick Farm (Lot 23 DP 1190437). Council also resolved to *endorse in principle the public benefit offer dated 13 April 2021*.

In support of the planning proposal, the proponent offer to amend the existing planning agreement so that it also accounts for 'business premises' and the proposed cap on retail uses. An amendment to the existing planning agreement has been drafted and it is recommended that Council endorses the proposed amendments for public exhibition.

RECOMMENDATION

That Council:

1. Endorse the draft amendments to the existing planning agreement and direct the CEO to publicly exhibit the amended planning agreement and accompanying explanatory note for 28 days.
2. Delegate authority to the CEO, subject to consideration of any changes following public exhibition, to execute the planning agreement in the form that is publicly exhibited or with minor modifications.
3. Notes that if changes, other than minor changes, arise from the public exhibition process these will be reported back to Council for endorsement.

REPORT

Background

In April 2015, Council received a planning proposal request for 10 Orange Grove Road, Warwick Farm (Lot 101 DP 1043160) which sought to rezone the site from B5 Business Development to B2 Local Centre. In September 2015, the planning proposal was amended to enable 'shops' (limited to 21,000sqm GFA) as an additional permitted use on the site instead. In accordance with the Gateway determination (issued 18 November 2016), a draft planning agreement was prepared which included provisions for:

- A cash payment to Council equivalent to 3% of the CIV for proposed development, with the development excluded from any further contributions under the Contributions Plan.
- Payment to Council to cover expenses incurred in the acquisition and dedication of Homepride Avenue as a public road.
- Delivery of road works to mitigate the traffic impacts of the proposal including:
 - Rehabilitation and upgrade of the road surface on Homepride Avenue to allow for bus services;
 - Construction of pedestrian access along Homepride Avenue;
 - Upgrades to the Orange Grove Road/Viscount Place intersection, including a slip lane on the northern approach and dual right turn lanes on the southern approach; and
 - Upgrades to the Hume Highway/Homepride Avenue intersection, extending the right run bay from Hume Highway into Homepride Avenue.

The draft planning agreement was endorsed by Council for public exhibition and subsequent execution by the CEO at its meeting of 28 February 2018. The planning agreement was executed on 25 May 2018. *Note: the existing agreement does not apply to 5 Viscount Place, Warwick Farm.*

In September 2020, Council received a planning proposal request for 10 Orange Grove Road, Warwick Farm (Lot 101 DP 1043160) and 5 Viscount Place, Warwick Farm (Lot 23 DP 1190437). The planning proposal was subsequently revised in April 2021 (**Attachment 1**) seeking the following changes to the Liverpool Local Environmental Plan (LLEP) 2008:

- *Schedule 1 Clause 24 (10 Orange Grove Road, Warwick Farm)*
 - Add 'business premises' as a permissible use
- *Schedule 1 Clause 21 (5 Viscount Place, Warwick Farm)*
 - Update legal description of the site; and
 - Increase the 19,000sqm 'retail premises' GFA cap to 21,000sqm.

At its meeting of 28 April 2021, Council considered the planning proposal request and resolved as follows:

1. *Notes the advice of the Liverpool Local Planning Panel;*
2. *Endorses in principle the amended planning proposal request as follows:*
 - *Include business premises as an additional permitted use under Schedule 1, Clause 24 as it applies to the 'Homemaker Centre' site at 10 Orange Grove Road, Warwick Farm (Lot 101 DP 1043160).*
 - *Increase the current cap on retail premises under Schedule 1, Clause 21 from 19,000sqm to 21,000sqm and change the legal description so that the subject clause would apply to the 'Fashion Spree' site at 5 Viscount Place, Warwick Farm (Lot 23 DP 1190437).*
3. *Delegates to the CEO to make any typographical or other editing amendments to the planning proposal if required;*
4. *Endorses in principle the public benefit offer dated 13 April 2021;*
5. *Forwards the planning proposal to the Department of Planning, Industry and Environment pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979, seeking a Gateway determination;*
6. *Subject to Gateway determination, undertakes public exhibition and community consultation in accordance with the conditions of the Gateway determination; and*
7. *Receives a further report on the outcomes of public exhibition and community consultation.*

A Gateway determination was issued on 1 July 2021.

In support of the planning proposal, the proponent provided a letter of offer (dated 13 April 2021) to amend the existing planning agreement applying to the site (**Attachment 2**). The letter of offer seeks to amend the existing planning agreement as follows:

1. *Identify 5 Viscount Place, Warwick Farm (Lot 23 DP 1190437) as also being subject to the agreement*
2. *Include a definition for 'business premises'*
3. *Update all relevant clauses and definitions to ensure that a 3% monetary contribution also applies to the additional 2,000sqm of 'retail premises' that is proposed at 5 Viscount Place (Lot 23 DP 1190437).*

PLANNING & COMPLIANCE REPORT

The explanatory note has been amended to be consistent with the proposed changes (**Attachment 3**). All other items to be delivered under the existing planning agreement remain unchanged.

Planning Agreement and Legal Advice

Council's Legal team have reviewed the proposed changes to the planning agreement to confirm that the planning agreement has been drafted in accordance with Section 7.4 of the Environmental Planning and Assessment Act 1979 and Council's Planning Agreement Policy. It is advised that the draft planning agreement can be entered into subject to endorsement by Council and following public exhibition.

Financial Implication

The proposed changes to the existing planning agreement will not incur any additional cost to Council.

Next Steps

Subject to Council's endorsement, the draft planning agreement (**Attachment 4**) will be exhibited for public comment in accordance with Section 25D of the Environmental Planning and Assessment Regulation 2000, for 28 days.

Conclusion

The proposed amendments to the planning agreement will assist in addressing the additional demands created by the planning proposal. It is recommended that the draft planning agreement be placed on exhibition for public consideration and comment.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.

PLANNING & COMPLIANCE REPORT

Legislative	Environmental Planning and Assessment Act 1979
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Planning Proposal - LLEP Amendment 91 (Under separate cover)
2. VPA Letter of Offer (Under separate cover)
3. Explanatory Note (Under separate cover)
4. Draft Planning Agreement (Under separate cover)
5. ASIC Extract - Gazcorp Pty Ltd. (Under separate cover) - **Confidential**

PLAN 05**Liverpool Animal Shelter**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	280219.2021
Report By	Nada Mardini - Manager Community Standards
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

At its meeting on 25 August 2021, Council resolved that *“Council prepares a report to the September 2021 Council meeting on the online operations of covid safe adoption services that are currently operating in other council areas (e.g., Campbelltown and Blacktown City Councils).”*

Council contacted Blacktown City Council and Campbelltown City Council to understand their current rehoming operations. Blacktown City Council had a virtual adoption process serving the Blacktown LGA only, while Campbelltown City Council permitted a face-to-face meet and greet adoption process.

On 31 August 2021, Council was advised of updated rules that allow Council to recommence adoptions at the Liverpool Animal Shelter, provided COVID safe practices are complied with. The updated rules state that *“if you are adopting an animal, you should collect it from your local government areas or within 5km of your home (unless it is not reasonably available locally)”* – see <https://www.nsw.gov.au/covid-19/rules/changes>.

Following this advice, Rossmore Vet, where the Liverpool Animal Shelter is currently operating from, permitted the recommencement of rehoming/adoptions by Council. Adoptions recommenced on 8 September 2021, subject to compliance with COVID safe Animal Adoption Procedures to ensure the health and wellbeing of our staff.

RECOMMENDATION

That Council receive and note this report.

REPORT

At its meeting on 25 August 2021, Council resolved that *“Council prepares a report to the September 2021 Council meeting on the online operations of covid safe adoption services that are currently operating in other council areas (e.g., Campbelltown and Blacktown City*

Councils). Council contacted Campbelltown City Council and Blacktown City Council to understand their current rehoming operations during COVID.

Blacktown Animal Holding Facility

- Adoptions ceased for a month then reopened at the beginning of August.
- All virtual - no physical meet and greets.
- Animals are advertised on Facebook with videos.
- Potential adoptees can contact staff who will conduct a phone interview to ascertain suitability.
- Person must live in Blacktown LGA to be considered for adoption.
- If the adoptee would like to proceed, adoption forms are emailed to them and must be completed and returned via email. Payment is taken over the phone and a time is organised for the person to collect the animal from the facility.
- When the person arrives, they call the shelter and staff will bring the animal out to their car.

Campbelltown Animal Care Facility

- Animals for adoption are advertised on the website and expression of interest (EOI) form can be completed if interested in an animal advertised.
- Staff call the best suited adoptee to book in a meet and greet at their facility.
- EOIs from hotspot areas (areas of concern) will not be considered (excluding Campbelltown).
- Family attends shelter and meet and greet goes ahead in person with social distancing and face masks.
- One adopter goes into office and completes adoption paperwork. Sends a copy of their license via email.
- Adoption appointments are spaced out 1.5hrs to allow for meet and greet and wiping down of surfaces.

On 31 August 2021, Council was advised of updated rules that allow Council to recommence adoptions at the Liverpool Animal Shelter, provided COVID safe practices are complied with. The updated rules state that "if you are adopting an animal, you should collect it from your local government areas or within 5km of your home (unless it is not reasonably available locally)" - see <https://www.nsw.gov.au/covid-19/rules/changes>.

Following this advice, Rossmore Vet, where the Liverpool Animal Shelter is currently operating from, permitted the recommencement of rehoming/adoptions by Council. Adoptions recommenced on 8 September 2021, subject to compliance with COVID safe Animal Adoption Procedures to ensure the health and wellbeing of our staff.

The process is:

- People seeking to adopt an animal from the shelter are required to contact the shelter by phone to express an interest in available animals. There will be no walk ins allowed;
- The Animal Rehoming Officer will conduct a phone interview to assess the suitability of the home for the specific animal and relevant forms completed electronically and emailed to the shelter;
- A meet and greet appointment will be arranged at the shelter at a specific time;
- Animals will be brought to the meet and greet yard and staff will remain outside the yard while the adoptee interacts with the animal;
- If adoptee decides to proceed with adoption, then payment will be contactless and relevant paperwork emailed to the adoptee.

Since rehoming temporarily ceased on 14 July 2021, Liverpool Animal Shelter has rehomed nine dogs and one cat to rescue organisations. In the same period, Council staff returned 22 dogs directly to their owners as they were microchipped and able to be identified. There are currently three dogs at the shelter, with only one available for adoption, as the other two have not completed their holding period. Council's Rehoming Officer will work towards finding a home for them if they are not claimed.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Raise awareness in the community about the available services and facilities.
Civic Leadership	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.
Legislative	Public Health Orders Companion Animals Act 1998.
Risk	There is no risk associated with this report.

ATTACHMENTS

Nil

COM 01	Endorsement of new membership for Community Safety and Crime Prevention Advisory Committee 2020-2022
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Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	271460.2021
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

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

In August 2021, an Expression of Interest (EOI) process was carried out seeking new membership on the Committee. This was in response to low attendance at meetings by the existing Committee members and inconsistency in representation. The key contributors to this were largely due to changes in member's roles and responsibilities within their respective organisations and the ongoing COVID-19 crisis, which has significantly impacted organisational resources and capacity to participate.

This report seeks Council's endorsement to appoint new members to the Liverpool Community Safety and Crime Prevention Advisory Committee for the 2020 – 2022 term.

RECOMMENDATION

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

- Islamic Women's Association Australia
- Wesley Mission
- Legal Aid NSW
- Fiji Diaspora Women's Alliance

REPORT

The Liverpool Community Safety and Crime Prevention Advisory Committee provides advice and recommendations to Council on matters relating to community safety and crime prevention including improvement of perceptions of safety, drugs and alcohol and 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 the Liverpool LGA;
- Improve community and business confidence;
- Increase partnerships between Council, government and non-government agencies including the NSW Police Force, emergency service departments, NSW Health, NSW Department of Family and Community Services, local businesses and the broader 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.

The existing membership of the Liverpool Community Safety and Crime Prevention Advisory Committee consists of relevant community and government organisations who work to improve perceptions of safety and reduce crime. Current members include:

- Liverpool City Police Area Command;
- South West Sydney Local Health District;
- Department of Communities and Justice;
- Scott Street Clinic;
- Hume Community Housing;
- Liverpool Neighbourhood Connections;
- Lifeline;
- DAMEC; and
- MTC Australia.

In August 2021, an Expression of Interest (EOI) process seeking new members was carried out in response to challenges regarding consistent and regular participation in Committee meetings of existing members. This was largely due to changes in member's roles and responsibilities within their own organisations and the ongoing COVID-19 crisis, which has significantly impacted resources and capacity to participate. Some of the members could not

attend meetings due to their changing priorities, resulting in the Committee meeting not reaching a quorum.

Applications from the following agencies seeking membership to the Liverpool Community Safety and Crime Prevention Advisory Committee for the 2020 – 2022 term were received:

- Islamic Women's Association Australia
- Wesley Mission
- Legal Aid NSW
- Fiji Diaspora Women's Alliance

The applications for membership include organisations who provide broader representation and diversity, reflective of the wider Liverpool community and services that could benefit the work of the Committee.

As a signatory of the Greater Sydney Women's Safety Charter and member of the SWS Domestic Violence Alliance, Council has committed to supporting initiatives which enhance the safety of women in Liverpool. The new proposed member organisations specialise in working with refugee and migrant women and will enhance the Committee's work in the domestic and family violence space, which has been identified as an ongoing concern in refugee and migrant communities in Liverpool.

Should Council endorse the recommendation, the new Committee members will be invited to attend the next Community Safety and Crime Prevention Advisory Committee meeting to be held on Tuesday 16 November 2021. This meeting will include the opportunity for new members to be inducted into the Committee to familiarise themselves with the Liverpool Community Safety and Crime Prevention Advisory Committee Charter and the roles and responsibilities of members.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Raise awareness in the community about the available services and facilities. Support policies and plans that prevent crime.
Civic Leadership	Encourage the community to engage in Council initiatives and actions.

COMMUNITY & CULTURE REPORT

Legislative	There are no legislative considerations relating to this report.
Risk	<p>The risk is deemed to be Extreme / High / Medium / Low.</p> <p>[Event that has an effect on objectives] caused by [cause/s] resulting in [consequence/s]. The risk is considered within / outside Council's risk appetite.</p> <p>There is no risk associated with this report.</p>

ATTACHMENTS

1. Applications for membership to Community Safety and Crime Prevention Committee 2020-2022 - August 2021

Liverpool Community Safety and Crime Prevention Advisory Committee

Membership Registration Form 2020 - 2022

The Charter of Liverpool Community Safety and Crime Prevention Advisory Committee states that membership of this committee is for a term of two years.

Registrations are now open and applications are invited from agencies for membership for the next two-year term (2020 - 2022). In addition to new members, existing members are required to complete this registration form should they wish to remain as part of the Committee.

All applications will be assessed against the selection and eligibility criteria. Recommendations for appointments will then be made to Council for endorsement.

NAME OF AGENCY:	Legal Aid NSW – Refugee Service		
PERSON COMPLETING THIS FORM:	Nohara Odicho		
ADDRESS:	Level 2, 25 Smart st, Fairfield 2165		
PHONE:		MOBILE:	0439491867
EMAIL:	Nohara.odicho@legalaid.nsw.gov.au		

Please respond to the following selection criteria:

1. Tell us about how your agency is contributing to improved community perceptions of safety including crime and injury in Liverpool.

Legal Aid NSW is a state-wide organisation providing legal services to socially and economically disadvantaged people across NSW. We deliver legal services in most areas of criminal, family and civil law.

The criminal law practice assists people charged with criminal offences appearing before the Local Court, Childrens Court, District Court, Supreme Court, Court of Criminal Appeal and the High Court. We provide legal advice and minor assistance, duty appearances and case representation at courts throughout the State. The Criminal Division also provides advice and representation in specialist jurisdictions including the Parole Authority, Drug Court and the Youth Drug and Alcohol Court.

Legal Aid NSW helps adults and children experiencing domestic and family violence.

We recognise that people can have many legal issues that may arise from their experience of violence.

We provide free legal advice, duty services, and case representation through grants of legal aid for matters which are eligible under our policies. We also help at some courts and tribunals across NSW.

2. Please list at least four examples of the skills, knowledge and experience your organisation brings to the Liverpool Community Safety and Crime Prevention Advisory Committee

Experience in projects and events during law week, Domestic violence awareness month, Refugee Week

Fact sheets and resources on legal topics

Workshops and trainings for service providers and community

Referral to legal and non-legal services

3. The Committee meets quarterly, with meetings held the first Thursday in March, June, September and December from 10am to 12noon. Is your agency able to commit a representative to attend the quarterly meetings?

YES

Please read and sign the declaration below:

Declaration

I have read and understand the Charter of Liverpool Council Community Safety and Crime Prevention Advisory Committee and wish to apply for membership as a community representative for the 2020 -2022 term.

I agree to abide by Council's Code of Conduct.

I certify that all information provided in this application is true and correct.

SIGNED:

N.O

DATE:

18/08/21

Criteria for selecting community representatives

Membership will be selected and assessed in accordance to the following selection criteria:

1. Connection to the Liverpool Local Government Area;
2. Agency experience in community safety, and the prevention of crime and injury in Liverpool;
3. Experience and knowledge in providing strategic policy advice related to social inclusion or accessibility;
4. Experience in working actively within the community and willingness to actively contribute to the delivery of Council's collaborative initiatives to improve community safety and reduce crime and injuries; and
5. Demonstrated knowledge and understanding of local community safety and crime and injury issues in Liverpool.

COM 01	Endorsement of new membership for Community Safety and Crime Prevention Advisory Committee 2020-2022
<i>Attachment 1</i>	Applications for membership to Community Safety and Crime Prevention Committee 2020-2022 - August 2021

Please submit completed registration form to Muizz Khan, Community Development worker-Safety and Wellbeing by email khanmu@liverpool.nsw.gov.au

Liverpool Community Safety and Crime Prevention Advisory Committee

Membership Registration Form 2020 - 2022

The Charter of Liverpool Community Safety and Crime Prevention Advisory Committee states that membership of this committee is for a term of two years.

Registrations are now open and applications are invited from agencies for membership for the next two-year term (2020 - 2022). In addition to new members, existing members are required to complete this registration form should they wish to remain as part of the Committee.

All applications will be assessed against the selection and eligibility criteria. Recommendations for appointments will then be made to Council for endorsement.

NAME OF AGENCY:	Islamic Women's Association Australia		
PERSON COMPLETING THIS FORM:	Soofia Abbas		
ADDRESS:	62A Manahan Street Condell Park		
PHONE:	8764 6425	MOBILE:	0401 209 144
EMAIL:	soofia.a@iwaa.org.au		

Please respond to the following selection criteria:

1. Tell us about how your agency is contributing to improved community perceptions of safety including crime and injury in Liverpool.

<p>We assist DV clients in the Liverpool Area</p> <p>Run Respectful Relationship workshops, Employment Pathways Workshop and many more</p>

2. Please list at least four examples of the skills, knowledge and experience your organisation brings to the Liverpool Community Safety and Crime Prevention Advisory Committee
- Casework, workshops, partnered with other organisation and Community leader's engagement

3. The Committee meets quarterly, with meetings held the first Thursday in March, June, September and December from 10am to 12noon. Is your agency able to commit a representative to attend the quarterly meetings?

Yes

Please read and sign the declaration below:

Declaration

I have read and understand the Charter of Liverpool Council Community Safety and Crime Prevention Advisory Committee and wish to apply for membership as a community representative for the 2020 -2022 term.

I agree to abide by Council's Code of Conduct.

I certify that all information provided in this application is true and correct.

SIGNED:	Soofia.a	DATE:	18/8/2021
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Criteria for selecting community representatives

Membership will be selected and assessed in accordance to the following selection criteria:

1. Connection to the Liverpool Local Government Area;
2. Agency experience in community safety, and the prevention of crime and injury in Liverpool;
3. Experience and knowledge in providing strategic policy advice related to social inclusion or accessibility;
4. Experience in working actively within the community and willingness to actively contribute to the delivery of Council's collaborative initiatives to improve community safety and reduce crime and injuries; and
5. Demonstrated knowledge and understanding of local community safety and crime and injury issues in Liverpool.

Please submit completed registration form to Muizz Khan, Community Development worker-Safety and Wellbeing by email khanmu@liverpool.nsw.gov.au

Liverpool Community Safety and Crime Prevention Advisory Committee

Membership Registration Form 2020 - 2022

The Charter of Liverpool Community Safety and Crime Prevention Advisory Committee states that membership of this committee is for a term of two years.

Registrations are now open and applications are invited from agencies for membership for the next two-year term (2020 - 2022). In addition to new members, existing members are required to complete this registration form should they wish to remain as part of the Committee.

All applications will be assessed against the selection and eligibility criteria. Recommendations for appointments will then be made to Council for endorsement.

NAME OF AGENCY:	Wesley Mission		
PERSON COMPLETING THIS FORM:	Liesa Davis		
ADDRESS:	PO Box 476 Moorebank NSW 1875		
PHONE:	0423024193	MOBILE:	Office 1800770602
EMAIL:	Liesa.davis@wesleymission.org.au		

Please respond to the following selection criteria:

1. Tell us about how your agency is contributing to improved community perceptions of safety including crime and injury in Liverpool.

Connection (tenants in community)
 Tenants look after their properties because they know we care about them
 Support and work with other stake holders in the community to improve safety for vulnerable people
 Supporting tenants to report safety issues

2. Please list at least four examples of the skills, knowledge and experience your organisation brings to the Liverpool Community Safety and Crime Prevention Advisory Committee

Understanding of the concerns and needs of vulnerable people in the community including those who have been incarcerated, escaping domestic violence or with a mental health illness or disability
 Connection to other services in the Liverpool area – existing engagement programs

Knowledge of how to connect and opportunities for connection - walking group, BBQ's, engagement clients and other stakeholders

Knowledge of a broad range of community services available and provided

3. The Committee meets quarterly, with meetings held the first Thursday in March, June, September and December from 10am to 12noon. Is your agency able to commit a representative to attend the quarterly meetings?

Yes I would be able to commit to represent from our agency.

Please read and sign the declaration below:

Declaration I have read and understand the Charter of Liverpool Council Community Safety and Crime Prevention Advisory Committee and wish to apply for membership as a community representative for the 2020 -2022 term. I agree to abide by Council's Code of Conduct. I certify that all information provided in this application is true and correct.			
SIGNED:		DATE:	

Criteria for selecting community representatives

Membership will be selected and assessed in accordance to the following selection criteria:

1. Connection to the Liverpool Local Government Area;
2. Agency experience in community safety, and the prevention of crime and injury in Liverpool;
3. Experience and knowledge in providing strategic policy advice related to social inclusion or accessibility;
4. Experience in working actively within the community and willingness to actively contribute to the delivery of Council's collaborative initiatives to improve community safety and reduce crime and injuries; and
5. Demonstrated knowledge and understanding of local community safety and crime and injury issues in Liverpool.

Please submit completed registration form to Muizz Khan, Community Development worker- Safety and Wellbeing by email khanmu@liverpool.nsw.gov.au

Liverpool Community Safety and Crime Prevention Advisory Committee

Membership Registration Form 2020 - 2022

The Charter of Liverpool Community Safety and Crime Prevention Advisory Committee states that membership of this committee is for a term of two years.

Registrations are now open and applications are invited from agencies for membership for the next two-year term (2020 - 2022). In addition to new members, existing members are required to complete this registration form should they wish to remain as part of the Committee.

All applications will be assessed against the selection and eligibility criteria. Recommendations for appointments will then be made to Council for endorsement.

NAME OF AGENCY:	Fiji Diaspora Women's Alliance (FDWA)		
PERSON COMPLETING THIS FORM:	Lizzie Wong		
ADDRESS:	1/29 - 33 Mill Road, Liverpool NSW 2170		
PHONE:		MOBILE:	0426 089 755
EMAIL:	Fdwa.australia@gmail.com		

Please respond to the following selection criteria:

1. Tell us about how your agency is contributing to improved community perceptions of safety including crime and injury in Liverpool.

Our organisation is a support service for any Women and Girls who identify as Fijian in the SW (Liverpool) LGA

We are newly established hence why we would like to join this advisory committee to learn how we can contribute to improving our Fijian community perceptions of safety including crime and injury.

2. Please list at least four examples of the skills, knowledge and experience your organisation brings to the Liverpool Community Safety and Crime Prevention Advisory Committee

We as a committee work in different sectors, our Secretary is a Registered Nurse whose works in drug and alcohol, our Treasurer is in the Finance sector and involved in the local church in Liverpool.. I work in the Domestic Violence & Community sector, I work very closely with the Parramatta PAC & the Cumberland Women's Domestic Violence Court Advocacy Service... We also bring our own personal life experiences.

3. The Committee meets quarterly, with meetings held the first Thursday in March, June, September and December from 10am to 12noon. Is your agency able to commit a representative to attend the quarterly meetings?

Yes, we are able to commit to quarterly meetings

Please read and sign the declaration below:

Declaration			
I have read and understand the Charter of Liverpool Council Community Safety and Crime Prevention Advisory Committee and wish to apply for membership as a community representative for the 2020 - 2022 term.			
I agree to abide by Council's Code of Conduct.			
I certify that all information provided in this application is true and correct.			
SIGNED:	Lizzie Wong	DATE:	17/08/20

Criteria for selecting community representatives

Membership will be selected and assessed in accordance to the following selection criteria:

1. Connection to the Liverpool Local Government Area;
2. Agency experience in community safety, and the prevention of crime and injury in Liverpool;
3. Experience and knowledge in providing strategic policy advice related to social inclusion or accessibility;
4. Experience in working actively within the community and willingness to actively contribute to the delivery of Council's collaborative initiatives to improve community safety and reduce crime and injuries; and
5. Demonstrated knowledge and understanding of local community safety and crime and injury issues in Liverpool.

Please submit completed registration form to Muizz Khan, Community Development worker- Safety and Wellbeing by email khanmu@liverpool.nsw.gov.au

COM 02	Grants, Donations and Corporate Sponsorship report
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Strategic Direction	Creating Connection Implement access and equity for all members of the community
File Ref	280430.2021
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

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

Impacts from COVID-19 and respective physical distancing requirements continue to limit the capacity and eligibility of programs, projects, or events. To ascertain community safety, demonstrate compliance with NSW Health guidelines, and demonstrate evidence of proactive and measurable program governance, all applicants have been requested to provide information on their compliance with COVID-19 safety guidelines.

This report provides a recommendation for funding totalling \$5,000 from the Community Grants programs to support the provision of essential items such as PPE to community organisations to support ongoing service provision in response to COVID-19. This application is recommended for funding as a one-off consideration resulting from the unprecedented impact of COVID-19.

RECOMMENDATION

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

Applicant	Project	Recommended
Good360 Australia	PPE and essential items for vulnerable residents in Liverpool LGA	\$5,000

REPORT

Community Grants Program

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

Applicant	Good360 Australia		
Project	PPE and essential items for vulnerable residents in Liverpool LGA		
Amount Requested	\$5,000	Total Project Cost	\$5,000
Location	Community organisations and schools across the Liverpool LGA	Date	30/08/2021
About the Applicant	<p>Good360 Australia distribute the surplus of non-food items of the retail sector to Australians in need via charities and disadvantaged schools.</p> <p>Material aid is distributed to supplement food relief programs, community outreach programs and educational activities. Good360 Australia is a supporter of 57 charities and disadvantaged schools within the Liverpool LGA.</p>		

Description	<p>Objectives:</p> <p>This program provides essential Personal Protective Equipment (PPE) supplies including masks, sanitisers, hygiene and cleaning supplies, clothing, bedding and school supplies to support charities and disadvantaged schools within the Liverpool LGA to address demand as a result of COVID-19 lockdown restrictions.</p> <p>Recognising the urgent need for these items and that many charities are currently under financial strain, the Good360 Australia is seeking funding to cover shipping and delivery fees to ensure timely distribution of these vital items.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Enable Good360 Australia to continue to provide essential items to 57 charities and schools within the Liverpool LGA; • Support the community to access essential items such as PPE which supplement food relief and are necessary for health and safety; and
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COMMUNITY & CULTURE REPORT

	<ul style="list-style-type: none"> • Provide support and relief to organisations and charities in covering delivery and shipping costs to enable timely distribution of essential items.
COVID-19 Safety Plan	The applicant has considered the health and safety risks associated with COVID-19 and current Click and Collect method of provision of material aid. This project seeks to address such issues through the provision of shipping and delivery of items.
Beneficiaries	<ul style="list-style-type: none"> • 57 charities and organisations within the Liverpool LGA; • Community members who will be adequately equipped with PPE necessary for health and safety; and • Other organisations identified by Liverpool City Council as benefitting from this service.
Assessment	<p>Recommended for Funding - \$5,000</p> <p>The project aligns with the Community Strategic Plan <i>Direction 1 Creating Connection</i> and meets the Community Grants Program's funding priorities.</p> <p>Expected program outcomes 7.4.1 a), b), f); and g).</p>

CONSIDERATIONS

Economic	CORPORATE SPONSORSHIP			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$100,000	\$71,050	<i>Nil</i>	\$63,250
	COMMUNITY GRANTS			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$102,000	\$102,000	<i>\$5,000</i>	\$97,000
	MATCHING GRANTS			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$200,000	\$200,000	<i>Nil</i>	\$185,000
	SUSTAINABLE ENVIRONMENT GRANTS*			
	Budget	Balance	<i>Recommended funding in this report</i>	Remaining
	\$75,000	\$75,000	<i>Nil</i>	\$75,000
	COMBINED FUNDING BALANCE			
	Combined Budget	Combined Balance	<i>Total recommended funding in this report</i>	Remaining
	\$477,000	\$448,050	<i>\$5,000</i>	\$443,050
	* Sustainable Environment Grants funding is via a rate levy and is only eligible to be used for the Sustainable Environment Grants Program.			
Environment	Support schools and community groups to play an active role in reducing their impact on the environment and implementing environmentally sustainable actions.			
Social	Support community organisations and groups to deliver services.			
Civic Leadership	Role model to applicants, residents, and general public on COVID-19 safe practices and procedures when supporting funding requests.			
Legislative	Local Government Act 1993 - s356.			
Risk	Risk of supporting these activities is considered low. Applicants have provided information on their compliance with COVID-19 safety guidelines published by NSW Health.			

