

COUNCIL AGENDA

ORDINARY COUNCIL MEETING

1 February 2023



You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held at the **FRANCIS GREENWAY CENTRE, 170 GEORGE STREET, LIVERPOOL** on **Wednesday, 1 February 2023** commencing at 2.00pm. Doors to the Francis Greenway Centre will open at 1.50pm.

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

A handwritten signature in black ink, appearing to read "John Ajaka".

Mr John Ajaka

CHIEF EXECUTIVE OFFICER

Statement of Ethical Obligations

Oath or Affirmation of Office

In taking the Oath or Affirmation of Office, each Councillor has made a commitment to undertake the duties of the office of councillor in the best interests of the people of Liverpool and Liverpool City Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

Conflicts of Interest

A councillor who has a conflict of interest in any matter with which the council is concerned, and who is present at a meeting of the council when the matter is being considered, must disclose the interest and the nature of the interest to the meeting as soon as practicable. Both the disclosure and the nature of the interest must be recorded in the minutes of the Council meeting where the conflict of interest arises. Councillors should ensure that they are familiar with Parts 4 and 5 of the Code of Conduct in relation to their obligations to declare and manage conflicts of interests.

ORDER OF BUSINESS

PAGE TAB

Opening

Acknowledgment of Country and Prayer

National Anthem

Apologies

Condolences

Confirmation of Minutes

Ordinary Council Meeting held on 14 December 20227

Declarations of Interest

Public Forum

Mayoral Report

NIL

Notices of Motion Of Rescission

NIL

Chief Executive Officer Report

CEO 01 Annual Code of Conduct Complaints Statistics Report58 1

Planning & Compliance Report

PLAN 01 Regional Affordable Housing Strategy & Scheme64 2

PLAN 02 Review of Permit Parking Policy.....79 3

PLAN 03 Street Naming- Chinook Street, Edmondson Park.....125 4

Community & Culture Report

NIL

Corporate Services Report

CORP 01 Council Committee Governance Transformation130 5

CORP 02 Investment Report December 2022.....155 6

City Presentation Report

NIL

Infrastructure & Environment Report

NIL

Economy & Commercial Development Report

NIL

ORDER OF BUSINESS

PAGE TAB

Committee Reports

CTTE 01	Minutes of the Strategic Panel meeting held on 28 November 2022.....	167	7
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Questions with Notice

QWN 01	Question with Notice - Clr Hagarty - Senior Advisor / Policy Officer.....	175	8
QWN 02	Question with Notice - Clr Green - Progress of Referred Investigation September 2022.....	177	9
QWN 03	Question with Notice - Clr Kaliyanda - Council Maintenance of Sporting Venues and Facilities	179	10

Presentations by Councillors

Notices of Motion

NOM 01	10th Anniversary of Montenegro Park	181	11
NOM 02	Medicare Psychology Services.....	183	12

Council in Closed Session

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

CONF 01 Acquisition of Lot 850 in DP 2475, 235 Tenth Avenue, Austral

Reason: 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.

CONF 02 Phillips Park Redevelopment Project, Lurnea Loan Funding - NSW Treasury Corporation

Reason: Item CONF 02 is confidential pursuant to the provisions of s10A(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 03 Legal Affairs Report

Reason: Item CONF 03 is confidential pursuant to the provisions of s10A(2)(c) (e) (g) 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; AND information that would, if disclosed, prejudice the maintenance of law; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

ORDER OF BUSINESS

CONF 04 Legal Affairs Report - Charles Street

Reason: Item CONF 04 is confidential pursuant to the provisions of s10A(2)(c) (e) (g) 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; AND information that would, if disclosed, prejudice the maintenance of law; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Close



MINUTES OF THE ORDINARY MEETING HELD ON 14 DECEMBER 2022

PRESENT:

Mayor Ned Mannoun
 Councillor Ammoun
 Councillor Goodman (online)
 Councillor Green
 Councillor Hadid
 Councillor Hagarty
 Councillor Harle
 Councillor Kaliyanda
 Councillor Karnib
 Councillor Macnaught
 Councillor Rhodes
 Mr John Ajaka, Chief Executive Officer
 Ms Tina Bono, Acting Chief Executive Officer
 Mr Paul Perrett, Director Corporate Services
 Mr Craig Donarski, Acting Director Community & Culture
 Mr David Smith, Director Planning & Compliance
 Mr Peter Diplas, Director City Presentation
 Mr Raj Autar, Director Infrastructure & Environment
 Mr David Galpin, General Counsel, Manager Governance, Legal and Procurement
 Mr Vishwa Nandan, Chief Financial Officer
 Mr George Hampouris, Head of Audit, Risk & Improvement
 Mr George Georgakis, Manager Council and Executive Services
 Ms Susan Ranieri, Coordinator Council and Executive Services (minutes)

The meeting commenced at 2.00pm.

STATEMENT REGARDING WEBCASTING OF MEETING

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

ACKNOWLEDGMENT OF COUNTRY, PRAYER OF COUNCIL AND AFFIRMATION

The prayer of the Council was read by Reverend Matthew Bales from Liverpool South Anglican Church.

NATIONAL ANTHEM

The National Anthem was played at the meeting.

APOLOGIES

Nil.

COUNCILLORS ATTENDING REMOTELY

Clr Goodman has requested permission to attend this meeting via MS Teams.

Motion: **Moved: Clr Kaliyanda** **Seconded: Clr Macnaught**

That Clr Goodman be granted permission to attend the meeting via MS Teams.

On being put to the meeting the motion was declared CARRIED

CONDOLENCES

- Ms Alison Megarrity
- Mr William James Masterton OAM
- Ms Ellen Whittingstall

ITEM NO: COND 01
FILE NO: 2021/5254
SUBJECT: **Condolence Motion - Ms Alison Megarrity** (read by Mayor Mannoun)

Today, we pause to honour the memory of Alison Megarrity, who passed away on 15 November 2022 at the age of 61.

Alison was a former Councillor of Liverpool City Council serving one term from 1994 – 1999, before being elected to the new seat of Menai in 1999.

During that period, she advocated strongly for the area and is credited with helping to have several major infrastructure projects delivered.

They included the high-level Woronora Bridge, Bangor Bypass (stages one and two) and the Alfords Point Bridge duplication.

Along with the multi-million-dollar road and bridge projects she helped deliver, her other achievements included successful lobbying for upgrades to local schools and the redevelopment of Liverpool Hospital.

She would hold the seat of Menai for the next 12 years until she retired at the 2011 election to care for her husband Robert during a period of ill health.

To echo the thoughts of one of her Parliamentary colleagues Barry Collier, Alison was "the epitome of the very best local MP- always putting her constituents ahead of personal ambition and serving her community with a vigour, an energy and a passion few could match".

In her 1999 inaugural speech, Alison promised to represent her constituents without fear or favour. She touched the lives of many people and will be remembered as a very special, selfless person who gave so much of herself.

In her final speech to the House in 2011, Alison said, "I know in my own heart, I could not have worked any harder".

Alison was very well liked and very well respected by colleagues on both sides of Parliament and truly made a difference to the community she represented.

After she left Parliament, Alison worked tirelessly as president and secretary of the Former Members' Association, a voluntary, non-partisan organisation, which raises issues of concern with current members and donates annually to a NSW children's charity.

Alison is survived by her husband Robert and her sons Liam and Glyn. On behalf of Liverpool City Council, I humbly express my deepest condolences to her family and friends.

Our thoughts and prayers are with Alison's loved ones during this difficult time.

May she rest in peace.

ITEM NO: COND 02
FILE NO: 2021/5254
SUBJECT: **Condolence Motion - Mr William James Masterton OAM** (read by Mayor Mannoun)

Today, we pause to honour the memory of William James Masterton OAM, known as Jim Masterton, who passed away peacefully at home on 16 November 2022, just short of his 93rd birthday.

60 years ago in 1962, Jim founded the Masterton building company and worked tirelessly to create a building empire that has delivered 60,000 homes to Australian families across NSW.

Jim was an innovator at heart, and a true pioneer of the Australian building industry. He transformed the home building market with the introduction of pre-assembled trusses and frames as well as pioneering the use of concrete slabs and introducing the concept of Knock Down Rebuild (KDR). All these innovations are now standard in the housing industry.

One of his biggest achievements was to open the Warwick Farm *"Field of Dreams"* Display Village in 1983, with the then NSW Premier Neville Wran in attendance.

In 2005, Jim received an Order of Australia Medal (OAM) in the Queen's Birthday Honours list, in recognition of his significant contribution to the housing industry. He was also presented with a Life Member Status by the HIA. Jim also became the most awarded builder in Australia, something he was immensely proud of.

'I'm Jim Masterton and I wouldn't have it any other way.'

It is the iconic slogan that summed up Jim's life-long values of quality home building. He was a true icon and achieved more in his lifetime than most would over dozens of lifetimes. He provided incomes and business opportunities for thousands of people in the building industry and was highly regarded by anyone who knew him.

Today The Masterton Group employs hundreds of full-time staff and contractors.

Jim was also one of Liverpool's most generous corporate citizens who supported many local charitable institutions. For many here in Liverpool, Jim built much more than homes, he built a better quality of life.

On behalf of Liverpool City Council, I humbly express my deepest condolences to Jim's wife Marjorie, his children, grandchildren, great-grandchildren, and his extended family and friends. Our thoughts and prayers are with Jim's loved ones during this difficult time.

May he rest in peace.

ITEM NO: COND 03
FILE NO: 2021/5254
SUBJECT: **Condolence Motion - Ms Ellen Whittingstall** (read by Mayor Mannoun)

Today, we pause to honour the memory of Ellen Whittingstall, who passed away last month.

Ellen joined Council in 2017 as the Coordinator of Governance and in 2020 she moved into the role of Internal Ombudsman.

Ellen was a valued member of our organisation who was dedicated, hard-working and committed to helping everyone, whilst embedding good governance.

Anyone that worked with her would agree that she was an expert in her field who was respected by many.

Ellen will be remembered for her loving, and caring nature, but most of all for putting others' needs before her own. She will be dearly missed by her colleagues, family and friends.

On behalf of Liverpool City Council, I humbly express my deepest condolences to Ellen's husband, family and friends. Our thoughts and prayers are with her loved ones during this difficult time.

May she rest in peace.

COUNCIL DECISION

Motion: **Moved: Cllr Kaliyanda** **Seconded: Mayor Mannoun**

That Council writes to the families of Ms Alison Megarrity, Mr William James Masterton OAM and Ms Ellen Whittingstall to express our condolences for their loss.

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

One minute silence was then observed for Ms Alison Megarrity, Mr William James Masterton OAM and Ms Ellen Whittingstall.

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

Item: CONF 04 - 2023 Australia Day Awards

Reason: Clr Kaliyanda knows some of the nominees through working with the community as a Councillor.

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

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

Item: COM 01 – Grants Donations and Community Sponsorship Report

Reason: Clr Kaliyanda knows some of the applicant organisations through her work in the community and she is also an ordinary member of the City of Liverpool and District Historical Society Inc.

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

PUBLIC FORUM

Presentation – items not on agenda

1. **Ms Kerrie Fitzgibbon** addressed Council on the following item:
DA matter.

Motion: **Moved: Mayor Mannoun**

That a three minute extension of time be given to Ms Fitzgibbon.

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

Representation – items on agenda

1. **Ms Kate O’Connell**, from Moorebank Logistics Park, LOGOS addressed Council on the following item:

PLAN 01 – LOGOS Power Supply Upgrade.

MAYORAL MINUTE

Nil.

ITEM NO: PLAN 02
 FILE NO: 348011.2022
 SUBJECT: Public artwork to commemorate the 150th Anniversary of Liverpool as a Municipality

COUNCIL DECISION

Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Hadid**

That Council:

1. Endorse the 'Treasure Hunt' public artwork option and the 20 historic milestones identified through consultation, to inform the narratives of the artworks; and
2. Direct the CEO to procure an artist to develop the design for the artworks, in consultation with Council staff and Councillors, and on the delivery and the placement of the artwork as part of the Lighthorse Park upgrade.

Foreshadowed motion: **Moved: Cllr Hagarty** **Seconded: Cllr Kaliyanda**

That Council:

1. Endorse the 'Treasure Hunt' public artwork option and the 20 historic milestones identified through consultation, to inform the narratives of the artworks; and
2. Direct the CEO to procure an artist to develop the design for the artworks, in consultation with Council staff and Councillors, and deliver the artwork as part of the Lighthorse Park upgrade.

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

ITEM NO: PLAN 03
FILE NO: 362331.2022
SUBJECT: Annual Review of the Urban Cat Management Plan

COUNCIL DECISION

Motion: **Moved: Clr Rhodes** **Seconded: Clr Macnaught**

That Council receives and notes this report and the actions undertaken during the last year on implementing the Urban Cat Management Plan.

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

ITEM NO: PLAN 04
FILE NO: 363304.2022
SUBJECT: Additional street names for East Leppington

COUNCIL DECISION

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

That Council:

1. Supports the various Girl Guide theme names including Campfire Street, Horseshoe Street, Kumbaya Street, Woggle Street, Salute Street and Thoughtful Avenue;
2. Forwards the names to the Geographical Names Board, seeking formal approval;
3. Publicly exhibits 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 Acting Chief Executive Officer to undertake the process of gazettal, if there are no submissions received during public exhibition.

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

Clr Kaliyanda and Clr Hagarty left the Chambers at 2:47pm.

COMMUNITY & CULTURE REPORT

ITEM NO: COM 01
FILE NO: 398551.2022
SUBJECT: Grants Donations and Community Sponsorship Report

COUNCIL DECISION

Motion: **Moved: Clr Harle** **Seconded: Clr Hadid**

That Council:

1. Endorses the funding recommendation of **\$13,093.60** (GST exclusive) under the **Sustainable Environment Grant Program** for the following projects:

Applicant	Project	Recommended
Holsworthy Preschool	Nature Nook	\$2,000
The Shepherd Centre for Deaf Children	Watch them Grow	\$1,122.72
Ashcroft Public School	Stephanie Alexander Kitchen Garden Foundation	\$4,970
Edmondson Park Malayalee Club Inc	EDMA Bottles & Can Recycle Program	\$5,000

2. Endorses the funding recommendation of **\$11,200** (GST exclusive) under the **Community Grant Program** for the following projects; and

Applicant	Project	Recommended
CORE Youth Services	Outreach BBQ's	\$3,500
The City of Liverpool & District Historical Society Inc.	Heritage Display Case Restoration	\$2,700
Georges River Life Care	Community Connect	\$5,000

3. Endorses the funding recommendation of **\$15,000** (GST exclusive) under the **Matching Grant** for the following project:

Applicant	Project	Recommended
Kemps Creek United Soccer Club	Bill Anderson Reserve - Installation of Hybrid Grass to Playing Field Goal Mouths	\$15,000

4. Approves the donation of \$5000 to the Luddenham 2023 Show commensurate with their 'supreme' sponsorship package;
5. Supports the event through Council's advertising and media channels including but not limited to social media and Council's website; and
6. Writes to the President of the Luddenham AH&I Society Inc. thanking them for considering us as potential sponsors and notifying them of our intention to sponsor.