ATTACHMENTS

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

COM 03

Report Back - Rates assistance

Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources
File Ref	282637.2021
Report By	Anna Rizos - Manager Customer Experience
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

At its meeting on 25 August 2021, Council resolved to:

1. Direct the CEO to immediately exhibit its intentions for the minimum statutory period required, for a one-off grant of financial assistance equivalent to 10% of the person/s annual rates payable, with a minimum grant of \$150 and maximum grant of \$300, to a person/s who own property within the Liverpool Local Government Area that fits within the definition of residential use, subject to criteria that would include but not limited to:
 - a. The property is being used solely for owner occupier purposes;
 - b. All owners have claimed and been granted a government COVID disaster payment 2021;
 - c. The property is in the name of an individual(s); and
 - d. Excludes owners or persons that have applied under the Hardship provisions due to COVID.
2. Direct the CEO to immediately exhibit its intentions for the minimum statutory period for a one-off grant of \$50, to a person/s who own properties that sit within the definition of residential that currently receive the pensioner rate rebate;
3. Direct the CEO to present a report back to Council in the September 2021 meeting, with clear instructions on how persons who meet the criteria can apply for the grant;
4. Direct the CEO to ensure that immediately following the report to Council, that applications can be submitted via electronic means and in person should COVID restrictions allow for in person submission;
5. Close applications for this grant at the end of October on the proviso that applications are opened no later than the 1st of October; and

6. Direct the CEO to update Councillors at the October briefing session on applications received to that date.

Following Council's August meeting, the resolution was placed on Public Exhibition for 28 days and closed on 26 September 2021. This report presents the operational impacts and planned actions for Council's consideration.

RECOMMENDATION

That Council receives and notes this report.

REPORT

1. BACKGROUND

At its meeting on 25 August 2021, Council resolved to:

1. Immediately exhibit its intentions for the minimum statutory period required, for a one-off grant of financial assistance equivalent to 10% of the person/s annual rates payable, with a minimum grant of \$150 and maximum grant of \$300, to a person/s who own property within the Liverpool Local Government Area that fits within the definition of residential use, subject to criteria that would include but not limited to:
 - a. The property is being used solely for owner occupier purposes;
 - b. All owners have claimed and been granted a government COVID disaster payment 2021;
 - c. The property is in the name of an individual(s); and
 - d. Excludes owners or persons that have applied under the Hardship provisions due to COVID.
2. For a one-off grant of \$50, to a person/s who own properties that sit within the definition of residential that currently receive the pensioner rate rebate;
3. Direct the CEO to present a report back to Council in the September 2021 meeting, with clear instructions on how persons who meet the criteria can apply for the grant;
4. Direct the CEO to ensure that immediately following the report to Council, that applications can be submitted via electronic means and in person should COVID restrictions allow for in person submission;
5. Close applications for this grant at the end of October on the proviso that applications are opened no later than the 1st of October; and

6. Direct the CEO to update Councillors at the October briefing session on applications received to that date.

2. PUBLIC EXHIBITION OUTCOMES

In response to part 1 of the Council Resolution of 25 August 2021, the Council resolution was placed on public exhibition with a closing date of 26 September 2021.

As of 13 September 2021, Council has received no submissions. In addition, a memo providing feedback from the Public Exhibition period from 14 September 2021 to 26 September 2021 will be prepared for Council's consideration.

3. APPLICATION PROCESS

In response to part 3 of the Council Resolution of 25 August 2021, subsequent to the Council meeting of 29 September 2021, the following actions will be taken:

1. An online application form will be live on Council's website between 30 September 2021 and 31 October 2021;
2. Applying for the grant - a person/s will be required to:
 - a. Complete an online application on Council's webpage
 - b. Respond to the relevant criteria that would include but is not limited to:-
 - i. The property is being used solely for owner occupier purposes;
 - ii. All owners have claimed and been granted a government COVID disaster payment 2021;
 - iii. The property is in the name of an individual(s);and
 - iv. Excludes owners or persons that have applied under the Hardship provisions due to COVID.
 - c. Attach all relevant evidence to support the online application
 - d. Submit the online application
 - e. Councils Rates Department will review all applications
 - f. Council will communicate to the person/s the outcome of their online application: and
 - g. Councils Rates Department will process the outcome (if applicable)
3. Pensioner rebate will be processed automatically following the Council meeting of 29 September 2021; and
4. Council will assist any person unable to complete the online application by customer calling 1300 36 2170.

4. RESOURCING

Resourcing will be monitored pending the impact from the volume of applications received by the community. Redeployment of staff to assist with the processing of applications will be deployed to assist with the process of applications if required.

5. FINANCIAL IMPLICATIONS

The following financial impacts are anticipated to the 21/22 Operating Budget:

1. Pensioner rebate:

The estimated impact will be \$450,000. This estimate is based on 9,000 pensioners x \$50 per property;

2. Rates Assistance Grant (COVID-19 disaster payment rebate):

The financial implication of this grant is unknown and is dependent on the volume of applications received by Council during the period of 30 September 2021 to 31 October 2021. The table below provides a summary of estimated cost implications dependent of community uptake.

Percentage of eligible landowners	Pensioner Rebate	Estimated Financial Impact	Total Financial Impact
25%	\$450,000	\$2,445,000	\$2,895,000
50%	\$450,000	\$4,890,000	\$5,340,000
75%	\$450,000	\$7,335,000	\$7,785,000
100%	\$450,000	\$9,780,000	\$10,230,000

Please note this grant initiative has not been considered in the 21/22 Operating Budget and Council's long term financial plan.

6. CONCLUSION

In response to the community feedback received during the Public Exhibition period, this report has presented the operational, potential financial impacts, and action taken to date. Subject to Council's endorsement of this report, Council officers will then take the required action. An update will be provided at the Councillor Briefing in October 2021 and budget adjustments for financial impacts will be included in the Quarter 1 Budget Review.

CONSIDERATIONS

Economic	The initiative is not budgeted for and will cost Council \$450k at a minimum for the pensioner grant alone. Depending on the number of applications, financial exposure to Council could be up to \$9.7m.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Deliver services that are customer focused.
Legislative	Local Government Act 1983
Risk	<p>The uptake of the Rates Assistance Grant (COVID-19 disaster payment rebate) is unknown, an uptake by 25% of eligible landowners will be within Council's adopted risk appetite (medium) for financial risks with a once-off impact of \$1m-\$3m.</p> <p>Should the uptake of the Rates Assistance Grant be greater than 25% the risk will be considered high and outside of Council's adopted risk appetite.</p>

ATTACHMENTS

Nil

CORP 01

Investment Report August 2021

Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources
File Ref	260810.2021
Report By	Chi Nguyen - Accountant - Investments & Treasury Management
Approved By	Vishwa Nadan - Chief Financial Officer

EXECUTIVE SUMMARY

This report details Council's investment portfolio and its performance for the month ended 31st August 2021:

- Council held investments with a market value of \$367 million.
- The economic environment globally, including Australia, suffered significantly from the start of the COVID-19 pandemic in March 2020. The market value of Council's investment in Floating Rate Notes (FRN) has since improved;
- RBA has maintained the cash rate at 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 110 basis points above the AusBond Bank Bill index;

	AusBond Bank Bill Index (ABBI)
Benchmark	0.04%
Portfolio yield	1.10%
Performance above benchmarks	1.06%

- Return on investment was \$180k lower than the original budget. This includes \$53k capital gain on FRN's;
- 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 19.45% of its portfolio in ADI's rated BBB and below.

RECOMMENDATION

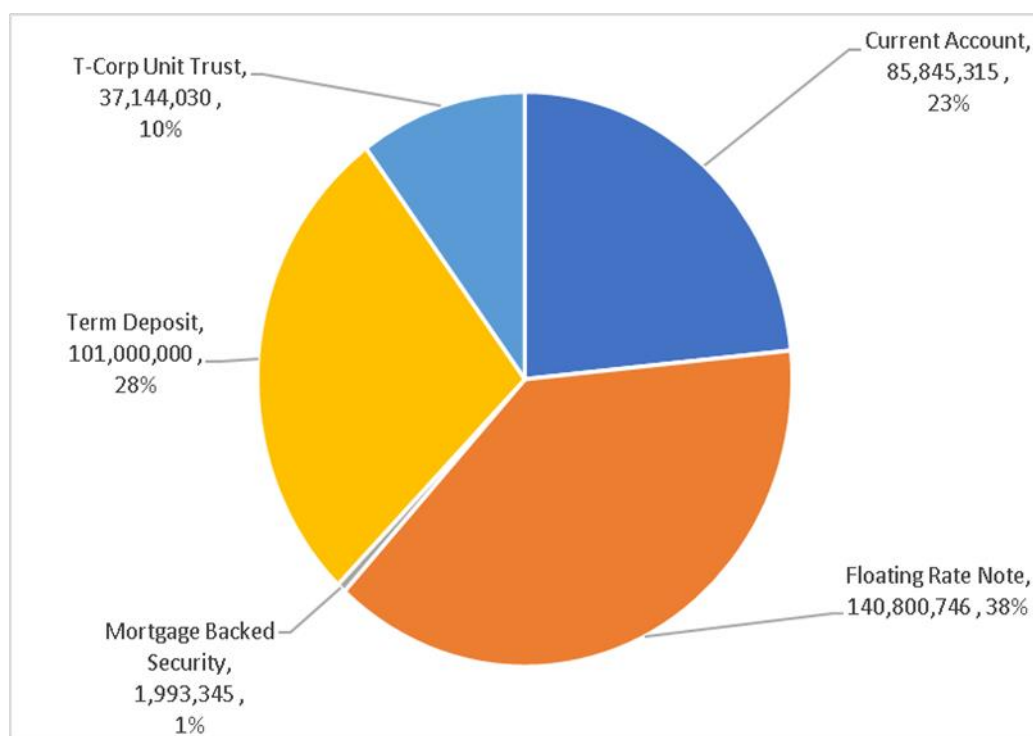
That Council receives and notes this report.

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 31st August 2021, Council held investments with a market value of \$367 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.

CORPORATE SERVICES REPORT

Asset Class	Aug-21	Jun-21
Senior Debts (FRN's ,TCD's & FRB)*	101.40%	101.27%
MBS (Reverse Mortgage Backed Securities)	78.69%	71.06%
T-Corp Unit Trusts	103.18%	103.17%

***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 19.45% 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 that both "Class C" securities are likely to eventually default. However, Council will continue to receive interest up until default which is likely to be 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	85,845,315	23.40%			
Term Deposits < 1 Yr	94,000,000	25.63%			
T-Corp Unit Trust	37,144,030	10.13%			
Tradeable securities	140,800,746	38.39%			
Portfolio % < 1 Yr - (Short term liquidity)	357,790,091	97.55%	30%	100%	Yes
Term Deposit > 1 Yr < 3Yrs	7,000,000	1.91%	0%	70%	Yes
Grand Fathered Securities	1,993,345	0.54%	N/A	N/A	Yes
Portfolio % Medium term liquidity)	8,993,345	2.45%			Yes
Total Portfolio	366,783,436	100.00%			

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

Issuer	Security Rating	Market Value	% Total Value	Maximum Institutional Policy Limit % holdings	Complies to Investment Policy' "Yes/No"
AMP Bank Ltd	BBB	23,710,608	6.46%	15%	Yes
ANZ Banking Group Ltd	AA-	18,316,065	4.99%	35%	Yes
Auswide Bank Ltd	BBB	3,000,000	0.82%	15%	Yes
Bank Australia Ltd	BBB	2,014,896	0.55%	15%	Yes
Bank of Communications Co. Ltd/Sydney	A-	3,024,477	0.82%	25%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	506,118	0.14%	15%	Yes
Bank of Nova Scotia	A+	5,563,626	1.52%	25%	Yes
Bank of Queensland Ltd	BBB+	12,000,000	3.27%	15%	Yes
Citibank Australia Ltd	A+	1,017,965	0.28%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	114,458,663	31.21%	35%	Yes
Credit Union Australia Ltd	BBB	4,552,053	1.24%	15%	Yes
Emerald Reverse Mortgage Trust (Class A)	Unrated	907,737	0.25%	5%	Yes
Emerald Reverse Mortgage Trust (Class C)	Unrated	1,085,608	0.30%	5%	Yes
HSBC Sydney Branch	AA-	8,100,882	2.21%	35%	Yes
ING Direct	AAA	1,804,165	0.49%	45%	Yes
Macquarie Bank	A+	20,158,066	5.50%	25%	Yes
Members Banking Group Ltd t/a RACQ Bank	BBB+	1,509,461	0.41%	15%	Yes
Members Equity Bank Ltd	BBB	12,000,000	3.27%	15%	Yes
National Australia Bank Ltd	AA-	33,416,502	9.11%	35%	Yes
Newcastle Permanent Building Society Ltd	BBB	3,533,601	0.96%	15%	Yes
Northern Territory Treasury	AA-	9,000,000	2.45%	35%	Yes
NSW Treasury Corporation	AA	37,144,030	10.13%	45%	Yes
Police Credit Union	Unrated	2,000,000	0.55%	5%	Yes
Qbank	BBB-	4,512,188	1.23%	15%	Yes
Rabobank Australia Ltd	A+	4,010,138	1.09%	25%	Yes
Suncorp Bank	A+	6,074,290	1.66%	25%	Yes
UBS AG	A+	2,544,387	0.69%	25%	Yes
Westpac Banking Corporation Ltd	AA-	30,817,911	8.40%	35%	Yes
Portfolio Total		\$366,783,436	100.00%		

Overall Portfolio Credit Framework compliance to Investment Policy

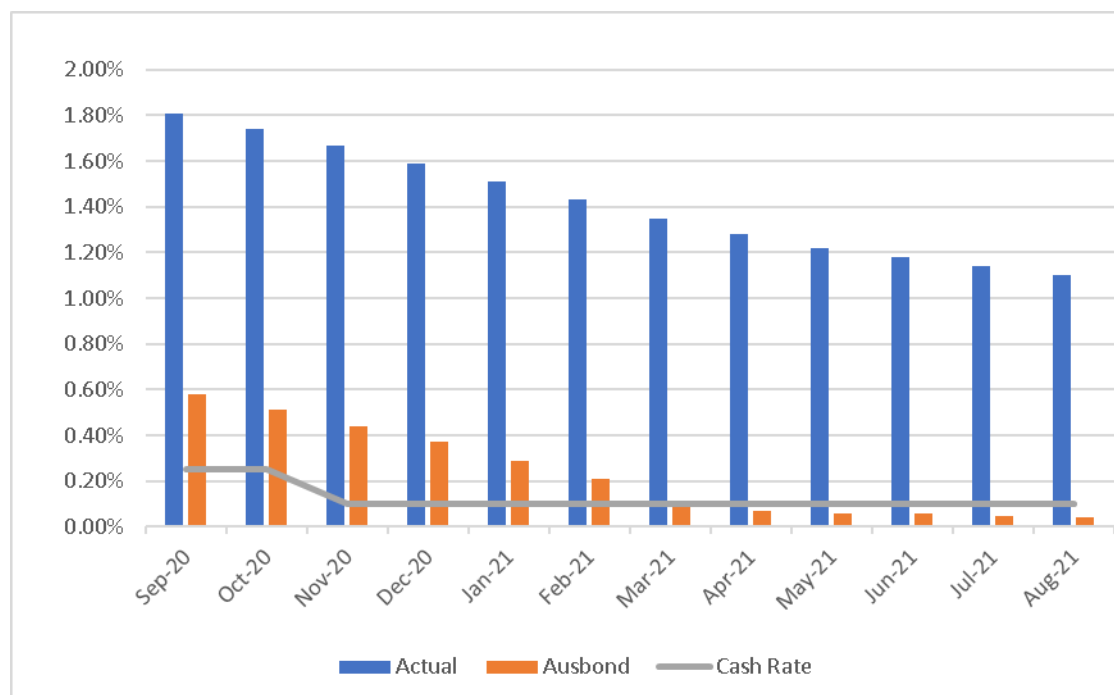
Credit Rating	Market Value	% Portfolio	Maximum Policy Limit	Complies to Investment Policy' "Yes/No"
AA Category	253,058,218	68.99%	100%	Yes
A Category	42,392,949	11.56%	60%	Yes
BBB Category	67,338,923	18.36%	45%	Yes
Unrated	3,993,345	1.09%	10%	Yes
Total Portfolio	366,783,436	100.00%		

Portfolio performance against relevant market benchmark.

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

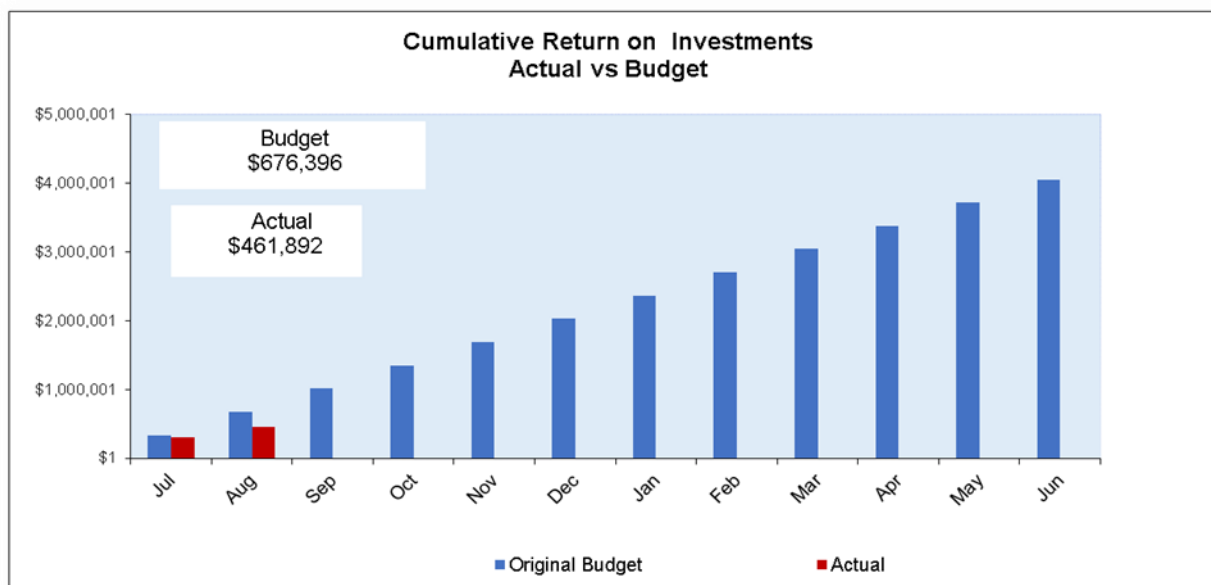
The portfolio yield to 31st August 2021 exceeded the AusBond Bank Bill index by 106 basis points (1.10% against 0.04%)

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 August 2021 is \$180k lower than the original budget. This includes \$53k capital gain on FRN's.



Investment Portfolio at a Glance

Portfolio Performance	✓	The portfolio yield to 31 st August 2021 exceeded the AusBond Bank Bill index by 106 basis points (1.10% against 0.04%).
Annual Income vs. Budget	✓	Council's investment interest income is \$180k lower than the original budget as at 31 st August 2021 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 7th September 2021. 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

Economic	Council's investment interest income is \$180k lower than the original budget as at 31 st August 2021 and will be closely monitored.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Council is fully compliant with the requirements of the <i>Local Government Act 1993</i> – Investment Order (authorized investments) and with reporting requirements under clause 212 of the <i>Local Government (General) Regulation 2005</i> .
Risk	<p>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.</p> <p>Market interest is expected to stay at its lowest rate for a long period and will continue to put pressure on Council's budget.</p>

ATTACHMENTS

1. Investment Portfolio August 2021



Portfolio Valuation As At 31 August 2021

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Current Account						
CBA Business Saver		AA-	50,224,119.31	50,224,119.31	13.69%	0.20%
CBA General Account		AA-	6,858,877.37	6,858,877.37	1.87%	0.00%
AMP Business Saver		BBB	4,339,647.84	4,339,647.84	1.18%	0.50%
AMP Notice Account		BBB	14,370,475.06	14,370,475.06	3.92%	0.55%
Macquarie Bank Accelerator Account		A+	10,052,195.04	10,052,195.04	2.74%	0.40%
			85,845,314.62	85,845,314.62	23.40%	
Fixed Rate Bond						
Northern Territory Treasury	15/12/2021	AA-	4,000,000.00	4,000,000.00	1.09%	0.60%
Northern Territory Treasury	16/12/2024	AA-	5,000,000.00	5,000,000.00	1.36%	1.00%
UBS AG	26/02/2026	A+	2,550,000.00	2,544,387.45	0.69%	1.10%
ING Direct	19/08/2026	AAA	1,800,000.00	1,804,165.20	0.49%	1.10%
			13,350,000.00	13,348,552.65	3.15%	
Floating Rate Deposit						
Westpac	18/08/2022	AA-	6,000,000.00	6,000,000.00	1.64%	1.06%
			6,000,000.00	6,000,000.00	1.64%	
Floating Rate Note						
AMP Bank	10/09/2021	BBB	5,000,000.00	5,000,485.00	1.36%	1.10%
ANZ Bank	09/05/2023	AA-	3,000,000.00	3,039,756.00	0.83%	0.92%
ANZ Bank	06/12/2023	AA-	7,000,000.00	7,138,285.00	1.95%	1.06%
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,087,150.00	1.39%	0.78%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,050,874.00	0.83%	0.78%
Bank Australia	02/12/2022	BBB	2,000,000.00	2,014,896.00	0.55%	0.93%
Bendigo and Adelaide	25/01/2023	BBB+	500,000.00	506,117.50	0.14%	1.08%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,017,965.00	0.28%	0.90%
Commonwealth Bank	25/04/2023	AA-	3,000,000.00	3,035,901.00	0.83%	0.83%
Commonwealth Bank	16/08/2023	AA-	7,500,000.00	7,619,565.00	2.08%	0.95%
Commonwealth Bank	11/01/2024	AA-	9,500,000.00	9,720,200.50	2.65%	1.15%
Credit Union Australia	06/09/2021	BBB	2,000,000.00	2,000,248.00	0.55%	1.28%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,551,805.00	0.70%	1.15%
HSBC	27/09/2024	AA-	3,000,000.00	3,046,257.00	0.83%	0.86%
HSBC	27/09/2024	AA-	2,000,000.00	2,030,838.00	0.55%	0.86%
HSBC Bank Australia	07/12/2022	AA-	3,000,000.00	3,023,787.00	0.82%	0.83%
Macquarie Bank	21/06/2022	A+	2,000,000.00	2,010,242.00	0.55%	0.78%
Macquarie Bank	07/08/2024	A+	4,000,000.00	4,053,128.00	1.11%	0.82%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,042,501.00	0.83%	0.85%
NAB	16/05/2023	AA-	2,000,000.00	2,027,518.00	0.55%	0.92%
NAB	26/09/2023	AA-	8,000,000.00	8,131,656.00	2.22%	0.96%
NAB	26/09/2023	AA-	4,000,000.00	4,065,828.00	1.11%	0.96%
NAB	26/02/2024	AA-	5,000,000.00	5,108,360.00	1.39%	1.05%
NAB	19/06/2024	AA-	4,000,000.00	4,083,140.00	1.11%	0.95%
Newcastle Permanent	24/01/2022	BBB	2,000,000.00	2,012,488.00	0.55%	1.67%
Newcastle Permanent	06/02/2023	BBB	1,500,000.00	1,521,112.50	0.41%	1.41%
QBank	14/12/2021	BBB-	1,000,000.00	1,002,399.00	0.27%	1.52%
QBank	25/03/2022	BBB-	1,500,000.00	1,505,535.00	0.41%	1.43%
QBank	06/12/2022	BBB-	2,000,000.00	2,004,254.00	0.55%	1.17%
Rabobank Australia Branch	03/03/2022	A+	2,000,000.00	2,010,138.00	0.55%	1.11%
RACQ Bank	23/05/2022	BBB+	1,500,000.00	1,509,460.50	0.41%	1.06%

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
ScotiaBank	08/09/2022	A+	3,000,000.00	3,024,633.00	0.82%	0.94%
ScotiaBank	07/09/2023	A+	2,500,000.00	2,538,992.50	0.69%	1.01%
Suncorp	16/08/2022	A+	1,000,000.00	1,008,385.00	0.27%	0.99%
Suncorp	30/07/2024	A+	3,000,000.00	3,039,543.00	0.83%	0.80%
Suncorp	30/07/2024	A+	2,000,000.00	2,026,362.00	0.55%	0.80%
Westpac	06/03/2023	AA-	5,000,000.00	5,057,225.00	1.38%	0.86%
Westpac	16/11/2023	AA-	6,000,000.00	6,107,778.00	1.67%	0.97%
Westpac	24/04/2024	AA-	4,000,000.00	4,101,780.00	1.12%	1.16%
Westpac	16/08/2024	AA-	2,500,000.00	2,551,127.50	0.70%	0.90%
			131,500,000.00	133,427,716.00	36.38%	
Floating Rate TCD						
Bank of Communications	28/10/2022	A-	3,000,000.00	3,024,477.00	0.82%	0.91%
			3,000,000.00	3,024,477.00	0.82%	
Mortgage Backed Security						
EmeraldMBS2006-1A	21/08/2051	Unrated	1,033,041.87	907,736.99	0.25%	0.46%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	719,387.00	0.20%	1.21%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	366,221.00	0.10%	0.98%
			2,533,041.87	1,993,344.99	0.54%	
Term Deposit						
Auswide Bank	06/09/2021	BBB	3,000,000.00	3,000,000.00	0.82%	1.80%
BOQ	07/02/2022	BBB+	2,000,000.00	2,000,000.00	0.55%	3.75%
BOQ	24/08/2022	BBB+	10,000,000.00	10,000,000.00	2.73%	0.45%
Commonwealth Bank	01/10/2021	AA-	3,000,000.00	3,000,000.00	0.82%	0.75%
Commonwealth Bank	25/02/2022	AA-	4,000,000.00	4,000,000.00	1.09%	0.73%
Commonwealth Bank	06/10/2021	AA-	3,000,000.00	3,000,000.00	0.82%	0.73%
Commonwealth Bank	28/01/2022	AA-	2,000,000.00	2,000,000.00	0.55%	0.43%
Commonwealth Bank	24/08/2022	AA-	10,000,000.00	10,000,000.00	2.73%	0.42%
Commonwealth Bank	25/03/2022	AA-	15,000,000.00	15,000,000.00	4.09%	0.35%
Macquarie Bank	01/03/2022	A+	1,000,000.00	1,000,000.00	0.27%	0.40%
Members Equity Bank	23/05/2022	BBB	4,000,000.00	4,000,000.00	1.09%	0.50%
Members Equity Bank	12/07/2022	BBB	5,000,000.00	5,000,000.00	1.36%	0.50%
Members Equity Bank	22/02/2022	BBB	3,000,000.00	3,000,000.00	0.82%	0.50%
NAB	08/09/2021	AA-	5,000,000.00	5,000,000.00	1.36%	0.80%
NAB	26/11/2021	AA-	5,000,000.00	5,000,000.00	1.36%	0.57%
Police Credit Union SA	16/08/2021	Unrated	2,000,000.00	2,000,000.00	0.55%	0.65%
Rabobank Australia Branch	29/08/2022	A+	2,000,000.00	2,000,000.00	0.55%	3.38%
Westpac	31/08/2022	AA-	2,000,000.00	2,000,000.00	0.55%	3.32%
Westpac	14/09/2021	AA-	5,000,000.00	5,000,000.00	1.36%	0.77%
			86,000,000.00	86,000,000.00	23.45%	
Total			328,228,356.49	329,639,405.26	89.38%	
Security Type						
			Face Value Current	Market Value		
NSWTC IM Cash Fund	AA		35,000,000.00	36,037,580.50	9.83%	
NSWTC IM Short Term Income Fund	AA		1,000,000.00	1,106,449.89	0.30%	
			36,000,000.00	37,144,030.39	10.13%	
Total			328,228,356.49	329,639,405.26	89.38%	
Portfolio Total			364,228,356.49	366,783,435.65	99.51%	

CORP 02

LGNSW Board Election and Annual Conference

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	283308.2021
Report By	George Georgakis - Manager Council and Executive Services
Approved By	George Hampouris - Acting Director Corporate Services

EXECUTIVE SUMMARY

The next Local Government NSW Annual Conference will have two components to it. These being an online component on 29 November 2021 and an in-person Special Conference from 28 February – 2 March 2022. An election of the Board will also be conducted and this will be done via a postal ballot.

The report provides information in relation to voting delegates which Liverpool City Council will be entitled to for voting on the Board election and voting on motions at the Conference and the deadlines dates.

A further report will be submitted to the October 2021 Council meeting for Council to consider motions to be submitted to the Special Conference in 2022.

RECOMMENDATION

That:

1. Any Councillors who wish to attend the LGNSW online Conference from 9.30am – 10.30am on Monday 29 November 2021 notify the Councillor Support Officer by 5 October 2021;
2. Council determine its voting delegates for the LGNSW Conference on 29 November 2021, noting that Liverpool City Council is entitled to 9 voting delegates for voting on motions and 9 delegates for voting on the Board election, and also noting that Councillor Hadid is entitled to one vote as he is a Director of the Association;
3. Council receive a further report at the October 2021 Council meeting for Council to consider motions to be submitted to the Special Conference in 2022; and
4. Council receive a further report at the first meeting of the new Council to determine its voting delegates for the Special Conference on 28 February – 2 March 2022.

REPORT

Local Government NSW Conference

The next LGNSW Annual Conference will have two components to it:

- **A one-hour Annual Conference** to present the annual report and financial reports, which will be conducted online from 9.30am on Monday 29 November 2021; and
- **A Special Conference** – including the debate and resolution of motions setting the advocacy agenda for 2022 - to be held in-person at the Hyatt Regency Sydney from Monday 28 February to Wednesday 2 March 2022.

The 29 November Annual Conference is required to meet the Association's Rules and provides an opportunity to report back to members on LGNSW's financial results and achievements for the 2020-21 financial year.

Liverpool City Council is entitled to 9 voting delegates for the November 2021 Conference and 9 voting delegates for the election of the Board. In addition, Councillor Hadid is entitled to a vote as he is a Board member. Voting delegates are required for the November Conference for motions to adopt the financial reports, and any other procedural motions which may be moved. The Board election will be conducted by postal ballot.

The deadline to advise LGNSW of Council's voting delegates for the 29 November 2021 Conference is 5 October 2021.

LGNSW Board Election

Information from the Chief Executive of LGNSW relating to the Board election is attached. Nominations close on 5 October 2021. Individual Councillors can nominate and this does not require a Council resolution. An election notice was sent to Councillors on 7 September and is also attached to this report along with a nomination form.

The deadline to advise LGNSW of Council's voting delegates for the Board elections is 5 October 2021. Liverpool City Council is entitled to 9 voting delegates for the Board election.

Motions and voting delegates for Annual Conference in February-March 2022

A report will be submitted to the October 2021 Council meeting for Council to consider motions it wishes to submit to the Special Conference in February-March 2022.

The deadline for motions to be submitted is 30 January 2022 should be noted.

LGNSW encourages Councils to nominate voting delegates to the Special Conference as early as possible, noting that we can substitute delegates after the outcome of the December election is known.

Liverpool City Council is entitled to 9 voting delegates for voting on motions.

The deadline to advise LGNSW of Council's voting delegates for the February – March 2022 Conference is 17 February 2022. As such the report recommends that Council receive a further report at the first meeting of the new Council to determine its voting delegates for the Special Conference on 28 February – 2 March 2022.

Information relating to the Board election is attached, along with information relating to the Annual Conference.