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

Motion: **Moved: Cllr Hadid** **Seconded: Cllr Macnaught**

1. Thank Council staff for their work and reaffirm its support for a Lobbying Policy similar to point 1 to the previous motion from the 25th May 2022 Council meeting, item NOM 03 – Improving the Accountability and Transparency of Council (as shown below):

Principle 1. Any person or organisation seeking to lobby Liverpool Council's employees or officer – with respect to a significant development application, a planning proposal, or a significant Council tender, shall be listed on a public register, including the date of the approach, the purpose of the lobbying, the person undertaking the lobbying, and the details of any meeting between Council and the person.

2. Defer development of a Lobbying Policy until the Office of the Local Government issue their model policy (anticipated in 2023).

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

Motion: **Moved: Clr Rhodes** **Seconded: Clr Green**

1. Endorse the Community Engagement Strategy 2022 and Community Participation Plan 2022;
2. Note submissions received during the public exhibition periods and associated recommendations;
3. Forward the endorsed Community Participation Plan 2022 to the Department of Planning and Environment for uploading to the NSW Planning Portal; and
4. Place the Community Engagement Strategy and Community Participation Plan on Council's Website and promote through social media particularly through the different Facebook groups in the LGA.

.....

Chairperson

ECONOMY & COMMERCIAL DEVELOPMENT REPORT

ITEM NO: ECD 01
FILE NO: 359087.2022
SUBJECT: Response Report - Local Heritage Publication Grant and Digital Information Booths

COUNCIL DECISION

Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Macnaught**

That Council:

1. Receives and notes this report;
2. Endorses the recommendations in the report including to install destination website QR codes signs and posters across the LGA rather than information kiosks;
3. Invite collaborative discussions through the Tourism and CBD Committee and deliver Councillor workshops including in the development of the dedicated QR website process, so that Councillors can have input into how the QR website process operates and what it will have in it; and
4. Promote on Council's website and through social media including all Liverpool LGA Facebook groups the availability of the Heritage Publication Grants which are new.

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

ITEM NO: CTTE 02
FILE NO: 392722.2022
SUBJECT: Minutes of the Liverpool Local Traffic Committee meeting held on 9 November 2022

COUNCIL DECISION

Motion: **Moved: Cllr Kaliyanda** **Seconded: Cllr Ammoun**

That Council adopts the following Committee recommendations:

Item 1 – Brickmakers Drive, Moorebank – Proposed Pedestrian Bridge

- Approves the proposed pedestrian bridge north of Brickmakers Drive and the link road intersection. Detailed design to be submitted to TfNSW and the Police for their comments prior to installation.
- Community notification/s to be issued during construction.

Item 2 – Campbell Street, Bigge Street to Forbes Street, Liverpool – Proposed Road Closure by Liverpool Hospital

- A meeting be arranged inviting representatives of TfNSW, the Hospital and its traffic consultants to discuss a method to carry out a revised traffic impact assessment including appropriate redistribution of traffic flows after the road closure.
- Undertake community consultation to seek community feedback and be resubmitted to the Liverpool Local Traffic Committee for further consideration.

Item 3 – Traffic Speeding on Local Roads – Requests for Traffic Calming Devices

Approves installation of edge line markings in South Liverpool Road and Wonga Road.

Item 4 – Roads for Consideration of Indented/Verge Parking Bays

Approves the streets as indicated in the minutes for designs to be carried out and for installation of indented parking bays subject to funding allocation.

Item 5 – Regentville Drive, Elizabeth Hills – Request for Traffic Management Changes

Undertake community consultation on the three traffic management options as outlined in the minutes to seek community feedback and be resubmitted to the Liverpool Local Traffic Committee for further consideration.

Item 6 - Aviation Road/Airfield Drive/Regentville Drive, Elizabeth Hills – Proposed Modification for Blackspot

- Approves upgrade of the existing roundabout at the Aviation Road, Airfield Drive and Regentville Drive intersection with the road configuration as outlined in the minutes.

Item 7 – Fourth Avenue Intersections with Eleventh Avenue and Tenth Avenue, Austral – Proposed Roundabouts

Approves installation of dual lane roundabouts at the Fourth Avenue/Tenth Avenue and Fourth Avenue/Eleventh Avenue intersections with minor changes as indicated in the minutes.

Item 8 – Fourth Avenue and Gurner Road Intersection, Austral – Proposed Roundabout

- Approves in-principle installation of traffic management works including a roundabout at the Fourth Avenue/Gurner Road intersection, pedestrian crossing and bus bays at the college frontage.
- Detailed design including kerb and guttering along the southern side of Gurner Road, up to the pedestrian crossing and appropriate street lighting to be referred to TfNSW and the Police for review, prior to installation

Item 9 - Railway Street, Liverpool - Shared Space Project

- Approves installation of three parklets and associated sign posting changes as part of the first stage installation of a six-month trial revitalisation works.
- Detailed design of pavement markings with examples of other uses to be reviewed and approved by TfNSW and the Police prior to installation.

Item 10 – Grove Street, Casula – Outcome of Community Consultation on Proposed Road Closure at its intersection with Hume Highway

- Defer and undertake additional consultation with local residents and Ibis Hotel to identify a preferred option for the road closure.
- Undertake detailed design and present to the next scheduled meeting in February 2023 or at out of session meeting, if required, for further consideration.

Item 11 - Woodbrook Road, Casula – Road Reopening Traffic Facilities

Approves installation of traffic management works associated with Woodbrook Road reopening including four speed humps, one pedestrian refuge, shared path and two height limiters, as indicated in the minutes.

Item 12 - Approved Items Under Delegated Authority

Notes the approved items under delegated authority.

Item 13 - Dates for Traffic Committee Meetings in 2023

Endorses the Traffic Committee 2023 meeting dates to be included in the Corporate Calendar.

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

ITEM NO: CTTE 04
FILE NO: 405753.2022
SUBJECT: Minutes of the Civic Advisory Committee meeting held on 8 November 2022

COUNCIL DECISION

QUESTIONS WITH NOTICE

ITEM NO: QWN 01

FILE NO: 402259.2022

SUBJECT: Question with Notice - Clr Hagarty - 30km/hr in CBD

In an article in May 2022, the Roads Minister Natalie Ward was waiting on a formal proposal from Liverpool City Council about abolishing the 30km/h speed limit in the Liverpool CBD.

I understand community consultation has been undertaken and a formal proposal has been submitted.

Please address the following:

1. When was the proposal submitted?
2. Has Council received a response from the Minister?

Response (provided by Planning and Compliance)

1. When was the proposal submitted?

The Mayor moved a Mayoral Minute at the 2 February 2022 Council meeting (MAYOR 02) directing the A/CEO to write to Transport for NSW and the Minister for Metropolitan Roads requesting the 30km/h speed limit be lifted to 40km/h, similar to other city centres, to organise meetings with the Minister and other relevant stakeholders to achieve this and to prioritise this as a matter of urgency.

The council adopted this Mayoral Minute, and the A/CEO wrote to Transport for NSW following Council's resolution on 16 February 2022 and to the Minister for Metropolitan Roads on 17 February 2022. A copy of this correspondence is included in **Attachments 1 and 2**.

A meeting was held with the Mayor, A/CEO and the Minister for Metropolitan Roads on 24 May 2022. The Minister requested further details of the Council's proposal, including community consultation. Council undertook community consultation as requested which overwhelmingly supported a return to the 40km/h speed limit.

The Mayor formally wrote to the Minister for Metropolitan Roads on 20 October 2022 following the completion of community consultation with a proposal for consideration. A copy of that correspondence is included in **Attachment 3**.

ITEM NO: QWN 02
FILE NO: 418699.2022
SUBJECT: Question with Notice - Cllr Hagarty - Billboard

Background

Billboards have recently been erected in Liverpool featuring a quote about extra staff, supposedly from Council.

Questions

1. Who owns this billboard?
2. How much did the billboard cost?
3. Who authorised the sign?
4. Does the billboard comply with Council policy? If so which policy?

Response (Provided by the Office of the CEO – Communications Directorate)

1. Who owns this billboard?

The Billboard is a council asset. There is no rental cost. Artwork for council owned signs is created in house.

2. How much did the billboard cost?

\$386.17 was incurred for vinyl banner production.

\$600 was incurred for installation.

\$40 was incurred for freight and shipping costs.

3. Who authorised the sign?

The sign was requested on the 31 October by Communication Team and approved by the Communications Manager on 1 November through regular approval channels. The A/CEO was appraised of the back-to-basics messaging.

4. Does the Billboard comply with Council policy? If so which Policy?

The Mayor has a role as spokesperson for the governing body under section 226 of the Local Government Act 1993 which is consistent with the Council's endorsed Media Policy.

ITEM NO: QWN 03
FILE NO: 418930.2022
SUBJECT: Question with Notice - Cllr Green & Cllr Harle - Public Utilities and Council Processes in Managing Risk of Resident Injury and Council Duty of Care

Background

Council encourages public reports of problems that require attention, from maintenance issues to more serious problems that may be considered dangerous and pose a risk to public safety. Footpaths in particular can be a source of injury from trip hazards to broken concrete, holes and depressions that may potentially cause serious harm.

Please address the following:

1. The process and response when a resident reports a problem with footpaths particularly if the report concerns a potentially high risk of harm/injury?
2. Is an inspection of the reported issue carried out? And if not, why not.
3. When an inspection does occur and a risk of injury or harm determined and if so, what steps does Council staff take to ensure public safety in the interim prior to repair?
4. In the event a public utility such as Endeavour Energy, Telstra etc. is responsible for the section of footpath concerned what steps does Council take to:
 - a. Mitigate immediate risk of injury/harm to residents; and
 - b. Report the problem to the utility concerned and liaise with that utility for urgent repair.

Response (provided by City Presentation)

1. The process and response when a resident reports a problem with footpaths particularly if the report concerns a potentially high risk of harm/injury?

Residents are encouraged to report footpath maintenance issues via the Council's Customer Service Centre. A maintenance request is then allocated to a Field Inspector to assess the footpath to determine the severity of the maintenance required. In conducting the assessment, the Field Inspector will consider additional factors such as frequency of use and pedestrian safety. A priority rating for footpath repairs is then determined and the maintenance is programmed for permanent repair.

A footpath maintenance request that identifies a potentially significant safety risk is escalated for action as soon as possible to make the area safe until permanent repairs can be completed.

When a Field Inspector determines the footpath can remain in a serviceable condition for a significant period without the need for replacement, this maintenance work is given low priority. Footpaths that are likely to deteriorate quickly and are located along busy streets near shopping centers, schools, churches, and transport nodes where pedestrian movements are high, these maintenance works will be given high priority and permanent repairs will be arranged as soon as practicable.

2. Is an inspection of the reported issue carried out? And if not, why not.

Council's Field Inspectors inspect all customer requests and assess the severity, frequency of usage and extent of the repairs.

3. When an inspection does occur and a risk of injury or harm determined and if so, what steps does Council staff take to ensure public safety in the interim prior to repair?

The Field Inspectors responsibility is to ensure the footpath is safe for pedestrians, hence if the footpath requires immediate action, they will arrange to make the area safe by placing an asphalt ramp, cement mortar patching or grinding down the vertical footpath displacement. If the footpath has been severely damaged and it is in an area of high pedestrian activity, then the footpath will be cordoned off and arrangements made for immediate repair.

4. In the event a public utility such as Endeavour Energy, Telstra etc. is responsible for the section of footpath concerned what steps does Council take to:

- a. Mitigate immediate risk of injury/harm to residents; and**
- b. Report the problem to the utility concerned and liaise with that utility for urgent repair.**

a. Mitigate immediate risk of injury/harm to residents.

In the event of a public utility or their contractors being responsible for damaging the footpath, the Council Field Inspectors will assess the damage and make safe the risk of injury/harm to the public. Works will be programmed, and the responsible utility will be billed for make safe works.

b. Report the problem to the utility concerned and liaise with that utility for urgent repair.

When Council receives a complaint regarding the works carried out by a public utility or their contractors, Council Field Inspectors requests that the public utility or their contractors make the area safe immediately and monitor the footpath until the works have been completed.

If the risk/harm to the public is extreme the Field Inspector will coordinate immediately to make safe repairs and the public utility will be billed for make safe/repairs.

On completion of the works, Field Inspectors carry out a joint inspection with the public utility provider to ensure the footpath has been restored to its previous condition and there are no safety concerns.

CHIEF EXECUTIVE OFFICER REPORT

ITEM NO: CEO 01
FILE NO: 430384.2022
SUBJECT: Delegation requirement

COUNCIL DECISION

Motion: **Moved: Mayor Mannoun** **Seconded: Cllr Rhodes**

That Council approve the existing delegated authority until a further report is brought back to the 2023 Council meeting with a reviewed and updated delegation for the new Chief Executive Officer.

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

RECESS

Mayor Mannoun called at recess at 3.24pm.

RESUMPTION OF MEETING

Mayor Mannoun resumed the meeting at 3.46pm with all Councillors except Cllr Goodman present.

Cllr Goodman retired from the meeting during the recess.

Division Called:

Vote for: Clr Green
 Clr Hagarty
 Clr Harle
 Clr Kaliyanda
 Clr Karnib

Vote against: Mayor Mannoun
 Clr Ammoun
 Clr Hadid*
 Clr Macnaught
 Clr Rhodes.

The motion was lost on the Mayor's casting vote.

**Clr Hadid did not vote for or against the motion. Therefore, in accordance with Clause 11.4 of Council's Code of Meeting Practice (as shown below), he is recorded as voting against the motion:*

"A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion."

Note: Clr Goodman had retired from the meeting.

Foreshadowed motion: Moved: Clr Macnaught Seconded: Clr Rhodes

That Council

1. Leave the Planning Panel as is and continue the function as usual;
2. In 2023, a workshop be organised to define the process of recommendations to the panel should Councillors reject one or more of the presented recommendations; and
3. That future appointments be reported to Council.

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

ITEM NO: NOM 02
FILE NO: 415986.2022
SUBJECT: School Drop Off Zone

Background

Schools have to be accessed by the public at least twice a day for approximately 200 days a year, in order to drop off and pick up students who attend a school.

Buses have sometimes been accommodated in the plans surrounding schools so that they have an access point off the main flow of traffic and parking issues, but even this is not done in all cases.

Parents dropping their kids off in private vehicles are currently not so well accommodated and this is causing havoc on the public roads, illegal parking and creating unacceptable dangerous situations.

The matter is made even worse when schools grow and as a consequence so do student numbers exasperating the situation. The Liverpool LGA is particularly prone because we are one of the most significant growth centres in NSW and our population is continually growing.

We have one example of the public school along Flowerdale Road growing and utilising all available space within the school boundary for building infrastructure to house the increase in students, and what small drop off zone they had within the boundary of the school has now disappeared and the new drop off zone is the surrounding public roads. This is happening or is in threat of happening at all the schools in the Liverpool LGA in brown built areas, whilst new schools in our growth centres are being built without addressing the problems with traffic, parking and safety sufficiently in the submitted DAs.

It is unreasonable that the Department of Education is abusing public roads in this fashion.

It is not acceptable that the needs of the school to ensure safe opportunities for students to be dropped off at schools is not being catered for by the Department of Education.

I ask Council to consider the consequences if a private individual were to disrupt the flow of traffic or utilise parking on a public road for their private needs, every day, twice a day, 200 days a year, would that be tolerated by Council, or by the Police.

When a special event is held that is going to disrupt traffic/parking, there is a process that organisers have to apply for permission and submit a DA for the event, and the police would be engaged to handle the traffic in a safe and efficient manner.