CONSIDERATIONS

Economic	There are no economic and financial considerations at this stage as there is no cost to attend the online Conference on 29 November 2021. Costs associated with the 2022 Special Conference have not yet been provided by LGNSW.
Environment	Raise community awareness and support action in relation to environmental issues.
Social	There are no social and cultural considerations.
Civic Leadership	Provide information about Council's services, roles and decision making processes. Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct. Actively advocate for federal and state government support, funding and services.
Legislative	There are no legislative considerations relating to this report.
Risk	The risk is deemed to be low and is considered to be within Council's risk appetite.

ATTACHMENTS

1. Correspondence from LGNSW President regarding Annual Conference
2. Correspondence from LGNSW Chief Executive regarding LGNSW Board Elections and Annual Conference
3. LGNSW - Election Notice
4. LGNSW - Nomination Form

From: LGNSW President Cr Linda Scott <events@lgnsw.org.au>
Sent: Tuesday, 10 August 2021 4:35 PM
To: Dr Eddie Jackson <JacksonE@liverpool.nsw.gov.au>
Subject: Notice of changes to the 2021 LGNSW Annual Conference



Dear Dr Jackson,

Reverberations from the NSW Government's decision to further delay local government elections are still being felt across the state, and not least within Local Government NSW (LGNSW).

The new 4 December polling date has made it virtually impossible for us to proceed with LGNSW's Annual Conference, scheduled to take place at the Hyatt Regency Sydney just one week earlier.

As a result, we've had to take the difficult decision to split our premier annual event into two components:

- **A one-hour Annual Conference** to present our annual report and financial reports, which will be conducted online from 9.30am on Monday 29 November 2021; and
- **A Special Conference** – including the debate and resolution of motions setting our advocacy agenda for 2022 - to be held in-person at the Hyatt Regency Sydney from Monday 28 February to Wednesday 2 March 2022.

The 29 November Annual Conference is required to meet the Association's Rules and provides an opportunity to report back to you, our members, on LGNSW's financial results and achievements for the 2020-21 financial year.

However, we know great things happen when we come together in person, and we do not want to lose the opportunity to do so for the second year running. As a result, we will proceed with an in-person **Special Conference at the Hyatt Regency Sydney from 28 February – 2 March.**

We are currently working with our partners to finalise the details and will share more information (including registration details) in the coming weeks. In the interim, members who have pre-booked accommodation can find more information on our [FAQs info page](#).

The delay to local government elections also has a flow-on impact on our LGNSW Board Elections. To avoid any election irregularities, we have asked the Australian Electoral Commission to conduct and finalise this election so that it does not clash with the local government election.

We are awaiting further advice from the AEC and will provide updated information on this issue as soon as possible.

Kind Regards
Cr Linda Scott
President LGNSW





CONFERENCE FAQs

Visit our Conference FAQs page to help answer any questions you may have about the changes to the Annual Conference.

[View FAQs >](#)



MOTIONS

Motions are open for submissions for the Special Conference via the [online portal](#). The deadline is now extended to **Sunday 30 January 2022**.

[View motion guidelines >](#)

Event Details



Online

via Zoom



Date

29 November 2021



Price

Free for members

Questions?

Please do not hesitate to contact us if you require any further information.

[Contact us today](#)

Follow Us



From: Scott Phillips <scott.phillips@lgnsw.org.au>
Sent: Friday, 13 August 2021 4:26 PM
To: Dr Eddie Jackson <JacksonE@liverpool.nsw.gov.au>
Subject: KEY DATES: LGNSW BOARD ELECTION AND ANNUAL CONFERENCE

Hi Eddie,

I hope you are all safe and well during these extraordinary challenging times.

I am reaching out to you directly, seeking your assistance with ensuring your council nominates voting delegates for the upcoming LGNSW Board Elections and the LGNSW Annual Conference.

LGNSW BOARD ELECTIONS 2021

The AEC has given formal notice that nominations for LGNSW Board Elections open on 7 September 2021 and close at 12pm on 5 October 2021. (I *Attach* a full Board Election timetable which I encourage you to share with all councillors).

ACTION: Please advise LGNSW of Council's voting delegates for Board Elections by 5pm (AEDT) on Tuesday 5 October 2021.

LGNSW ANNUAL CONFERENCE – 29 November 2021

You will have seen earlier correspondence advising that we have moved our in-person annual conference (now called 'Special Conference') to 28 Feb to 2 Mar 2022. Conference Motions etc will be dealt with at that Conference. However, the Fair Work (Registered Organisations) Act requires us to still hold an Annual Conference this calendar year.

To meet our legislative obligation, we will be conducting an online Annual Conference on 29 November 2021 at which time we will present the Financial Statements and the Annual Report. The Annual Conference will run for approximately 1 hour. We still need councils to nominate voting delegates for this meeting (which will be at no cost to councils).

I am very aware that this meeting will take place right in the middle of pre-polling for local government elections. For reasons I won't explain here, there was nothing we could do to avoid this clash. I would very much appreciate you encouraging your councillors to register for this very short online meeting.

ACTION: Please advise LGNSW of voting delegates for the 29 November 2021 LGNSW Annual Conference by 5pm (AEDT) on Tuesday 5 October 2021.

LGNSW 'SPECIAL CONFERENCE' MOTIONS – 28 Feb to 2 Mar 2022

I have attached/linked information about the 'Special Conference' to be held in February next year. Whilst I recognise that councils will not know who their councillors will be until late December, I encourage you to submit your motions to the conference as early as possible. I also encourage councils to nominate voting delegates to the Special Conference as early as possible, noting that you can substitute delegates if one or a number of councillors don't survive the local government elections in December.

ACTION: Please consider submitting Conference Motions to LGNSW as early as practicable.

CHECKLIST ACTION	CUT-OFF DATE
Advise Council's voting delegates for Board Elections	5pm (AEDT) Tuesday, 5 October 2021
Advise Council's voting delegates for the 29 November 2021 LGNSW Annual Conference	5pm (AEDT) Tuesday, 5 October 2021
Submit Conference Motions to LGNSW	As early as practicable

[LGNSW Special Conference](#)

[FAQs](#)

[Board Election Voting Delegate Form](#)

Thank you for your assistance. Could you please ask your meeting secretariat to let us know if you believe you will have any difficulties putting a report to your August or September General Meeting? Unfortunately, I have little wriggle room on all of this.

Stay safe – Get jabbed!
Scott

Scott Phillips
Chief Executive

T 02 9242 4010 | M 0419 469 023
scott.phillips@lgnsw.org.au
lgnsw.org.au



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Reference: ANCFH 2021/2809

Mr Adam DANSIE
Senior Manager Workplace Relations
Local Government NSW
26 – 28 October 2021
Luna Park, Sydney

Dear Mr DANSIE

**Local Government NSW
Scheduled Election
E2021/98**

The Registered Organisations Commission has made arrangements with the Australian Electoral Commission (AEC) under Section 189 of the *Fair Work (Registered Organisations) Act 2009 (the Act)* to conduct the above election.

Timetable

The timetable for the election will be:

Date	Occurrence
31/08/2021	Close of Roll
01/09/2021	List of eligible members delivered to Returning Officer
07/09/2021	Returning Officer publishes Election Notice and Nomination Form via AEC website
07/09/2021	Organisation publishes Election Notice and Nomination Form via Organisation journal
07/09/2021	Nominations Open
05/10/2021	Nominations Close at 12:00pm (Australian Eastern Daylight Time (AEDT))
12/10/2021	Nomination withdrawal period closes at 12:00pm (Australian Eastern Daylight Time (AEDT))
12/10/2021	Organisation to provide details of the nominated voting delegates by 12:00 noon (Australian Eastern Daylight Time (AEDT))
12/10/2021	Member to submit the absentee voting form by 12:00 noon (Australian Eastern Daylight Time (AEDT)) to the Returning Officer.
27/10/2021	Postal Ballot Opens
24/11/2021	Postal Ballot Closes at 10:00am (Australian Eastern Daylight Time (AEDT))

Notification to Members

The Association is required to have the Election Notice and Nomination Form published via their Journal from 7/09/2021 until 24/11/2021 and posted to each Ordinary member council. Please confirm with the Returning Officer when this action has been done.

The copy of the Election Notice and Nomination Form will be sent soon.

Application of Section 193 Powers

The matters in which I have exercised the authority given to me by s.193 of the Act are:

- Due to Covid-19, the ballot cannot be conducted by attendance at the annual meeting of the federal council in accordance with the requirements of Schedule B of the rules of the Organisation. The Returning Officer will conduct the ballot by post in accordance with the requirements of the Schedule C of the rules of the Organisation.
- Rule in regard to the absentee voting according to Schedule C- 16 is not clear. To allow absentee voting, the Returning Officer will advise the members that If they are away from their current address and unable to receive ballot materials, they need to complete the Absentee application form with an alternate address and return it to the Returning Officer by email or AEC portal by a certain date.
- Rule 23 of Schedule C mentions to declare the result of the ballot within 3 days after the closing date of the voting. Due to Covid-19 and lockdown issue, the Returning Officer is not in a position to confirm the declaration period and will try to declare the result as soon as possible after the completion of the ballot counting.

Request to supply Register of Members Information

The Roll of Voters for the above election will be those Ordinary members of the Organisation financial as at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date").

As the Returning Officer, I request you supply the following listing(s) of members of the Local Government NSW and their delegates by the dates that are specified:

Listing	Date Required
(a) Name and member information (identified below), of every member who was financial at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date") in accordance with the rules of the Organisation	01/09/2021
(b) Update(s) listing members who: <ul style="list-style-type: none"> i. were inadvertently included on a listing ii. were inadvertently omitted from a listing who are eligible iii. have changed name, address or any other personal details iv. have changed electorate/s PLEASE NOTE: any deletions [b (i)], additions [b (ii)] or electorate changes [b (iv)] must be updates to the roll as at 31/08/2021. Updates which occur after this date cannot be accepted and so, should not be provided, except where they are changes relating to b (iii) above.	06/10/2021

(c) The names of the voting delegates and Board of Directors related to membership names and council types (Metro/urban or Rural/Regional)	12/10/2021
(d) The names of members appearing on a listing who have ceased to be members by 27/10/2021.	26/10/2021

Electronic listings

Organisations are requested to submit data and documents electronically via the AEC Electoral Event Portal. A link to the portal can be found on the AEC website (www.aec.gov.au) under Elections, Industrial elections and ballots.

The List of Members is to be supplied as an Excel file.

Lists should not be emailed as Commonwealth Guidelines provide that classified information, including personal information, should not be transmitted by email.

Member Information

Name and member information (identified below) of every member, eligible to be included in the electorate/s for the election, who was financial at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date") in accordance with the rules of the Organisation.

A record for each eligible member/ voting delegate/ board of directors is to include the following information in separate fields as per the various dates in the above time table:

- Membership number,
- Voting delegates and Board of Directors surname,
- Voting delegates and Board of Directors (full) first name/s,
- Address line 1 (BUILDING NAME AND UNIT/FLAT/TOWNHOUSE NUMBER),
- Address line 2 (STREET ADDRESS OR PO BOX),
- Address line 3 (CITY/TOWN),
- STATE (Aust Post Abbrev),
- Postcode,
- COUNTRY (OUTSIDE AUST ONLY)
- Electorate Code (see below)
- "Incorrect last known address" code (see below)
- "Workplace Address" Code (see below)

Electorate code

For each member listed, include a field identifying the relevant Electorate and provide an explanatory table for the codes. As for example, electorate code for Metro/Urban as M/U and electorate code for Rural/Regional as R/R.

Incorrect last known address

Please include in the listing(s) a field for "Incorrect Last Known Address". If you have eligible members with a last known address thought to be incorrect, you should code those members as "Y" or "Yes" in this field.

Workplace addresses

Please include in the listing(s) a field for "Workplace Address". If you have eligible members with only a workplace address, you should code those members as "Y" or "Yes" in this field – otherwise, leave the field blank.

Certification of Lists

Each listing must be accompanied by a certificate signed by you in the following terms:

"I certify that the accompanying listing contains the (include appropriate details, as per the text in (a), (b), (c), or (d) above). I further declare that the register of members has been maintained as required by Section 230(2) of the Fair Work (Registered Organisations) Act 2009.

The total number of eligible members listed is [include number] at 31/08/2021."

The listings and certificates as described above must be supplied to me by NO LATER THAN 12:00pm on the date(s) specified.

Confidentiality of Information

Regulation 131 of the *Fair Work (Registered Organisations) Regulations 2009* (the Regulations) requires that the Returning Officer must make a copy of the roll available for inspection and copying by members, and other persons authorised by the Returning Officer. However, sub-regulation 6 provides:

(6) If a copy of a roll, or a copy of part of a roll, is made or supplied under this regulation, a person must not use information in the roll for a purpose other than:

- (a) a purpose in connection with the election; or*
- (b) to monitor the accuracy of the information contained in the roll.*

Penalty: 10 penalty units.

Other Legislative Provisions

I wish to draw your attention to the following:

- Regulation 145 of the Regulation which provides that, where an election or ballot is conducted by the AEC, no steps in the election may be taken by any person without the Returning Officer's authority or direction.
- Section 190 is an offence provision of the Act and a contravention of it constitutes an irregularity. Section 190 of the Act states:

An organisation or branch commits an offence if it uses, or allows to be used, its property or resources to help a candidate against another candidate in an election under this Part for an office or other position.

Maximum penalty: 100 penalty units.

If you have any queries or concerns regarding any of the above please do not hesitate to contact me on IEBevents@aec.gov.au or 02 9375 6331.

Yours sincerely

Ishtiaq Ahmed
Returning Officer
Australian Electoral Commission
12/08/2021

Local Government NSW

ELECTION NOTICE - E2021/98

Scheduled Election

Fair Work (Registered Organisations) Act 2009

Nominations are called for:

- **President (1)**
- **Vice President (Metropolitan/Urban) (1)**
- **Vice President (Rural/ Regional) (1)**
- **Treasurer (1)**
- **Directors (Metropolitan/Urban) (7)**
- **Directors (Rural/ Regional) (7)**

Nominations, which must be in writing and comply with the registered rules of the Organisation, may be made at any time from 07/09/2021.

A nomination form is available for electronic completion on the AEC Portal, www.aec.gov.au/ieb/. However, the nomination form must then be lodged in accordance with the Organisation's rules (see below). Additional forms are available from the Returning Officer.

Prospective candidates and nominators should verify their financial status and any other qualifications required by the Organisation's rules prior to lodging nominations.

Nominations must reach the Returning Officer via the lodgement method(s) stipulated below **not later than 12:00pm Australian Eastern Daylight Time (AEDT) on 05/10/2021**.

How to lodge nominations, nominations must be lodged via the following method(s):

By Portal: Australian Electoral Commission Portal, www.aec.gov.au/ieb/

By Email: A properly completed nomination form including all necessary signatures and attachments may be scanned and submitted as a pdf file to IEBnominations@aec.gov.au

PLEASE NOTE:

1. Emails to the AEC inbox that appear to be spam may be blocked. It is the responsibility of senders to ensure that their email reaches the AEC before the deadline for nominations.
2. In order to be able to be received by the AEC, emails (including attachments) should be no greater than 6 MB in size.
3. You may call 02 9375 6331 to enquire about the status of your nomination.

Withdrawing Nominations

Nominations cannot be withdrawn after 12:00pm Australian Eastern Daylight Time (AEDT) on 12/10/2021.

Voting Period

The ballot, if required, will open on 27/10/2021 and close at 10:00am Australian Eastern Daylight Time (AEDT) on 24/11/2021.

Absentee Voting

If a delegate of a member or a member of the board is away from their current address and unable to receive ballot materials, they need to complete the Absentee application form with an alternate address and return it to the Returning Officer via email or AEC portal by 12:00pm Australian Eastern Daylight Time (AEDT) on 12/10/2021.

Scrutineers

The appointment of scrutineers must be informed to the Returning Officer in writing. A form is available from the Returning Officer for the purposes of appointing Scrutineers.

Other Information

Changed Address? Advise the Organisation now.

Please Note: A copy of the AEC's election report can be obtained from the Organisation or from the Returning Officer after the completion of the election.

Ishtiaq Ahmed
Returning Officer
Telephone: 02 9375 6331
Email: IEBEvents@aec.gov.au
7/09/2021



Nomination Form

Local Government NSW

Scheduled Election

E2021/98

CANDIDATE:

Full Name (Print clearly)

Membership Number and Council Name:

(Print clearly)

For the office of:

(Print name of office as shown in the Election Notice)

Council Type:

(Metropolitan/Urban or Rural/Regional)

Name for ballot paper:

Print your name as you wish it to appear on the ballot paper

Nominator/s (2 required)

(Must be elected members of any Council, as defined in Rule 3, which is an ordinary member of the Association).

I/We, the undersigned members of the Local Government NSW, nominate the person named above:

NOMINATORS Full Name (Print clearly)	MEMBERSHIP NUMBER AND COUNCIL NAME	SIGNATURE	DATE
			__/__/__
			__/__/__
			__/__/__

CANDIDATE'S CONSENT

I, _____

Consent to nomination for the above office for which I am eligible under the rules and am not disqualified from being a candidate (see Chapter 7, Part 4 of the *Fair Work (Registered Organisations) Act 2009*). I am a Councillor / Board member of the Council / ALC named above, which is a financial Ordinary Member of the Association and I accept the above nomination. I declare I am a current member of the registered political party named below.

Current Registered Political Party Membership Name: Must be the Registered Political Party Name www.aec.gov.au/parties or http://www.elections.nsw.gov.au/candidates_and_parties/registered_political_parties

Please indicate preferred title e.g. Mr, Mrs, Miss, Ms _____

Personal email: _____
(AECs' preferred method of communication)

Postal Address:

Phone:

Signed: _____

Please see instructions on the next page

Lodging Nominations

Nominations open on 07/09/2021 and must reach the Returning Officer, Ishtiaq Ahmed not later than 12:00pm Australian Eastern Daylight Time (AEDT) on 05/10/2021.

Nominations cannot be withdrawn after 12:00pm Australian Eastern Daylight Time (AEDT) on 12/10/2021.

Prospective candidates and nominators should verify their financial status and any other qualifications required by the Organisation's rules prior to lodging nominations.

Nominations must be lodged via the following method(s):

By Portal: www.aec.gov.au/ieb/

By Email: A properly completed nomination form including all necessary signatures and attachments may be scanned and submitted as a pdf file to IEBnominations@aec.gov.au

PLEASE NOTE:

1. Emails to the AEC inbox that appear to be spam may be blocked. It is the responsibility of senders to ensure that their email reaches the AEC before the deadline for nominations.
2. In order to be able to be received by the AEC, emails (including attachments) should be no greater than 6 MB in size.
3. You may call 02 9375 6331 to enquire about the status of your nomination.

Acknowledgment

You will be sent an acknowledgment of receipt of your nomination by email.

Scrutineers

The appointment of scrutineers must be informed to the Returning Officer in writing. A form is available from the Returning Officer for the purposes of appointing Scrutineers.

Ishtiaq Ahmed
Returning Officer
Telephone: 02 9375 6331
Email: IEBevents@aec.gov.au

PLEASE NOTE: It is your responsibility to ensure that your nomination is received by the Returning Officer **BEFORE** nominations close.

INF 01

Managing Drainage Channels and Waterways

Strategic Direction	Strengthening and Protecting our Environment Develop, and advocate for, plans that support safe and friendly communities
File Ref	268322.2021
Report By	Rinas Cook - Manager Infrastructure Planning
Approved By	Raj Autar - Director Infrastructure & Environment

EXECUTIVE SUMMARY

Council, at its meeting held on 28 July 2021, considered a report regarding the planned construction of a 6 megalitre flood detention basin in Austral to mitigate flooding impacts arising from urban developments.

Flood detention basins and associated trunk drainage systems are considered enabling infrastructure as it allows filling and occupation of lands that would otherwise remain flood prone. Upon completion, the Austral and Leppington North Precincts will have 19 flood detention basins with 9km of associated trunk drainage systems comprising 4km piped and 5km open drainage channels.

In view of experienced difficulties with the operation and performance of some of the existing open drainage channels, Council at this meeting resolved that Council identify suitable areas where underflow (piped) drainage would possibly work (as an alternative to open drainage channels) and report back to the September Council meeting.

Council over the past year has already been reviewing its current approach to the selection of appropriate drainage systems in the urban release areas such that a satisfactory balance can be achieved between the necessary performance attributes of drainage systems, its environmental impacts, and community expectations on appearance and form.

This report discusses the current issues surrounding stormwater management in urbanised catchments and:

- a) provides plans for improving the operation and performance of some of the existing open drainage channels; and
- b) using Austral and Leppington North Precinct drainage strategy as a case study, identifies areas within these precincts where hybrid drainage systems comprising piped and open channel could be effective. Preliminary investigations have shown that up to 2km of the 5km planned open drainage channels within this precinct can be

INFRASTRUCTURE & ENVIRONMENT REPORT

replaced with piped drainage systems. Further analysis will be required to assess the viability of this conversion.

The Austral and Leppington North drainage master plan is included as Attachment 1.

RECOMMENDATION

That Council:

1. Receives and notes this report.
2. Endorses the process and principles presented in this report to guide the planning and design of drainage systems, including improvements to existing ones.

REPORT**1. Background and context**

Natural creeks and waterways began to be piped or lined with concrete, brick or stone in the 1800's to assist urban development. This system of drainage achieved significant efficiencies in conveying stormwater, reducing flood risks and unlocking land for construction. Throughout the 20th century, hard engineering of natural streams continued at a rapid rate, facilitating much of Sydney's ongoing urban expansion.

Low-flow pipes have also been extensively used within drainage corridors to create additional open space. These are piped drainage systems within drainage channels and waterways that allow stormwater from normal rain events to be discharged via pipes leaving the channel above it dry for most of the time and available for recreational purposes.



Figure 1 - photos of piped and concrete lined drainage systems along Brickmakers Creek, Liverpool.

While enormously efficient at flood conveyance, the hard engineering of the waterways created some unintended consequences, such as:

- concrete surface of pipes and channels were not conducive to creating much needed habitats to support aquatic life. Consequently, piping of waterways created significant discontinuity in creek ecosystems impacting important aquatic flora and fauna, e.g. compromised fish passage along creeks and waterways.

- due to its smooth surface, these stormwater systems rapidly flushed toxic oils, pesticides, nutrients and other pollutants from developed areas into downstream waterways impacting aquatic life; and
- similarly, the relatively smooth surface facilitated high velocity flows causing damaging downstream peak flows resulting in flooding and erosion issues.

However, over the last 20 years, community and stakeholder attitudes towards urban waterways have changed significantly. There is now a greater appreciation of the social and environmental values waterways can provide to the local community and as a result the last 20 years have seen large scale naturalisation of engineered drainage systems, both locally and overseas.

2. Government intervention and response

Due to its long-term detrimental impact on water quality, ecology and flooding as discussed above, State Government Agencies over time have precluded the use of low-flow and hard-engineered drainage systems within waterways. Consequently, over the last twenty years, State Agencies have been stipulating the naturalisation of drainage channels to achieve the following objectives and benefits:

- water quality improvement through progressive removal of litter and nutrients e.g. rain gardens and drainage/bio swales;
- ecological restoration e.g. creating fish friendly waterways by creating riffles (shallow areas) and pools;
- flood mitigation through better management of water velocity and timing resulting in reduced flood severity;
- potential urban cooling and associated environmental improvements through selective planting;
- creating high quality and accessible public open space; and
- improving the visual amenity as the appearance of the creek becomes more natural.



Figure 2 - photos showing restoration of Bonds Creek by Campbelltown City Council. (upstream of Denham Court Road)

3. Issues with naturalised drainage channels

Whilst drainage channels have proven to be effective stormwater management solutions to mitigate the effects of impervious development and urbanisation, the design of some of these

waterways in heavily pedestrianised and built-up urban areas haven't been cognisant of public safety issues and community expectations regarding the ongoing appearance of the waterways.

The following lists some of the issues with existing waterways and open drainage systems, that must be key considerations in any future design of drainage systems:

- Public health and safety - invasive weed growth within the channel traps litter and creates a thriving environment for vermin and snakes thereby creating a threat to public safety.
- Bank slopes - steep channel bank slopes along some of the channels, as shown in the photos below, render regular maintenance extremely difficult, thereby necessitating use of specialised machinery making maintenance a costly activity.
- Accessibility and missed opportunities - the combination of steep bank slopes and risk issues identified above means that the drainage corridor is not available for public recreation and enjoyment.

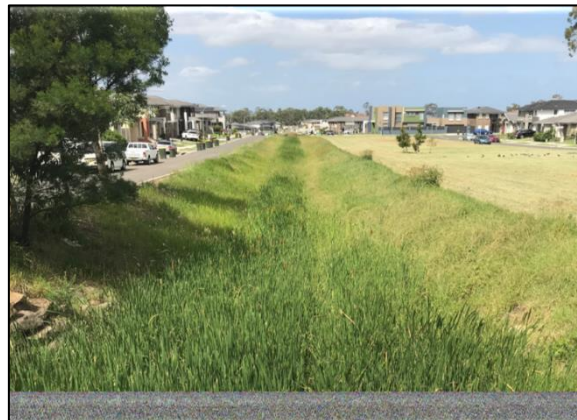


Figure 3 - photos of Hopkins Creek, Hinchinbrook and Affleck Gardens, Middleton Grange illustrating the issues highlighted above.

4. Selecting the best drainage system - design considerations

In view of past community and stakeholder concerns regarding the condition and operation of some of Council's open drainage channels, Council commenced a review of drainage system designs to develop best-practice guidelines aimed at achieving a satisfactory balance between the many, and sometimes competing, objectives and functions of waterways. The following sections identify the legislative and policy framework that must be key considerations in the design and construction of waterways and drainage channels.

4.1. Legislative framework and constraints of instream activities

All works within waterways are regulated by the provisions of the *Water Management Act 2000* (WM Act). The NSW Office of Water administers the WM Act and has produced guidelines to ensure the design and construction of works within a watercourse must protect and enhance water flow, water quality, stream ecology and existing riparian vegetation. Guidelines require that works within the watercourse must:

- maintain or mimic natural hydraulic, hydrologic and ecological functions of the watercourse;

- accommodate natural watercourse functions by establishing natural bed and bank profiles, creating meanders and chain of ponds; and
- ensure that any modifications to watercourses do not increase flow velocities by constricting flows e.g. piping.

4.2. Council's Water Management Policy - towards best practice water management

To achieve better water management outcomes, Council in 2016 adopted a Water Management Policy, which sets out standards for the management of all aspects of the water cycle in a holistic and coordinated way. Pertinently, the Policy requires all new developments in urban release areas of the LGA to incorporate best practice water management techniques by adopting Water Sensitive Urban Design (WSUD) principles in the planning, design, construction and maintenance of water related infrastructure, and seeing stormwater as a resource and not waste.

WSUD has significantly shifted focus of drainage systems from the conventional system of directly connecting pits and pipes to downstream waterways to a system that is more attuned to the natural hydrological and ecological processes. This is achieved by on-site collection, treatment and utilisation of water flows as part of an integrated treatment train to progressively remove litter and nutrients e.g. rain gardens, drainage swales and wetlands.

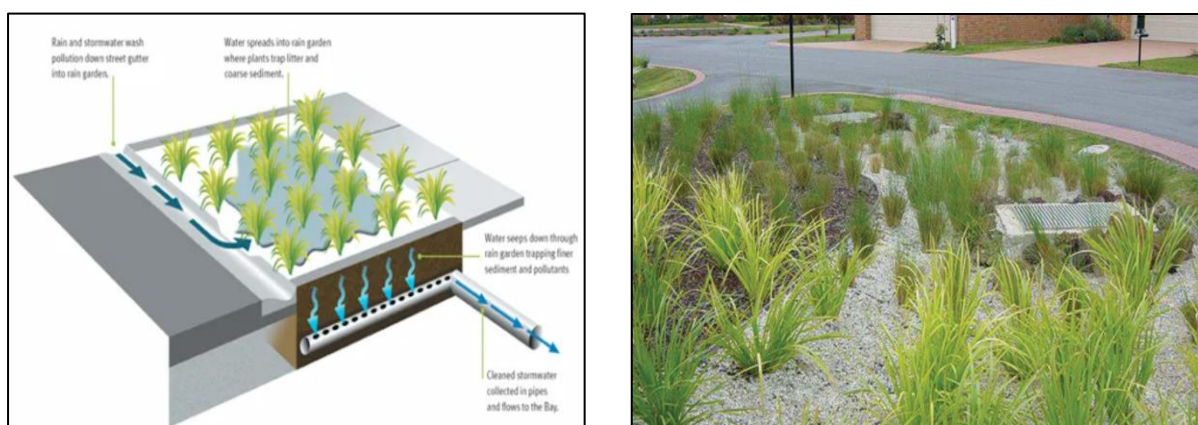


Figure 4 - illustration and photo of typical rain garden.

5. Towards a balanced, hybrid approach

5.1. Need for change

As stated above, water sensitive infrastructure generally requires large footprints to effectively respond to the multiple objectives of these systems. Further, design of waterways in heavily pedestrianised and built-up urban areas must be cognisant of public safety issues and community expectations regarding the ongoing appearance of the waterways.

The size of waterways required to accommodate all the above requirements means that costs associated with land acquisition, construction and maintenance can be significant and ongoing. Consequently, there will be situations where not all requirements of WSUD or the WM Act will be able to be accommodated in the design of waterways e.g. meandering channels, gradual bank slopes, and pools and riffles, due to its large footprint may not be able to be provided along all the affected waterways.

In these situations where space is constrained or public safety and amenity are likely to be impacted, combination of piped drainage with open overflow channels are considered the best practicable option to achieve effective treatment. It is considered that there is opportunity to better incorporate the best of both, piped and open drainage, to overcome the poor operation and performance issues outlined in 3 above. The benefits of using this hybrid system includes reduced maintenance costs, aesthetically pleasing result, reduced land requirement and improved public safety as shown in the photos below.

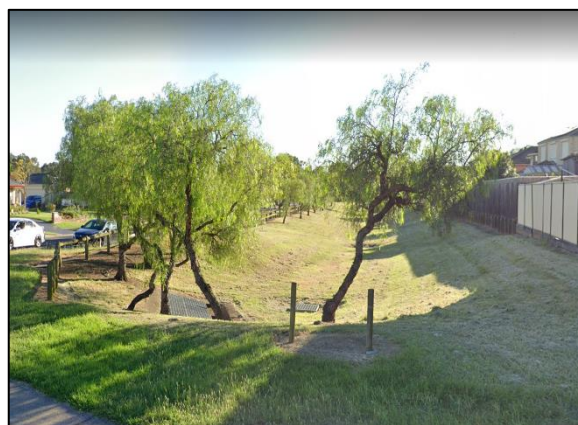


Figure 5 - photos of open space over low flow pipes in Horningsea Park

5.2. A case study - Austral and Leppington North drainage strategy

The early stage of delivery of stormwater infrastructure within the Austral and Leppington North Precinct has provided this opportunity to explore options for such hybrid drainage systems. Investigations so far have found that up to 2km of the open drainage channels within the Precinct could potentially be redesigned as a hybrid system comprising low-flow pipes with overflow open channels.