There is a need for future schools to accommodate their delivery needs including drop off and pick up zones for their students on their land and not on public roads and footpaths.

NOTICE OF MOTION (submitted by Cllr Rhodes)

1. Provide a report back to the April 2023 Council meeting containing their professional advice on how these issues might be addressed by Council itself including the possibility of a rostered ranger compliance check for parking issues at all schools within the LGA during drop off and pick up times starting with reported problem schools; and
2. Write to the NSW Department of Planning the State Minister for Education, and Transport NSW, after the 2023 State Election, urging co-operation and collaboration to deliver possible changes through Planning instruments and Legislation in order to provide safer access to school drop off and pick up zones that are contained inside the school property boundaries and not on public roads and or public footpaths.

Motion: **Moved: Clr Rhodes** **Seconded: Mayor Mannoun**

1. Thank Council staff for their report and provide a further report back to the April 2023 Council meeting containing their professional advice on how these issues might be addressed by Council itself including the possibility of a rostered ranger compliance check for parking issues at all schools within the LGA during drop off and pick up times starting with reported problem schools;

2. Hold a number of individual consultation meetings with the community and all schools within the Liverpool LGA where there are reported traffic problems regarding the drop off and pick up of students to investigate ways of addressing issues on our public roads; and
3. Write to the NSW Department of Planning the State Minister for Education, and Transport NSW, after the 2023 State Election, urging co-operation and collaboration to deliver possible changes through Planning instruments and Legislation in order to provide safer access to school drop off and pick up zones that are contained inside the school property boundaries and not on public roads and or public footpaths.

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

ITEM NO: NOM 03
FILE NO: 420086.2022
SUBJECT: Mt Omei

Background

Mt Omei is a property on Leacocks Lane, Casula, located within Leacock Regional Park.

Wolf Klaphake, a German-born scientist and inventor who emigrated to Australia, was the patriarch of the family. He constructed a laboratory on the land, along with a homestead and outbuildings in 1946.

In 1976, several years after Wolf's passing, his wife, prominent local artist Alice Klaphake, established southwest Sydney's first private modern art gallery in the former laboratory. The gallery attracted a stream of local artists and to this day plays hosts to exhibitions by Australian artists. The property was later transferred to the NSW Government by Alice Klaphake.

In 2016, a heritage assessment commissioned by the National Parks and Wildlife Service (NPWS) found Mt Omei to have local heritage significance and that the property should be retained for community-related purposes.

Despite the findings of the heritage assessment, NPWS have initiated proceedings with the NSW Civil and Administrative Tribunal to evict the tenant of the property. With no tenant, the isolated location of the property places it at risk of vandalism and arson. NPWS' intentions for Mt Omei have not been made clear and there are fears for the future of the gallery. Mt Omei is an important marker of the immense contribution of migrants to the scientific and cultural legacy of Liverpool.

NOTICE OF MOTION (Submitted by Cllr Hagarty)

That Council:

1. Notes the heritage significance of Mt Omei as outlined in a heritage assessment commissioned by National Parks and Wildlife Service (NPWS) in 2016.
2. Write to NPWS as soon as practical to:
 - a. Reiterate the local heritage significance of Mt Omei
 - b. Seek clarification on its intentions for the building within Mt Omei

COUNCIL DECISION

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

That the recommendation be adopted.

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

Motion: **Moved: Clr Hadid** **Seconded: Clr Ammoun**

1. Approves the acquisition of Lot 100 in DP 1282981, Pt 45 Sixteenth Avenue, Austral, within the terms outlined in this confidential report;
2. Resolves to classify Lot 100 in DP 1282981 as “Operational” land in accordance with the *Local Government Act* 1993;
3. Authorises the Acting CEO or her delegated officer to execute any document, under Power of Attorney, necessary to give effect to this decision; and
4. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the *Local Government Act* 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

.....

Chairperson

Motion: **Moved: Clr Rhodes** **Seconded: Clr Ammoun**

1. Purchase Lot 1054 DP 2475, 335 Sixth Avenue, Austral for the price and terms as outlined in this report;
2. Upon settlement classify Lot 1054 DP 2475 as “Operational Land”;
3. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
4. Authorises its delegated officer to execute any documents, under Power of Attorney necessary to give effect to this decision.

Chairperson

SUBJECT: Proposed Acquisition of Lot 78 in DP 657030, 62 Newbridge Road, Chipping Norton under the Moorebank Voluntary Acquisition Scheme

Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Macnaught**

1. Approves the acquisition of Lot 78 in DP 657030, 62 Newbridge Road, Chipping Norton under the provisions of the Moorebank Voluntary Acquisition Scheme, for the price and terms outlined in this confidential report;
2. Upon settlement of the acquisition, classifies Lot 78 in DP 657030, 62 Newbridge Road, Chipping Norton as 'Community' land;
3. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
4. Authorises its delegated officer to execute any documents, under Power of Attorney necessary to give effect to this decision.

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

ITEM NO: CONF 06
FILE NO: 412540.2022
SUBJECT: Status update on Development Assessment Review

COUNCIL DECISION

Motion: **Moved: Mayor Mannoun** **Seconded: Cllr Ammoun**

That Council:

1. Receives and notes this report; and
2. Receives a further report and briefing on the outcomes of the review once completed.

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

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

1. Endorse the alternative accommodation strategy consistent with the proposal within the report; and
2. Endorse the alternative library design incorporating a gallery space/ exhibition space/ museum space into Liverpool Civic Place library consistent with the proposal within the report.

Chairperson

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

1. Instruct Jones Lang LaSalle, the leasing agents appointed by Council for Liverpool Civic Place, to run an Expression of Interest process for operating an Early Childhood Education and Care service at Liverpool Civic Place; and
2. A detailed report is brought back to Council following the expression of Interest process containing a comparison of a Council vs a privately operated Early Education and Care Centre.

Chairperson

ITEM NO: CONF 09
FILE NO: 420237.2022
SUBJECT: Updated: Long Term Financial Report 2023/ 2032

COUNCIL DECISION

Motion: **Moved: Mayor Mannoun** **Seconded: Cllr Karnib**

That Council endorses its updated Long Term Financial Plan with identified variations included in this report.

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

THE MEETING CLOSED AT 4.31pm.

<Signature>

Name: Ned Mannoun

Title: Mayor

Date: 1 February 2023

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 14 December 2022. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

CEO 01

**Annual Code of Conduct Complaints Statistics
Report**

Strategic Direction	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	008927.2023
Report By	Kristy Ang - Acting Internal Ombudsman
Approved By	Farooq Portelli - Director Corporate Services

EXECUTIVE SUMMARY

Council adopted its current Code of Conduct and Code of Conduct Procedures (the Procedures) on 30 August 2022. Under Part 11 of the Procedures, the Complaints Coordinator (the Internal Ombudsman) must report on a range of Code of Conduct complaints statistics to Council and the Office of Local Government (the Office) within three months of the end of September each year.

Four Code of Conduct complaints relating to Councillors were received by the Chief Executive Officer and four complaints were finalised during the current reporting period (1 September 2021 to 31 August 2022).

It is recommended that Council receive and note this report and the attached Code of Conduct Complaints Statistics Report, recently submitted to the Office of Local Government.

RECOMMENDATION

That Council receive and note this report and the attached Complaints Statistics Report, which has been submitted by the Internal Ombudsman to the Office of Local Government.

REPORT

Council adopted its current Code and Procedures, based on the Model Code and the Model Procedures, on 30 August 2022. Part 11 of the Procedures states:

11.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

CHIEF EXECUTIVE OFFICER REPORT

- a) *the total number of code of conduct complaints made about councillors and the CEO under the code of conduct in the year to September (the reporting period)*
- b) *the number of code of conduct complaints referred to a conduct reviewer during the reporting period*
- c) *the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints*
- d) *the number of code of conduct complaints investigated by a conduct reviewer during the reporting period*
- e) *without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period*
- f) *the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and*
- g) *the total cost of dealing with code of conduct complaints made about councillors and the CEO during the reporting period, including staff costs.*

11.2 The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

The CEO received four Code of Conduct complaints against Councillors during the current reporting period.

The total cost to Council, including staff time, in dealing with Code of Conduct complaints against Councillors during the current reporting period was estimated to be around \$50,000.

The attached Code of Conduct Complaints Statistics Report, which has been submitted to the Office of Local Government, provides a summary of these complaints. It should be noted that, apart from this report to Council and the attached Complaints Statistics Report submitted to the Office, clause 12.1 of the Procedures states that information about Code of Conduct complaints and the management and investigation of Code of Conduct complaints is to be treated as confidential and is not to be publicly disclosed, except as may be otherwise specifically required or permitted under the Procedures.

CONSIDERATIONS

Economic	<p>The cost of managing Code of Conduct complaints made against Councillors is set out in this report.</p> <p>There are no economic and financial considerations.</p>
Environment	<p>There are no environmental and sustainability considerations.</p>

CHIEF EXECUTIVE OFFICER REPORT

Social	There are no social and cultural considerations.
Civic Leadership	Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	<i>Local Government Act 1993, section 440AA</i>
Risk	There is no risk associated with this report.

ATTACHMENTS

1. OLG Code of Conduct Complaints Statistics

Model Code of Conduct Complaints Statistics Liverpool City Council		
Number of Complaints		
1	a The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	4
	b The total number of complaints finalised in the period about councillors and the GM under the code of conduct	4
Overview of Complaints and Cost		
2	a The number of complaints finalised at the outset by alternative means by the GM or Mayor	1
	b The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	1
	c The number of code of conduct complaints referred to a conduct reviewer	4
	d The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	2
	e The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	2
	f The number of finalised code of conduct complaints investigated by a conduct reviewer	4
	g The number of finalised complaints investigated where there was found to be no breach	4
	h The number of finalised complaints investigated where there was found to be a breach	0
	i The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	1
	j The number of complaints being investigated that are not yet finalised	1
	k The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	50,000

Preliminary Assessment Statistics		
3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2020 Procedures)	1
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	2
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	4
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	1
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	4
Investigation Statistics		
4	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	1
5	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	0
6	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	4

Categories of misconduct		
7	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	1
b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	0
e	Access to information and resources (Part 8)	0
Outcome of determinations		
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	0
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by OLG	0

PLAN 01

Regional Affordable Housing Strategy & Scheme

Strategic Objective	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
File Ref	449213.2022
Report By	Nancy-Leigh Norris - Executive Planner
Approved By	Lina Kakish - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

The Western Sydney Planning Partnership (WSPP) are preparing a Draft Western Sydney Regional Housing Strategy and Contributions Scheme. This strategy and scheme intends to use a regional approach to facilitate affordable housing and to identify opportunities for direct government investment (State and Federal) for the delivery of affordable housing in Western Sydney. These documents are intended to finalise investigations on affordable housing in Western Sydney, undertaken by the WSPP since 2020.

The WSPP has provided Council with an updated Project Charter and Project Plan for the Regional Housing Strategy and Contributions Scheme. They have requested that each participating Council provide \$10,000 (excluding GST), in addition to ongoing Council officer participation through the Project Working Group, for the progression of this project. The project includes participation from Blacktown, Blue Mountains, Camden, Campbelltown, Fairfield, Hawkesbury, Penrith, Wollondilly and Liverpool City Councils, along with the Greater Cities Commission.

The WSPP project to deliver a Regional Housing Strategy and Contributions Scheme is in line with Housing Strategy Action 14. There are sufficient funds available within the Strategic Planning Consultant budget for the sought contribution. It should be noted that the progression of a similar project by Council individually would cost significantly more than a joint contribution to the WSPP.

Council's involvement in the development of a Draft Regional Housing Strategy and Contributions Scheme does not commit Council to the adoption of these documents. The Strategy and Scheme would be subject to endorsement of Council prior to community engagement.

It is recommended that Council continue working with the Western Planning Partnership on the development of a Regional Housing Strategy and Contributions Scheme.

RECOMMENDATION

That Council:

1. Note the Western Planning Partnership is preparing a Western Sydney Regional Affordable Housing Strategy and Contributions Scheme, in consultation with the nine Partnership Councils, the Greater Cities Commission and the Department of Planning and Environment;
2. Contribute \$10,000 to the development of a Western Sydney Regional Affordable Housing Strategy and Scheme through existing the Strategic Planning Consultant budget and continue in-kind participation of Council staff;
3. Note that contribution of funds does not commit Council to the adoption or endorsement of the Western Sydney Regional Affordable Housing Strategy and Contributions Scheme; and
4. Receive a further report once the Draft Western Sydney Regional Affordable Housing Strategy and Contributions Scheme has been prepared by the Western Sydney Planning Partnership.

REPORT

Liverpool LGA & Affordable Housing

Affordable housing is housing that is priced for the needs of very low, low, and moderate-income households. It allows key workers whose household income is not high enough to cover market rent to live and work locally, generally through reduced rental prices. Affordable housing is not the same as social housing which is housing generally provided by non-for-profit organisations or government agencies, generally for people who are unable to access accommodation and may be at risk of homelessness.

The Liverpool Local Strategic Planning Statement 'Connected Liverpool 2040' (LSPS) details the importance of affordable housing within the Liverpool Local Government Area (LGA). The LGA is suffering from one of the highest rates of rental stress in the country, with over 7,000 households in rental stress (>30% of income is spent on rent) and over 4,000 experiencing severe rental stress (more than 50% of income spent on rent).

Demand for affordable housing is increasing at much faster rates than other areas in Greater Sydney. Increasing the provision of affordable rental housing will mean that Liverpool's key workers will be able to better support themselves, their families and the local economy (LSPS, p44-45).

Western Sydney Regional Affordable Housing Strategy and Contributions Scheme

The Western Sydney Planning Partnership's (WSPP) project intends to partner with the three levels of government, to finalise the Western Sydney Affordable Housing Strategy which will deliver affordable rental housing supply. The project seeks to create a regional approach to facilitate Affordable Housing Contributions in Western Sydney and identify opportunities for direct government investment.

Although not applicable to Liverpool City Council, in instances where other Councils have a requirement for an Affordable Housing Contributions Scheme in their Housing Strategy, the Department of Planning and Environment (the Department) have confirmed this regional approach will meet any assurance requirements of their Housing Strategy.

The WSPP wrote to Council on 11 November 2022 with an update on the project (refer to **Attachment 1**). This included the following information:

- Project Charter which contains the project objectives, benefits, stakeholders, governance arrangements and funding;
- Project Plan which contains the scope of the project, method for delivery and timeframes. It is anticipated that exhibition would occur mid-2023, following endorsement from Council; and
- Request for funding of \$10,000 (excluding GST) from the 9 WSPP Councils, in addition to the in-kind Council staff participation through the Project Working Groups.

It is recommended that Council continue to participate in the preparation of a Western Sydney Affordable Housing Strategy and Scheme and contribute the requested funds to the WSPP. It is noted that Council's participation in the project does not commit Council to endorsing or adopting the Regional Affordable Housing Strategy and Contributions Scheme. The draft documents will be presented to Council for endorsement prior to a community exhibition.

Liverpool Local Strategic Planning Statement and Local Housing Strategy

When Liverpool's Draft Local Housing Strategy was prepared, it contained an action to: *"Develop an Affordable Housing Contributions Scheme in line with Greater Sydney Commission's requirement for 5-10% affordable housing on up-zoned land"*. At its Ordinary Meeting of Council on 29 April 2020 (EGROW 01), Council resolved to remove this action, prior to public exhibition of the Draft Local Housing Strategy.

Although Liverpool Local Housing Strategy (Housing Strategy) does not have a requirement for the development of an Affordable Housing Contributions Scheme for the Liverpool Local Government Area, the Housing Strategy along with the LSPS contains actions relating to affordable housing.

Action 7.2 of the LSPS relates to the consideration of an Affordable Housing Contributions Scheme as a short-term action. Additionally, Action 7.5 of the LSPS, and Action 14 of the Housing Strategy require Council to *“Advocate to State and Federal Governments for more investment in social and affordable housing”*.

The Housing Strategy notes that Councils alone cannot facilitate the delivery of enough affordable housing to meet demand, and that the State and Federal Governments must increase support for affordable housing delivery (p85).

The Housing Strategy specifies the implementation of Action 14 is to occur by *“Partner[ing] with other Councils and relevant not-for-profit organisations to develop a consistent strategy for improving and increasing the provision of high quality social and affordable housing.”*

Despite Council's previous resolution to not include an Affordable Housing Contributions Scheme in the Housing Strategy, it is recommended that Council contributes the necessary funds alongside neighbouring Councils to enable the development of a Regional Affordable Housing Strategy and Contributions Scheme by the Western Sydney Planning Partnership. The WSPP's project is in line with the strategic direction within the LSPS and Housing Strategy as noted above.

FINANCIAL IMPLICATIONS

Costs associated with this recommendation are available within Council's existing budget for the current year and long-term financial plan. There are sufficient funds available within strategic planning's existing consultant budget to support the Western Sydney Planning Partnership in the development of a Regional Affordable Housing Strategy and Contributions Scheme.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	There are no environmental and sustainability considerations.
Social	Regulate for a mix of housing types that responds to different population groups such as young families and older people.
Civic Leadership	Actively advocate for federal and state government support, funding and services.

Legislative	Division 7.2 Affordable Housing Contributions, within <i>Environmental Planning and Assessment Act 1979</i> .
Risk	The risk is deemed to be Low. There is a low risk that despite the modest investment in the project, Council ultimately does not support and adopt the Strategy and Scheme. Involvement in the Western Sydney Planning Partnerships project for development of a Regional Affordable Housing Strategy and Scheme does not commit Council to the adoption of the Strategy and/or Scheme. Furthermore, the modest cost is significantly lower than if Council were to pursue a similar project for the Liverpool LGA only.

ATTACHMENTS

1. Letter to LCC regarding WSPP Regional Affordable Renting Housing Strategy and Scheme



11 November 2022

Council PCG member – David Smith
Copy to – Lina Kakish

Dear David

Subject - WSPP - Regional Affordable Rental Housing Strategy & Scheme

As you will be aware from the WSPP PCG reports, work has commenced in September to undertake the finalisation of the work that local councils have led to prepare an affordable housing strategy.

In re-commencing the project work, WSPP have adopted a 'Project Charter' (see attached), agreed with Department of Planning & Environment to partner in completion of the work, worked with the Greater Cities Commission on their strategic planning for Western Sydney, and agreed to co-fund with the GCC expert advice on setting affordable housing contribution rates.

WSPP have also received confirmation from DPE that development of a contributions scheme regionally would meet any assurance requirements for completion of local affordable housing policies required for implementation of Local Housing Strategies (attached).

Council staff have participated in a Project Working Group and developed a more detailed 'Project Plan' and have establishing several work-streams and indicative timeframes for completion of the work (see attached).

The WSPP PCG in October 2022 resolved the following approach to resourcing for this joint regional work:

1. *ENDORSE in-principle an approach to local council financial contributions (of \$10,000 per council to be made in the 22-23 financial year), as the basis for letters seeking agreement to this contribution being sent.*
2. *RESOLVE that \$50,000 local council contribution would be the minimum threshold funding needed for the project, and Director WSPP should report back to the PCG for further discussion if this threshold is not reached.*
3. *NOTE that the letter to local councils will state that a decision on the funding will be required by February 2023, to allow reports on the matter to their councils, if required, and also request a time to for the Director WSPP to provide a briefing to councillors on the project and also the wider WSPP program.*

To-date the WSPP have allocated part-funding for the work in the 22-23 financial year and have written to GCC and DPE seeking funding assistance. The GCC have confirmed their funding assistance.

WSPP would like to request that each participating local councils provide \$10,000 (excluding GST) to WSPP, in addition to the in-kind council officer participation through the PWG. Upon formal confirmation from each participating local council, WSPP will organise for an invoice to be raised and forwarded to each local council.



Please contact me on 0459 932 748 or to nicholls1@ppo.nsw.gov.au if you would like to discuss this matter further, including whether a different approach to financial assistance would be preferable.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Luke Nicholls".

Luke Nicholls
Director
Western Sydney Planning Partnership



PROJECT CHARTER

1 Project title

Western Sydney Affordable Rental Housing Strategy & Contributions Scheme

2 Project purpose

The purpose of the project, in partnership with the three levels of government, is to finalise the Western Sydney Affordable Housing Strategy to deliver affordable rental housing supply. The project will seek support for a regional approach to facilitate affordable housing contributions in Western Sydney and identify opportunities for direct government investment.

3 Project objectives

The project objectives are:

1. To review previous work undertaken on the Draft Western Sydney Affordable Housing Strategy.
2. To re-establish the project working group (PWG) to include the three levels of government.
3. To collaborate with the three levels of government, including the DPE, GCC and other key State and Federal agencies, to identify and evaluate policy, direct investment, and financing options to increase affordable rental housing supply and meet District Plan targets.
4. To work in partnership with the Department of Planning (DPE) to review existing requirements for Affordable Housing Contributions Schemes and seek to prepare a regional affordable housing contribution scheme and delivery mechanism to increase ARH supply.
5. To review:
 - a) The Draft Western Sydney Affordable Housing Strategy
 - b) Emerging issues and challenges with delivering affordable, diverse, and low-cost rental housing
 - c) Affordability challenges identified in the Western Sydney Affordable Housing Strategy and Local Housing Strategies
 - d) Results from Local Council community engagement to inform the adopted Local Housing Strategies
 - e) Affordable Housing Contribution Schemes that have been drafted or are proposed in Western Sydney and barriers to their development, and
 - f) Current Federal and State housing programs and policies.
6. To seek professional input to refine the understanding of the viability of affordable housing contributions, and in the preparation of a regional contributions scheme and regional delivery mechanisms.
7. To identify strategies to deliver diverse private sector housing suitable for low- and moderate-income households within the Western Sydney Affordable Housing Strategy. This may include seeking professional consultant input.
8. To prepare 3 technical working papers that:



- a) review the draft Western Sydney Affordable Housing Strategy and discuss the case for contributions schemes in Western Sydney, and approaches that would allow for implementation
 - b) Discuss and evaluate policy options to address key matters identified and evaluate these policy options and test and provide an evidence base to support preferred approaches, and
 - c) Develop preferred approaches and policy for regional affordable housing and seek agreement prior to preparing revised strategy and regional scheme.
9. To prepare a revised Regional Affordable Housing Strategy and a Regional Affordable Housing Contribution Scheme that will meet Council requirements implementing Local Housing Strategies.

4 Benefits targeted

Project benefits sought from the work undertaken jointly will be:

- An understanding of the strengths and weaknesses of the existing Western Sydney Affordable Housing Strategy and opportunity to update and improve the plan in line with the aspirations of the WPC Councils.
- An understanding of the priorities of all stakeholders and challenges faced by each Council area are represented in the Affordable Housing Strategy, with points of difference acknowledged.
- Development of a streamlined and efficient approach to the review of the Western Sydney Affordable Housing Strategy and joint regional preparation of an AH contribution scheme (as opposed to many local schemes) that avoids duplication and ensures a consistency in process and is cost effective.
- Development of an approach to the Affordable Housing Strategy review that incorporates best-practice planning and ensures the Plan is flexible and resilient.
- Identification of opportunities and the development of an Affordable Housing Contribution Scheme for Western Sydney – leading to ARH supply increase in the long term.

5 Project governance

- Project governance includes agreed 'Principles of collaboration' between the Councils and GCC and 'practical commitments' agreed by the Councils.
- A project working group will be established with local councils, DPE and GCC (and seeking federal government involvement) with a project lead from the PPO, to provide technical input and feedback into the project.
- The WSPP PCG will be the decision-making body for the project and will require draft and final documents to be considered by the PCG prior to endorsement.
- The WSPP PCG will identify 2 members as project sponsors, that will assist in the project establishment as well as the development of the draft project charter and project management plan for endorsement by the WSPP PCG.
- Draft strategy and scheme would be provided to each local council, including briefing of councillors by PPO, to seek endorsement for the draft going on public exhibition (as required).
- The PPO will provide a project lead, with the PPO Director being the project director for the delivery of the project. External sourcing of expert assistance will also be utilised.



- An iterative approach will be taken for project planning, that incorporates opportunities for refinement and development of the outputs, incorporating insights from local councils and government agencies.

6 High-level project risks

Key project risks will be:

- The need to develop a collaborative process that ensures effective working between multiple stakeholders in local government and state and federal government.
- Developing a governance process that acknowledges differences, attempts to resolve them but also accepts where resolution of differences is not possible.
- The ability of alternative viewpoints to be debated and considered within the project.
- Managing the requirements for confidentiality of information (State Government requirements). Ensuring unnecessary confidentiality agreements will not be used to limit briefing and engagement of participants with their individual organisations.
- Maintaining strong communication with project working groups and stakeholders throughout the project, and the need to understand and refine the approach iteratively throughout the project work.
- Maintaining an achievable scope for the project.
- Managing resourcing appropriately, given competing workload demands (both within Councils and WSPP).

7 Resources

Resourcing for the project will include:

- \$50,000 from WSPP
- Project lead PPO, project support
- Project working group participation
- **Additional funding will be required.** This may be through discussions with local councils to support the technical expertise needed to prepare the regional affordable housing contributions scheme – this will be subject to further resolution with Councils - and DPE.

8 Key stakeholders

- Nine (9) WSPP local council members, project participants
- DPE, Housing policy team
- GCC
- Australian Government (Infrastructure/ housing portfolios) TBC



PROJECT PLAN

1. Project title

Review of Western Sydney Affordable Housing Strategy

2. Scope

1. Review evidence base for affordable housing needs & clarify case for policy response
2. Regional strategy on preferred approaches to addressing this housing need
3. Review & establish WS approaches to current requirements for preparing AH contribution schemes
4. Develop alternate approach to setting AH contribution rates and when they apply
5. Draft regional affordable housing contribution scheme (instead of local)
6. Regional affordable rental housing delivery mechanism
7. Approaches to facilitate private sector, lower-cost rental housing supply
8. Business case for direct ARH investment into Commonwealth Government
9. Planning approach for regeneration of aging social housing estates & stock

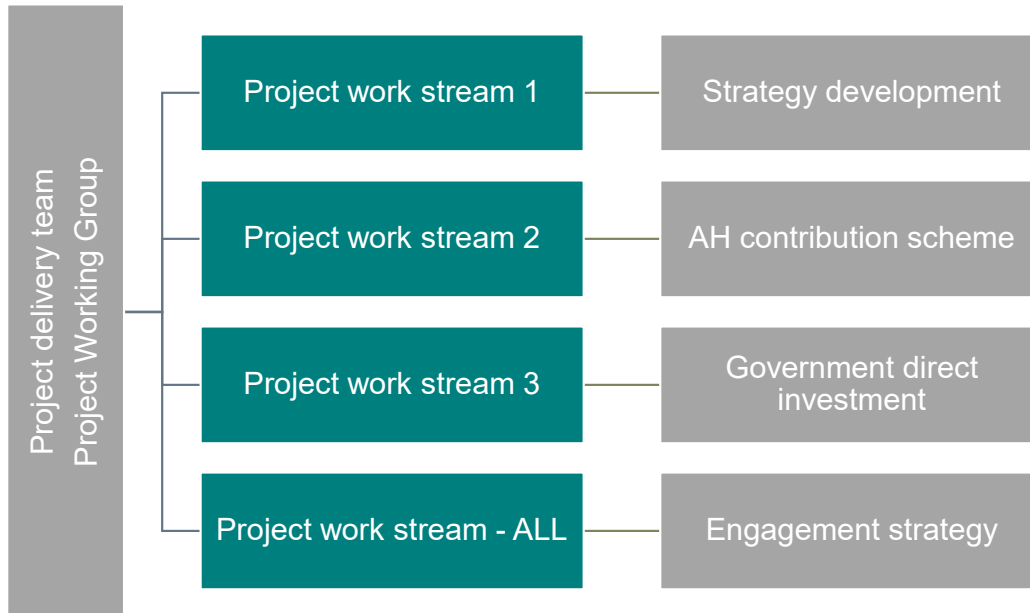


3. Method

Work stream and priority		Tasks			
Drafting regional strategy & evidence base	1	<u>Working paper</u> – review evidence base and gaps	Prepare problem definition and case for change	Develop key pillars for regional ARH strategy	<u>Draft strategy</u> - seeking endorsement by partners
Options for AH contribution scheme approaches	1	Expert input into setting AH contribution levels & timing	Develop approach for regional statutory AH contribution scheme	Review guidelines for schemes & develop any modifications needed for implementation in WS	<u>Working paper</u> - setting out template for regional affordable contribution scheme
Facilitate diverse private sector lower-cost rental housing	2	<i>To discuss further</i>			
Develop regional affordable housing delivery mechanism	2	Develop approach to regional pooling of funds & decision-making for application	Develop regional delivery mechanism (based on DCJ approaches for leveraging CHP delivery)	Develop regional pooling & delivery program (including principles for application) – <u>working paper</u>	Set up delivery scheme legal mechanisms (including for ownership/mgt)*
Prepare draft regional AH contributions scheme	3	Develop schedule and timing for contributions rates regionally	Mapping of areas for contribution to apply (with each council)	Develop <u>1st draft scheme</u> for internal review	Develop <u>draft scheme</u> for future exhibition
Business case for direct ARH investment from Commonwealth	3	Seek commonwealth pathway and funding for strategic business case	Develop strategic business case for investment proposal in WS	Establish fund aligned with contributions scheme & delivery mechanism	Submit <u>investment case</u> to Commonwealth for consideration
Planning approach for regeneration of aging social housing areas and properties	3	Review with LAHC the current model for renewal- case study examples	Develop planning approach to the regeneration of aging areas/stock	Develop financial model for regeneration	Draft strategy to be updated with approach to regeneration of social housing in WS
Engagement & exhibition	1	Stakeholder mapping	Engagement plan preparation	Include sector engagement approach	Approach for draft contribution scheme approval for exhibition



4. Workstreams



- PPO lead for each stream
- PWG participation in the work streams – potentially bringing in expert input from councils/agencies as required



5. Timing

Work stream	Resourcing	Sept – Dec (2022)	Jan - April (2023)	May-July (2023)	Aug - Oct (2023)
Drafting regional strategy & evidence base	WG 1				
Options for AH contribution scheme approaches	WG2				
Facilitate diverse private sector lower-cost rental housing	WG1				
Develop regional affordable housing delivery mechanism	WG 2				
Prepare draft regional AH contributions scheme	WG 2				
Business case for direct ARH investment from Commonwealth	WG 3				
Planning approach for regeneration of aging social housing areas and properties	WG 1				
Engagement & exhibition	ALL	Engagement		Design	*

6. Project team

PPO project lead: PPO Associate Director (Planning & Policy)

PPO project support: Senior Project Officer PPO and Planning Officer PPO

PPO project director: PPO, Director

7. Stakeholder engagement plan

A stakeholder engagement plan is to be developed to support this project plan and approved by the Project Director for confirmation by the PWG.