As stated previously, upon completion, the Austral and Leppington North Precincts will have 19 flood detention basins with 9km of associated trunk drainage systems comprising 4km piped and 5km open drainage channels. Flood detention basins generally comprise the following major elements:

- i). inlet system of pipes and open drainage channels that collect stormwater from upstream urbanised catchments and discharge into the basin;
- ii). a basin that collects and temporarily stores water until downstream receiving creeks have the capacity to receive the stored stormwater. By retaining and gradually releasing stormwater, basins can slow the velocity of stormwater and reduce damaging peak flows; and
- iii). outlet system of pipes and open drainage channels that drain the stormwater from the basin to the nearest creeks.

Based on the current strategy, most of the inlet systems are proposed as open drainage channels. These drainage channels will be located near residential dwellings or other active use sites such as playgrounds with parts of the channel falling generally outside defined waterways. It is considered there could be a range of community benefits in converting some of these channels into a low flow drainage system. Preliminary investigations show that up to 2km of the 5km planned open drainage channels can be replaced with piped drainage systems.

The following extract from the Austral and Leppington North drainage strategy shows sections of open channels considered viable for conversion to a low flow pipe system.

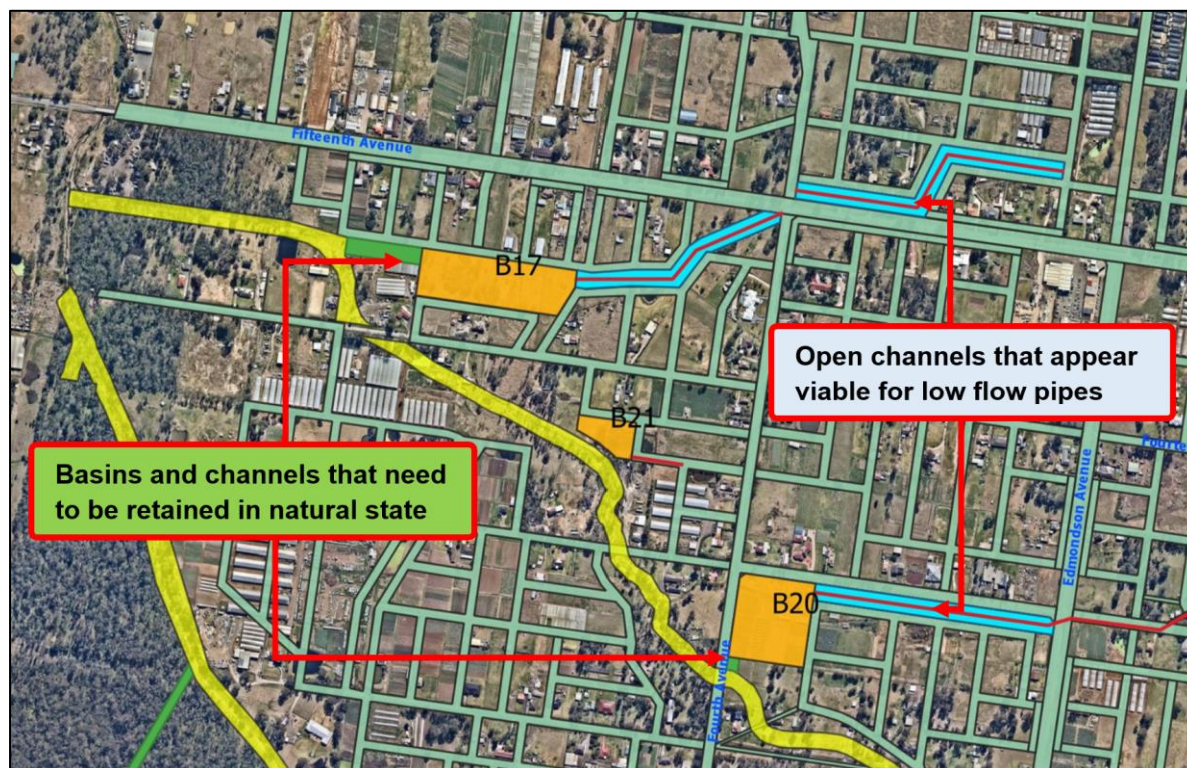


Figure 6 - areas where low flow pipes could possibly work.

The conversion of the identified channels to hybrid systems will provide additional usable space for public recreation and enjoyment while still providing the required corridor for the conveyance of flood waters. While preliminary investigations show that these conversions would be viable, further investigations will be necessary to:

- ensure there are no adverse upstream flooding impacts;
- ensure that any works within defined waterways comply with the WM Act; and
- determine any cost implications on the Contributions Plan.

5.3. Need for naturalised waterways

It is proposed that the flood detention basins (that do not provide active secondary uses such as sporting fields) and the outlet drainage channels be retained in its natural state as required by the WM Act. As can be seen from the attached drainage master plan, the outlet systems lie predominantly within existing or proposed open spaces and riparian corridors, where engineered piped drainage systems would be precluded under the WM Act.

Where drainage channels are constructed as naturalised waterways, appropriate design techniques will be used to ensure ongoing maintenance and financial liabilities are minimised, while effectively meeting the necessary drainage and environmental outcomes. Through the selection of appropriate vegetation and provision of satisfactory maintenance access, it is anticipated that these drainage systems will reduce the current maintenance burden.



Figure 7 - photo of existing outlet to Basin 6 and example of its proposed restoration (Campbelltown City).

5.4. Addressing issues with the existing open channels

With regards to issues identified with some of the existing open drainage channels, the following two sites have been selected for design investigations with the view to addressing the range of operational and performances issues affecting these channels.

a) Hopkins Creek, West Hoxton and Hinchinbrook

Council is in the process of appointing a consultant for undertaking necessary designs to address the current deficiencies. Following completion of preliminary designs, community consultations will be organised to seek their views on available solutions.

b) Affleck Gardens, Middleton Grange

With regards to the existing open drainage channel along Affleck Gardens, Council is currently developing designs for the redevelopment of the open space bound by Affleck Gardens North and South to provide a playground, outdoor gyms and associated landscaping. This has provided the opportunity to incorporate the drainage channel into the adjoining open space for a more integrated space for public recreation and enjoyment. Following completion of preliminary designs, community consultations will be organised to seek public views on this proposal.



Figure 8 - aerial view of Affleck Gardens and associated open space.

6. Conclusion

The management of stormwater has undergone significant evolution over the last few decades as community and stakeholder attitudes towards urban waterways have changed significantly. The most significant shift has been in the way stormwater is now seen: from waste requiring disposal to a resource needing preservation and reuse. While the introduction of water sensitive design principles have shifted focus of drainage systems from the conventional system of directly connecting pits and pipes to downstream waterways to a system that is more attuned to the natural hydrological and ecological processes, this report has shown that a satisfactory balance must be achieved between the necessary performance attributes of drainage systems, its environmental impacts, and community expectations on appearance and form.

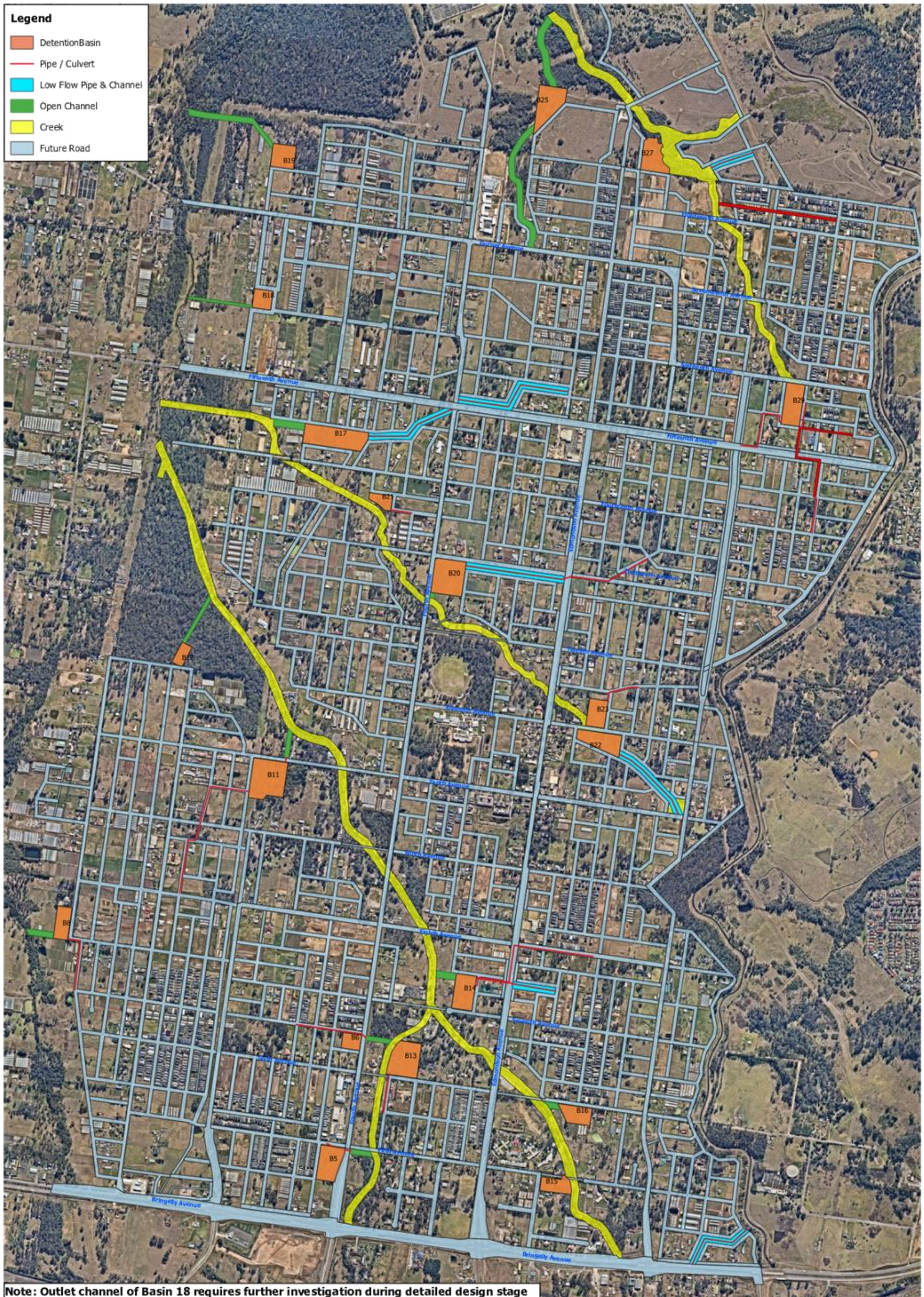
CONSIDERATIONS

Economic	Enhance the environmental performance of stormwater assets.
Environment	Manage the environmental health of waterways. Manage air, water, noise and chemical pollution. There are no environmental and sustainability considerations.
Social	Promote community education and awareness as key element to manage water quality.
Civic Leadership	Act as an environmental leader in the community.
Legislative	Water Management Act 2000
Risk	There could be potential breaches of the Water Management Act if compliance with the requirements of the Act is not achieved.

ATTACHMENTS

1. Austral and Leppington North Drainage Strategy - showing areas where low flow pipes could be viable

Austral and Leppington North Drainage Masterplan



CTTE 01

**Minutes of the Audit, Risk and Improvement
Committee Meeting held on 13 August 2021**

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	271143.2021
Report By	Chris Van Zyl - Acting Head of Audit, Risk and Improvement
Approved By	Dr Eddie Jackson - Chief Executive Officer

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 August 2021.

RECOMMENDATION

That Council

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 August 2021;
2. Adopt the 4 Year Strategic Internal Audit Plan 2021-25.
3. Adopt the Annual Internal Audit Plan 2021/22.
4. Adopt the Annual Risk Management Plan 2021/22.

REPORT

The Minutes of the Audit, Risk and Improvement Committee held on 13 August 2021 are attached for the information of Council. The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

The committee endorsed the 4 Year Strategic Internal Audit Plan and Annual Risk Management Plan. The Plans are attached under separate cover for adoption by Council.

4 Year Strategic Internal Audit Plan 2021-2025

The 4-Year Strategic Internal Audit Plan for the period 1 July 2021 to 30 June 2025 is prepared in accordance with Liverpool City Council's Internal Audit Charter.

This Plan of Internal Audit Activity aims to communicate the process for determining the focus of Internal Audit activity. In order to retain relevance and ensure value add to Council this plan will be revised subject to emerging risks and executive requests.

The objectives of this Plan are to:

- Identify a Four-Year Rolling Plan to guide the activities of Council's Internal Audit function from 1 July 2021 to 30 June 2025.
- Provide a risk-based Annual Internal Audit Plan for the year 1 July 2021 to 30 June 2022.
- The plan includes a 10% contingency to respond to emerging risks/business needs.

Annual Risk Management Plan

The risk management plan provides a structure for how council will implement its risk management policy and conduct its risk management activities.

The purpose of the plan is to ensure that the council's arrangements for managing risks are clearly understood and practiced, and identifies where, when and how different types of decisions relating to risk are made across the council and by whom.

ARIC Resolutions and Reports Requiring Further Actions

The minutes contain the following actions that will be managed through the regular reports and resolution tracking document:

- ***Climate Change Risks***
Receive a future update on Council's climate change risks.
- ***Fraud and Corruption Prevention Control Plan***
Receive a future update on the final Fraud and Corruption Prevention Control Plan
- ***Cyber Security Framework***
Receive a future update on the Cyber Security Framework.
- ***Final Management Letter***
Receive a report within three months of the Final Management letter to ensure outstanding and repeat issues are addressed in a timely manner.
- ***COVID-19 update***
It was agreed that a COVID-19 update will be added as a standing item to the ARIC agenda moving forward
- ***Training and Compliance***
Receive future reports with additional statistics at a Directorate level and on essential courses such as Code of Conduct, Risk Management.
- ***Delegations Register***
Receive a future update on the review of the delegations register following the local government elections.

- ***Continuous Risk Improvement Program (CRIP) Audit***
Monitor the implementation of the recommendations and management actions as part of the regular internal audit updates on the implementation progress of audit and risk actions.
- ***Promapp Process Conversion***
Receive future updates on the conversion progress.
- ***ARIC Meetings 2022***
Review and confirm ARIC meeting dates for 2022 at the next meeting.
- ***Local Government Job Retention Allowance***
Receive an update from Council staff on the Local Government Job Retention Allowance.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Provide information about Council's services, roles and decision making processes. Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	Local Government Act 1993, sections 8B and 23A
Risk	The committee reviewed several reports, including the interim management letter by the NSW Audit Office, Liverpool Civic Place, Council's Top 10 strategic risks, newly identified risk and an update on the impact of COVID-19 on Council's budget.

ATTACHMENTS

1. Final ARIC Minutes 13 August 2021
2. Final 4 Year Strategic Internal Audit Plan 2021-25 & Annual Internal Audit Plan 2021/22 (Under Separate Cover)
3. Final Annual Risk Management Plan 2021-2022



Audit, Risk and Improvement Committee Minutes

13 August 2021 - Microsoft Teams - 9:30am - 12:30pm

Committee Members Present:

Andrew McLeod	Chairperson, Independent Member
Stephen Horne	Independent Member
John Gordon	Independent Member
Mazhar Hadid	Deputy Mayor
Geoff Shelton	Councillor

Observers:

Wendy Waller	Mayor
Peter Harle	Councillor
Karress Rhodes	Councillor
Eddie Jackson	Chief Executive Officer (CEO)
George Hampouris	Acting Director City Corporate
Chris Van Zyl	Acting Head of Audit, Risk and Improvement (Head of ARI)
Vishwa Nadan	Chief Financial Officer
Lawrissa Chan	NSW Audit Office, Director, Financial Audit Services
Greg Parks	NSW Audit Office, Audit Leader
Peter Diplas	Acting Director City Presentation
David Smith	Acting Director Planning & Compliance
John Morgan	Director Economy & Commercial Development
Ellen Whittingstall	Internal Ombudsman
Jennifer Chenhall	General Counsel Manager Governance Legal & Procurement
George Harb	Chief Information Officer
Shaun Beckley	Programme Lead eBusiness & Planning Reform
Jessica Saliba	Acting Coordinator Governance
Rose Koch	Committees Officer (Minutes)

1. WELCOME / OPENING

The Chairperson welcomed attendees and opened the meeting at 9:30am.

Clr Shelton partially attended this meeting and was absent for the duration between items 8.4 and 9.2.

2. APOLOGIES

Nil

3. DECLARATIONS OF INTEREST

Independent Horne advised that he has been appointed to the Audit, Risk and Improvement Committee for Wingecarribee Shire Council.

Clr Shelton declared an interest for item 7.3 Annual Procurement Activity Report as

discussions were made in relation to this at previous Council meetings.

4. CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Audit, Risk & Improvement Committee Meeting held on 30 April 2021 be confirmed as a true record of that meeting.

Moved: Independent Horne

Seconded: Cllr Shelton

8. RISK MANAGEMENT

8.4 Enterprise Risk Management Report - June 2021

This item was brought forward for discussion.

The ARIC requested to include climate change as a risk in Council's risk register.

Council reported that as part of the 2021/22 Annual Internal Audit Plan, a climate change audit is being planned. The need for climate change risks to be more prevalent in the risk register has already been identified. It is anticipated that climate change risks will be raised in Council's risk register.

The ARIC encouraged that the risk be based on adaptation on Council's response.

Council reported two new risks in the recent quarter in the "high" and "extremely high risk" categories. These relate to work health and safety as well as contaminated waste entering stormwater systems.

The Committee was informed that a 'fit for purpose' wash bay at Council's depot will be installed to mitigate the risk of contaminated waste entering the stormwater systems. The DA review process has commenced, in liaison with the Planning Team. Delays have occurred due to COVID-19 pandemic, it is hoped a final determination will be made by the end of the year to begin construction.

Safety risks were discussed in the daily operation of the City Presentation Directorate since the departure of the Work Health and Safety Officer. A staff member was tasked to visit the site on a temporary basis once or twice per week, which was identified to be insufficient. Discussion was made as part of the overarching strategy for work health and safety that a temporary twelve-month position be created in this space for oversight. This will be actioned very soon. Currently, risks are being controlled at the local level.

Queries & Discussion

The ARIC queried the residual risk and requested clarification whether these risks related to a specific department and / or if this relates to an enterprise-wide risk.

Council staff clarified that the new Work Health & Safety risk is specifically recorded for City Presentation. Work health and safety remains at a low residual risk for the organisation. It is anticipated that once the risk treatments are implemented and resourcing resolved that the risk level will normalise and reduce over time.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the Enterprise Risk Management report.
2. Receive a future update on Council's climate change risks.

Motion**Moved:** Cllr Shelton**Seconded:** Independent Gordon**8.5 Annual Risk Management Self-Assessment****This item was brought forward for discussion.**

Council reported that during the last quarter, the executive team conducted an annual enterprise risk management self-assessment, which is a requirement under the proposed new audit and risk management framework for NSW Local Councils. Some of these items have been implemented ahead of time. Overall, management have assessed the risk management framework as a 4.6/5. Improvement opportunities were incorporated into the annual risk management plan submitted under separate cover.

The ARIC discussed the high ranking by management. The Committee was informed that an external review (CRIP audit) was undertaken by Civic Mutual as part of Council's insurance arrangement who independently assessed Council's risk management framework. The external assessment is on par with the management self-assessment. The summary CRIP Audit report is included as part of the agenda.

Queries & Discussion

- A.** The ARIC queried identifiable trends between the current year and those prior.

Council advised that changes were minor and nothing significant was identified. Different management are subject to their own opinion given the context when they are undertaking their own assessment. The results of the self-assessment were tabled and discussed at an executive management team meeting before finalising the Annual Risk Management Plan.

- B.** The ARIC suggested that the results of the self-assessment be split into outcomes by Department in future, to allow a review of risk maturities with a change in management.

Project management methodology flagged in the CRIP report is an area all tiers of government struggle with, in particular at a major project level. The Committee was informed that Council is currently in the process of developing the Project Management Framework and is likely to be referred to the next ARIC Meeting.

The Committee also requested updates on the fraud and corruption prevention control plan and the cyber security framework as a future meeting.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note management's self-assessment of Council's Risk Management Framework.
2. Receive a future update on the final Fraud and Corruption Prevention Control Plan, and Cyber Security Framework.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon

5. ACTION TRACKING FROM MINUTES

5.1 Audit, Risk and Improvement Committee - Resolution Tracking

It was reported that Council had responded to 11 of the outstanding resolutions, most of which are embedded in the current report and 5 of the resolutions will be reported to future meetings.

RECOMMENDATION

That the Audit, Risk & Improvement Committee note and discuss the progress made on the implementation of resolutions.

Motion**Moved:** Cllr Hadid**Seconded:** Independent Gordon

6. FINANCIAL & PERFORMANCE MANAGEMENT

6.1 NSW Audit Office - Interim Management Letter for the Year Ending 30 June 2021 (Late Paper)

Council staff took the report as read and highlighted.

Director, NSW Audit Office reported of six moderate and six low risk issues. Of the twelve issues, nine were repeated and three were new issues. The repeat issues should be prioritised to ensure they don't reoccur.

The Accounting treatment for the development application fees is an issue requiring attention. Council recognises the fees and levies upon receipt, however it is not consistent with the guidance by the OLG released in 2020 with the new accounting standards. It is understood that Council had challenged the OLG on that guidance and an outcome is pending.

Other issues requiring attention were in relation to leave not being approved in a timely manner and rental income recorded in the incorrect financial year.

Queries & Discussion

A. The discussed the repeat items and questioned action being undertaken to address them.

Policy changes have occurred in relation to confirmation orders due to the difficulty in achieving 100% compliance, therefore this issue will diminish. Council is continuing to work on and resolve repeat issues.

The ARIC agreed for Council to prepare a separate report to monitor progress on these repeat issues. A more focused approach will be undertaken with rigorous accountability. The Committee was informed that repeat findings will be addressed and that the main focus now will be on reducing the repeat findings and outstanding issues to ensure they are not recorded in the Final Management Letter. The Final Management Letter will be a good indication of the progress on issues, with a further management report provided to the Committee before the commencement of the 2021/22 interim audit.

- B.** The ARIC discussed the need to address the management of excess annual leave. It was questioned whether a cash out arrangement is in the place.

Council confirmed that some staff have opted to receive cash outs for leave in excess of four weeks, though this has not been practiced widely. Leave requests had been reversed by staff on account of the current COVID-19 pandemic lockdown. Escalating balances have been a topic of discussion within the management team and Critical Incident Response Team (CIRT). Staff are encouraged to take leave for their mental health.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the NSW Audit Office Interim Management Letter.
2. Receive a report within three months of the Final Management letter to ensure outstanding and repeat issues are addressed in a timely manner.

Motion

Moved: Cllr Hadid

Seconded: Independent Gordon

13. GENERAL BUSINESS (FOR INFORMATION)

This item was brought forward for discussion.

13.1 COVID-19 Update

It was reported that Council had lost \$1.3 million in revenue for the period of July and August 2021, on account of the closure of revenue generating facilities such as childcare, sporting grounds and parking fees. Some operational savings have been made due to the closures.

Council is incurring additional expenditure due to the recent impacts of COVID-19 leading to the closure of the Rose Street depot. These expenses relate to deep cleaning services and extra vehicles for social distancing and have not been quantified or included in this update.

The Critical Incident Response Team (CIRT) has informed the organisational approach to the COVID-19 response across the board. Most staff are working from home which was well facilitated by the IT infrastructure arrangements.

A suite of measures was adopted at the 28 July Council meeting to assist business and the community during the COVID-19 outbreak. The Mayor had advocated an active campaign to introduce more local vaccination hubs in Liverpool.

Queries & Discussion

- A.** The ARIC flagged that the COVID-19 climate at present is comparatively riskier than 2020 and due to this difference, it may mean for essential services such as rubbish collection to be closed down. Alternative plans in this given scenario were questioned.

Council assured that each circumstance provides a learning experience during these unprecedented times. Due to a recent depot staff member testing positive, Council will continue to implement additional precautionary measures in preparation for a future transmission.

A pandemic sub plan will be discussed with CIRT which assesses in depth of each critical service for consideration by the Directors.

- B. Discussions were made in relation to COVID-19 impacts to the Liverpool LGA and the lack of health responses from the State and Federal Governments to assist South West Sydney. Reputational impacts to the LGAs in Greater Sydney was expressed as a concern.
- C. It was agreed that a COVID-19 update will be added as a standing item to the ARIC agenda moving forward.

12. SPECIAL AGENDA ITEMS

12.1 Shortfall in development contributions funding and planning reforms

This item was brought forward for discussion.

Council staff delivered a presentation on the management of the shortfall of development contributions.

A few years prior, an internal audit on developer contributions and the management of shortfalls was identified as a significant risk for Council. A concerted effort was made to focus on contributions, expenditures, processes and procedures to address the shortfalls. Discussions were made with the internal developer contributions working group in relation to the management approach to ensure all issues were identified.

Council has six contributions plans in place that apply to all parts of the city. The total value of infrastructure to be delivered is valued at \$1.4 billion, with a vision to bring a further \$2.4 billion worth of infrastructure delivery in the aerotropolis region with Penrith City Council. To date, Council has delivered works across the city valued at \$450 million. The current balance in contributions is at \$220 million, however there is a shortfall of \$90 million which is directly attributable to the cap that was implemented by the NSW Government in 2012. Details relating to the sources of the shortfall and the steps in recovery were provided to the Committee.

Queries & Discussion

Council staff addressed the below queries.

- A. The ARIC queried whether Council's project management methodology is being refined in preparation for any question by IPART stakeholders of Council managing its project cost well.

The IPART review process on the contributions plan and the work schedule is highly extensive and thorough. Council is communicating with IPART on the most efficient manner to deliver this infrastructure. In a scenario IPART does not agree with the cost structure, their decisions will override Councils.

- B. The ARIC questioned the possibility of sharing recreational facilities including regional, with other LGAs to share the costs.

Council has some instances of sharing facilities across boundaries such as the Leppington Town Centre and Penrith City Council with the aerotropolis. These should be explored more across councils.

RECOMMENDATION

That the Audit, Risk & Improvement Committee receive and note this report.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon**7. GOVERNANCE, COMPLIANCE AND INTERNAL CONTROL****7.1 Governance and Compliance Training Update**

This report was taken as read.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the training and compliance update provided.
2. Receive future reports with additional statistics at a Directorate level and on essential courses such as Code of Conduct, Risk Management.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon**7.2 Governance Report January 2021 - June 2021**

This report was taken as read.

Queries & Discussion

Council staff addressed the below queries.

A. The ARIC asked for any identifiable themes in the code of conduct reviews.

Not many reviews were received therefore trends have not been extrapolated. This can be looked into.

B. The ARIC questioned the reason on the increase of complexities on GIPA requests from the legal sector.

The reasons vary where some involve public liabilities and development applications.

C. The ARIC suggested to schedule in a review of the delegations register.

This will be conducted following the local government elections.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the Governance Report.

2. Receive a future update on the review of the delegations register following the local government elections.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon

7.3 Annual Procurement Activity Report

This report was taken as read.

The ARIC questioned how the issue relating to purchase orders in the external audit report can be resolved.

Trends are monitored at an organisational level. A data analysis at a functional level will be beneficial to address problem areas.

A query was taken on notice in relation to the probity review of the recycling contract in that it appears that the management comments are blank in some instances such as for "Eco Resource Recovery". Staff advised that the management comments are in response to the whole contract and not specific to sections of the report. The risk mitigation for the contract is still in progress as management is still assessing the risks and that risk mitigation will be management during the contract lifecycle.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the procurement statistical & trend analysis report.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon

7.4 Legal Affairs Report

This report was taken as read.

Legal and court proceedings is still continuing in an online setting on some matters outlined in the report.

Queries & Discussion

- A. A Committee member sought to ascertain whether the items were related to regulatory litigation.

This was confirmed affirmative. Council is not in court for any other matters other than DAs and compliance.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the report containing the legal affairs of Liverpool City Council.

Motion**Moved:** Independent Horne**Seconded:** Independent Gordon

7.5 Internal Ombudsman activity Report

Council staff reported that community concern and angst is evident from correspondence received in relation to COVID-19.

Queries & Discussion

- A.** The ARIC questioned whether resilience training is offered to frontline staff to handle challenges from the community.

It was advised that Manager Customer Experience is liaising with her team to equip them with necessary skills to handle these challenges. The Employee Assistance Program is available for staff wishing to seek external mental health support. At present, staff are performing well under the circumstances.

- B.** The ARIC questioned if any referrals were made to the Independent Commission Against Corruption (ICAC) or whether any referrals were made from ICAC to Council.

None were received in the last financial year; however some referrals were raised recently, and it was decided they not to be investigated.

RECOMMENDATION

That the Audit, Risk & Improvement Committee receive and discuss this report.

Motion

Moved: Independent Gordon

Seconded: Independent Horne

8. RISK MANAGEMENT

8.1 Liverpool Civic Place Project Update

Council staff provided an update on the Liverpool Civic Place project.

The Council works DA was received on 5 July 2021. Some of the funding was secured with Westpac. The second transfer of the funding with NAB has been delayed and it is hoped the documentation is secured in the near future. TCorp are now able to financially assist alongside the banks.

The construction site had ceased operations following the public health order on 18 July 2021. Built Holdings is ensuring that workers are tested and vaccinated. The delivery of the project is still on track for 2023.

The University of Wollongong expressed interest for the remainder of 33 Moore Street, and Council have requested to guarantee this position by the end of the year.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the LCP project update.

Motion

Moved: Independent Gordon

Seconded: Independent Horne

8.2 Liverpool Civic Place Project - External Probity Advice

This report was taken as read.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note probity report.

Motion **Moved:** Independent Horne **Seconded:** Independent Gordon

8.3 2020/2021 WHS Annual Report

Council staff reported that returning to work is a challenge in the current environment, particularly with lack of access to health services, where face to face attention is required.

Queries & Discussion

- A.** The ARIC questioned if any liability issues regarding safety have appeared for staff working from home.

Staff have been cautious at present while working from home.

The ARIC suggested for Council to consider the communication of a safe home work environment set up for staff.

Council has an ongoing communications plan for ergonomics and mental health. The CEO provides regular updates to staff in this space.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the Annual WHS Report.

Motion **Moved:** Independent Gordon **Seconded:** Independent Horne

8.6 Draft Risk Management Plan

This item was discussed earlier in the meeting with the Annual Risk Management Self-Assessment item.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Endorse the Risk Management Plan for adoption by the governing body.

Motion**Moved:** Independent Gordon**Seconded:** Independent Horne

8.7 Continuous Risk Improvement Program (CRIP) Audit

This item was discussed earlier in the meeting with the Annual Risk Management Self-Assessment item.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the Liverpool City Council CRIP Audit Report results.
2. Monitor the implementation of the recommendations and management actions as part of the regular internal audit updates on the implementation progress of audit and risk actions.

Motion**Moved:** Independent Gordon**Seconded:** Independent Horne

9. INTERNAL AUDIT

9.1 Internal Audit Projects and Activities - 1 April to 30 June 2021

Council staff reported that an audit for vendor accounts and credit cards was made. It was found that the framework was fit for purpose and the control environment rated as satisfactory. Minor recommendations were made about vendor management and purchase orders. This issue was also raised by external auditors.

A review was made on the implementation of audit action items and risk treatments. It was revealed that a number of items were closed off prematurely. This was highlighted to the executive team to monitor.

Queries & Discussion

- A.** The ARIC queried whether interim controls are in place wherever there is a deficiency in the process when audit recommendations are not implemented or outstanding. Council staff assured that time extensions processes are an option in these scenarios, where staff require additional time to complete or implement corrective actions.

RECOMMENDATION

That the Audit, Risk & Improvement Committee;

1. Receive and note the Internal Audit Projects and Activities Report.

Motion**Moved:** Independent Gordon**Seconded:** Independent Horne

9.2 4 Year Strategic Internal Audit Plan 2021-25

Council staff reported that they had liaised with Councils executive team in prioritising some of these audits. The planning of climate change and performance audits is underway, including an external quality assurance review of the Internal Audit function and ARIC.

Queries & Discussion

The ARIC suggested for a quality assurance improvement program as part of the internal audit charter moving forward. The Committee was informed that Council has an Internal Quality Policy that includes a Quality Assurance and Improvement Program (QAIP). A self-assessment against the International Standards for the Professional Practice of Internal Auditing (IPPF) was submitted to the ARIC in 2020 and will again be submitted to the next meeting of the ARIC. The external review of the Internal Audit function forms part of this policy.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Endorse the 4 Year Strategic Internal Audit Plan 2021-25 for adoption by Council.
2. Endorse the Annual Internal Audit Plan 2021/22 for adoption by Council.

Motion

Moved: Independent Horne

Seconded: Independent Gordon

10. SERVICE REVIEWS & IMPROVEMENT

10.1 Customer Experience - Overdue Customer Requests and Records Action Items

The report was taken as read.

Queries & Discussion

A. The ARIC questioned some items that exceeded a 1,000 days overdue.

Council staff advised some of these have legal implications. Work is being made to unpack how long these items should take. Work is also planned for the next six to 12 months to show users in using the system effectively to accurately reflect the duration of results.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the update on Overdue Customer Requests and Records Action Items.

Motion

Moved: Independent Horne

Seconded: Cllr Shelton

10.2 Process Mapping Way Forward

Council staff reported that the high level review of the processes in Promapp have been finalised. It was identified that only 57% (294) of the 513 processes needed to be maintained in some form.

189 processes were already recorded in other policies, standards and procedures.

105 processes will be combined and consolidated into 53 new standards and procedures. The conversion of existing processes to standards and procedures will be monitored and tracked until the conversion project has been finalised.

The Audit and Risk Modules within Promapp will still be utilised for the time being until Council assesses the viability of implementing a new enterprise solution across all platforms.

Process mapping will no longer be performed using Promapp.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the report on the transition of process mapping.
2. Receive future updates on the conversion progress.

Motion

Moved: Independent Horne

Seconded: Cllr Shelton

11. ARIC SUPPORT

11.1 Draft ARIC Work Plan July 2021 - December 2022

This report was taken as read.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Endorse the ARIC Work Plan for July 2021 to December 2022.
2. Review and confirm ARIC meeting dates for 2022 at the next meeting.

Motion

Moved: Independent Gordon

Seconded: Independent Horne

11.2 ARIC Annual Performance Self-Assessment

The results of the ARIC Annual Performance Self-Assessment were discussed. The Committee was informed that Council will be conducting an external review of the internal audit function and the effectiveness of the ARIC as part of the Quality Assurance and Improvement Program which will validate the results from the ARIC self-assessment.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the overall effectiveness as outlined in the 2020/21 ARIC Self-Assessment Questionnaire.

Motion**Moved:** Cllr Shelton**Seconded:** Independent Horne

13. GENERAL BUSINESS (FOR INFORMATION)

13.1 Budget Review Minutes

This item was taken as read.

Queries & Discussion

- A. The ARIC noted that the budget needs to be fit for purpose and the reports provided indicate the process of the budget outcomes and assures transparency.

RECOMMENDATION

That the Audit, Risk & Improvement Committee:

1. Receive and note the Minutes of the Budget Review Panel Meeting.

Motion**Moved:** Independent Gordon**Seconded:** Cllr Shelton

13.2 Local Government Job Retention Allowance

Cllr Rhodes requested an update from Council staff on this item. This was taken on notice.

14 CLOSE

The Chairperson closed the meeting at 12:25 pm.

15 NEXT MEETING

Friday, 15 October 2021, Microsoft Teams, 9:30 am – 12:30 pm

RISK MANAGEMENT PLAN
18 MONTH PLAN JULY 2021 - DECEMBER 2022

REF	TASK/S	ACTION/S	RESP	FREQ	Q1 Oct-21	Q2 Feb-22	Q3 May-22	Q4 Aug-22	Q1 Oct-22	Q2 Feb-23
1	Enterprise Risk Management Policy, Strategy & Framework	Review and update the strategy, policy and overall risk management framework to ensure compliance with ISO 31000.	HARI	Biennial				✓		
2	Roles, accountability & responsibilities	Ensure ERM responsibilities are included in position descriptions and employment contracts and that performance of managers is assessed on a regular basis.	POD EMT	Quarterly	✓		✓		✓	
3	Risk Identification, Analysis, Evaluation	Identify risks that might create, enhance, prevent, degrade, accelerate or delay the achievement of the council's strategic objectives. Analysing the impact of the risk, starting with an assessment of the consequences as well as the likelihood of a risk occurring. Evaluated risks to determine which risks are to be treated and the priority for treatment implementation. Review risk tolerances for new and emerging risks against Council's risk appetite and develop appropriate risk treatments to manage risks within acceptable tolerance.	EMT	Quarterly / Biannual	✓	✓	✓	✓	✓	✓
4	Risk Appetite & Risk Treatments	Manage the risks associated with the carrying out the project/initiative. Conduct risk assessments as required for major new or altered activities	HARI EMT	Quarterly	✓	✓	✓	✓	✓	✓
5	High Risk / Strategic Projects	Quarterly reporting on top 10 Strategic risks, including emerging risks and new risk treatments to the elected council, EMT and ARIC. - Quarterly validation of existing controls to manage strategic risks. - Biannual validation of existing controls to manage operational and compliance risks.	EMT	Quarterly	✓	✓	✓	✓	✓	✓
6	Monitoring & Review	Ensure documented Policies, Standards and Procedures are integrated into the controls recorded in the risk register.	HARI	Quarterly	✓				✓	
7	Policy, Standards and Procedure Integration	Integrate risk considerations when developing and implementing council policies, standards and procedures.	HARI	Quarterly	✓	✓	✓	✓	✓	✓
8	Policy Drafting Standard	Integrate legislative compliance and council operational policies, standards and procedures into the controls documented in the risk register.	MGLP	Once - off / Continuous		✓				✓
9	Legislative Compliance & Operational Policies	Identify key risks that may impact on objectives and strategies and controls in place / proposed to manage these and incorporate key performance measures into individual Business Plans.	HARI MGLP	Quarterly	✓	✓	✓	✓	✓	✓
10	Performance Measures	Annual review of all corporate risks i.e. strategic, compliance and operational risks.	MCS EMT	Annually	✓				✓	
11	Annual Risk Review		EMT	Annually		✓				✓

REF	TASK/S	ACTION/S	RESP	FREQ	Q1 Oct-21	Q2 Feb-22	Q3 May-22	Q4 Aug-22	Q1 Oct-22	Q2 Feb-23
12	Annual Self-Assessment	Annual Risk Management Self-Assessment by the senior management team of the quality of council's risk management framework.	HARI EMT	Annually				✓		
13	Independent Assurance	Independent assurance to the CEO and governing body that the council's risk management framework is appropriate and working effectively.	ARIC	Annually		✓				✓
14	Compliance Attestation	Publish in Councils annual report an attestation certificate indicating whether council has complied with the risk management requirements. (2022)	MCS EMT	Annually					✓	
15	Project Management	Develop and implement a council wide Project Management Framework to identify, mitigate and manage project risks, including risk escalation.	DI&E	Once - off	✓					
16	Continuous Risk & Improvement Program (CRIP)	Monitor the implementation of CRIP corrective actions.	HARI	Quarterly	✓	✓	✓	✓	✓	✓
17	Training & Development	Create basic risk management awareness amongst staff and provide additional refreshed training for risk owners and senior management with added risk obligations. (eLearning provided for new starters, thereafter every three years)	HARI POD	Three Years	✓	✓	✓	✓	✓	✓

CTTE 02

**Minutes of the Liverpool Access Committee
meeting held on 12 August 2021**

Strategic Direction	Leading through Collaboration Encourage community participation in decision-making
File Ref	271485.2021
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Liverpool Access Committee Meeting held on 12 August 2021.

RECOMMENDATION

That Council receives and notes the Minutes of the Liverpool Access Committee Meeting held on 12 August 2021.

REPORT

The Minutes of the Liverpool Access Committee meeting held on 12 August 2021 are attached for the information of Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Support access and services for people with a disability.
Civic Leadership	Encourage the community to engage in Council initiatives and actions.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Minutes of the Liverpool Access Committee meeting held on 12 August 2021



This meeting was recorded for minute taking purposes
This meeting occurred on MS Teams

MINUTES FROM ACCESS COMMITTEE MEETING 12 August 2021

COUNCILLORS:

Mayor Wendy Waller
Councillor Karress Rhodes
Councillor Geoff Shelton
Councillor Peter Harle

Liverpool City Council **(Chairperson)**
Liverpool City Council
Liverpool City Council
Liverpool City Council

COMMITTEE MEMBERS:

Najla Turk
Christine O'Neill
Teresa Tran
Leanne Park
Kay Bruce
Quang Nguyen

Sunnyfield
Northcott
Skilled Health
NDIS
Service provider (Occupational Therapist) & Carer
Community member

COUNCIL ATTENDEES:

Jacqueline Newsome
Cynthia Death

Coordinator Community Development
Community Development Worker (Minutes)

APOLOGIES:

Peter Fraser
Ellie Robertson

Community Representative
Community Representative



OPEN

Meeting opened at 1:05 pm.

1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Wendy Waller acknowledged the traditional custodians of the land and welcomed attendees at the meeting. Apologies were noted.

2. DECLARATIONS OF INTEREST

Nil

3. CONFIRMATION OF PREVIOUS MEETING NOTES

The minutes of the previous Access Committee meeting held on 10 June were accepted as a true record of that meeting.

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1 Footpath Repairs

Updates on the footpath repairs raised at the previous meeting were tabled:

- Trimming of shrubs at 1 Hoxton Park Rd is yet to be completed, to be further investigated by Council officers;
- Street name signs at the corner of Moore Street and Park Road have been installed at this location;
- Macquarie Street repair work has been scheduled, to be completed pending COVID-19 restrictions and weather; and
- Uneven surface of Australis Avenue road section in front of the shopping centre ramps has been completed.

4.2 Premises Standards Review feedback

Council's submission to the Premises Standards Review was provided to Committee members via email. No further feedback was received.

4.3 Liverpool Westfield Redevelopment

Brett Leonard, Centre Manager Westfield Liverpool has provided an update via email advising the Committee that due to the ongoing COVID-19 restrictions there has been little progress made on the upgrades to Westfield Liverpool. Westfield are still committed to proceeding with the development of Westfield Liverpool however, the timing of progress is unclear and will be dependent on the ongoing Public Health Orders and restrictions.

4.4 Lift & Change facilities in Liverpool Civic Place

Committee members were advised that a Lift and Change facility will be provided in the new library at Liverpool Civic Place. This facility will be available to community members during library business hours.



4.5 Master Locksmith Association Key (MLAK) – community education for Culturally and Linguistically Diverse (CALD) communities

Information on MLAK has been provided to key organisations and community groups for distribution to CALD community members.

4.6 Bus Services to Liverpool Civic Place (LCP)

The request has been forwarded to Council's Transport Management team, to be raised at the next Pedestrian, Active Transport and Traffic Committee meeting.

4.7 Toilet Facilities at Liverpool Railway Station

Liverpool Railway Station have confirmed that community members can access the toilet facilities at the railway station without charge using their Opal card, or by requesting assistance to access the facilities from railway station staff.

4.8 Power Pole on Footpath near Pioneers Memorial Park

The existing ramp is a non-standard ramp as the width is not sufficient for a wheelchair to cross Campbell Street. For the ramp to be considered compliant under the Disability Discrimination Act (DDA) either the power pole or traffic signal post need to be relocated. It is more practical to relocate the traffic signal post, which is the responsibility of Transport for NSW (TfNSW).

This matter has been referred to the Pedestrian, Active Transport and Traffic Committee for investigation and to request action by TfNSW.

4.9 Removal of Bollards at Cartwright Underpass

This matter has been referred to Council's Transport Management team for further investigation. An update will be provided at a future Committee meeting.

5. ACCESS NOTIFICATIONS

No access notifications were reported at this meeting. Committee members were reminded that access notifications can be raised directly by contacting Council's Customer Service Centre on 1300 36 2170.

6. GENERAL BUSINESS

6.1 Council Election

Councillor Rhodes advised that the upcoming Council elections has been rescheduled to 4 December 2021 due to the ongoing COVID-19 outbreak and related public health orders.

CLOSE

Meeting closed at 1:25pm.

CTTE 03	Minutes of the Aboriginal Consultative Committee meeting held on 5 August 2021
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Strategic Direction	Leading through Collaboration Encourage community participation in decision-making
File Ref	272314.2021
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Aboriginal Consultative Committee meeting held on 5 August 2021.

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Aboriginal Consultative Committee meeting held on 5 August 2021; and
2. Endorse the recommendations in the Minutes.

REPORT

The Minutes of the Aboriginal Consultative Committee meeting held on 5 August 2021 are attached for the information of Council.

The minutes contain the following actions or Committee recommendations:

- Community Development team to inform Casula Powerhouse Arts Centre of the Committee recommendations to place signage outside the permanent exhibition space to warn visitors of the sensitive nature of the exhibit;
- Committee members to review the street naming application and provide further advice to Council's Executive Planner; and
- That the Committee submit a letter to the relevant authorities opposing the name "Bradfield" for the Aerotropolis precinct and instead encourage the use of an Aboriginal name to promote reconciliation and ownership of the land.

None of the actions contained in the minutes will have a financial impact on Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
Civic Leadership	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services and roles.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Minutes of the Aboriginal Consultative Committee meeting held on 6 August 2021



This meeting was recorded for minute taking purposes
This meeting occurred on MS Teams

MINUTES FROM ABORIGINAL CONSULTATIVE COMMITTEE MEETING 6 August 2021

COUNCILLORS:

Mayor Wendy Waller
Councillor Geoff Shelton
Councillor Karress Rhodes

Liverpool City Council (**Chairperson**)
Liverpool City Council
Liverpool City Council

COMMITTEE MEMBERS:

Sandy Oldfield
Warren Oldfield
Christine Nickel
Kerianne Gerard
Ruth Maginness
Kathy Musico
Stephen Dobell-Brown

Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Community Member

COUNCIL ATTENDEES:

Jacqueline Newsome
Clara McGuirk
Nikki Akbar
Ian Stendara
Rose Koch

Coordinator Community Development
Strategic Events Lead
Major Events Producer
Executive Planner
Committees Officer (**Minutes**)

GUEST SPEAKERS:

Chloe Sullivan
Ray French
Carla Pignatelli
Leah Tucker

GHD Consultants
GHD Consultants
GHD Consultants
Department of Planning, Industry & Environment

APOLOGIES:

Aunty Norma Shelley
Aunty Maggie Neal

Aboriginal Community Member
Aboriginal Community Member



OPEN

Meeting opened at 6:08 pm.

1. WELCOME, ATTENDANCE AND APOLOGIES

Mayor Waller welcomed everyone to the Committee meeting and opened the meeting. Apologies were noted.

Sandy Oldfield acknowledged the traditional custodians of the land, the Cabrogal Clan of the Darug nation, and paid respects to Elders past, present and emerging.

2. DECLARATIONS OF INTEREST

Nil

3. MEETING NOTES FROM PREVIOUS MEETING

The meeting notes from the previous meeting held on 6 May 2021 were acknowledged by members of the Committee who were present at that meeting.

3.1 Permanent Exhibition at Casula Powerhouse Arts Centre (CPAC)

Stephen Dobell-Brown requested an update on this item from the previous meeting. The exhibition features portraits of local First Nations people who are deceased which could be upsetting for community members. It was suggested that a warning sign be placed outside the exhibition space due to associated sensitivities.

Mayor Waller agreed with this suggestion and advised that it can be raised with CPAC once it is operational, following the easing of COVID-19 restrictions.

Action: Community Development team to inform CPAC of the Committee recommendations to place signage outside permanent exhibition space to warn visitors of the sensitive nature of the exhibit.

4. STREET NAMING APPLICATION – STRATEGIC PLANNING

Council's Executive Planner reported that Council received a street naming application from a landowner for a new road to be constructed in Austral. The proposed name, "McLeod Road", is after Mr Robert McLeod who was noted in the application as a local member of the Aboriginal community. Mr McLeod had a long-standing role in the music industry and was a strong advocate for First Nations rights from the 1960s. He was a resident of Green Valley throughout the 1960s, hence the connection to Liverpool.

The Committee was encouraged to provide feedback.

It was agreed that while this application is favourable, the Committee will decide upon receiving further information.

Action: Committee members to review the street naming application and provide further advice to Council's Executive Planner.



5. GUEST SPEAKERS

5.1 Cumberland Plain Conservation Plan Aboriginal Implementation and Engagement Strategy

Staff members from GHD Consultants and the NSW Department of Planning, Industry and Environment (DPIE) provided the following update:

- The Cumberland Plain Conservation Plan aims to strategically manage, protect and enhance the Cumberland Plain which consists of 200,000 hectares of land ranging from Picton, Richmond, Blue Mountains and the Georges River;
- The plan seeks to deliver economic, environmental and social outcomes;
- One social outcome of the plan includes promoting Aboriginal culture and knowledge as well as supporting economic opportunities for Aboriginal people;
- Native and biodiversity impacts in growth areas during development will be monitored with activity guided by the legislation to offset these impacts; and
- DPIE have been engaging with Aboriginal stakeholders to inform the plan since 2018. The plan has helped to build shared pride in First Nations cultural heritage across the community.

Questions & Discussion

Committee members raised the following queries for discussion:

- i. Mr Stephen Dobell-Brown requested elaboration on the Strategy relating to Aboriginal business and employment development.
The goals include providing start-up funding, training, and advice to build capacity for Aboriginal businesses as well as investigating funding initiatives that support employment and training pathways in the environment sector.
- ii. Councillor Shelton queried whether any changes were made to the Strategy during the early engagement phase.
Changes were made during the early engagement phase, in accordance with feedback received from stakeholders, including the community.
- iii. Mr Dobell-Brown queried whether land would be allocated in the Liverpool LGA for the management of land by Aboriginal people.
At this stage no decisions have been made. However, this Strategy will enable those decisions in the future for land conservation.
- iv. Committee members expressed concerns of light pollution following these developments as well as impacts to flora and fauna.

5.2 NAIDOC Week Updates

Major Events Producer delivered a presentation on Council's activities for NAIDOC week during 2020 and 2021. Proposed activities for later in the year were also outlined:

- NAIDOC celebrations in 2020 was postponed to 9 – 14 November due to the COVID-19 outbreak and public health orders. A digital program was produced in line with the theme



for 2020 titled: "Always Was, Always Will Be";

- In consultation with stakeholders, a series of videos were produced for screening in collaboration with Casula Powerhouse Arts Centre. These included two online film screenings of "In My Blood It Runs", "The Australian Dream", as well as "Animated Dreaming Story" delivered by Paul Teerman;
- Other activities included weaving and artefact exhibitions, library story time sessions, musical performances and cooking demonstrations;
- NAIDOC Week celebrations in 2021 were held from 4 – 11 July, with the theme of "Heal Country!". In accordance with public health orders in Greater Sydney, the in-person events have been postponed;
- Council intends to reschedule the in-person NAIDOC Week events for the September/October school holiday period, pending the public health orders; and
- Council received funding from Aboriginal Affairs NSW for the second year to continue the NAIDOC voices video series. These videos were featured on Council's website during NAIDOC Week 2021.

Discussion

- i. Ms Oldfield noted that given NAIDOC celebrations are proposed to be held outside of NAIDOC week, this may give scope to engage with other performers and artists who would otherwise not be available for engagement.

5. COUNCILLORS REPORT

Councillor Shelton provided the following report from the recent Council meeting:

- The Local Government elections have been postponed to 4 December due to the COVID-19 outbreak and public health orders;
- A planning amendment proposal for 4-8 Hoxton Park Road has progressed through Council;
- Matters relating to dual occupancy subdivisions will be addressed comprehensively as part of the Local Environmental Plan review;
- Manor housing is being promoted by the NSW government in the planning space, a prominent feature of housing in the United Kingdom; and
- Council discussed and resolved a number of support and services to the community in response to COVID-19 impact.

Mayor Waller advised that a number of walk-in vaccination hubs are now operational in the Liverpool LGA. Locations include Wattle Grove and Michael Wenden Aquatic Leisure Centre in Miller. A number of pharmacies in Liverpool are now able to administer the Astra Zeneca vaccine.



6. FIRST NATIONS WORKING GROUP

Coordinator Community Development reported that a First Nations Working Group has been established to oversee a holistic approach to Council commitments, including those under the City Deal. One of the actions for the eight City Deal council's employment opportunities for First Nations community. Council will also focus on supply and procurement where First Nations business have increased participation and access to Council's procurement opportunities.

A report back from this working group will be a standing item on the Aboriginal Consultative Committee meeting agenda moving forward.

Questions & Discussion

- i. Mr Dobell-Brown queried how Council would balance the need to procure cost effective goods and services while maintaining involvement of Aboriginal businesses and organisations in the procurement process.

Coordinator Community Development advised that Council is currently developing guidelines. Council is required to undertake probity and transparency procedures during the tender process in sourcing suppliers. Council can consider incorporating First Nations involvement as part of the procurement process which can be given weight as part of the assessment criteria. Further information will be shared with the Committee as development of guidelines progresses.

7. GENERAL BUSINESS

7.1 'Bradfield' Aerotropolis

The Committee discussed views on the decision to naming the Aerotropolis precinct as 'Bradfield'. It was agreed that this was a missed opportunity to acknowledge Aboriginal reconciliation and ownership of the land.

Motion: That the Committee submit a letter to the relevant authorities opposing the name "Bradfield" for the Aerotropolis precinct and instead encourage the use of an Aboriginal name to promote reconciliation and ownership of the land.

Moved: Christine Nickel

Seconded: Ruth Maginness

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

CLOSE

Meeting closed at 7:47 pm.

CTTE 04	Meeting Notes of the Liverpool Youth Council Committee Meeting held 13 July 2021 and Minutes of the Liverpool Youth Council Committee Meeting held 10 August 2021
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Strategic Direction	Leading through Collaboration Encourage community participation in decision-making
File Ref	276378.2021
Report By	Galavizh Ahmadi Nia - Manager Community Development and Planning
Approved By	Tina Bono - Acting Director Community & Culture

EXECUTIVE SUMMARY

This report is tabled in order to present the Meeting Notes of the Liverpool Youth Council Meeting held on 13 July 2021 and the Minutes of the Liverpool Youth Council Meeting held on 10 August 2021.

RECOMMENDATION

That Council:

1. Receives and notes the Meeting Notes of the Liverpool Youth Council Meeting held on 13 July 2021 and Minutes of the Liverpool Youth Council Meeting held on 10 August 2021; and
2. Endorse the recommendations in the Minutes.

REPORT

The Meeting Notes of the Liverpool Youth Council Meeting held on 13 July 2021 and Minutes of the Liverpool Youth Council held on 10 August 2021 are attached for the information of Council.

The Meeting Notes of the 13 July 2021 meeting contain the following actions or Committee recommendations:

- **MOTION:** The Community Development Worker (Youth) to provide a draft budget document to be developed by Youth Council members at the August Youth Council meeting; and
- **MOTION:** The Community Development Worker (Youth) to invite Council's Service Manager Transport Management to an upcoming meeting of the Liverpool Youth Council to discuss roads in Austral.

The Minutes of the 10 August 2021 meeting contain the following actions or Committee recommendations:

- **MOTION:** The Community Development Worker (Youth) to investigate options to provide immediate support for young people in the community who have been impacted by COVID-19 and report back to the September Youth Council meeting; and
- **MOTION:** The Community Development Worker (Youth) to organise an online meeting for Youth Council members and CPAC Youth committee members.

None of the actions contained in the minutes will have a financial impact on Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	Raise community awareness and support action in relation to environmental issues.
Social	Support community organisations, groups and volunteers to deliver coordinated services to the community. Promote community harmony and address discrimination.
Civic Leadership	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Liverpool Youth Council Minutes - 10 August 2021
2. Meeting Notes - Liverpool Youth Council 13 July 2021



Meeting Notes

MINUTES OF LIVERPOOL YOUTH COUNCIL MEETING 10 August 2021

COUNCILLORS:

Mayor Wendy Waller
 Councillor Nathan Hagarty
 Councillor Geoff Shelton

Liverpool City Council
 Liverpool City Council
 Liverpool City Council

COMMITTEE MEMBERS:

Phillip Gigliotti
 Emily D'Silva
 Vishal Kunnathur Senthilkumar
 Mustafa Sawalhi
 Sonia Sharma
 Alyssia Dower
 Simbarashe Zimbudzana
 Ella-Jay Nuttall
 Jorja Suga
 Mikaela Jenkins
 Natasha Ferrer

President (**Chairperson**)
 Deputy President
 Secretary (**Minutes**)
 Treasurer
 Media Representative
 Media Assistant
 Youth Liaison Representative
 Youth Councillor
 Youth Councillor
 Youth Councillor
 Youth Councillor

COUNCIL ATTENDEES:

Derek Tweed
 Alexi Gilchrist
 Karen Visman
 Dominique Di Leva
 Mary Erian
 Maree Kaltsas
 Danait Berhe

Liverpool City Council
 Liverpool City Council
 Liverpool City Council
 Liverpool City Council
 Liverpool City Council
 Liverpool City Council
 Liverpool City Council

APOLOGIES:

Councillor Charishma Kaliyanda
 Adrian Lal

Liverpool City Council
 Youth Councillor



Meeting Notes

1. WELCOME, ATTENDANCE AND APOLOGIES

Youth Council President Phillip Gigliotti opened the meeting at 6.05pm and conducted the Acknowledgement to Country.

2. DECLARATIONS OF INTEREST

Nil.

3. PRESENTATION – Environmental Restoration and Waste Management strategies Overview

Council's Environmental Restoration Plan team and Waste Education Officer provided an overview of current environmental and waste strategies across Council:

Liverpool's biodiversity and sustainability:

- Liverpool has 9,859 hectares of native vegetation. This makes up approximately one third of the LGA;
- There are 36 threatened flora and 58 threatened fauna species;
- Solar power is progressively being installed on Council buildings with ongoing savings of \$15,000-\$17,000 per annum; and
- Solar lights are being used in parks and open spaces with increased use near paths, playgrounds, and outdoor gyms.

Liverpool's Environment Restoration Plan (ERP):

- The ERP focus is to improve the local natural environment for the long-term benefit of Liverpool and the community;
- The program engages the community to get involved in programs, including education on a broad range of topics including National Tree Day, tree planting days and monthly sustainability workshops;
- Environmental volunteer programs have been running for 19 years, including young people and residents interested in citizen science; and
- The "Sustaining Liverpool" newsletter provides residents with details of current projects, programs and events the community could participate in.

Liverpool's Waste and Cleansing Initiatives:

- Council collects three different types of kerbside bins:
 - Red bins collect general waste with no diversions (all goes to landfill);
 - Yellow bins collect recyclable materials with approximately 90% being diverted from landfill; and
 - Green bins collect organics with approximately 97% being diverted from landfill.
- Residents can request household clean-ups of items such as furniture, metals and mattresses with most items able to be recycled;



Meeting Notes

- Council operates a Community Recycling Centre which is open Monday – Saturday and accepts e-waste, paint, chemicals, batteries, x-rays and other recyclable items;
- Educational workshops are provided to schools and community groups on a range of topics to reduce waste, littering, illegal dumping and promote recycling;
- Council is finalising its Waste Strategy to align with the NSW Government goals; and
- Planning to deliver new technologies/approaches such as Food Organics/Garden Organics (FOGO) and utilising energy from waste products.

Questions and discussion:

1. What Citizen Science projects can be implemented?
 - These projects are currently facilitated through Council's Sustainable Environment Grants program and include initiatives such as monitoring frogs and nocturnal monitoring. These grants are also open to areas of interest to the community.
 - Further details including suggested social media apps which can provide further information on this can be found in the Sustaining Liverpool newsletter.
2. Are there Environmental Awards for community members?
 - The Liverpool Australia Day awards include the Fraser Environment Award.
3. How can the Youth Council help with education on waste management to residents?
 - The Youth Council can model good behaviour of what items go in which bin and sharing with friends and family members;
 - There is an Australasian labelling system that guides exactly which items can be recycled; and
 - A new app will be available soon which will allow community members to scan an item and advise whether it can be recycled.

Moved: Simbarashe Zimbudzana **Seconded:** Natasha Ferrer

MOTION: That the information be received and noted.

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

4. CONFIRMATION OF PREVIOUS MINUTES

The Meeting Notes from the meeting held on 13 July 2021 were confirmed as a true record of that meeting.

Moved: Simbarashe Zimbudzana **Seconded:** Emily D'Silva

MOTION: That the information be received and noted.



Meeting Notes

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

5. BUSINESS ARISING FROM PREVIOUS MINUTES

12.1 Training Options and Budget

The budget to be presented during the Treasurers Report.

12.2 Road Safety concerns in Austral

Council's Manager Transport Management will attend the November Youth Council meeting to speak on planned safety upgrades for roads around Austral.

Moved: Mustafa Sawalhi **Seconded:** Ella-Jay Nuttall

MOTION: That the information be received and noted.

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

6. CORRESPONDENCE

Youth Council Secretary Vishal Kunnathur Senthilkumar read the following email correspondence received by the Youth Council:

1. Redwoods Work Collaborative will be hosting Navigating (Self) Employment CoLab online and free for young jobseekers and entrepreneurs aged 17 to 26 years.
2. Liverpool Library is running a series of free HSC help programs in August and September, which will be delivered online.
3. The Australian Careers Business College are hosting a series of seven short fee-free courses that are 100% online and are funded by the NSW Government under the Skills for Recovery program. These courses aims to up skill NSW residents of any age who are currently unemployed and/or all NSW residents aged 16-24 years.