8. Risk management plan

A risk management plan is to be developed to support this project plan and approved by the Project Director for confirmation by the PWG.

Department of Planning and Environment



Our ref: IRF22/3565

Mr Luke Nicholls
Director
Western Sydney Planning Partnership
Locked Bag 7064
LIVERPOOL BC NSW 1871

Via email: nicholls1@ppo.nsw.gov.au

4 November 2022

Subject: WSPP Affordable Housing Strategy & Scheme

Dear Mr Nicholls

Thank you for your correspondence to Catherine Van Laeren requesting confirmation that WSPP's collaborative approach to deliver a regional affordable housing scheme will comply with the Department's local housing strategy approval requirements.

I can confirm that if participating councils are able to establish an endorsed regional affordable housing scheme, then this will satisfy their local housing strategy approval requirements.

However, I reiterate the Department's position that any scheme must be consistent with the *Guideline for Developing an Affordable Housing Contribution Scheme*. I encourage you to continue to work with the Department to ensure any such scheme is consistent with the guideline and is able to be implemented on a regional basis.

If you would like to discuss this matter further, please contact Sara Roach, Director, Metro Housing Programs on (02) 8275 1704.

Yours sincerely

A handwritten signature in black ink, appearing to read "Monica Gibson".

4/11/2022

Monica Gibson
Executive Director
Housing Supply & Infrastructure

PLAN 02**Review of Permit Parking Policy**

Strategic Direction	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
File Ref	002940.2023
Report By	Charles Wiafe - Manager Transport Management
Approved By	Lina Kakish - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

At its 16 November 2022 meeting, Council considered a report on a revised Permit Parking Policy and resolved to:

1. *Defer the permit parking policy;*
2. *Prepare a report for the February 2023 Council meeting for possible inclusion of parking permits for trucks in industrial areas;*
3. *Clearly define too little, nearby, and close by (as shown on page 122 of the Council Agenda in point 7c) that gives greater clarity for all that might read the policy both in commercial and residential areas; and*
4. *Brings the Permit Parking Policy to a briefing session prior to the February Council meeting.*

This report provides responses to the above council resolution.

In 2021, Transport for NSW (TfNSW) published Parking Permit Guidelines and Council's policy must be consistent with these guidelines. The current and revised Permit Parking Policy complies with this requirement.

Parking permits for trucks in industrial areas

The TfNSW Permit Parking Guidelines state that a permit is not to be issued to a truck i.e., a motor vehicle with a Gross Vehicle Mass (GVM) over 4.5 tonnes, bus, tram or trailer (boat or caravan).

The NSW Road Rules 2014, Rule 200, states that a heavy and long vehicle is not to be parked on a road in built-up areas, including industrial areas, for more than one hour unless the driver is permitted to stop on the road section for longer than 1 hour by information on or with a traffic control device. For this reason, the Permit Parking Policy cannot include permits for truck

parking in industrial areas. However, where possible, signposting and line marking has been installed to permit parking in industrial areas outside business hours, for longer than 1 hour, between 7pm and 6am Monday to Sunday.

Clarification of available parking

“Too little” or “insufficient” parking in the Permit Parking Policy refers to streets where on-street parking occupancy is greater than 80% for three times per day for three days.

“Unrestricted on-street parking close by”, means that there are no on-street parking restrictions within 200m of the relevant road section, except for No Stopping zones at intersections, timed parking near local shops, parking restrictions within school zones.

Current Permit Parking Policy

Since the current Council Parking Permit Policy was adopted in 2015, TfNSW has issued updated Permit Parking Guidelines which do not differentiate between the types of permits (e.g., residential or business) that can be issued. In addition, the updated guidelines promote the use of virtual permits.

The revised policy has taken the above changes into consideration and provides a framework for implementation and management of Permit Parking Schemes in the Liverpool Local Government Area.

The current Permit Parking Policy includes information on how residents and businesses can apply for residential permits, business permits, permits for community transport / health nurse vehicles and permits for trades/service contractors. The revised policy has separated this information into a Permit Parking Scheme - Assessment Procedure document. Similar to the current policy, the revised policy outlines eligible locations, types and number of permits that can be issued.

Like the current policy, the revised policy enables Council to issue parking permits to allow motorists to park in locations where there is insufficient off-street parking and where on-street parking is restricted.

RECOMMENDATION

That Council approves the revised Permit Parking Policy and Assessment Procedure.

REPORT

At its 16 November 2022 meeting, Council considered a report on a revised Permit Parking Policy and resolved to:

1. Defer the permit parking policy;
2. Prepare a report for the February 2023 Council meeting for possible inclusion of parking permits for trucks in industrial areas;
3. Clearly define too little, nearby, and close by (as shown on page 122 of the Council Agenda in point 7c) that gives greater clarity for all that might read the policy both in commercial and residential areas; and
4. Brings the Permit Parking Policy to a briefing session prior to the February Council meeting.

This report provides responses to the above council resolution. A briefing would also be provided before the Council meeting.

Transport for NSW (TfNSW) has published Parking Permit Parking Guidelines which requires Council's Policy to be consistent with. The current and revised Permit Parking Policy complies with this requirement.

Parking permits for trucks in industrial areas

Transport for NSW (TfNSW) Permit Parking Guidelines (2021) indicates that Council may only issue a parking permit in accordance with the guidelines.

The Permit Parking Guidelines states that a permit is not to be issued to a truck i.e., a motor vehicle with a Gross Vehicle Mass (GVM) over 4.5 tonnes, bus, tram or trailer (boat or caravan).

In addition, the NSW Road Rules (2014), Rule 200, states that a heavy and long vehicle is not to be parked on a road in built-up areas, including industrial areas, for more than one hour unless the driver is permitted to stop on the length of road for longer than 1 hour by information on or with a traffic control device.

The Permit Parking Policy cannot include permits for truck parking in industrial areas. However, where possible, signposting and line marking has been carried out to permit parking in industrial areas outside business hours, for longer than 1 hour, between 7pm and 6am Monday to Sunday.

Clarification of available parking

"Too little" or "insufficient" parking in the Permit Parking Policy refers to streets where the on-street parking occupancy is greater than 80% for three times per day for three days.

“Unrestricted on-street parking close by”, means that there are no on-street parking restrictions within 200m of the relevant road section, except for No Stopping zones at intersections, timed parking near local shops, parking restrictions within school zones.

In addition, the Procedure has been revised to include additional information on the establishment of a Permit Parking Scheme. The information includes the following:

Application Process

Investigation into the implementation of a Permit Parking Scheme (PPS) will commence for a street if a petition from the residents in the street is received by Council and must include support from at least 30% of the residents in that street.

Assessment Process

- a) Street utility survey will be conducted three times per day for three days. If the survey reveals an on-street parking occupancy for 80% or greater a resident survey will be conducted. If the survey reveals an on-street occupancy of less than 80% no further action will be taken, and the relevant parties notified accordingly.
The on-street parking utilisation of 80% is calculated on the number of available on-street parking spaces in the street compared to the number of vehicles parked in the street. Surveys will not be undertaken during School holidays, public holidays, Easter and Christmas.
- b) Survey will be carried out of all residents in the street by forwarding a plan of the proposed restriction with a covering letter to ascertain if the residents are prepared to accept parking restrictions in their street.
- c) If 51% of more to the residents agree to the introduction of a PPS with associated parking restrictions, a report will be prepared and referred to the Liverpool Traffic Committee for consideration and Council for approval.
In the event the on-street parking utilisation is below 80% or resident support for the scheme is below 51%, the scheme will not be introduced, and the residents notified accordingly.

The residents' acceptance of a PPS of 51% is calculated as follows:

Example only

Residents surveyed = 100

Survey forms returned:

In support of the scheme = 25

Not in support of the scheme = 25

Survey forms not returned = 50

It will be taken that residents who do not respond to the survey have no objection to the introduction of the PPS. Therefore, in the above example, it will be taken that 75% of residents surveyed accept the introduction of the PPS.

Background

The current Permit Parking Policy was adopted by Council on 26 August 2015 and is due for review. In accordance with Transport for NSW (TfNSW) Permit Parking Guidelines, only minor changes are proposed to align the policy to TfNSW requirements.

The Road Transport Act 2013 and Road Transport (General) Regulation 2021 outline that TfNSW may publish permit parking guidelines. Parking authorities, including Councils, must not issue permits except in accordance with Transport for NSW Permit Parking Guidelines. The revised policy has been prepared based on these guidelines.

This report presents the revised Permit Parking Policy, which provides a framework for the implementation and management of Permit Parking Schemes in the Liverpool Local Government Area.

The current Permit Parking Policy includes information on how residents and businesses can apply for residential permits, business permits, permits for community transport / health nurse vehicles and permits for trades/service contractors. The revised policy has separated this information into a Permit Parking Scheme - Assessment Procedure document. Similar to the current policy, the revised policy outlines eligibility locations, types and number of permits that can be issued.

Like the current policy, the revised policy enables Council to issue parking permits to allow motorists to park in locations where there is insufficient off-street parking and where on-street parking is restricted.

Parking permits help to balance the needs of the local community in areas of high parking demands and improve amenity for road users in locations where on-street parking is restricted.

In line with the TfNSW Guidelines, a parking permit may be:

- An electronic permit that contains all relevant information about the permit
- A printed permit with sufficient information to ensure that it can be understood by the user and allow effective enforcement.

Objectives

The objectives of the Parking Permit Policy remain the same and are as follows:

- a) *Improve amenity for particular classes of road users who do not have off-street parking spaces.*
- b) *Enhance on-street parking access to residents who have no off-street parking.*
- c) *Provide parking schemes to cope with extreme demands for parking that would otherwise be placed on the road system.*
- d) *Provide an appropriate mix of on-street parking spaces in residential streets and streets close to commercial centres.*
- e) *Support regional transport objectives and strategies that have been framed with commuters in mind.*
- f) *Increase public transport usage by converting those unrestricted kerbside parking spaces in residential areas to restricted parking spaces such as permissive or pay parking spaces where appropriate.*

Eligibility Criteria

Eligibility criteria has been revised slightly and includes the following:

- *There is inadequate off-street parking and no potential to modify premises or create off-street parking in the area*
- *There is little or no unrestricted on-street parking close by*
- *Parking authorities have discretion over the total number of permits issued in their areas of operations*

Similar to the current policy, the revised policy outlines that Liverpool City Centre residents may be eligible for a Resident Parking Permit and Resident's Visitors Parking Permit; whereas residents outside the Liverpool City Centre may be eligible for a Resident Parking Permit only.

Fees

Applicable Permit fees are outlined in Council's Annual Revenue Pricing, Fees and Charges.

Application

The procedure provides information for how to apply for a Parking Permit.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

Economic	Provide efficient parking for the City Centre. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
Environment	Promote an integrated and user-friendly public transport service. Support the delivery of a range of transport options.
Social	Support access and services for people with a disability. Improve road and pedestrian safety.
Civic Leadership	Actively advocate for federal and state government support, funding and services.
Legislative	Road Transport Act 2013 Road Transport (General) Regulation 2021, section 120 Transport for NSW, Permit Parking Guidelines, November 2021 The Council may only issue a parking permit in accordance with the Transport for NSW guidelines and the Permit Parking Policy promotes compliance with the legislative requirement.
Risk	The risk is considered Low. The risk is considered within Council's risk appetite.

ATTACHMENTS

1. Revised - PERMIT PARKING POLICY-Clean PDF version
2. Revised - PERMIT PARKING POLICY - PDF version with track changes
3. Revised - DRAFT PARKING PERMIT PROCEDURES - with track changes
4. Revised - DRAFT PARKING PERMIT PROCEDURES-Clean PDF version



PERMIT PARKING POLICY

Adopted:

TRIM:



PERMIT PARKING POLICY

Contents

1. Introduction	3
2. Purpose / Objective	3
3. Definitions	3
4. Policy Statement	5
5. Relevant Legislation	6
6. Relevant Procedure	6
7. Eligibility Criteria and Features of a permit Parking Scheme	6
8. Maximum Number of Permits to be issued	7
9. Parking Permit Document	
10. Duration and Renewal of a Permit	
11. Permit Fee	

PERMIT PARKING POLICY

1. INTRODUCTION

This policy permits Council to exempt resident, visitor and business vehicles from some timed parking restrictions and parking fees. This policy will ensure that the parking controls needed to manage traffic movement and parking do not unreasonably or adversely affect residents.

This policy authorises Council to continue implementation of a number of Parking Permit Schemes, including Resident Parking Scheme, Resident Visitor Parking Scheme, Business Parking Scheme and Non-Profit Organisation Parking Scheme.

2. PURPOSE/OBJECTIVE

This policy seeks to:

- a) Improve amenity for classes of road users who do not have off-street parking spaces.
- b) Enhance on-street parking access to residents who have no off-street parking.
- c) Provide parking schemes to cope with extreme demands for parking that would otherwise be placed on the road system.
- d) Provide an appropriate mix of on-street parking spaces in residential streets and streets close to commercial centres.
- e) Support regional transport objectives and strategies that have been framed with commuters in mind.
- f) Increase public transport usage by converting those unrestricted kerbside parking spaces in residential areas to restricted parking spaces such as permissive or pay parking spaces where appropriate.

3. DEFINITIONS

In this policy the following definitions apply:

Area of operations	a) A council's local government area b) A declared organisation's area of operations as specified in Schedule 2 of the Regulation.
Car share operations	Car share schemes may operate on the basis of fixed parking spaces or non-fixed parking spaces, or a mixture of both. In order to comply with regulations, fixed and non-fixed parking spaces are administered differently:

PERMIT PARKING POLICY

	<ul style="list-style-type: none"> • Fixed space – vehicle is picked up from and returned to the same designated car space. Parking is administered by signage • Non-fixed space – operates without designated parking spaces. Depending on the terms and conditions of the scheme, vehicles may have to be returned to a designated neighbourhood or they may be used for one-way journeys. Parking is administered by permit. Refer to TfNSW Technical Direction TDD 2018/001 Guidelines for on-street fixed space car share parking (see References).
Classified road	Roads declared under Part 5 of the Roads Act 1993 and published from time to time on the TfNSW website.
Council	Local government authority
Declared organisation	An organisation that has been declared the parking authority for an area of operations in Schedule 2 of the Regulation.
Household	A house, home-unit, flat or apartment where one person resides alone, or a group of people reside together. A hotel is not considered a household.
Liverpool City Centre	Bounded by: - North – Hume Highway East – Georges River between the M5 Motorway and Newbridge Road and Main Southern Railway Line between Newbridge Road and Hume Highway South – M5 Motorway West - Hume Highway;
Motor vehicle	A vehicle (other than a bicycle) that is built to be propelled by a motor that forms part of the vehicle.
Park, parking or parked	As defined in the Road Rules 2014, where a driver stops a vehicle and allows the vehicle to stay (whether or not the driver leaves the vehicle).
Parking area	As defined in the Regulation, means the following: <ul style="list-style-type: none"> • Pay parking area • Permissive parking area • Special event parking area.
Parking authority	A council or declared organisation
Parking permit	A permit authorises the parking of a vehicle without charge or time restrictions in a parking space: <ul style="list-style-type: none"> • Located within a parking areas or roads specified in the permit • Designated by the parking authority for use by the holders of the permit. A permit might be issued in printed or electronic form.
Pay parking area	Is a parking area designated by one or more permissive parking signs where information on or with the sign indicates that a fee is payable for parking in the area.