The Community Development Worker (Youth) will forward the emails to the Youth Council members for further review and feedback.

Moved: Simbarashe Zimbudzana **Seconded:** Jorja Suga

MOTION: That the information be received and noted.

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



Meeting Notes

7. COUNCILLOR UPDATE

The following update from the Council meeting held on 28 July 2021 was provided:

- Liverpool is currently one of the 'hotspot' areas for COVID-19. The significant spread of COVID-19 in Liverpool LGA is concerning and very contagious. Residents are reminded to stay at home and comply with ongoing public health orders;
- The Pfizer vaccine is now available for HSC students. Some community members have expressed concern regarding travelling to vaccine hubs;
- Council is encouraging community members to stay connected with loved ones and the community at this time, to reach out and seek help if required;
- A Planning Proposal to amend the Liverpool Local Environmental Plan 2008 to realign Liverpool Hospital's Helicopter flight paths was endorsed;
- The Liverpool Local Environmental Plan 2008 Amendment 79 - rezoning land and amending development standards at 4-8 Hoxton Park Road, Liverpool – was endorsed;
- Permitting Dual Occupancies in the R2 and R3 zones of the Liverpool Local Environmental Plan 2008 was endorsed;
- Council endorsed the amount of \$28,950 (GST exclusive) under the Corporate Sponsorship Program for the following projects subject to the projects going ahead pending COVID-19 restrictions:
 - Friends of India Australia Inc;
 - Southern Districts Football Association; and
 - The Ingham Institute for Applied Medical Research.
- Council received and endorsed a report which provides an overview of the costs and benefits associated with the Western Sydney City Deal to date;
- A motion was unanimously carried which detailed Council's COVID-19 Support program including:
 - Testing and vaccination;
 - Parking for essential workers;
 - Supporting vulnerable community groups through rate relief, the provision of community facilities and sporting fields and emergency relief; and
- The Local Government elections have been postponed to Saturday 4 December 2021.

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.



Meeting Notes

8. YOUTH WORKER'S REPORT

School Holidays September

- Council plans to deliver school holiday activities in September, with delivery mode pending ongoing public health orders and following advice from NSW Health.

Wear it Purple day

- Council will be hosting a movie night for Wear it Purple Day to show support to young people who identify as LGBTIQA. All are welcome to attend. This event will be held on Friday 27 August at 7pm. Those who wish to attend can register via Facebook.

Youth Mental health First Aid Course (YMHFA)

- Youth Councillors who participated in the YMHFA course at the end of June were advised that all participants successfully completed their exam and are now accredited Mental Health First Aid providers.

Youth Opportunities Program Funding grants

- The Youth Opportunities Program provides one-off, time-limited grants between \$10,000 and \$50,000 to not-for-profit organisations and local councils for youth-led and youth-driven projects that have a positive youth development focus;
- Projects funded under the Youth Opportunities Program are to engage young people at every stage of the project - from identifying the need, through to design, project delivery and final review and recognition;
- Youth Council members should discuss ideas for programs which suit this funding opportunity with the Community Development Worker (Youth); and
- The closing date for applications is 6 September 2021.

Mental Health and Wellbeing

- Youth Council members were reminded to look after their own mental health and that of those around them during this challenging time. If you or someone you know is in distress, support is only a phone call away. Please reach out and remind your friends to do so too; and
- Trained mental health professionals at the following support services are available to provide support and advice 24 hours, 7 days a week.
 - Beyond Blue 1300 22 4636
 - Lifeline 13 11 14
 - Kids Helpline Official 1800 55 1800
 - NSW Mental Health Line 1800 011 511



Meeting Notes

- 1800RESPECT The National Sexual Assault, Domestic Family Violence Counselling Service 1800 737 732

Moved: Simbarashe Zibudzana

Seconded: Ella-Jay Nuttall

MOTION: That the information be received and noted.

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

9. TREASURER'S REPORT

The Treasurers report was presented by Treasurer Mustafa Sawalhi. There has been no expenditure thus far for the 2021/2022 financial year Youth Council budget.

The Community Development Worker (Youth) advised the budget for 2021/22 which is an amount of \$10,964.

An example of previous Youth Council budgets was provided:

LYC Budget 2021-2022	\$10,964
Catering	1500
NSW Youth Conference	1000
Youth Week activities	5000
Team building - other	964
Promotional items	500
Training/workshops	2000
TOTAL	10,964

Youth Council members discussed allocating a portion of the budget to provide immediate support for young people in the community who have been impacted by COVID-19.

Support options suggested included:

- Providing activities to support positive mental health;
- Hosting an event where young people are the entertainers and get paid for their work; and
- Study scholarships or employment assistance.

Moved: Simbarashe Zimbudzana

Seconded: Ella-Jay Nuttall



Meeting Notes

MOTION: The Community Development Worker (Youth) investigate options and report back to the September Youth Council meeting.

MOTION: That the information be received and noted.

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

10. YOUTH LIAISON REPORT

There has been an increase in demand for support at Liverpool Headspace from young people. Headspace are delivering online workshops to update mental health skills and recruiting for their Youth Reference Group.

Moved: Jorja Suga

Seconded: Ella-Jay Nuttall

MOTION: That the information be received and noted.

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

11. MEDIA REPRESENTATIVE'S REPORT

The Media Representative asked Youth Council members to share posts encouraging positive mental health and wellbeing on social media pages.

Youth Councillor Jorja Suga volunteered to help organise the Youth Council biographies to be placed online.

Moved: Simbarashe Zimbudzana

Seconded: Natasha Ferrer

MOTION: That the information be received and noted.

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

12. GENERAL BUSINESS

Youth Liaison Simbarashe Zimbudzana requested that Youth Council members meet with representatives from CPAC Youth to investigate future collaborations.

Moved: Phillip Gigliotti

Seconded: Mustafa Sawalhi



Meeting Notes

MOTION: The Community Development Worker (Youth) will organise an online meeting between Youth Council members and CPAC Youth committee members.

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

13. CLOSE

The meeting closed at 7:30pm.

The next Liverpool Youth Council meeting will be held on Tuesday 14 September 2021 from 6.00pm – 8.00pm.



Meeting Notes

MEETING NOTES OF LIVERPOOL YOUTH COUNCIL MEETING 13 July 2021

COUNCILLORS:

Mayor Wendy Waller

Liverpool City Council

COMMITTEE MEMBERS:

Emily D'Silva

Phillip Gigliotti

Vishal Kunnathur Senthilkumar

Mustafa Sawalhi

Ella-Jay Nuttall

Jorja Suga

President (**Chairperson**)

Deputy President

Secretary (**Minutes**)

Treasurer

Youth Councillor

Youth Councillor

COUNCIL ATTENDEES:

Derek Tweed

Liverpool City Council

APOLOGIES:

Councillor Nathan Hagarty

Councillor Charishma Kaliyanda

Simbarashe Zimbudzana

Alyssia Dower

Sonia Sharma

Adrian Lal

Mikaela Jenkins

Natasha Ferrer

Liverpool City Council

Liverpool City Council

Youth Liaison Representative

Media Assistant

Media Representative

Youth Councillor

Youth Councillor

Youth Councillor



Meeting Notes

1. WELCOME, ATTENDANCE AND APOLOGIES

Youth Council President Emily D'Silva opened the meeting at 6.05pm and conducted the Acknowledgement to Country. Apologies were noted.

2. DECLARATIONS OF INTEREST

Nil.

3. CAREER PATHWAYS AND CAREER SURVEY REVIEW

Youth Council members participated in a survey which sought to understand the views of young people on career pathways.

The Community Development Worker (Youth) collated the survey responses and presented the information at the meeting. Highlights of the survey results included:

- On what are the determining factors for young people when deciding future career plans, personal ambition and input from parents were the highest rated responses;
- 73% of respondents felt there was a high amount of pressure to obtain a good result in the HSC exams; and
- 10 out of 11 respondents felt that career information sessions should begin from year seven or eight to gain an understanding of casual work and begin to consider career options.

Youth Council members suggested the following to further support students in considering career pathways:

- Expand the survey to hear from broader scope of students across Liverpool;
- Promote important educational activities on social media;
- Collaborate with Council's libraries to deliver HSC Expos and Information Sessions; and
- Build networks with schools to support students and improve collaboration.

Moved: Mustafa Sawalhi

Seconded: Vishal Kunnathur Senthilkumar

MOTION: That the information be received and noted.

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

4. CONFIRMATION OF PREVIOUS MINUTES

As quorum was not identified for this meeting, the minutes from the meeting held on 8 June 2021 could not be endorsed.



Meeting Notes

5. BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Training and Team Building Options

The team building activities and training sessions have been postponed due to the COVID-19 health restrictions and the current stay at home orders.

Moved: Mustafa Sawalhi **Seconded:** Phillip Gigliotti

MOTION: That the information be received and noted.

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

6. CORRESPONDENCE

Youth Council Secretary Vishal Kunnathur Senthilkumar read the following email correspondence received from Youth Action NSW:

- Youth Action NSW have created a survey regarding the impacts of COVID-19 on young people. It is important to hear directly from young people so their views and experiences can inform decisions that will have an impact on their lives.

Action: The Community Development Worker (Youth) to forward the email to the Youth Council members for further review and feedback.

Moved: Ella-Jay Nuttall **Seconded:** Mustafa Sawalhi

MOTION: That the information be received and noted.

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

7. COUNCILLOR UPDATE

The following update from the Council meeting held on 30 June 2021 was provided:

- Liverpool has been identified as one of the 'hotspot' areas for COVID-19. The significant spread of COVID-19 in Liverpool LGA is concerning and Liverpool residents are reminded to comply with NSW Public Health Orders; and
- In response to the public health orders, the June Council meeting was held online via Microsoft Teams. Future meeting locations will be determined by the ongoing public health orders.



Meeting Notes

Moved: Mustafa Sawalhi **Seconded:** Jorja Suga

MOTION: That the information be received and noted.

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

8. YOUTH WORKER'S REPORT

School Holiday Activities

- June/July school holiday activities have been postponed to comply with public health orders. These activities will be rescheduled to the September school holiday period.

Wear it Purple day

- In collaboration with Liverpool Library and Casula Powerhouse Arts Centre, planning is underway to host a movie night for Wear it Purple day. This activity promotes Council's support for young people in the community who identify as LGBTIQ. The movie night is planned for Friday 27 August and will include food, guest speakers and youth support services.

Youth Mental Health First Aid course

- Congratulations to the Youth Councillors who recently took part in the accredited Youth Mental Health First Aid course at the end of June.

August Liverpool Youth Council meeting

- The August Youth Council meeting will be held online via Microsoft Teams. This will be the last meeting before the 2021 Local Government elections.

Moved: Mustafa Sawalhi **Seconded:** Phillip Gigliotti

MOTION: That the information be received and noted.

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

9. TREASURER'S REPORT

The Treasurer's report was presented by Treasurer Mustafa Sawalhi. The final Youth Council budget expenditure for the 2020/2021 financial year is \$8,014 with a remaining balance of \$2,791.

Moved: Ella-Jay Nuttall **Seconded:** Jorja Suga



Meeting Notes

MOTION: That the information be received and noted.

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

10. YOUTH LIAISON REPORT

There was no Youth Liaison report this month. This item will be carried over to the August meeting.

11. MEDIA REPRESENTATIVE'S REPORT

There was no Media Representative report this month. This item will be carried over to the August meeting.

12. GENERAL BUSINESS

12.1 2021/2022 Budget

The Youth Council budget for 2021/2022 has been confirmed. Youth Council members should consider how this budget will be utilised. Examples of recent expenditures include the NSW Youth Council Conference registrations, Youth Week activities, training, marketing and catering for meetings.

12.2 Road Safety

Deputy President Phillip Gigliotti raised a concern regarding road safety in the Austral area. There is potential danger for many streets due to the construction works and development of new housing. The intersection of Edmondson Avenue and 8th Avenue was the biggest concern, as there are lot of near miss incidents.

Youth Council members requested Council's Manager Transport Management be invited to an upcoming meeting to investigate ways to promote safety and hear what Council can do to support safety in the Austral area.

Moved: Phillip Gigliotti **Seconded:** Mustafa Sawalhi

MOTION: The Community Development Worker (Youth) to provide a draft budget to Youth Council members at the August Youth Council meeting for discussion.

MOTION: The Community Development Worker (Youth) to invite Council's Manager Transport Management to an upcoming meeting of the Liverpool Youth Council.



Meeting Notes

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

13. CLOSE

The meeting closed at 7:15pm.

The next Liverpool Youth Council meeting will be held on Tuesday 10 August 2021 from 6.00pm – 8.00pm.

CTTE 05

**Minutes of the Tourism and CBD Committee
meeting held 24 August 2021**

Strategic Direction	Generating Opportunity Create an attractive environment for investment
File Ref	280034.2021
Report By	Susana Freitas - Acting Senior Officer Economy and Place
Approved By	John F Morgan - Director Economy & Commercial Development

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Tourism and CBD Committee Meeting held on 24 August 2021.

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Tourism and CBD Committee Meeting held on 24 August 2021; and
2. Endorse the recommendations in the Minutes.

REPORT

The Minutes of the Tourism and CBD Committee held on 24 August 2021 are attached for the information of Council.

The minutes contain the following actions or Committee recommendations:

- Cllr Rhodes queried if there is a need to consider a marketing campaign to combat the reputational damage to Liverpool about being a COVID-19 hotspot and if it should be added to the roadmap. Acting Senior Officer Economy and Place to investigate and report back to the committee.
- Acting Senior Officer Economy and Place advised that the Love Liverpool brand has opportunities to showcase and promote businesses and sporting events in Liverpool. Manager City Economy advised that a future marketing campaign to market Liverpool as the third CBD is being developed. Acting Senior Officer Economy and Place to present the campaign when complete.

None of the actions contained in the minutes will have a financial impact on Council.

CONSIDERATIONS

Economic	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Facilitate economic development.</p> <p>Facilitate the development of new tourism based on local attractions.</p>
Environment	<p>There are no environmental and sustainability considerations.</p>
Social	<p>Provide cultural centres and activities for the enjoyment of the arts.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Deliver high quality services for children and their families.</p>
Civic Leadership	<p>Foster neighbourhood pride and a sense of responsibility.</p>
Legislative	<p>There are no legislative considerations relating to this report.</p>
Risk	<p>There is no risk associated with this report.</p>

ATTACHMENTS

1. Tourism and CBD Committee minutes - August 2021.



Minutes

MINUTES FROM TOURISM & CBD COMMITTEE MEETING 24 August 2021

COUNCILLORS:

Wendy Waller	Mayor (chairperson)
Mazhar Hadid	Deputy Mayor
Geoff Shelton	
Nathan Hagarty	
Peter Harle	
Karress Rhodes	

COMMITTEE MEMBERS:

Adrian Lal	Community Representative
Alli Abdruahman	AyZee Consulting
Carol North-Samardzic	2GLF
Dr Garth Lean	Western Sydney University
George Khoury	Khourys & associates
Jason Aquilina	University of Wollongong
June Young OAM	Community Representative
Michelle Caruso	Community Representative
Nataly Rahme	Community Representative
Navid Diwan	Diwansons Collection
Scott Vanderheyden	Belgravia Leisure
Stevan Sipka	Western Sydney Airport

COUNCIL STAFF

Julie Scott	Manager City Economy
Susana Freitas	Acting Senior Officer Economy and Place
Elizabeth Pirolo	Technical Administration Officer
Chelsea Brophy	Economic Development Assistant
Clara McGuirk	Strategic Events Lead
Jazz Sananikone	Business Events Officer

APOLOGIES

Belinda Thompson	The William Inglis
Carol North-Samardzic	2GLF
Chloe Laface	The Papermill Food
Harry Hunt OAM	Hunts Hotel
Maria Nguyn	Comai
Marc Edwards	Club Liverpool
Max Luciano	The Spot Bar and Grill



Minutes

AGENDA:

OPEN

Meeting opened at 10:00 am.

1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Mayor Waller welcomed the committee and declared the meeting open.
No apologies received.

2. DECLARATIONS OF INTEREST

Nil

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Responses to queries and action items were reported to the Committee. No further discussion was made.

4. PRESENTATION – Visitor Economy Figures

Michael Campbell from Lucid Economics delivered a presentation on visitor economy and visitor figures. Analysis about visitors to Liverpool in 2019 was provided with comparison figures to 2020. Data was captured through Tourism Research Australia's National and International Visitor Survey and International visitor data based on information from local hotels.

Visitation in Liverpool in 2019 had significant increase with daytrip, domestic overnight and international visitors in comparison to 2020. Length of stay visitation had increased in 2019 but decreased due COVID-19 in 2020. Education, business and visiting friends and family were highlighted as reasons visitors travelled to Liverpool, considerable gains from 2019 had decreased significantly due to COVID-19 pandemic.

Queries & Discussion

- i. Cllr Rhodes queried if the education visitors in 2020 were staying in Liverpool or if they were visiting for the day.

Mr Campbell advised that the number of education visitors was both day trip, domestic overnight and international, no specific data for visitors that had left, but there was data captured for overall growth.

- ii. Cllr Rhodes queried if the hotel businesses that were accommodating international visitors before COVID-19 have provided figures on the effect of their business after COVID-19 during 2020. Cllr Rhodes also queried if the 2021 impact of COVID-19 was recorded?

Mr Campbell received the international visitor data from the hotels who participated in the study. The hotel sector has been impacted and have had a decrease in occupancy,



Minutes

this has caused the businesses to change service operation to accommodate for the lost in revenue due to COVID-19. No specific data on the impacts of COVID-19 in 2021

- iii. Cllr Rhodes queried what is the impact of the university students moving to online learning on the visitation in Liverpool.

Mr Campbell advised there has been impacts in the education industry and have pivoted their learning to online.

- iv. Cllr Rhodes queried if there will be further analysis in the future.

Acting Senior Officer Economy and Place advised the study is a part of the DMP there will be a follow up in another 2 years.

- v. Cllr Shelton queried if the medical reasons for travel captured in the presentation includes both patient receiving treatment and associates who may have travelled with the patient

Mr Campbell advised that it includes associates in the data.

- vi. Mr Khoury queried what is the impact on sports facilities in Liverpool with the effect of COVID-19 and is there any recommendations that could increase visitation.

Mr Campbell advised that events and sporting events secured in the Liverpool area can assist in visitation to the Local Governing Area.

- vii. Mr Diwan queried what were the main reasons as to why Liverpool was less impacted compared to other local governing areas?

Mr Campbell advised Liverpool has a large amount of business visitation, industrial manufacturing and logistics centres that were continuing to operate during COVID-19 which contributed to the impact of visitation to Liverpool.

- viii. Mr Abdurahman queried if the numbers provided in presentation for overnight visitors also included visitors also staying with family and friends in the community.

Mr Campbell advised that the majority of the visitors are staying in non-commercial accommodation.



Minutes

5. PRESENTATION – EVENTS UPDATE BY STRATEGIC EVENTS LEAD

The strategic events lead delivered a events update. It is noted that the events planned for 2021 were altered in scale or cancelled to comply with COVID-19 restrictions.

The events team is working towards future events to be sustainable environmentally and with resources. Feedback from the community with recent events has been positive, highlighting the use of unique green spaces within Liverpool.

6. PRESENTATION – TOURISM AND CBD UPDATE

Acting Senior Officer Economy and Place delivered a presentation on this item.

Update on how Council is promoting dine and discover – 8 dine and discover social media promotions currently, plans to increase promotion when restrictions ease as well.

Previous committee requested to have a summary of the road map provided by Astrolabe. The roadmap includes Love Liverpool, activate and celebrate and to host and attract events and to develop resources to attract these to Liverpool.

Activations in the CBD including the annual Christmas event is scheduled for end of November/early December. The traditional Christmas Tree lighting will be held in early December through to Orthodox Christmas in January. A two-year activation plan for Macquarie Mall will begin to activate the space.

The Railway Serviceway Program is delayed, the launch event will be held late February/early March.

Council has surveyed 400 business during the most recent lockdown, the feedback provided has been overall positive, 76.8% of business remain open, 21.6% hibernating and 1.5% closed permanently. 25% have stood down staff, 25% have reduced staff hours. Key challenges businesses have faced are restrictions, reduction in customers from 50%-95%, supply chain disruptions, staffing and cashflow issues. Council is responding to these issues by investigating supply chain projects and employment and training programs to assist businesses to adapt from the challenges. Council is also referring businesses to Business Connect and Service NSW.

A social media campaign to support local businesses and sharing information in various languages and with the most up to date information on current restrictions and business promoting free online webinars is currently being rolled out.

The Vibrant Street Program(formerly Shopfront Façade Upgrade Program) has been updated, the marketing collateral is being developed with a soft launch being planned for in September.

Queries & Discussion



Minutes

- i. Cllr Rhodes queried if there is a need to consider a marketing campaign to combat the reputational damage on Liverpool about being a COVID hotspot and if it should be added to the roadmap.

Action: Acting Senior Officer Economy and Place to investigate the above

- ii. Cllr Rhodes queried the possibility to promote local businesses and sporting organisations visitation.

Acting Senior Officer Economy and Place advised the Love Liverpool brand has opportunities to showcase and promote businesses and sporting events in Liverpool. Manager City Economy advised that a potential marketing campaign to market Liverpool as the third CBD is being developed.

Action: Acting Senior Officer Economy and Place to present the campaign when complete.

- iii. Mr Sipka queried if a connection has been made with ATC about why the Liverpool City Cup and the Chipping Norton cup is hosted in Randwick and if there is a possibility to host in Liverpool

Manager City Economy advised the ATC would charge Liverpool City Council as a partner to host, in current budget challenges for Council, this will be considered for future events.

ACTION: Mr Sipka to send through suggestions to Manager City Economy

- iv. Cllr Rhodes queried if it is possible to see a further breakdown of the businesses to surveyed

Manager City Economy advised the breakdown will be provided in the minutes.

GENERAL BUSINESS

7. CLOSE

CTTE 06

**Minutes of the Heritage Advisory Committee
meeting held on 17 August 2021**

Strategic Direction	Creating Connection Celebrate diversity, promote inclusion and recognise heritage
File Ref	280845.2021
Report By	Thomas Wheeler - Heritage Officer
Approved By	David Smith - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

This report is tabled to present the minutes of the Heritage Advisory Committee meeting held on 17 August 2021.

It is also recommended that the Charter of the Heritage Advisory Committee be amended to increase the term of appointment for community members from two to four years, to align with the term of Council.

RECOMMENDATION

That Council:

1. Receives and notes the minutes of the Heritage Advisory Committee meeting held on 17 August 2021;
2. Endorse the recommendations of the Committee; and
3. Amend the Charter of the Heritage Advisory Committee to increase the term of appointment for community members from two to four years, to align with the term of Council.

REPORT

The minutes of the Heritage Advisory Committee meeting held on 17 August 2021 are attached for the information of Council.

The minutes contain the following Committee recommendations:

1. The Committee recommends that a report be tabled to Council on the cost implications of employing specialist tradespeople with heritage knowledge to maintain heritage

buildings across the Liverpool LGA and to work with local heritage property owners in the maintenance of their properties.

Officer Comment:

A similar recommendation was passed by the Committee at its May 2021 meeting. That recommendation was: *“Council considers the employment of trades people with traditional trade skills to in-house heritage building maintenance, with the aim of placing Liverpool City Council as a leader in heritage asset management”*.

At its meeting of 25 August 2021, Council noted the committee’s recommendation, but noted that it is an operational matter and will be further investigated.

This recommendation of the Committee is for a report to be prepared for Council’s consideration on the cost implications of employing specialist tradespeople with heritage knowledge to maintain heritage buildings across the Liverpool LGA and to work with local heritage property owners in the maintenance of their properties.

The committee believes that this matter is not just operational, but also strategic and one which has wider implications for Council and the community.

The discussion of the committee around the engagement of specialist trades within Council to care for Council’s Heritage Assets was not just beneficial from a financial perspective but also enables opportunities to provide a greater level of assistance to heritage property owners and providing traditional trade and training opportunities for apprentices and active tradespeople.

If endorsed by Council, a report can be prepared for Council’s consideration as part of the 2021/22 budget process.

2. That the Committee praises Council’s Heritage Officer for their endeavours in relation to the activation of Collingwood House and ensuring its role as a community asset.

Membership Term of the Heritage Advisory Committee

The current charter of the Liverpool Heritage Advisory Committee requires the seeking of new members every two years. The process of seeking expressions of interest and evaluating the nominations can take some time so it is proposed that the Charter of the Committee is amended to align with the term of Council.

It is acknowledged that the next term of Council will be less than 4 years, due to delayed local government elections. The proposed change to the Charter is *“a person appointed to the Committee will continue as a member for four years. The Committee will dissolve at the commencement of any new Council term, with Expressions of Interest for the next Committee commencing after the first meeting of the new Council”*.

The proposed amendments have been made to the Charter (**Attachment 2**). Council's Governance team have reviewed the proposed amendments and have raised no objections to the updated Charter.

CONSIDERATIONS

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

ATTACHMENTS

1. Minutes of the Heritage Advisory Committee meeting held on 17 August 2021.
2. Amended Heritage Advisory Committee Charter 2021. (Under separate cover)



This meeting was recorded for minute taking purposes
This meeting occurred on MS Teams

MINUTES FROM HERIATE ADVISORY COMMITTEE

17 August 2021

COUNCILLORS:

Geoff Shelton
Wendy Waller
Peter Harle
Karress Rhodes

Chairperson
Mayor

COMMITTEE MEMBERS:

Jennifer Shearer French
Ruth Grimson
Alison Cukic
Vicki Andrews
Josh Madden

Community Representative
Community Representative
Community Representative
Community Representative
Heritage Expert - Community Representative

COUNCIL ATTENDEES:

Thomas Wheeler
Scott Sidhom

Heritage Officer
Coordinator City Design & Public Domain

APOLOGIES:

Gary Estcourt
Rose Koch

Heritage Expert - Community Representative
Committees Officer (**compiled minutes offline**)



OPEN

Meeting opened at 6:00 pm.

1. WELCOME, ATTENDANCE AND APOLOGIES

Cllr Shelton opened the meeting and acknowledged the traditional custodians of the land.

Motion: That the apologies be received and noted.

Moved: Ruth Grimson

Seconded: Josh Madden

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

2. DECLARATIONS OF INTEREST

Nil

3. MINUTES FROM PREVIOUS MEETING

Jennifer Shearer French advised that Alison Cukic was an apology from the previous Committee meeting and requested that this change be reflected in the final version of the minutes before submission to Council.

Motion: That the minutes from the previous meeting held on 24 May be adopted by the Committee.

Moved: Ruth Grimson

Seconded: Jennifer Shearer French

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

4. UPDATES FROM HERITAGE OFFICER

4.1 ANZAC Creek Bridge

A recent Council resolution requested the Committee to consider whether ANZAC Creek bridge is worthy of consideration for listing along with Harris Creek Bridge. Due to COVID19 restrictions, site visitations are unable to be taken.

Queries & Discussion

- i. Vicki Andrews added that the old bridge that was built by internees was pulled down in the 1970s. Two bottles were found at the location with letters written in German and are now at the School of Military Engineering. There is nothing of significance remaining there at present.
- ii. Josh Madden advised that any significant remains underground should be confirmed.
- iii. Cllr Shelton suggested for the story of ANZAC Creek to become publicised to prevent doubt or information gaps in the community with respect to heritage value of the site.
Ms Andrews advised that the story is well documented in a book written by John Oaks which is held by the Royal Australian Corp of Army Engineers Museum.
The Heritage Officer advised that a project proposed for 2023 will involve interpretation along the Liverpool to Holsworthy alignment.



- iv. Cllr Rhodes questioned whether a plaque could be installed at the site to commemorate the story of the bridge built by German internees.

The Heritage Officer advised that this would be a focus in the interpretation process for the next financial year.

4.2 Council Maintenance of Heritage Buildings

It was decided at the previous meeting to consider internal Council maintenance of heritage buildings.

The motion in question tabled for the next Council meeting was modified by Council's management team as an operational matter.

The motion passed by the Committee at the previous meeting was as follows:

That Council consider the employment of tradesmen with trade skills to in-house heritage building maintenance with the aim of placing Liverpool City Council as a leader in Heritage Asset Management.

Queries & Discussion

- i. Ms French advised that this is a policy matter due to the significant financial decision required.

The Heritage Officer advised that delays are likely to emerge in handling maintenance issues of heritage buildings due to the recent directorate restructure.

The Committee discussed various concerns in relation to maintenance and the need for a greater consideration of the skills needed by Council to maintain its own assets, but also to provide support for heritage properties within the community.

Mayor Waller spoke for the below motion and suggested that given the COVID19 climate that a future policy direction be ascertained in this space.

Motion: This Committee recommends that a report be tabled to Council on the cost implications of employing specialist tradesmen with heritage knowledge to maintain heritage buildings across the Liverpool LGA and to work with local heritage property owners in the maintenance of their properties.

Moved: Jennifer Shearer French

Seconded: Vicki Andrews

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

4.3 Work Program 2022 Financial Year

Following numerous interim heritage orders, the decision was made to commence the Liverpool Heritage Study. The intention is to look beyond what was identified previously and determine other valuable items of significance that may have been missed in the Liverpool LGA.

A budget has been allocated to start the project. There will be detailed land use planning and land use economics analysis made with each item to identify planning and infrastructure implications in listing a property. The intention is to provide information to build appropriate mitigation measures and incentives to address potential concerns.

The tender documentation is being finalised to be circulated publicly to seek potential consultants that Council will partner with to undertake the study.



Queries & Discussion

- i. The Committee discussed the need for the selected consultants to be aware of financial implications for private heritage property owners.

The Heritage Officer addressed the below queries.

- ii. Ms French noted of red brick apartment buildings on Memorial Avenue at the vicinity of the Whitlam Aquatic Centre and questioned whether they should be heritage listed.

It is believed these are owned by the Department of Housing. The location used to be the old Liverpool Showground and the apartments were built in the 1970s. They could be potentially listed and the study will assess this.

- iii. Cllr Shelton noted that in the past there was a high degree of confidence and reliability of the previous studies which now seems to not be the case and it was questioned if this is correct.

The studies are still of strong value, however like with many heritage studies across NSW, items can be missed and this was due to the methodology.

4.4 Pioneers Memorial Park

It is hoped in the near future for a specialist to be engaged to undertake a conditional assessment of six monuments at Pioneers Memorial Park, with the accosted scope of works to be delivered to City Presentation for delivery. Some repair and stabilisation works are likely to be delivered in the current financial year. Others may have to be pushed to the next financial year depending on how the maintenance budgets are established.

Queries & Discussion

The Heritage Officer addressed the below queries.