PERMIT PARKING POLICY

Permissive parking area	Part of a road or road related area to which a permissive parking sign applies.
Permissive parking sign	A traffic sign of the kind referred to in Road Rules Regulation 204.
Permissive parking space	A parking bay in a permissive parking area.
Special event parking schemes	The Regulation (section 127) allows Transport for NSW to establish and operate a special event parking scheme for a road and may set aside the whole or part of a road as a special event parking area.
TfNSW	Transport for NSW
Road and road related area	Has the same meaning as rules 12 and 13 of the Road Rules 2014. References to a road also include a road related area unless otherwise stated.
The Regulation	The Road Transport (General) Regulation 2021
Trailer	As defined in the Road Rules 2014: a vehicle that is built to be towed, or is towed, by a motor vehicle, but does not include a motor vehicle that is being towed.
Truck	As defined in the Road Rules 2014: a motor vehicle with a GVM over 4.5 tonnes, except a bus, tram or tractor.

4. POLICY STATEMENT

The policy provides the framework for the implementation and management of Permit Parking Schemes (PPS) in the Liverpool local government area. Such schemes help to improve the amenity for classes of road users in locations where there is insufficient off-street parking and/or where on-street parking is restricted.

PPSs can be introduced on a street-by-street basis or on a network of streets (area) basis.

The number of permits that can be issued in a residential area should not exceed the number of available on-street parking spaces in that area. Residential parking permits will not be provided within 500m of retail precincts in the Liverpool Local Government Area.

The holder of a permit can park in any part of the area(s) for which the permit is applicable but is not guaranteed a parking space within that PPS.

A Permit does not give exemption from other parking restrictions, whether they be full time or part time, in a PPS; these include Bus zones, No Parking zones, No Stopping zones, etc. To ensure the safe movement of vehicular traffic, parking permit schemes will not be introduced within one kilometre of any school or nominated train stations in the LGA, i.e., Liverpool and Warwick Farm stations.

PERMIT PARKING POLICY

Attached to the policy are the procedures for “Introducing a Permit Parking Scheme”.

5. RELEVANT LEGISLATION

The following legislation (available at www.legislation.nsw.gov.au) provides the framework for permit parking schemes.

Transport Administration Act 1988	Section 31 gives TfNSW the authority to delegate functions to an authorised person
Transport Administration (General) Regulation 2018	Section 19-20 prescribes additional classes of people to whom TfNSW may delegate functions.
Road Transport Act 2013	Section 121 to 126 set out the requirements relating to traffic control devices and the authority for installing, displaying, or removing them.
Road Transport (General) Regulation 2021 (made under the Road Transport Act 2013)	Sections 120-127 provide for the issue of parking permits and special event parking schemes. Sections 161 and 162 provide offence provisions for failing to comply with requirements or giving false or misleading information, for example, misuse of permits. Schedule 2 lists declared organisations. Schedule 4 prescribes authorised officers for the purposes of the Regulation. Schedule 5 prescribes penalty notice offences for the purposes of the Act.
Road Rules 2014 (made under the Road Transport Act 2013)	Rules 204 to 207, 317 and 318 describe the application of signs and driver responsibilities relating to permissive parking signs and fees.

6. RELATED PROCEDURE

The related procedure is Parking Permit Scheme Assessment Procedure – A copy is attached.

7. ELIGIBILITY CRITERIA AND FEATURES OF A PERMIT PARKING SCHEME

- a) There must be high demand of parking in the area.
- b) There is inadequate off-street parking and no potential to modify or create off-street parking in the area.
- c) There is little or no unrestricted on-street parking close by.

PERMIT PARKING POLICY

This refers to streets where on-street parking occupancy is greater than 80% for three times per day for three days.

“Unrestricted on-street parking close by”, means that there are no on-street parking restrictions within 200m of the relevant road section, except for No Stopping zones at intersections, timed parking near local shops, parking restrictions within school zones.

- d) A vehicle, for the purposes of a permit is not a truck, bus, tram, tractor or trailer (boat or caravan).
- e) A vehicle must be registered in NSW or classified as a vehicle temporarily in NSW under Schedule 1 of the Road Transport (Vehicle Registration) Regulations 2017.
- f) Council has discretion over the total number of permits issued in the Liverpool LGA.
- g) Scheme area identifier must be displayed on permissive or pay parking signs.

8. MAXIMUM NUMBER OF PERMITS TO BE ISSUED

Residential

Liverpool City Centre

Council may consider providing one (1) permit per household for those residents with no on-site parking. Parking will be restricted to those locations designated “Permit Holders Excepted” zones.

Outside Liverpool City Centre

Council may consider providing the maximum of two (2) permits per household for those residents with no on-site parking. Parking will be restricted to those designated “Permit Holders Excepted” zones, once introduced.

Business

Liverpool City Centre

Council may consider providing two (2) permits to the principals of that business with no on-site parking. Parking will be restricted to those locations designated “Permit Holders Excepted” zones.

Outside Liverpool City Centre

Council may consider providing the maximum of two (2) permits to the principals of that business for those businesses with no on-site parking. Parking will be restricted to those designated “Permit Holders Excepted” zones, once introduced.

Community Transport / Health Nurse Vehicles

Council may consider providing permits to vehicles registered to the service provider.

PERMIT PARKING POLICY

If the vehicle is registered privately the service provider must supply a letter, on their letterhead, explaining that the permit will only be used for the purposes of providing in-home support. Parking will be restricted to those designated "Permit Holders Excepted" zones.

Trades/Service Contractor Permits

Council may consider providing permits to trades / service contractors visiting Liverpool City Centre. Parking will be restricted to those designated "Permit Holders Excepted" zones.

9. PARKING PERMIT DOCUMENT

A parking permit may be:

- A virtual product held in an electronic or other database that contains all relevant information about the permit, including vehicle registration and area or road to which the permit applies, expiry date and alpha-numeric code.
- A printed permit with sufficient information to ensure that it can be understood by the user and allow effective management.

10. DURATION AND RENEWAL OF A PERMIT

- 10.1 Permits are valid for one year from the date of issue and must be renewed prior to the expiry date on the permit.
- 10.2 Council does not send out renewal letters – it is the responsibility of permit holders to renew permits annually.
- 10.3 Permits must be renewed for any change in vehicle ownership or for any change to a residential / business property that affects the provision of off-street parking.

11. PERMIT FEE

All relevant Permit fees are outlined in the Council's Annual Revenue Pricing, Fees and Charges.

PERMIT PARKING POLICY

AUTHORISED BY:

Council Resolution

EFFECTIVE FROM:

This date is the date the policy is adopted by Council resolution.

REVIEW DATE:

The policy must be reviewed every two years or more frequently depending on its category of if legislative or policy changes occur.

DEPARTMENT RESPONSIBLE:

Planning and Compliance

VERSIONS

Version	Amended by	Changes made	Date	TRIM Number
1	Adopted by Council	Not applicable	6 February 2013	185830.2013
2	Council resolution	Complete review	26 August 2015	205180.2015
3	Council resolution			361304.2023

THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH:

Corporate Services (Governance and Legal Services)

ATTACHMENTS**Permit Parking Scheme – Assessment Procedure**



PERMIT PARKING POLICY

Adopted:

TRIM:



PERMIT PARKING POLICY

Contents

1. Introduction	3
2. Purpose / Objective	3
<u>3. Definitions</u>	<u>3</u>
<u>3.4. Policy Statement</u>	5
<u>4.5. Relevant Legislation</u>	6
<u>5.6. Relevant Procedure</u>	6
<u>6.7. Eligibility Criteria and Features of a permit Parking Scheme</u>	6
<u>7.8. Maximum Number of Permits to be issued</u>	7
<u>8.9. Parking Permit Document</u>	
<u>9.10. Duration and Renewal of a Permit</u>	
<u>10.11. Permit Fee</u>	

PERMIT PARKING POLICY

1. INTRODUCTION

This policy permits Council to exempt resident, visitor and business vehicles from some timed parking restrictions and parking fees. This policy will ensure that the parking controls needed to manage traffic movement and parking do not unreasonably or adversely affect residents.

This policy authorises Council to continue implementation of a number of Parking Permit Schemes, including Resident Parking Scheme, Resident Visitor Parking Scheme, Business Parking Scheme and Non-Profit Organisation Parking Scheme.

2. LEGISLATIVE REQUIREMENTS

- ~~Road Rules 2014~~
- ~~Government Information (Public Access) Act 2009~~
- ~~Interpretation Act 1987~~
- ~~Local Government Act 1993~~
- ~~Roads Act 1993~~
- ~~Road Transport Act 2014~~

2.3. PURPOSE/OBJECTIVE

This policy seeks to:

- a) Improve amenity for ~~particular classes~~ classes of road users who do not have ~~have~~ have off-street parking ~~spaces~~ spaces.
- b) Enhance on-street parking access to residents who have no off-street parking.
- ~~b)c)~~ Provide parking schemes to cope with extreme demands for parking that would otherwise be placed on the road ~~system~~ system.
- ~~c)d)~~ Provide an appropriate mix of on-street parking spaces in residential streets and streets close to commercial ~~centres~~ centres.
- ~~d)e)~~ Support regional transport objectives and strategies that have been framed with commuters in ~~mind~~ mind.
- ~~e)f)~~ Increase public transport usage by converting those unrestricted kerbside parking spaces in residential areas to restricted parking spaces such as permissive or pay parking spaces where appropriate.

3. DEFINITIONS

In this policy the following definitions apply:

PERMIT PARKING POLICY

<u>Area of operations</u>	<u>a) A council's local government area</u> <u>b) A declared organisation's area of operations as specified in Schedule 2 of the Regulation.</u>
<u>Car share operations</u>	<u>Car share schemes may operate on the basis of fixed parking spaces or non-fixed parking spaces, or a mixture of both. In order to comply with regulations, fixed and non-fixed parking spaces are administered differently:</u> <ul style="list-style-type: none"> <u>• Fixed space – vehicle is picked up from and returned to the same designated car space. Parking is administered by signage</u> <u>• Non-fixed space – operates without designated parking spaces. Depending on the terms and conditions of the scheme, vehicles may have to be returned to a designated neighbourhood or they may be used for one-way journeys. Parking is administered by permit. Refer to TfNSW Technical Direction TDD 2018/001 Guidelines for on-street fixed space car share parking (see References).</u>
<u>Classified road</u>	<u>Roads declared under Part 5 of the Roads Act 1993 and published from time to time on the TfNSW website.</u>
<u>Council</u>	<u>Local government authority</u>
<u>Declared organisation</u>	<u>An organisation that has been declared the parking authority for an area of operations in Schedule 2 of the Regulation.</u>
<u>Household</u>	<u>A house, home-unit, flat or apartment where one person resides alone, or a group of people reside together. A hotel is not considered a household.</u>
<u>Liverpool City Centre</u>	<u>Bounded by: -</u> <u>North – Hume Highway</u> <u>East – Georges River between the M5 Motorway and Newbridge Road and Main Southern Railway Line between Newbridge Road and Hume Highway</u> <u>South – M5 Motorway</u> <u>West - Hume Highway;</u>
<u>Motor vehicle</u>	<u>A vehicle (other than a bicycle) that is built to be propelled by a motor that forms part of the vehicle.</u>
<u>Park, parking or parked</u>	<u>As defined in the Road Rules 2014, where a driver stops a vehicle and allows the vehicle to stay (whether or not the driver leaves the vehicle).</u>
<u>Parking area</u>	<u>As defined in the Regulation, means the following:</u> <ul style="list-style-type: none"> <u>• Pay parking area</u> <u>• Permissive parking area</u> <u>• Special event parking area.</u>
<u>Parking authority</u>	<u>A council or declared organisation</u>

PERMIT PARKING POLICY

<u>Parking permit</u>	<u>A permit authorises the parking of a vehicle without charge or time restrictions in a parking space:</u> • <u>Located within a parking areas or roads specified in the permit</u> • <u>Designated by the parking authority for use by the holders of the permit. A permit might be issued in printed or electronic form.</u>
<u>Pay parking area</u>	<u>Is a parking area designated by one or more permissive parking signs where information on or with the sign indicates that a fee is payable for parking in the area.</u>
<u>Permissive parking area</u>	<u>Part of a road or road related area to which a permissive parking sign applies.</u>
<u>Permissive parking sign</u>	<u>A traffic sign of the kind referred to in Road Rules Regulation 204.</u>
<u>Permissive parking space</u>	<u>A parking bay in a permissive parking area.</u>
<u>Special event parking schemes</u>	<u>The Regulation (section 127) allows Transport for NSW to establish and operate a special event parking scheme for a road and may set aside the whole or part of a road as a special event parking area.</u>
<u>TfNSW</u>	<u>Transport for NSW</u>
<u>Road and road related area</u>	<u>Has the same meaning as rules 12 and 13 of the Road Rules 2014. References to a road also include a road related area unless otherwise stated.</u>
<u>The Regulation</u>	<u>The Road Transport (General) Regulation 2021</u>
<u>Trailer</u>	<u>As defined in the Road Rules 2014: a vehicle that is built to be towed, or is towed, by a motor vehicle, but does not include a motor vehicle that is being towed.</u>
<u>Truck</u>	<u>As defined in the Road Rules 2014: a motor vehicle with a GVM over 4.5 tonnes, except a bus, tram or tractor.</u>

~~In this policy the following definitions apply:~~

- ~~**Authorised officer** – a police officer or a person authorised by a public authority: see section 4 of the Road Transport Act 2013.~~
~~**BPS** – Business Parking Scheme.~~
- ~~**Classified road** – any of the following: a main road, a State highway, a freeway, a controlled access road, a secondary road, a tourist road, a Tollway, a State work. See Road Act 1993, Part 5 for further details.~~
- ~~**Council** – the Liverpool City Council.~~
- ~~**Liverpool City Centre** – is bounded by Sydney Road / Hume Highway in the north, Macquarie / Terminus Street in the south, Copeland Street / Hume Highway in the west and the Main Southern railway line in the east.~~
- ~~**Motor vehicle** – a vehicle that is built to be propelled by a motor that forms part of the vehicle.~~

PERMIT PARKING POLICY

- ~~**Park, parking or parked**~~ – the driver stops a vehicle and allow the vehicle to stay (whether or not the driver leaves the vehicle).
- ~~**Parking area**~~ means a length of road or area designed for parking vehicles.
- ~~**Parking authority**~~ means a council or a declared organisation.
- ~~**Parking permit**~~ means an electronic or printed parking permit.
- ~~**Pay parking space**~~ means a coupon parking space, or a metered parking space, or a ticket parking space, or a phone parking space.
- ~~**Permissive parking area**~~ – part of a road or road-related area to which a permissive parking sign applies.
- ~~**Permissive parking sign**~~ – a traffic sign of the kind referred to in RR rule 204
- ~~**PPS**~~ – Permit Parking Scheme
- ~~**Road is an area that is open to or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles**~~
- ~~**Road and road related area**~~ – is any of the following:
 - ~~An area that divides a road,~~
 - ~~A footpath, or nature strip adjacent to a road~~
 - ~~An area that is not a road and that is open to the public and designated for use by cyclists or animals~~
 - ~~An area that is not a road and that is open to or used by the public for driving, riding or parking vehicles.~~
- ~~**Roads authority**~~ – the person or body that is responsible for a particular public road. ~~See Roads Act 1993, for further details.~~
- ~~**RPS**~~ – Resident Parking Scheme
- ~~**RMS**~~ – Roads and Maritime Services NSW
- ~~**RR**~~ – Road Rules 2014
- ~~**RVPS**~~ – Residents Visitors Parking Scheme
- ~~**Truck**~~ – a motor vehicle with a GVM (gross vehicle mass) over 4.5 tonnes, except a bus, tram or tractor.