- i. Cllr Shelton queried whether the above ground bolts used for picnic tables can be managed.
Usage of the bolts in this manner is not contributing to the structural issues present. It is likely they have collapsed underground which then requires digging up, repairing and stabilising.

- ii. Ms Andrews expressed concern that Pioneers Memorial Park is not state heritage listed.

A nomination has been received and is in progress.

- iii. Cllr Shelton queried whether the consultant's report to be compiled should be brought before a future Committee meeting.

Once the draft is prepared it will be presented to the Committee for review and comment.

4.5 Collingwood House

A company named City People were engaged to prepare an activation plan for Collingwood House. They will engage with the Committee and stakeholders to develop the plan. This will set a clear direction of the actions to be implemented and the resources to be allocated.

Motion: That the Committee praises Council's Heritage Officer for their endeavours in relation to the activation of Collingwood House and ensuring its role as a community asset.

Moved: Jennifer Shearer French

Seconded: Vicki Andrews

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



Queries & Discussion

The Heritage Officer addressed the below queries.

- i. Cllr Shelton questioned whether the specific type of activation is known.
It is hoped for multiple different uses to attract multiple audiences. Weekly activation is being considered with the Liverpool Potters Group. Unique ideas are encouraged.
- ii. Cllr Shelton questioned the learnings from the previous expression of interest to activate the house two years prior and how it is relevant to the current activation process.
Discussions at the time were centred on turning the house into a restaurant or childcare centre, where the house does not support this type of activation. The house is being managed and run by Council, where community and commercial partners are to be engaged for activations that fit within the functioning of the house.
City People have six months to complete their report before it is tabled to Council.

4.6 Interim Heritage Order

Architects were engaged with to prepare a significance assessment for 10 Hoxton Park Road, Liverpool.

At the May 2021 Council meeting, it was resolved to prepare a planning proposal to amend the Local Environment Plan (LEP) to include 1-2 Atkinson and 1-4 Moore Street as heritage listed. This has been drafted and the report is being finalised for submission to the Local Planning Panel in September with the intention of Gateway approval. Delays may occur due to the caretaker period in the lead up to the postponed December Council elections.

CLOSE

Meeting closed at 7:25 pm.

CTTE 07

Minutes of Strategic Panel meeting held on 9 August 2021

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	287178.2021
Report By	George Georgakis - Manager Council and Executive Services
Approved By	George Hampouris - Acting Director Corporate Services

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Strategic Panel Meeting held on 9 August 2021.

RECOMMENDATION

That Council receives and notes the Minutes of the Strategic Panel meeting held on 9 August 2021.

REPORT

The Minutes of the Strategic Panel meeting held on 9 August 2021 are attached for the information of Council.

There are no outstanding actions contained in the minutes.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	<p>Utilise the Western Sydney City Deal agreement to enhance liveability and environment of the LGA.</p> <p>Utilise the Western Sydney City Deal agreement to facilitate Planning and Housing in the LGA.</p> <p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</p> <p>Raise community awareness and support action in relation to environmental issues.</p>

Social	There are no social and cultural considerations.
Civic Leadership	<p>Provide information about Council's services, roles and decision making processes.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
Legislative	There are no legislative considerations relating to this report.
Risk	The risk is deemed to be low and is considered to be within Council's risk appetite.

ATTACHMENTS

1. Minutes of the Strategic Panel meeting held on 9 August 2021



This meeting was recorded for minute taking purposes
This meeting occurred on MS Teams

MINUTES FROM STRATEGIC PANEL MEETING 9 August 2021

COUNCILLORS:

Mazhar Hadid
Wendy Waller
Geoff Shelton
Nathan Hagarty
Karress Rhodes
Tony Hadchiti
Peter Harle

Deputy Mayor (**Chairperson**)
Mayor

COUNCIL ATTENDEES:

Dr Eddie Jackson
David Smith
George Hampouris
Tina Sangiuliano
Raj Autar
Peter Diplas
John Morgan
Jennifer Chenhall
Vishwa Nadan
Julie Scott
George Georgakis
Shaun Beckley
Christopher Guthrie
Luke Oste
Rose Koch

CEO
A/Director Planning & Compliance
A/Director Corporate Services
A/Director Community & Culture
Director City Infrastructure & Environment
A/Director City Presentation
Director Economy & Commercial Development
General Counsel Manager Governance Legal & Procurement
Chief Financial Officer
Manager City Economy
Manager Council & Executive Services
Coordinator Contributions Planning
Coordinator Business Development
Coordinator Strategic Planning
Committees Officer (**Minutes**)

GUESTS:

Stephanie Barker
Tim Poole

Western Parkland City Authority
Western Parkland City Authority

APOLOGIES:

Gus Balloot

Councillor



OPEN

Meeting opened at 10:00 am.

1. WELCOME, ATTENDANCE AND APOLOGIES

Deputy Mayor Hadid opened the meeting and welcomed the Panel. Apologies were noted.

2. DECLARATIONS OF INTEREST

Nil

3. PRESENTATIONS

3.1 Western Parkland City Authority, Western Sydney Blueprint & EDS

Stephanie Barker gave a presentation on the Economic Development Strategy and the Blueprint for the delivery and coordination of the Western Parkland City. There are five strategic directions that provide a city wide approach to economic development for the region such as workforce skills, local strengths and market expansion. Some of these strategies align with Council's Local Strategic Planning Statement. Eight priority sectors were highlighted of health and education, agribusiness, visitor economy and advanced manufacturing. Delivery challenges of the growing city were discussed.

The next step will involve the finalisation of the draft with Council officers and agencies along with a Councillor briefing to be held for feedback.

Queries & Discussion

Stephanie Barker addressed the below queries:

- i. Cllr Hagarty questioned the water and sewerage infrastructure connections that the new jobs will require and expressed concern of the distance. This was raised in other forums.

The Blueprint is an opportunity to identify these barriers that are present with development delays in Austral.
- ii. Cllr Rhodes noted of the requirement of land to provide jobs for freight and logistics. Concerns were expressed that sufficient jobs will not be attracted to the area.

The Liverpool Innovation Precinct is important for local jobs. Many freight and logistics jobs are located under the proposed flight path. With automation, industries are lowering the amount of jobs in the sector. Other high value jobs to complement this is another consideration.
- iii. Cllr Shelton questioned how progress can be measured on the goals outlined in the presentation.

Indicators around amenity used by the Greater Sydney Commission is being adopted. Measurements relating to jobs is difficult as data is only captured in the census. Key metrics have not yet been decided. The desired outcomes are informing and driving the blueprint.
- iv. Cllr Shelton questioned the percentage of industrial land in Penrith and Liverpool.

This was taken on notice.



- v. Cllr Hadchiti questioned whether the vision in this presentation will be realised and queried the following steps in the Blueprint.
The Authority has been tasked to deliver and is bound by the legislation. Barriers to the project are flagged and noted where the Blueprint acts to provide a guideline on how the project can progress.
A 90% draft is being prepared and it is hoped that it will be presented to Councillors by end of the year to ensure all issues are identified.
- vi. Cllr Rhodes questioned how priorities are determined with competing areas as well as the City Deal's process in determining how all Councils have a level playing field with respect to their priorities.
This is being discussed within the Authority at present. Council's priorities will be taken into consideration.
A prioritisation process is not finalised as the Blueprint and the EDS is under development. A process would be part of the evolution of the project.
- vii. Cllr Shelton suggested for a listing of impediments in the project and the strategies to overcome them be presented at a future briefing.
This was taken on notice.

3.2 Contributions Gaps Funding

As per the Council resolution, Coordinator Contributions Planning delivered a presentation on this item.

An internal working group has been established and a report will be submitted to Council. There are six contribution plans in value of \$1.4 billion. Council has delivered works valued at \$450 million and there is currently a balance of \$220 million.

Sources for the shortfall relate to numerous reasons. Three of the contributions plans have been capped by the NSW government at \$30,000 per dwelling / lot and this has resulted in a shortfall of \$90 million. The essential works list excludes community infrastructure and the embellishment of open space. Increased costs and contingency costs have also contributed to the shortfall. Mechanisms for managing and recovering the cap shortfalls were discussed.

IPART is currently reviewing Council's submission on its advocacy for the expansion of the essential works list to ensure cost benchmarks are suitable to current and future costs of infrastructure.

Queries & Discussion

A/Director Planning & Compliance addressed the below queries:

- i. Cllr Shelton queried if costs with housing affordability are being shifted away from developers and individual transactions onto rate payers where they are picking up the gap.
The NSW government had introduced the cap in response to the global financial crisis. Without top up funding by the state the costs would be covered by rate payers. Council is looking to minimise this risk by seeking to lift the cap and having this approved by IPART and the NSW Government to fund this difference.
- ii. Cllr Hagarty questioned the confidence levels in addressing this shortfall and the timeframe this can be achieved.



There is confidence that this can be addressed. Robust discussions have been made over the last twelve months with the Department of Planning, Industry & Environment. Council's position will be strongly articulated on this. The timeframe is unknown at this stage, however once known it will be provided through a CEO Update.

Action: Update to be provided to the Councillors at a future meeting on the progress of the IPART review.

- iii. Cllr Hadchiti questioned how much of the shortfall is caused by the delay in acquisitions.

Action: Staff to investigate the above.

UPDATE: A response was provided to Councillors by email on 20/8/2021 on this request.

- iv. Cllr Hadchiti noted that most of the caps per lot have minimum densities and that Council collects contributions from developers who pursue slightly higher densities. It was queried whether this is factored into the calculations.

Action: Staff to investigate the above.

UPDATE: A response was provided to Councillors by email on 20/8/2021 on this request.

4. STANDING AGENDA ITEMS

4.1 COVID19 Update

The CEO and A/Director City Presentation provided an organisational update on this item. A staff member had tested positive to COVID19 where Council's depot operations were shut down temporarily. Crucial operations such as bin collections had remained open. Surrounding staff had tested negative which was testament to the preventative measures in place.

4.2 City Economy

Manager City Economy reported on the city economy annual figures for the 2021 financial year. As of March 2021, there were 20524 registered businesses in Liverpool. This reflects more than 800 new registrations in the last twelve months.

There has been growth in the health and education sectors. The retail sector has declined in the current climate however other sectors have been growing, which may be attributed to people losing their jobs and starting their own business. Liverpool's unemployment rate increased to 8.1%, however the drive is being seen in the community to start small businesses.

Council's COVID19 responses to support businesses were discussed.

Stakeholder workshops will be held in September and October as part of Council's 5 year Small Business Strategy to identify gaps in the sector and recommend opportunities to assist the local economy in the long term.

The Vibrant Streets Activation Program will be implemented to upgrade the shopfronts in the city centre.

Queries & Discussion

- i. Cllr Rhodes queried the types of businesses that have shown interest in Liverpool's commercial space.

Manager City Economy advised that these are mainly from a variety of professional services sectors such as legal services, arts and graphic design. Top tier companies such as



accounting, banking and insurance companies are looking to have presence for only shared spaces in Liverpool.

- ii. Cllr Hadchiti questioned the confidence level of securing a tenant into Liverpool Civic Place.
Director Economy & Commercial Development advised that Council is working with the state and federal governments to potentially assume the space. Over the next 6 months the position will be established on this.

4.3 Liverpool Civic Place

Director Economy & Commercial Development provided the Liverpool Civic Place update.

The commercial funding has now been secured with Westpac and NAB. The involvement of TCorp is now potentially for post-delivery of Liverpool Civic Place via an asset loan. The Office of Local Government has been updated on the funding arrangement.

The demolition is now complete with all heritage items identified and archived. Construction works on Liverpool Civic Place will resume soon following public health advice.

Action: Director Economy & Commercial Development to provide Councillors with both the previous and updated DAs indicating the number of car spaces lost for Liverpool Civic Place.

UPDATE: *This was provided at the Councillor Briefing Session on 19/8/2021.*

4.4 Update on Planning Proposals

The Panel agreed to take discussions offline if needed on any planning proposals.

CLOSE

Meeting closed at 12:08 pm.

QWN 01	Question with Notice - Cllr Harle - Shopping Trolleys, Parkbridge Estate Road Extension, Solar Energy, and Staff Changes
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Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	266252.2021

QUESTION WITH NOTICE

Please address the following:

1. In relation to shopping trolleys,
 - a) What progress, if any, has been made on the issue of abandoned shopping trolleys with the State Government?
 - b) How is Council policing shopping trolley owners to take all necessary steps to ensure their shopping trolleys remain within their designated areas?
 - c) What action is Council taking if the owners are not complying?
 - d) With the new shopping centres such as Edmondson Park, has there been any significant change in the number of abandoned shopping trolleys compared to older areas?
2. With reference to the Parkbridge Estate road extension under the M7, when is it likely that this connection will be undertaken and a possible completion date?
3. Does Council have a policy encouraging solar energy is retrofitted to Community buildings as part of their refurbishment when and if it falls due?
 - a) Examples?
4. Can Council provide a regular update of relevant staff changes that Councillors may have access to?

Responses

1(a) What progress, if any, has been made on the issue of abandoned shopping trolleys with the State Government?

Council wrote to the Minister for Local Government on 23 January 2019 (**Attachment 1**) requesting changes to the Impounding Act. OLG responded on 22 February 2019 (**Attachment 2**). Council again wrote to OLG on 6 May 2019 (**Attachment 3**) on this matter. LGNSW also congratulated Council on its advocacy on this important issue (**Attachment 4**).

In August 2019, the Office of Local Government (OLG) initiated a review of the *Impounding Act 1993* (the Act). The Act provides a framework for councils and public land managers to enforce the impounding of abandoned and unattended articles and animals.

As part of the review, a discussion paper was released in December 2019 seeking feedback from the broader community and public land managers (including councils) about whether the objectives of the Act were meeting community needs and expectations. The OLG received 85 written submissions in response to the discussion paper.

In June 2021, the OLG released an options paper recommending next steps for amending the Act (**Attachment 5**). In addition to the options paper, the OLG hosted a workshop with key stakeholders to finalise its comprehensive review of the Act. Particularly, it was recommended that provisions for minimising abandoned shopping trolleys be added to the Impounding Regulation 2013 or a potential Code of Practice.

The new provisions would enable businesses to implement the most appropriate and cost-effective shopping trolley containment method to suit their local circumstances, provided they can still meet their obligations.

A Better Regulation Statement examining the costs and benefits of the option paper, is being developed to support the Government's decision-making process. Should any changes to the Act be required, the OLG proposes that a Bill and supporting Regulations will be introduced to Parliament in late 2021, with any changes to the Act being implemented in 2022.



1(b) How is Council policing shopping trolley owners to take all necessary steps to ensure their shopping trolleys remain within their designated areas?

Council has updated its Development Control Plan to require, through the development assessment process, consideration of trolley containment systems. Council imposes conditions of consent requiring owners to manage shopping trolleys via a lockable or coin operated trolley system. Additionally, trolleys are to be maintained in accordance with a Plan of Management that has been approved by Council.

Council can impound abandoned trolleys and charge impounding fees to the trolley owner. However, the Impounding Act provides for further legal action/penalties to be taken against the person who abandons the trolley, not the owner of the trolley.

As a strategic measure, as noted above, Council wrote to the Minister for Local Government in early 2019 requesting that the *Impounding Act 1993* be amended to enable Council to issue fines to owners of shopping trolleys left on public land. Further, a motion to change the necessary legislation was submitted to the LGNSW conference in October 2019. LGNSW wrote to the Minister for Local Government on Council's behalf and received a response which advised that due consideration will be given to the proposal. Consequently, the Office of the Local Government initiated the above-mentioned review of the *Impounding Act 1993* (the Act).

1(c) What action is Council taking if the owners are not complying?

As outlined above, there is limited action Council can take against owners of shopping trolleys under current legislation. Council has previously undertaken a trolley blitz to remove abandoned trolleys and a media campaign to highlight the issue of abandoned trolleys. Council will remove trolleys if they are a safety issue, however Council encourages the community to report abandoned trolleys directly to the supermarket chains using the "report abandoned trolley forms" or via the supermarket trolley trackers app.

1(d) With the new shopping centres such as Edmondson Park, has there been any significant change in the number of abandoned shopping trolleys compared to older areas?

Since opening, Council hasn't received complaints about abandoned trolleys in the Edmondson Park area. Most complaints have been made within the Liverpool CBD.

2. With reference to the Parkbridge Estate road extension under the M7, when is it likely that this connection will be undertaken and a possible completion date?

Following a lengthy engagement and approval process, detailed designs for the extension of Middleton Drive to connect to Aviation Road are currently underway and are anticipated to be completed by March 2022. Council is concurrently exploring funding strategies for this \$6 million project, and subject to availability of full funding, construction tenders are planned to be issued in mid-2022. At this stage, construction works are anticipated to take between 12 and 18 months to complete.

There have been a number of requests from the community to link existing cycleways to the M7 cycleway, in particular Middleton Drive in Middleton Grange and Inverell Avenue in Hinchinbrook.

Council formally initiated the approval process with the M7 authority in 2018. After extensive dialogue and negotiation with the authority, the M7 cycleway link at Middleton Drive in Middleton Grange has now been approved. This link will connect the cycleway from the cul-de-sac of Middleton Drive.

The proposed M7 cycleway link at Inverell Avenue in Hinchinbrook has been rejected by the M7 authority due to flooding impact on their land and the cycleway. However, the alternative proposal, M7 cycleway link at Government Road, which is about 260m from Inverell Avenue,

has been approved in principle. The final approval will be subject to meeting a number of conditions and other requirements.

3. Does Council have a policy encouraging solar energy is retrofitted to Community buildings as part of their refurbishment when and if it falls due?

Council's energy efficiency and renewable energy initiatives are guided by the Energy Management Plan developed in 2012 and site-specific energy audits of Council's top energy consuming facilities. These resources are supplemented by ongoing monitoring by Azility of energy use data for Council facilities. This has allowed a strategic approach to solar energy installations, prioritising sites that result in the best cost benefit.

The main solar energy installations completed to date for Council buildings are included in the following table.

Year	Council Building	Solar Panel System Size
2011/12	City Library	10kW
2013/14	Hinchinbrook Childcare Centre	8kW
2013/14	Wattle Grove Childcare Centre	8kW
2015/16	Warwick Farm Childcare Centre	8kW
2015/16	Cecil Hills Childcare Centre	8kW
2015/16	Green Valley Community Centre	8kW
2015/16	Moorebank Community Centre	8kW
2016/17	Holsworthy Childcare Centre	10kW
2016/17	Casula Childcare Centre	5kW
2016/17	Wattle Grove Community Centre	5kW
2016/17	Chipping Norton Community Centre	10kW
2017/18	Preston Childcare Centre	8kW
2018/19	Casula Parkland Amenities Building	5kw
2021	Rose Street Depot	42kW

A solar energy installation is proposed for Casula Powerhouse Arts Centre with a Development Application recently being lodged for the project. Solar energy installations are also currently being designed for Casula Library, Carnes Hill Community Centre, and Michael Wenden Aquatic & Leisure Centre, which are anticipated to be installed this financial year.

The feasibility of solar energy installations is also considered for all new buildings. For example, solar energy installations have recently been completed for the new amenities building within Cirillo Reserve and the community building within Phillips Park. Solar lighting has also been installed at Cirillo Reserve and Phillips Park and is being progressively installed within reserves in high use areas such as outdoor gyms and pathways.

More recently, energy efficiency projects have been considered within the scope of climate change related strategic documents. The Sustainable Resilient Liverpool Strategy was developed in 2020 to outline potential emission reduction actions including solar energy initiatives.

Council is also currently drafting a Climate Action Plan, which builds upon the Sustainable Resilient Liverpool Strategy and is an important component of a broader framework to deliver the sustainability outcomes of the Our Home, Liverpool 2027 Community Strategic Plan. The installation of solar PV on Council assets is an action item in the Climate Action Plan, with a commitment to explore additional solar energy installations as part of future capital works. The Climate Action Plan will also include measures to monitor trends such as energy consumption.

The Sustainable Resilient Liverpool Strategy identified that Council's operational emissions have decreased by 25% since 2008 due to efficiency measures being implemented. This has been despite an over 25% increase in the Liverpool LGA population over the same time period, and the development of additional facilities and services.

4. Can Council provide a regular update of relevant staff changes that Councillors may have access to?

The Councillor Intranet includes a "Staff Contact List" link from the home page to the list of staff who can interact with Councillors in accordance with the "Councillor Access to information and Interaction with Staff Policy."

This list is updated on a fortnightly basis in relation to staff changes across the organisation. Once any changes are made to the staff in that list, Councillors will be advised, and the Intranet will be updated accordingly.

ATTACHMENTS

1. Council correspondence to Minister for Local Government - 23 January 2019
2. Correspondence from OLG - 22 February 2019
3. Council correspondence to OLG - 6 May 2019
4. Correspondence from LGNSW - 14 August 2019
5. Options Paper Impounding Act Review



Ref No.: 346342.2018
 Contact: Deborah Cuthbertson
 Ph: 8711 7777
 Date: 23 January 2019

The Hon Gabrielle Upton MP
 Minister for Local Government
 GPO Box 5341
 SYDNEY NSW 2000

Dear Minister

During its December 2018 meeting, Liverpool City Council resolved to write to the NSW and Federal Governments to request a review of the legislation pertaining to illegally dumped shopping trolleys, in particular the Impounding Act 1993. Under Section 15 of the Impounding Act 1993, Councils may impound abandoned shopping trolleys and charge impounding fees to the trolley provider. Council believes that this legislation should be reviewed to adopt a more preventative approach to illegally dumped shopping trolleys.

In 2013, Ipswich City Council was able to introduce a new local law requiring supermarkets and retailers to install a shopping trolley wheel lock containment system if their store owns at least 20 trolleys. The same would apply to any retailer that receives two or more infringement notices for illegally dumped trolleys within a 12 month period. Retailers who fail to comply with the Council's law face fines of up to \$5500. Ipswich City Council's efforts have been hailed a success with illegally dumped shopping trolleys now a rare sight in Ipswich.

Liverpool City Council would like to follow Ipswich City Council's example and be able to require local retailers to take responsibility for the whereabouts of their shopping trolleys. We will soon be running a public campaign using social media to highlight the responsibility of retailers to collect shopping trolleys. Retailers who own the trolleys will be tagged in the posts.

While we are confident that the campaign will help to a certain extent, the real change still lies in reviewing the Impounding Act 1993. Councils like ours invest time and money to keep our cities clean. Eradicating illegally dumped shopping trolleys is a necessary step to ensuring that our residents are proud of where they live.

Should you wish to schedule a meeting to discuss this further, please contact my Executive Assistant Deborah Cuthbertson on 8711 7777 or CuthbertsonD@liverpool.nsw.gov.au.

Yours sincerely

Kiersten Fishburn
 Chief Executive Officer



Customer Service Centre Ground floor, 33 Moore Street, Liverpool NSW 2170
 All correspondence to Locked Bag 7064 Liverpool BC NSW 1871
 Call Centre 1300 36 2170 Email lcc@liverpool.nsw.gov.au
 Web www.liverpool.nsw.gov.au NRS 13 36 77 ABN 84 181 182 471



Office of Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A636190
Your Reference: 346342.2018
Contact: Policy Team
Phone: 02 4428 4100

Ms Kiersten Fishburn
General Manager
Liverpool City Council
Locked Bag 7064
LIVERPOOL BC NSW 1871

01 MAR 2019

Dear Ms Fishburn

Thank you for your letter of 23 January 2019 requesting a review of the *Impounding Act 1993* to better enable councils to deal with the issue of abandoned shopping trolleys.

I acknowledge abandoned shopping trolleys are a cause of concern for local councils and the community. The Ipswich City Council example of installing a wheel lock containment scheme is one strategy, along with coin deposit schemes, that encourage people to return trolleys to their appropriate place.

The NSW Government encourages councils, which are authorised to regulate shopping trolleys locally, to work together with retailers to keep abandoned shopping trolley numbers down. Councils can do this by encouraging retailers to use trolley tracking technology and by stepping in with their regulatory powers, when necessary, based on local community and business needs.

Strategies currently in place in many local areas include coin deposit schemes, employing designated trolley collectors and installing trolley tracking technology.

Councils also have legal powers to deal with shopping trolleys including:

- Under the *Environmental Planning and Assessment Act 1979*, councils can impose conditions of development consent on shopping centre developers to manage trolleys which require operators to have plans in place to manage abandoned shopping trolleys. Breaches of these conditions can result in large fines.
- Under the *Impounding Act 1993*, councils can impound abandoned trolleys and charge the relevant retailer a fee for their release.
- Under the *Local Government Act 1993* and the *Protection of the Environment Operations Act 1997*, councils can issue a fine to anyone abandoning a trolley or dumping one in a watercourse.



2

Your suggestion of more regulation surrounding the requirement of tracking technology, or the like, is appreciated and will be considered when the next review of the current legislation is undertaken.

Thank you for writing to the Minister about this important matter and I trust this information is of assistance. Should you require any further information, please contact the Office of Local Government's Policy Team on 02 4428 4100 or olg@olg.nsw.gov.au.

Yours sincerely



Tim Hurst
Chief Executive
Office of Local Government

22/2/19



Ref No 346342.2019
A636190
Contact: Tim Moore
Ph: 8711 7444
Date: 6 May 2019

Mr Tim Hurst
Chief Executive
Office of Local Government
Locked Bag 3015
NOWRA NSW 2541

Dear Mr Hurst

Re: Shopping Trolleys

Thank you for your letter dated 22 February 2019 responding to Council's request to modify the *Impounding Act 1993* and for your clarification of the powers available under various legislation.

To expand on the earlier letter dated 23 January 2019, Council requests that further consideration be given to changes to the *Impounding Act 1993* to give expanded powers to councils in relation to shopping trolleys.

Current enforcement powers, under various legislation, are not effective to prevent a proliferation of shopping trolleys on public land, largely because it is only possible to issue a fine to the person that abandons a trolley. This is impractical and near impossible to enforce.

Council is requesting that changes be made to enable designated officers to take enforcement action (issue fines) against the owners of shopping trolleys left on public land. In almost all cases the owner of the shopping trolley has their brand clearly identified on the trolley. Similar changes were recently made, with great effect, to provide for better management of shared bicycles left in a public place.

It is considered that such changes would incentivise shopping trolley owners to introduce proven measures and management systems to prevent shopping trolleys from leaving their stores.

Should you wish to schedule a meeting to discuss this further, please contact my office on 8711 7444.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Tim Moore", with a long horizontal flourish extending to the right.

Tim Moore
Deputy CEO
Director City Economy & Growth



Customer Service Centre Ground floor, 33 Moore Street, Liverpool NSW 2170
All correspondence to Locked Bag 7064 Liverpool BC NSW 1871
Call Centre 1300 36 2170 **Email** lcc@liverpool.nsw.gov.au
Web www.liverpool.nsw.gov.au **NRS** 13 36 77 **ABN** 84 181 182 471



Our ref: R90/1256-03 OUT-29433

14 August 2019

Mr Tim Moore
Acting Chief Executive Officer
Liverpool City Council
33 Moore Street
LIVERPOOL NSW 2170

Dear Tim

Abandoned Shopping Trolleys

I am writing to congratulate you and confirm our support for Liverpool Council's initiative of a multi-council campaign to address the ongoing issue of abandoned shopping trolleys and the negative impact these have on community environments and amenity.

LGNSW wrote to the Hon Shelley Hancock MP, Minister for Local Government on this issue recently, calling for an amendment to the *Impounding Act 1993* to set requirements for shopping trolleys like those set for share bicycles in the *Impounding Amendment (Shared Bicycles and Other Devices) Act 2018*. LGNSW has also written to the Shadow Minister for Local Government.

Minister Hancock responded on 29 July, encouraging councils in the first instance, to use their existing powers to address the issue of abandoned shopping trolleys (including the use of development conditions) while also working together with retailers to mitigate the problem.

However, the Minister also acknowledged that the proposal to amend the *Impounding Act 1993* so that it is consistent with bicycle share provisions has merit. I am pleased to advise that the Minister requested this matter be added to the agenda of the next standing meeting between LGNSW and the Office of Local Government for further discussion and consideration.

The next meeting between LGNSW and the Office of Local Government is scheduled for 28 August. We will advise of you the outcome in relation to this matter following the meeting.

If your staff require further information, please contact Sanjiv Sathiah, Senior Policy Officer Roads and Transport on 02 9242 4073 or by email: sanjiv.sathiah@lgnsw.org.au.

Yours sincerely

A handwritten signature in black ink that reads 'Tara McCarthy'.

Tara McCarthy
Chief Executive



STAKEHOLDER WORKSHOP OPTIONS PAPER

Impounding Act Review

Developing a regulatory framework for shopping trolleys in NSW

Stakeholder Workshop Options Paper

Contents

INTRODUCTION	3
BACKGROUND	4
About the Impounding Act	4
NSW GOVERNMENT ACTION.....	5
Consultation feedback to date	5
Next steps in the review process	6
How to have your say on this options paper	6
Where to go for further information	6
PROPOSED WAY FORWARD – OPTION 4.....	7
Theme 1 - Reshape the Act to focus on outcomes the community expects	7
Theme 2 - Move some key provisions from the Act to subordinate laws.....	7
Theme 3 - Offences and penalties.....	7
Theme 4 – Modernise and clarify key regulatory processes and definitions.....	8
Theme 5 – Align Act with other laws.....	8
What could the preferred Option mean for shopping trolleys?	9
ISSUES TO THINK ABOUT	10
Question to consider	10
APPENDIX 1 - SUMMARY OF RELEVANT FEEDBACK.....	11
Key themes – Strategic directions	11
Key themes – Operational directions relevant to shopping trolleys	12

Introduction

Thank you for agreeing to take part in a stakeholder workshop to help shape an up-to-date regulatory framework to better manage animals and items, including shopping trolleys, in New South Wales.

The workshop is part of a consultation process being delivered by the Office of Local Government, the Department of Planning, Industry and Environment (DPIE) in June 2021 as part of a review of the *Impounding Act 1993* (the Act). As part of this consultation, public land managers (including councils), government agencies, industry (including businesses) and peak user groups representing the wider public will be asked to provide views on what should be included in a more effective regulatory framework and how best to implement it.

Public feedback on an earlier discussion paper has been considered when developing preferred options to change the Act. The Government has asked for an open discussion amongst key stakeholders to help to test these preferred options. This briefing paper has been prepared to provide background information and to pose questions for discussion at the stakeholder workshops.

Three workshops will be held in June 2021: one focusing on shopping trolleys, one on stock animals and one on vehicles, including boat trailers.

Given the importance to many of these issues to the community, Mr Mark Coure MP, Member for Oatley is chairing the shopping trolleys and vehicles workshops on behalf of the NSW Government.