5. PERMIT PARKING SCHEMES (PPS)**Types of permit parking schemes**

A parking permit issued by Council under any of the following schemes exempts the permit holder from kerbside time restrictions and parking fees while parked in a PPS:

5.1 Business Parking Scheme (BPS)

Used where business people have no off-street parking and on-street parking is restricted.

5.2 Resident Parking scheme (RPS)

Used where the residents have no off-street parking and have difficulty parking near their residence.

5.3 Resident Visitors Parking Scheme (RVPS)

Similar to RPS but used to allow a visitor / carer(s) to attend the residence.

5.4 Non-Profit Organisation Permit (NPOP)

Non-Profit Organisations can apply direct to Council for a permit but are restricted to parking in “No Parking Council Permit Holders Excepted” zones.

5.5 Classes of Permits are:**5.5.1 Business Parking Permit (BPP)****5.5.2 Resident Parking Permit (RPP)**

PERMIT PARKING POLICY

~~5.5.3 Residents' Visitors Parking Permit (RVPP)~~~~4. 5.5.4 Non Profit Organisation Permit (NPOP)~~**4. POLICY STATEMENT**

The policy provides the framework for the implementation and management of Permit Parking Schemes (PPS) in the Liverpool local government area. Such schemes help to improve the amenity for classes of road users in locations where there is insufficient off-street parking and/or where on-street parking is restricted.

PPSs can be introduced on a street-by-street basis or on a network of streets (area) basis.

The number of permits that can be issued in a residential area should not exceed the number of available on-street parking spaces in that area. Residential parking permits will not be provided within 500m of retail precincts in the Liverpool Local Government Area.

The holder of a permit can park in any part of the area(s) for which the permit is applicable but is not guaranteed a parking space within that PPS.

A Permit does not give exemption from other parking restrictions, whether they be full time or part time, in a PPS; these include Bus zones, No Parking zones, No Stopping zones, etc. To ensure the safe movement of vehicular traffic, parking permit schemes will not be introduced within one kilometre of any school or nominated train stations in the LGA, i.e., Liverpool and Warwick Farm stations.

Attached to the policy are the procedures for "Introducing a Permit Parking Scheme".

5. RELEVANT LEGISLATION

The following legislation (available at www.legislation.nsw.gov.au) provides the framework for permit parking schemes.

<u>Transport Administration Act 1988</u>	<u>Section 31 gives TfNSW the authority to delegate functions to an authorised person</u>
<u>Transport Administration (General) Regulation 2018</u>	<u>Section 19-20 prescribes additional classes of people to whom TfNSW may delegate functions.</u>
<u>Road Transport Act 2013</u>	<u>Section 121 to 126 set out the requirements relating to traffic control devices and the authority for installing, displaying, or removing them.</u>
<u>Road Transport (General) Regulation 2021 (made under the Road Transport Act 2013)</u>	<u>Sections 120-127 provide for the issue of parking permits and special event parking schemes. Sections 161 and 162 provide offence provisions for failing to comply with</u>

PERMIT PARKING POLICY

	requirements or giving false or misleading information, for example, misuse of permits. Schedule 2 lists declared organisations. Schedule 4 prescribes authorised officers for the purposes of the Regulation. Schedule 5 prescribes penalty notice offences for the purposes of the Act.
Road Rules 2014 (made under the Road Transport Act 2013)	Rules 204 to 207, 317 and 318 describe the application of signs and driver responsibilities relating to permissive parking signs and fees.

5. —

6. —

6. — RELATED PROCEDURE FEATURES

The related procedure is Parking Permit Scheme Assessment Procedure –
A copy is attached.

a. — The following are common features of all PPS;

7. —

8. — There are no areas set aside exclusively for the holders of Permits;

9. —

10. — A Permit does not give exemption from other parking restrictions and laws in the PPS; these include Bus Zone, No Parking zone, No Stopping zone, and so on;

11. —

12. — PPSs can only be introduced in conjunction with permissive parking schemes or pay parking schemes;

13. —

14. — Only Council can issue a permit;

15. —

16. — Every PPS requires the display of a permit on or inside the vehicle to obtain exemption from parking restrictions / charges;

17. —

18. — A permit holder can only get exemption from the times or charges when the holder's vehicle is parked in a permit parking space located within a parking area or road specified in the permit designated by the parking authority for use by holder of such a permit;

19. —

20. — PPSs will use one or more area identifiers unique to Council. The identifiers will be displayed on both the permit and the parking sign;

21. —

22. — The holder of a permit can park in any part of the area(s) for which the permit is applicable;

23. —

24. — The holder of a permit is not guaranteed a parking space within the PPS;

25. —

PERMIT PARKING POLICY

~~26. PPSs can be introduced on a street-by-street basis or on a network or streets (area-wide) basis;~~

~~27.~~

~~28. Parking signs must be as prescribed in RR Rule 204 and have the words PERMIT HOLDERS EXCEPTED and area identifier to allow permit holders exemption from the period restrictions or charges for parking.~~

~~29.~~

~~7.~~ **7. ELIGIBILITY CRITERIA AND FEATURES OF A PERMIT PARKING SCHEME**

a) There must be high demand of parking in the area.

b) There is inadequate off-street parking and no potential to modify or create off-street parking in the area.

a)c) There is little or no unrestricted on-street parking close by.

This refers to streets where on-street parking occupancy is greater than 80% for three times per day for three days.

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"Unrestricted on-street parking close by", means that there are no on-street parking restrictions within 200m of the relevant road section, except for No Stopping zones at intersections, timed parking near local shops, parking restrictions within school zones.

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d) A vehicle, for the purposes of a permit is not a truck, bus, tram, tractor or trailer (boat or caravan).

e) A vehicle must be registered in NSW or classified as a vehicle temporarily in NSW under Schedule 1 of the Road Transport (Vehicle Registration) Regulations 2017.

f) Council has discretion over the total number of permits issued in the Liverpool LGA.

g) Scheme area identifier must be displayed on permissive or pay parking signs.

~~30.~~

~~31.~~

~~32.~~ **7.1 Business Parking Permit (ticketed parking zones)**

~~33.~~ **7.1.1 Principals of a business are eligible to apply for a permit in ticketed parking zones but must meet the following criteria the:**

~~34.~~

~~35.~~ **The business premises has no on-site parking facility and no unrestricted on-street parking space in front of or close to the business;**

~~36.~~

PERMIT PARKING POLICY

37. ~~The supply of off-street parking facilities within the area of the BPS are inadequate to meet the parking demand;~~
 38. ~~_____~~
 39. ~~The business premises could not reasonably be modified to provide on-site parking space(s);~~
 40. ~~_____~~
 41. ~~Vehicle registration number is recorded on the permit;~~
 42. ~~_____~~
 43. ~~Vehicle is not a truck, bus, tram or tractor~~
 44. ~~_____~~
 45. ~~Vehicle is registered in NSW in the name of the business~~
 46. ~~7.2 Business Parking Permit (“No Parking Council Permit Holders Excepted” zones)~~
 47. ~~_____~~
 48. ~~7.2.1 Principals of a business are eligible to apply of a permit in a “No Parking Council Permit Holders Excepted” zones but must meet the following criteria:~~
 49. ~~_____~~
 50. ~~The business premises has no on-site parking facility and no unrestricted on-street parking space in front of or close to the business;~~
 51. ~~_____~~
 52. ~~The supply of off-street parking facilities within the area of the BPS are inadequate to meet the parking demand;~~
 53. ~~_____~~
 54. ~~The business premises could not reasonably be modified to provide on-site parking space(s);~~
 55. ~~_____~~
 56. ~~The vehicle registration number is recorded on the permit;~~
 57. ~~_____~~
 58. ~~The vehicle is not a truck, bus, tram or tractor;~~
 59. ~~_____~~
 60. ~~The vehicle is registered in NSW in the name of the business.~~
 61. ~~7.3 Resident Parking Permit (for residents who reside within the Liverpool City Centre)~~
 62. ~~_____~~
 63. ~~7.3.1 The following eligibility must be met by residents who reside within the Liverpool City Centre:~~
 64. ~~The resident has no on-site parking;~~
 65. ~~_____~~
 66. ~~In the opinion of Council, their place of residence could not be reasonably modified to provide on-site parking space(s);~~
 67. ~~_____~~
 68. ~~The vehicle is not a truck, bus, tram or tractor;~~
 69. ~~_____~~
 70. ~~The applicant establishes residential status within the RPS to the satisfaction of Council, for example, a current rate notice, current electricity / gas bill, entry on the electoral roll~~
 71. ~~_____~~

PERMIT PARKING POLICY

- ~~72. The vehicle is registered in NSW;~~
- ~~73. 74. The vehicle need not be registered in the name of the applicant but proof is required from the registered owner that the vehicle is normally used by the applicant;~~
- ~~75. 76. The number of permits to be issued for an area should not exceed the number of available on-street parking spaces in the area;~~
- ~~77. 78. A maximum of one permit per household. However, in exceptional circumstances, the number of permits may be increased to a maximum of two;~~
- ~~79. 80. 7.3.2 When issuing permits to eligible residents who have on-site parking space(s), the number of permits which may be issued to the household is the difference between the maximum number of permits that can be issued to each household within the RPS and the number of on-site parking spaces available to the household.~~
- ~~81. 82. 7.3.3 Where the number of potential requests for permits exceeds the number of available on-street parking spaces, the following criteria must be used:~~
- ~~83. 84. The applicant must have no unrestricted on-street parking space(s) in front of their residence or along their kerbside;~~
- ~~85. Secondly, the following priority order is to be used to issue permits:~~
- ~~86. 87. No off-street parking space~~
- ~~88. 89. One off-street parking space~~
- ~~89. 90. Two or more off-street parking spaces~~

8. MAXIMUM NUMBER OF PERMITS TO BE ISSUED

Number of off-street parking spaces	Number of visitor parking spaces available	Number of vehicles at the residence	Maximum number of Resident Parking Permits that could be issued	Maximum number of Visitor Parking Permit that could be issued
0		1	1	
0		2	1	
0		3 or more	1	
1		1	0	
1		2	0	
1		3 or more	0	
	0			1 ##
	1 #			0
KEY:		# includes visitor parking spaces shared with other residents		
		## permit holder required to comply with time restrictions		

PERMIT PARKING POLICY

Residential**Liverpool City Centre**

Council may consider providing one (1) permit per household for those residents with no on-site parking. Parking will be restricted to those locations designated "Permit Holders Excepted" zones.

Outside Liverpool City Centre

Council may consider providing the maximum of two (2) permits per household for those residents with no on-site parking. Parking will be restricted to those designated "Permit Holders Excepted" zones, once introduced.

Business**Liverpool City Centre**

Council may consider providing two (2) permits to the principals of that business with no on-site parking. Parking will be restricted to those locations designated "Permit Holders Excepted" zones.

Outside Liverpool City Centre

Council may consider providing the maximum of two (2) permits to the principals of that business for those businesses with no on-site parking. Parking will be restricted to those designated "Permit Holders Excepted" zones, once introduced.

Community Transport / Health Nurse Vehicles

Council may consider providing permits to vehicles registered to the service provider.

If the vehicle is registered privately the service provider must supply a letter, on their letterhead, explaining that the permit will only be used for the purposes of proving in-home support. Parking will be restricted to those designated "Permit Holders Excepted" zones.

Trades/Service Contractor Permits

Council may consider providing permits to trades / service contractors visiting Liverpool City Centre. Parking will be restricted to those designated "Permit Holders Excepted" zones.

~~a. Resident Parking Permit (for residents who reside outside the Liverpool City Centre)~~

~~91. —~~

~~92. 7.4.1 The following criteria must be met by residents who reside outside the Liverpool City Centre:~~

~~93. —~~

~~94. The resident must have restricted on-street parking spaces in front of their residence or along their kerbside;~~

~~95. —~~

PERMIT PARKING POLICY

- ~~96. In the opinion of Council their place of residence could not be reasonably modified to provide on-site parking space(s);~~
- ~~97.~~
- ~~98. The vehicle is not a truck, bus, tram or tractor;~~
- ~~99.~~
- ~~100. The applicant establishes residential status within the RPS to the satisfaction of Council, for example, a current rate notice, a current electricity / gas bill, entry on the electoral roll;~~
- ~~101.~~
- ~~102. The vehicle is registered in NSW;~~
- ~~103.~~
- ~~104. The vehicle need not be registered in the name of the applicant but proof is required from the registered owner that the vehicle is normally used by the applicant;~~
- ~~105.~~
- ~~106. The number of permits to be issued for an area should not exceed the number of available on-street parking spaces in the area;~~
- ~~107.~~
- ~~108. A maximum of one permit per household.~~
- ~~109.~~
- ~~i. When issuing permits to eligible residents who have on-site parking spaces(s), the number of permits which may be issued to the household is the difference between the maximum number of permits that can be issued to each household within the RPS and the number of on-site parking spaces available to the household.~~
- ~~110.~~
- ~~111. 7.4.3 Where the number of potential requests for permits exceeds the number of available on-street parking spaces, the following criteria must be used:~~
- ~~112.~~
- ~~113. The applicant must have no unrestricted on-street parking space(s) in front of their residence or along their kerbside;~~
- ~~114. The following priority order is to be used to issue permits:~~
- ~~115.~~
- ~~116. No off-street parking space;~~
- ~~117. One off-street parking space;~~
- ~~118. Two or more off-street parking spaces.~~
- ~~119.~~
- ~~120. 7.5 Assessment process for the Request of Resident Parking Scheme (RPS)~~
- ~~121.~~
- ~~122. 7.5.1 For individual verbal/ written requests:~~
- ~~123. Upon the receipt of five (5) individual verbal/written requests during a 12 month period from owners/occupiers who reside in the same street requesting the introduction of a RPS, Council will conduct a street utilisation survey. The street will be surveyed three (3) times per day (morning, noon and afternoon) for three (3) days. If the survey reveals an on-street parking occupancy of 80% or greater a resident survey will be conducted to ascertain the residents acceptance of parking restrictions in their street.~~
- ~~124.~~
- ~~125. If 51% or more of the residents agree (See 7.5.3) to the introduction of a RPS with associated parking restrictions, a report will be prepared and referred to the Local Traffic Committee for~~

PERMIT PARKING POLICY

consideration and Council for approval.

126. In the event that the on-street utilisation is below 80% or resident support for the scheme is below 51%, the scheme will not be introduced and the residents notified accordingly.

127.

128. 7.5.2 For petitions:

129. Upon receipt of a petition containing five (5) or more signatures from owner/occupiers who reside in the same street requesting the introduction of a RPS, Council will conduct a street utilisation survey. The street will be surveyed three times per day (morning, midday and afternoon) for three days. If the survey reveals an on-street parking occupancy of 80% or greater a resident survey will be conducted to ascertain the residents acceptance of parking restrictions in their street.