What	When	Where	Stakeholders Invited
Shopping Trolleys Chair: Mr Mark Coure, MP Member for Oatley	15 June, 9.30am-11.30am (9:00am registration) 11.30-12.30 (Act process issues raised by impounding authorities)	Wesley Conference Centre, 220 Pitt Street, Sydney (nearest train station, Town Hall)	Public land managers Government agencies Industry Peak User Groups Community Groups
Stock Animals	17 June, 9.30am-11.30am 11.30-12.30 (Act process issues raised by impounding authorities)	Zoom Meeting Online workshop	Public land managers Government agencies Industry Peak User Groups
Vehicles, including Boat Trailers and other Trailers Chair: Mr Mark Coure, MP Member for Oatley	29 June, 2.00-4.00pm 4.00-5.00pm (Act process issues raised by impounding authorities)	Zoom Meeting Online workshop	Public land managers Government agencies Industry Peak User Groups Community Groups

Background

About the Impounding Act

The *Impounding Act 1993* (the Act) provides powers for local councils and NSW Government authorities managing public land (impounding authorities) to deal with safety, access and amenity issues caused by unattended items and animals left in public places.

Impounding authorities may take to a pound any items or animals they determine on reasonable grounds to be abandoned or unattended. They may issue penalties for the offence of abandoning or leaving things unattended in public. They may also sell or dispose of items and animals not collected by the owner in certain circumstances. The Act gives private land holders or tenants special powers to impound animals trespassing on their land.

The Minister for Local Government, the Hon. Shelley Hancock MP, is responsible for administering the Act.

The changing use and value of public space

The ways that people use public space has significantly changed over time. A greater number of different items are being used or kept in public areas as the population grows and people own more items such as cars, trailers, boats, bikes and scooters. As a society we are becoming more likely to dispose of items more frequently.

Shopping trolleys have been used in NSW since the mid-1970s. They provide a valuable service to consumers transporting their goods from supermarkets to their car and/or home. However, it is clear from ongoing feedback to the Government that they continue to create concerns and impose costs on councils and the community, including:

- Safety and accessibility (build-up of trolleys, obstruction of walkways and trip hazards)
- Amenity (visual appearance, clutter)
- Vandalism and theft of trolleys
- Users not following rules to return trolleys
- Adequacy of infrastructure and programs to safely manage trolleys
- Cost to councils and community of disposing of impounded trolleys, and
- Cost to the environment of trolleys dumped in waterways and other public places.

Some local councils and community members continue to report high volumes of complaints. For example, a number disability advocacy groups reported access and safety issues for vision impaired people who may be injured by improperly placed trolleys.

While the Government strongly supports the food retail industry and acknowledges the vital role that supermarkets and other retailers play in serving consumer needs, it recognises the need to balance this service with making sure that the whole community can safely use and enjoy public spaces.

The increasing value of public places is underpinned by the current Premier's Priority - [Greener Public Places](#) - to create more quality green, open and public spaces across urban areas.

NSW Government action

In 2015 and 2018, respectively, the NSW Government responded to public concern about use of boat trailers and share bikes in public places by amending the Act to create specific new provisions for those items. The Act has not been comprehensively reviewed in 28 years and has not generally kept pace with changing use of public space and technology.

In late 2019, following ongoing concerns raised by stakeholders about shopping trolleys, vehicles and trailers, the Minister for Local Government initiated a review of the Act. This recognised that a holistic solution is needed to ensure that the Act is effective in meeting community expectations and delivering on the Government's priorities, now and into the future. The review process is being led by the Office of Local Government.

Consultation feedback to date

In response to a comprehensive discussion paper focusing on both strategic and operational issues, the Government received 85 submissions from diverse stakeholders, including 38 councils, 29 community members, 8 industry organisations, 7 peak organisations and 3 NSW Government entities. A summary of relevant feedback is provided at Appendix 1. Correspondence and other information was also reviewed.

Most feedback indicates that the Act is no longer fit-for-purpose. The Act is seen by many as overly prescriptive, outdated, and ineffective in holding people responsible for abandonment to account. There was also strong support to amend the Act to better encourage owners to take greater responsibility for items and stock found in public, as well as to improve how regulators recover impounding and disposal costs for items never claimed.

Four broad options for legislative change have been considered

1. No change –

- » The Act is working well. Leave it as it is.

2. Minor change to ensure currency, clarity, and consistency with other laws -

- » Update definitions and processes (including monetary and timeframe thresholds for action), review existing offences and penalties and align the Act with other, more contemporary laws including animal welfare, biosecurity and transport laws.

3. Introduce additional obligations for high risk problem items -

- » Act provides for risk-based definitions and obligations that may be tailored to each problem item in separate sections or divisions.
- » **Plus** minor changes to ensure currency, clarity and consistency with other laws (Option 2).

4. Change Act to focus on outcomes and create codes of practice, as required (PREFERRED OPTION) –

- » Reframe the Act to focus on the outcomes the community expects, such as placing more responsibility on owners for their items and animals and giving impounding authorities stronger regulatory powers to deal more swiftly and effectively with items.

This is the preferred option as it would facilitate the development of standards of behaviour in regulations and/or Codes of Practice that could be more flexibly changed over time, including safety, service levels for reporting and responding to complaints, offences and penalties, storage, communication for the regulated community (eg. owners of items, animals) and for impounding authorities (eg. councils).

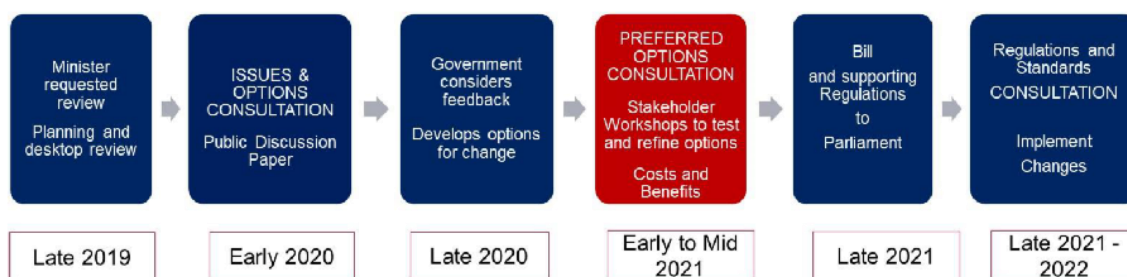
Next steps in the review process

The NSW Government is consulting with impounding authorities, businesses, advocates and other key stakeholders on issues of most concern to the public as part of the development of a Bill to take to the NSW Parliament.

The workshop is part of that process.

A Better Regulation Statement examining the full range of costs and benefits of each option is concurrently being developed to test all four options set out above, to support the Government's decision-making process.

IF change is required, legislation is expected to be introduced to Parliament later this year, as shown in the diagram below.



How to have your say on this options paper

If you would like to provide further feedback after the workshop, or were unable to attend the workshop and would like to provide feedback on this options paper, please mail or email feedback by **Friday 25 June 2021** to:

Impounding Act Review

Locked Bag 3015

Nowra NSW 2541

Email: olg@olg.nsw.gov.au

Where to go for further information

Policy Team, NSW Office of Local Government

Email: olg@olg.nsw.gov.au

Phone: (02) 4428 4100

Agency Website: www.olg.nsw.gov.au

Proposed way forward – Option 4

Below are some key themes in relation to the Government's preferred option, **Option 4**, to facilitate today's discussion on shopping trolleys. We encourage you to consult within your organisation about this preferred option and the key themes prior to attending the workshop so that you can best represent your organisation.

Theme 1 - Reshape the Act to focus on outcomes the community expects

Option 4 proposes that the Act focus on outcomes the community expects to hold to account those responsible for abandoned or unattended items and animals in public.

This Option proposed that, the Act will be renamed and restructured to focus on outcomes to meet the following primary objective:

- i. **to safeguard shared use and enjoyment of public spaces by providing laws to prevent, eliminate and minimise risks to safety, amenity and access arising from items and animals left abandoned or unattended in public places.**

To support this objective, it is proposed that the Act should:

- i. place increased onus on those responsible for animals and items in public places
- ii. provide impounding authorities with the ability to issue penalty notices and take other regulatory action, such as impounding, for offences
- iii. protect animals dealt with under the Act from harm consistent with community expectations and contemporary animal welfare laws
- iv. provide more flexible and efficient temporary and longer-term options to store abandoned or unattended items and shelter animals, and
- v. allow impounding authorities to more effectively recovery costs from those people responsible for items and animals.

Theme 2 - Move some key provisions from the Act to subordinate laws

The Act contains obligations that owners must meet to prevent their item or animal from being declared abandoned or unattended. The owner may then face a fine or other regulatory action. For example, share bike operators (commercial enterprises) must collect share bikes causing an obstruction or safety risk in public within 3 hours.

Option 4 proposes that, while certain minimum standards must remain in the Act, many obligations on owners, such as longer timeframes to respond, product safety and branding, communication, data sharing and reporting, will more flexibly be set out in regulations and, if necessary for an item, a Code of Practice. It is also proposed to set out key details of the impounding process in subordinate laws – this would provide the flexibility to adjust matters such as the monetary threshold for being able to destroy a motor vehicle (currently \$500) and notice periods.

Importantly, these provisions would be developed in consultation with key stakeholders, such as those attending this workshop and would not become law until sufficient time had passed to prepare for any key changes. Further, this would enable the Government to more quickly respond to new issues or technologies as they arise (such as new shared devices on public land) or change standards more easily over time, if needed.

Theme 3 - Offences and penalties

Option 4 proposes to review and recalibrate the offences, penalties and penalty notice amounts under the Act to:

- better capture people who are responsible for the location of items and animals
- align these penalties with penalties for offences of a commensurate nature under other laws
- differentiate, in setting penalties, between offences committed by a corporation and an individual
- consider imposing stronger penalties on repeat offenders, and
- categorise offences by the size or level of risk an item causes (an abandoned vehicle poses a higher risk and cost to the community than a bike).

This approach was, in part, implemented for share bikes in 2018 under the Act, higher penalties (25 Penalty Units (\$2,750) or a \$500 fine) to recognise that share bike operators are corporations.

Theme 4 – Modernise and clarify key regulatory processes and definitions

Option 4 proposes to update certain regulatory processes including grounds for action, monetary thresholds for action, timings for action and costs. Some of this detail may be moved to subordinate legislation.

Option 4 also proposes to update and clarify definitions, including 'unattended', 'animal', 'owner'/'user' (instead to be 'responsible person') and 'pound' (instead to be 'storage place' for items or 'shelter' for animals) and enable certain definitions to be updated via future regulations. These changes would better meet community expectations expressed through feedback, clarify when action may be taken by impounding authorities and provide increased flexibility to respond to future changes.

Theme 5 – Align Act with other laws

Option 4 proposes to amend provisions to repair any gaps or overlaps with other laws with which the Act intersects – for example, by aligning its provisions with those of more contemporary laws, such as ensuring the welfare of animals dealt with under the Act.

The Impounding Act intersects approximately ten other Acts. Option 4 may also require consequential changes to some of these other laws.

Option 4 would also be supported by guidance and education to encourage responsible behaviour of all key stakeholders, including owners and users of items as well as impounding authorities.

What could the preferred Option mean for shopping trolleys?

Option 4 for shopping trolleys could adopt elements of the provisions put in place for share bikes in 2018. However, many provisions could be in the regulations and (potentially) a Code of Practice rather than the Act. This could include setting out key details of requirements for:

- clearer responsibilities for businesses that loan shopping trolleys to proactively collect trolleys within a regulated, risk-based timeframe
- once a timeframe has been passed, deeming that trolley to be 'abandoned', enabling regulatory action to be taken
- clearer responsibilities for impounding authorities to notify shopping trolley owners before 'starting the clock' and to impounded trolleys in a certain way
- clear branding of trolleys to identify and contact the owner of the item if needed
- data sharing to identify patterns of trolley abandonment
- more relaxed standards for smaller businesses with fewer trolleys, for example exemptions for small businesses with less than 20 trolleys
- more stringent requirements for businesses with a poor track record in managing trolleys, and
- transitional arrangements.

Importantly, this would not require businesses to implement any single shopping trolley containment method. Businesses could choose the most appropriate and cost-effective method to suit their local circumstances, so long as they can meet their obligations.

A starting point for a future Code of Practice could be to draw useful content from the voluntary NSW Code of Practice for the Management of Shopping Trolleys, developed in 2004 by the (then) Local Government Association of NSW, Shires Association of NSW and the Australian Retailers Association NSW.

Issues to think about

The following issues and questions have been designed to encourage feedback on shopping trolleys and what should be covered by a future Code of Practice. We encourage you to consult within your organisations (where relevant) about these issues prior to the stakeholder workshops.

Question to consider

What is your view on the outcomes-based framework presented as the government's preferred option?

- Do you support the proposed objectives?
- Do you support the proposed framework for penalties and offences?

What alternative ways to better manage trolleys should be considered?

- Do you think the other options the Government considered are preferable? Why?
- What other options do you think could work?
- How could non-regulatory options, such as user and community education, support better outcomes for the community?

Why do you think the Government wants to create a Code of Practice under the Act for regulating shopping trolleys now?

- Why do you think past action has not worked well and the community remains dissatisfied?
- What are the key opportunities under the proposed model for a Code of Practice?
- What are the key risks and concerns under the proposed model for a Code of Practice?

How could a Code of Practice help manage trolleys more responsibly?

- What would need to be included in a Code of Practice to make it flexible enough to meet the needs of different sized operators?
- What is a reasonable timeframe to leave a trolley unattended before regulatory action is taken?
- What should happen if a Code of Practice is breached?

What specific requirements could be in a Code of Practice?

- A Code of Practice would set minimum standards specifically for shopping trolleys.
- What roles and responsibilities should trolley owners have under a Code, in relation to:
 - complaint response times
 - safety
 - data sharing
 - user education
 - communication
- What roles and responsibilities should impounding authorities have under a Code?

Appendix 1 - Summary of relevant feedback

At the end of March 2021, consultation feedback closed on a Discussion Paper providing public feedback about whether the Act is meeting its objectives at a strategic level and in relation to how it operates in practice. The Paper canvassed how a new Act could help communities use and enjoy public places more safely and easily, without impediment from abandoned items, and how to ensure owners better manage items and animals to reduce risk. In total, 85 submissions were received from diverse stakeholders including 38 councils, 29 community members, 8 businesses /industry organisations, 7 peak organisations and 3 NSW Government entities. A greater number of larger, urban councils responded (61%), a quarter from regional areas (24%) and only a few from rural areas (16%).

Key themes – Strategic directions

Question	Key themes
Balancing community needs and shaping public places into the future	<ul style="list-style-type: none"> There is wide support to shift the focus of the Act to protecting quality public spaces rather than providing specific, narrower powers to deal with individual problems. This would allow updates to the law to reflect changing technology and needs. There is general support for a shift that allows the public interest to be promoted over private interests and to better protect public amenity, noting that this is difficult to define. Many believe solutions must be applied flexibly to meet diverse needs of communities.
Strategic framework 'fit for purpose' to regulate impounding	<ul style="list-style-type: none"> Many councils and community members believe the Act is no longer 'fit for purpose' as it is prescriptive, outdated and supports a reactive approach to regulation. Instead, they tended to support a performance, or outcomes-based Act. There is wide support to create a simpler Act supported by regulations or codes of practice that set out how to achieve those outcomes for specific types of items – such as for trolleys. Emerging technology and issues could then be more readily addressed. In contrast, a minority of councils that would like to retain the current process-based objectives and focus of the Act but simplify it and remove red tape. Many supported the Act focusing more on promoting owner and user responsibility. Many respondents supported improving cost recovery mechanisms to help recover regulatory costs.
Integration with NSW policy and other legislation	<ul style="list-style-type: none"> Many believe the Act is outdated and not aligned to other Acts, such as the Protection of the Environment Operations Act. Proposals included updating the Impounding Act to reduce duplication and improve clarity where laws intersect, as well as consequential changes to other laws, as needed.
Encouraging responsible behaviour	<ul style="list-style-type: none"> Most believe offences and penalties in the Act do not promote responsible behaviour. It is almost impossible to identify people abandoning items and, if identified, to enforce penalties that may apply. Some suggested the Act provide shared responsibility for a range of people and encourage 'whole-of-life' responsibility for items like trolleys where the owner is not the user. Many items are of low value so there is no economic incentive for owners to recover items. Some councils report that their fees do not cover impounding costs but increasing fees would reduce collection of items and increase disposal costs for the community. There is wide support for public education as key in promoting responsibility.
Innovation and emerging technology	<ul style="list-style-type: none"> Submissions support a more flexible impounding framework to deal with emerging technologies. Key items noted include driverless cars, e-bikes, segways, and scooters. New technologies are both a problem and a potential solution – solutions include GPS tracking, electronic tagging, geofencing, CCTV, reporting apps, coin deposits and QR codes. At the same time, regulators can benefit from technology to reduce costs, such as by using surveillance to collect evidence, accessing databases to track items and animals and using SMS or email to provide notice to owners about their property.

Key themes – Operational directions relevant to shopping trolleys

- Shopping trolleys attracted more comments than other issues for most respondents. **Nearly three-quarters (73%) of submitters responding to this issue believe the laws are not adequate for shopping trolleys**, including most metropolitan and regional councils, community members, some businesses and a State-owned corporation.
- Retail supermarkets and most rural councils believe provisions are adequate.
- Many submissions discussed high numbers of trolleys in their area, for example:
 - A State-owned corporation claims it removes 900 trolleys from stormwater networks annually
 - Several inner-city councils together collected more than 1,000 trolleys from streets and parks during two blitzes in 2019, including 550 in one week; and
 - Disability advocacy groups and councils believes trolleys create access issue and safety hazard for people with disabilities, older and vulnerable people, due to cluttered access ways.
- Retrieval from waterways is often complex and hazardous.
- Community members are frustrated about the frequency of trolleys being abandoned and feel powerless, with many reporting no action appears to be taken by retailers or councils.
- Many councils report they are unable to act and that the barrier to action is a lack of clarity about the term 'abandoned' for trolleys, lack of retailer identity on some trolleys, red tape and impounding costs (for 28 days prior to offering for sale). They state retailers have little incentive to collect abandoned and impounded trolleys given their low value. One inner-city council reported in one year, only 100 trolleys were claimed by retailers with 300 being destroyed.
- Large retailers have submitted that they take trolley management seriously and outlined investment in collection, reporting options and willingness to work with councils. They are concerned about the cost of mandatory containment and would strongly prefer improved communication with councils instead.
- Almost all others sought change and suggested ways to limit wayward trolleys and improve how quickly and cheaply they may be found, collected and returned.
- Suggestions for dealing with trolleys included mandatory containment, potentially for businesses with more than a certain number of trolleys (say 20) or more than a number of fines in a set period. Examples are:
 - Legislated standards for trolleys with risk-based times for collection – including ability to immediately move or impound a trolley causing risk or face penalty
 - Mandating one of a range of containment technologies such as perimeter wheel locking; coin-operated trolleys; geo-fencing; GPS trackers; and
 - Higher/escalating penalties, including for not collecting an impounded trolley.
- Regarding dealing with impounded items, many councils reported procedures are complicated, onerous and overly lengthy. Councils are required to store low cost items for 28 days and advertise them for sale (including, in theory, trolleys). Storage of bulky items is expensive. Councils and the community want easier, quicker disposal processes for items of low value, more consistent impounding processes and better incentives for owners to claim them.
- Regarding penalties, many submissions stated these are low, poorly enforced and do not promote responsibility. Most common suggestions were to increase these, potentially with higher penalties for corporations, and consider new offences and penalties, including on-the-spot fines for a broader range of offences, to encourage responsibility for failure to remove items from public or collect them from pounds.
- Concerns were raised and suggestions made to clarify certain key terms/ concepts (by regulations where possible for flexibility) such as: abandoned, amenity, danger to public, move, obstruction, public place, public land, responsible person, unattended (for specific items) and whether a single impounding process should be applied to a group of items (say, 20 trolleys).

QWN 02	Question with Notice - Cllr Harle - Covid and English Language Courses
Strategic Direction	Leading through Collaboration Increase community engagement
File Ref	271966.2021

QUESTION WITH NOTICE

Please address the following

Considering the current Covid pandemic and communications problems caused by language difficulties within our community, what is Council offering in English language Courses to the community?

Response

The provision of English language courses in Liverpool are the responsibility of government funded agencies, including:

- Navitas Australia which is the largest provider of English language training in Australia;
- TAFE NSW which provides various English language courses toward training and education pathways;
- Intensive English Centres at Miller Technology and Lurnea High Schools provides newly arrived students with English language classes; and
- MTC Australia which delivers Skills for Employment and Education Program, English language classes for job seekers.

Council has led community based programs that assist adult migrant and refugees to access English language classes outside the formal courses.

- The Liverpool Community Hubs Network, delivered by Council in partnership with Community Hubs Australia and three local primary schools – Heckenberg, Marsden Road and Hoxton Park – offer formal and informal English education classes through their various programs and initiatives. Each hub hosts a number of English courses, both beginner and intermediate classes, as well providing an opportunity to practice conversational English language skills through the further education programs and social activities on offer at each individual hub.
- Liverpool City Libraries are supporting English language learning in a number of ways:
 - Weekly Conversation Café delivered at Liverpool and Carnes Hill Libraries - this is a volunteer run group for anyone wanting to practice or improve their English

- language Skills. It is delivered in an informal setting which provide opportunities for learning and social connections.
- Provides tours and assistance to Navitus students, ensuring that students enrolled in the English language classes have the opportunity to join the library and access the English Language Learning Collection.
 - The Library hold a comprehensive collection of English learning study materials for students and teachers. The collection has learning resources to supports all levels of study, and to support recognition of overseas qualifications.
 - Liverpool City Library provides access to online English learning tools. The library's eLearning page provides access to these tools from the comfort of home, 24/7. These include:
 - AMES - online English language courses from beginners to advanced.
 - Clarity English - a comprehensive resource that supports skills in active reading, pronunciation, writing, as well as general and academic training for IELTS.
 - Transparent Language Online - a self-paced language learning program supporting over 90 languages including English as a Second Language (ESL).
 - LinkedIn Learning – the LinkedIn Learning provides video tutorials with transcripts to develop skills in business, project management, graphic design, web development, photography, music, video editing and more. These courses are designed for beginners to advanced levels and presented by industry experts. It features content in 7 different languages - English, French, German, Portuguese, Japanese, Spanish and simplified Chinese.

These resources are available to all library members with immediate access to the online resource. The non-library members can also have access, but are required to enter their details, agree to the conditions of membership and receive a temporary membership number.

ATTACHMENTS

Nil

QWN 03**Question with Notice - Cllr Hadchiti - Retail Hierarchy**

Strategic Direction	Generating Opportunity Attract businesses for economic growth and employment opportunities
File Ref	272005.2021

QUESTION WITH NOTICE**Question**

Given that retail outlets can shut their doors down at will to walk in customers, what's the point of investing in and implementing a Retail Hierarchy?

Response

The retail hierarchy is outlined in Council's adopted Centres and Corridors Strategy, which was prepared in response to Action 11.1 of Council's Local Strategic Planning Statement (LSPS) which identifies the need to develop a Centres and Corridors Strategy and review the LEP and DCP to ensure alignment. A copy of the Strategy is available to view at the below link.

https://www.liverpool.nsw.gov.au/_data/assets/pdf_file/0007/194182/FOR-WEBSITE-Final-Liverpool-Centres-and-Corridors-Strategy-28-08-2020.PDF

Centres act as important focal points for the local community, especially when they are well integrated with social infrastructure (e.g., libraries and community centres). Centres also provide opportunities for local employment and are an important part of establishing the 30-minute city when collocated with high quality public transport.

The Strategy notes there is a need to ensure that centres can respond to growth and emerging commercial and retail trends. It is also important that centres have adequate supporting infrastructure and are well designed to meet the needs of the wider community.

The retail hierarchy is used to make informed strategic land use decisions that ensure centres are of an appropriate scale for the community they serve. Furthermore, it helps to ensure impacts are avoided when new or existing centres are developed that could have impacts on the viability of other existing or planned centres.

Each retail operator runs their business as they see fit, provided the land use is permitted in the relevant zone and subject to appropriate approvals.

ATTACHMENTS

Nil

QWN 04	Question with Notice - Cllr Hagarty - Community Sport
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Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	300966.2021

QUESTION WITH NOTICE

Background

Many of our local community sporting clubs have been heavily impacted for two seasons due to the COVID-19 pandemic and shutdown of community sport.

Clubs have lost players who haven't returned and they've also lost significant canteen and fundraising receipts.

Community sport is also a proven way to boost ones physical and mental well-being. If it can be done in a COVID safe way, it should be allowed.

Questions

Please address the following:

1. Is there any indication as to when community sport will return?
2. What engagement and advocacy has Council undertaken with sporting bodies and the State Government for a return to community sport?

A response to these Questions with Notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

QWN 05

Question with Notice - Cllr Harle - Pearce Park

Strategic Direction	Strengthening and Protecting our Environment Manage the community's disposal of rubbish
File Ref	300997.2021

QUESTION WITH NOTICE

Background

Pearce Park, an overgrown unused area located at the rear of Councils' Rose Street Depot, has been used to store a range of waste materials including road base, concrete rubble, building waste and similar materials originating from several Liverpool CBD sites. Included in the waste are several large diameter concrete stormwater pipes scattered throughout the overgrown area. These pipes appear to be used as a "rough sleeper area" and a gathering place by groups of people that may be homeless. This activity, especially under current Covid restrictions, may pose a significant health risk to themselves and anyone that may enter the area especially unaccompanied children.

Questions

Please address the following:

1. Is Council aware of the use of these pipes as "rough sleeping areas" or homeless people?
2. What plans does Council have for any future use and rehabilitation of the overall area?
3. What are the estimated costs of carrying out remediation works?

A response to the questions with notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

QWN 06	Question with Notice - Cllr Rhodes - Impacts of NSW Health Work orders on home owners issued with Council Works Orders and their ability to comply
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Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	301253.2021

QUESTION WITH NOTICE

Please address the following:

1. What are the impacts of COVID NSW Health work restrictions on Council Order timeframes on individual homes that possibly affect homeowners' ability to comply?
2. How many illegal works orders have been issued on Liverpool homeowners whilst Liverpool is, or has been under NSW Health Work restrictions?
3. How many fines have been issued to homeowners because they have been unable to comply with Council Works Orders issued against their homes, during the time Liverpool has been under NSW Health Work restrictions?
4. Has Council changed its procedure in order to consider the NSW Health Order restrictions on homeowners' ability to be able to comply with Council Works Orders time frames when issuing Council Work Orders on private homes and if so, how?

A response to these Questions with Notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

QWN 07**Question with Notice - Cllr Kaliyanda - Growth of
African Olives and Other Invasive Weed Species**

Strategic Direction	Strengthening and Protecting our Environment Protect and enhance bushland, rivers and the visual landscape
File Ref	301347.2021

QUESTION WITH NOTICE

Please address the following:

1. What approach does Council currently have toward the management of the African Olive, and other invasive weed species in Leacocks Regional Park, and other parks and green spaces in Liverpool?
2. What resources are currently allocated to manage the problem and prevent these invasive weed species from impacting the natural biodiversity of the area, especially in the ever-reducing Cumberland Plain Woodland?
3. Is the current level of allocated resources sufficient to adequately address the issue?
4. How does Council interact with other levels of government, agencies and volunteer groups in relation to this issue?

A response to these Questions with Notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

QWN 08	Question with Notice - Cllr Kaliyanda - Disaster Preparation Tool
Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources
File Ref	301411.2021

QUESTION WITH NOTICE

Background

A new geospatial tool has been released, designed to help councils prepare for severe weather events while supporting recovery and expediting insurance claims. Developed by analytics provider Nearmap, the tool looks to map every major natural disaster that impacts property, infrastructure and communities in the country. More than 6,200 square kilometres of disaster-affected land, including Cyclone Seroja, the Perth Hills fires and the NSW floods have already been captured. The tool has been developed in collaboration with government agencies and disaster relief organisations.

Please address the following:

1. Is Council aware of this tool?
2. If so, how will this be integrated with Council's existing policies and measures in relation to disaster preparation and mitigating the impacts of severe weather events.

A response to these Questions with Notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

QWN 09**Question with Notice - Cllr Kaliyanda - FOGO
Grants from NSW Government**

Strategic Direction	Strengthening and Protecting our Environment Manage the community's disposal of rubbish
File Ref	301438.2021

QUESTION WITH NOTICE

Please address the following:

1. Has Council applied for the up to \$12 million in grant funding to help improve their food and garden waste management and reduce the amount of organic waste sent to landfill?
2. If so, how much has been received/allocated, and what programs or initiatives will these funds be directed to?

A response to these Questions with Notice will be provided in the 27 October, 2021 Council Meeting Business Papers.

ATTACHMENTS

Nil

NOM 01**Nappy Rebate**

Strategic Direction	Strengthening and Protecting our Environment Manage the community's disposal of rubbish
File Ref	298188.2021
Author	Nathan Hagarty - Councillor

BACKGROUND

A waste audit at Parramatta Council found nappies and absorbent hygiene products to be the second largest contributor to household garbage by weight.

The Department of Planning, Industry and Environment's Waste and Sustainable Materials Strategy has set Councils a direction to reduce household waste by 10% by 2030. The strategy also has a commitment to prevent 80% of waste entering landfill through resource recovery measures. For obvious reasons, nappies and absorbent hygiene products are not easily recoverable.

A significant reduction in disposable nappies going to waste will not only fulfil the aims of DPIE's waste strategy but save ratepayers funds in reduced waste charges. An appropriately priced rebate will provide an incentive for residents to take up cloth nappies while potentially reducing their overall impact on Council's costs.

NOTICE OF MOTION

That Council direct the CEO to bring a report to Council on the feasibility of a sustainable cloth nappy and sanitary products rebate program.

CHIEF EXECUTIVE OFFICER'S COMMENT

The Nappy Rebate issue is included in the upcoming Waste Management and Resource Recovery Strategy 2021-2031 (Page 56, Section 6.3.4) to be presented to Council at the September meeting. The recommendation in the Strategy provides further information to address the NOM.

Advice will be sought, regarding the operational and legal aspects of a cloth nappy and sanitary products rebate program, with a subsequent report then being brought back to Council.

ATTACHMENTS

Nil

NOM 02**Sesquicentennial**

Strategic Direction	Creating Connection Deliver a range of community events and activities
File Ref	298267.2021
Author	Nathan Hagarty - Councillor

BACKGROUND

27 June 2022 marks the 150th anniversary of Liverpool being proclaimed as a municipal district. This is a significant milestone in the history of our City and deserves due recognition and celebration.

NOTICE OF MOTION

That Council:

1. Direct the CEO to bring a report back to the November Council meeting detailing plans to celebrate the 150th anniversary of Liverpool being proclaimed a municipal district; and
2. Consult the Civic Advisory Committee on said report.

CHIEF EXECUTIVE OFFICER'S COMMENT

Council Officers are developing a proposal for the celebration of the City of Liverpool's sesquicentenary, marking 150 years since the proclamation of Liverpool as a municipal district.

The proposal will be presented to the next Civic Advisory Committee meeting for consultation. A detailed report will be presented to the November Council Meeting for the consideration of Councillors.

ATTACHMENTS

Nil