130. If 51% or more of the residents agree (See 7.5.3) to the introduction of a RPS with associated parking restrictions, a report will be prepared and referred to the Local Traffic Committee for consideration and Council for approval.

131. In the event that the on-street utilisation is below 80% and/or resident support for the scheme is below 51%, the scheme will not be introduced and the customers notified accordingly.

132.

133. Note: The on-street occupancy of 80% is calculated on the number of available parking spaces in the street compared to the number of vehicles parked in the street.

134.

135. Surveys will not be undertaken during the following periods:

136.

137. School holidays,

138. Public holidays,

139. Easter,

140. Christmas

141.

142. 7.5.3 The resident acceptance of a scheme of 51% will be calculated as follows:

143.

144. Example only

145. Residents surveyed = 100

146.

147. Survey forms returned:

148.

149. In support of the scheme = 25

150. Not in support of the scheme = 25

151. Survey forms not returned = 50

152.

153. It is taken that residents who do not respond to the survey have no objection to the introduction of the scheme. Therefore, in the above example, it is taken that 75% of residents surveyed accept the introduction of the scheme.

154.

155. 7.6 Resident Visitors Parking Permit

156.

157. 7.6.1 A Liverpool City Centre resident can obtain a permit from Council unless the resident has:

158.

PERMIT PARKING POLICY

- ~~159. a. On-site parking for the visitor~~
- ~~160. a. Unrestricted on-street parking spaces in front of their residence or along their kerbside~~
- ~~161. 7.6.2 The resident can then issue the permit to and retrieve it from their visitor who must park their vehicle in the immediate vicinity of the resident's premises.~~
- ~~162.~~
- ~~163. 7.6.3 To obtain a RVPP, an eligible resident must apply to Council and provide evidence of their residential status within the RPS to the satisfaction of Council, for example, a rate notice, a current electricity / gas bill, entry on the electoral roll.~~
- ~~164.~~
- ~~165. 7.6.4 When a carer requires a resident visitor's permit and the resident is unable to apply, then the carer may apply directly to Council and be issued with a permit when they provide the following information:~~
- ~~166. 167. The written consent of the resident or their representative;~~
- ~~168. 169. The address of the residence; and~~
- ~~170. 171. The expected duration and frequency of use of the permit.~~
- ~~172.~~
- ~~173. 7.7 Non-Profit Organisation Permit~~
- ~~174.~~
- ~~175. 7.7.1 A Non-Profit Organisations can apply direct to Council for a permit but are restricted to parking in "No Parking Council Permit Holders Excepted" zones.~~
- ~~176.~~
- ~~177. 7.7.2 The application must be accompanied by a current copy of one of the following Notices issued by the Australia Taxation Office:~~
- ~~178.~~
- ~~179. Endorsement as a tax concession charity (TCC); or~~
- ~~180.~~
- ~~181. Income tax exempt fund (ITEF)~~
- ~~182.~~
- 9. PARKING PERMIT DOCUMENT**

A parking permit may be:

- A virtual product held in an electronic or other database that contains all relevant information about the permit, including vehicle registration and area or road to which the permit applies, expiry date and alpha-numeric code.
- A printed permit with sufficient information to ensure that it can be understood by the user and allow effective management.

8. INTERSTATE REGISTERED VEHICLES

- ~~8.1 Vehicles operating in NSW must comply with the Road Transport Act 2013 and the Road Transport (Vehicles Registration) Regulation 2007 and must be registered under the NSW Legislation.~~

PERMIT PARKING POLICY

9. COMPANY REGISTERED VEHICLES

~~9.1 For a permit to be issued by Council, the employer of an applicant is required to submit a letter on company letterhead that shows the company's ABN (Australian Business Number) stating that the resident is using the registered vehicle and that the vehicle is housed overnight at the residential property.~~

10. THE DURATION AND RENEWAL OF A PERMIT

- 10.1 Permits are valid for one year from the date of issue and must be renewed prior to the expiry date on the permit.
- 10.2 Council does not send out renewal letters – it is the responsibility of permit holders to renew permits annually.
- 10.3 Permits must be renewed for any change in vehicle ownership or for any change to a residential / business property that affects the provision of off-street parking.

11. DISPLAY OF PERMIT

- ~~11.1 Permits must be affixed to the inside upper left hand corner of the windscreen with all details being clearly visible to an authorised officer.~~
- ~~11.2 Permits must reflect the registration number of the vehicle in which it is displayed and designated zone in which it is parked.~~

11.2. PERMIT FEE

- ~~12.1 Fee for Permits shall apply, as set out in Council's annual Revenue Pricing Fees and Charges. All relevant Permit fees are outlined in the Council's Annual Revenue Pricing, Fees and Charges.~~

PERMIT PARKING POLICY

13. ~~USE OF PERMIT~~~~13.1.1.1 A Permit is only valid:~~

- ~~a) For the period shown on the Permit;~~
- ~~b) If displayed in the vehicle displaying the same vehicle registration number;~~
- ~~c) In the designated area;~~
- ~~d) If all the Permit details are clearly visible from outside the vehicle;~~
- ~~e) If the vehicle is parked in accordance with the Road Rules.~~

~~13.1.2 A permit~~

- ~~a) Is not transferable;~~
 - ~~b) Does not guarantee the availability of a parking space;~~
 - ~~c) Can be cancelled and withdrawn at the reasonable discretion of Council;~~
 - ~~d) Will not be honoured if misused~~
- ~~Is no longer valid if circumstances change and the permit holder no longer meets the eligibility criteria;~~

14. ~~RESPONSIBILITY~~

- ~~14.1 Council's Community Standards unit is responsible for the processing of applications for Permits under this Policy.~~
- ~~14.2 Council's Community Standards Unit is responsible for the enforcement of parking controls under this Policy.~~

PERMIT PARKING POLICY

~~14.3 The Liverpool Traffic Committee is responsible for reviewing regulatory changes for new or existing schemes.~~

~~15. SPECIAL POLICY CONSIDERATIONS~~

~~15.1 Zone Identifier~~

~~Permits can only be used in their corresponding "Designated Parking Zone". Accordingly, parking permits should be in different colours with zone identifier numbers representing the designated parking zone.~~

~~16. PROCEDURE ON HOW TO OBTAIN A PERMIT~~

~~16.1 To obtain a parking permit, an applicant must complete the relevant forms and submit to Council with the applicable fee.~~

~~16.2 Applicants for a permit must provide the following details:~~

~~a) Current driver's licence as proof of residency or in the absence of a licence; or if they have a licence with a previous address, one of the following:~~

- ~~• Electoral Card~~
- ~~• Current Rate Notice~~
- ~~• Current Rental Agreement or Rental bond receipt~~

~~b) Proof of registration (not required for RVPS)~~

- ~~• For a private vehicle a copy of the current car registration in the applicant's name~~
- ~~• For a company car, a letter on company letterhead stating that:~~

- ~~i. The applicant is a company employee and has sole use of a company vehicle~~
- ~~ii. The registration number of the vehicle~~
- ~~iii. The vehicle is normally parked at the applicant's address~~
- ~~iv. The expiry date of car registration~~
- ~~v. The Company address~~
- ~~vi. For companies owned by individuals, a copy of registration of the business name or a letter with the company seal is required~~

~~16.3 Visitor permits~~

~~Application for visitor permit can be made to Council using Parking Permit Application Forms. The resident (not the visitor) must make the application and be accompanied with proof of residency. A vehicle registration certificate is not required. A maximum of one visitor permit per property will be issued.~~

~~16.4 Business Permits~~

~~Application for a business permit, the property / business owner / manager / delegate, must lodge the application. The application form must be accompanied by documentation verifying business status that is copy of a licence or rate notice and vehicle registration number.~~

PERMIT PARKING POLICY

~~16.5 The issue of a permit does not guarantee a parking space to the permit holder.~~

~~17. REPLACEMENT OF PERMITS~~

~~17.1 If a person wishes to apply for a replacement permit, a completed Replacement Permit Form is to be lodged and an administration fee must be paid. This applies when:~~

- ~~a) Current Permit is lost or destroyed, or,~~
- ~~b) A vehicle is sold. Documentation that the car has been sold will also be required.~~

~~18. EXEMPTION FROM PARKING RESTRICTIONS~~

~~18.1 A permit will exempt applicant from parking restriction, only if:~~

- ~~a) The street sign states "Permit Holder Excepted", and in the right zone.~~
- ~~b) The permit is clearly displayed on the vehicle.~~

~~18.2 Clause 18.1 is subject to the provisions of the Road Rules 2014 and Road Transport Act 2013 and its associated regulations~~

~~19. COLLECTION OF INFORMATION~~

~~19.1 In accordance with the provisions of the Government Information (Public Access) Act 2009, applicants for permits are informed that:~~

- ~~a) The collection of relevant personal information from individual persons by Council is to facilitate the issuing of permits under this policy;~~
- ~~b) The collection of relevant information is to ensure that only those persons entitled to a parking permit receive such a permit;~~
- ~~c) Council will provide access through its Privacy Contact Officer to any person who has provided personal information under this policy to Council to check whether the personal information provided is accurate and current.~~

~~20. WHERE TO APPLY FOR A PARKING PERMIT~~

In-person	Council's Customer Service Centre Level 2, 33 Moore Street, Liverpool, Monday - Friday, 8.30am - 5pm
Post	Locked Bag 7064, Liverpool BC, NSW 1874
	1300 36 2170 (Customer Contact Centre for NSW residents)

PERMIT PARKING POLICY

Telephone	(02) 9821 9222 (if calling from interstate.) 133 677 National Relay Service (NRS) for hearing and speech impaired customers
Fax:	(02) 9821 9333
Email:	lcc@liverpool.nsw.gov.au

AUTHORISED BY:

Council Resolution

EFFECTIVE FROM:~~This date is the date the policy is adopted by Council resolution.~~26 August 2015**REVIEW DATE:**~~The policy must be reviewed every two years or more frequently depending on its category of if legislative or policy changes occur.~~26 August 2017**DEPARTMENT RESPONSIBLE:**Planning and ~~Compliance~~ ~~Growth~~ (Development Engineering)~~**THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH:**~~~~Corporate Services (Governance and Legal Services)~~**VERSIONS**

Version	Amended by	Changes made	Date	TRIM Number
1	Adopted by Council	Not applicable	6 February 2013	185830.2013
2	Council resolution	Complete review	26 August 2015	205180.2015
3	Council resolution			

~~**THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH:**~~~~Corporate Services (Governance and Legal Services)~~**ATTACHMENTS****Permit Parking Scheme – Assessment Procedure****REFERENCE:**~~Liverpool City Council: Penalty Infringement Notice policy~~~~Liverpool City Council: Customer Service and Communication Policy~~



PERMIT PARKING SCHEME - ASSESSMENT PROCEDURE

TRIM 361304.2022



PERMIT PARKING SCHEME - ASSESSMENT PROCEDURE

DIRECTORATE: Planning and Compliance

BUSINESS UNIT: Transport Management

1. PURPOSE/ OBJECTIVES

Permit Parking Permit Schemes established by Liverpool City Council are required to comply with the current governing legislation, NSW Roads Act and Transport (General) Regulations.

This Procedure prescribes the manner in whichway Council assesses and implements Permit Parking Schemes, under the Council's Permit Parking Policy.

2. ASSESSMENT PROCESS

2.1 Establishing a Permit Parking Scheme (PPS) in residential areas

Assessment Process

Investigation into the implementation of a Permit Parking scheme will commence:

- Upon the receipt of individual requests or petition from owners/occupiers who reside in the same street requesting the introduction of a Residential Permit Scheme (RPS).
- Council will conduct a street utilisation survey. The street will be surveyed three (3) times per day (morning, noon and afternoon) for three (3) days.
- If the survey reveals an on-street parking occupancy of 80% or greater, a resident survey will be conducted to ascertain the residents' acceptance of parking restrictions in their street.
 - a) If 51% or more of the residents agree to the introduction of a Permit Parking Zone (PPZ) with associated parking restrictions, a report will be prepared and referred to the Local Traffic Committee for consideration and Council for approval.
 - b) In the event that the on-street utilisation is below 80% or resident support for the scheme is below 51%, the scheme will not be introduced, and the residents notified accordingly.

Note: The on-street occupancy of 80% is calculated on the number of available parking spaces in the street compared to the number of vehicles parked in the street.

Surveys will not be undertaken during the following periods:

- School holidays, public holidays, Easter and Christmas.

The resident acceptance of a scheme of 51% will be calculated as follows:

Example only

Residents surveyed = 100

Survey forms returned:

- In support of the scheme = 25
- Not in support of the scheme = 25
- Survey forms not returned = 50

It is taken those residents who do not respond to the survey have no objection to the introduction of the scheme. Therefore, in the above example, it is taken that 75% of residents surveyed accept the introduction of the scheme.

2.2 Resident Visitors Parking Permit

If residing in a Permit Parking Zone, a Liverpool City Centre resident can obtain a permit from Council unless the resident has:

- a) On-site parking for the visitor
- b) Unrestricted on-street parking spaces in front of their residence or along their kerbside

The resident can then issue the permit to and retrieve it from their visitor who must park their vehicle in the nominated PPZ.

To obtain a RVPP, an eligible resident must apply to Council and provide evidence of their residential status within a PPZ to the satisfaction of Council, for example, a rate notice, a current electricity / gas bill, entry on the electoral roll.

2.3 Health Nurse Permits

When a Health Nurse requires a resident visitor's permit and the resident is unable to apply, then the carer may apply directly to Council and be issued with a permit when they provide the following information:

- a) The written consent of the resident or their representative,
- b) The address of the residence; and
- c) The expected duration and frequency of use of the permit.

2.4 Community Transport / Health Nurse Vehicle

A Non-Profit Organisation can apply direct to Council for a permit but are restricted to parking in designated "Permit Holders Excepted" zones.

The application must be accompanied by a current copy of one of the following Notices issued by the Australia Taxation Office:

- a) Endorsement as a tax concession charity (TCC); or
- b) Income tax exempt fund (ITEF)

2.5 Interstate Registered Vehicles

Vehicles operating in NSW must comply with the *Road Transport Act 2013 and the Road Transport (Vehicles Registration) Regulation 2007* and must be registered under ~~the~~ NSW Legislation.

2.6 Company Registered Vehicles

For a permit to be issued by Council, the employer of an applicant is required to submit a letter on company letterhead that shows the company's ABN (Australian Business Number) stating that the resident is using the registered vehicle and that the vehicle is housed overnight at the residential property.

3. Establishing a Permit Parking Scheme for Businesses

The establishment of a Permit Parking Scheme to cater for the need of the business community will be done on an as needs basis, treated on its merits and subject to the availability of parking spaces.

4. How to apply for a permit

As part of the Permit Parking Scheme implementation process, once the scheme is approved, residents are sent an application form inviting them to apply for a permit. Upon receipt of the completed documentation, Council staff will verify the information provided and issue the permit accordingly.

To apply for a permit, residents will need to complete the application form and provide the following information:

- *Current driver's license as proof of residency which need to confirm the property address*
- *Vehicle registration papers which need to confirm the property address,*
- *For company vehicles, a letter on company letterhead stating that.*
 - *The applicant is a company employee and sole user of a company vehicle,*
 - *Vehicle registration number*
 - *The vehicle is normally parked at the applicant's address.*

For company vehicles, in which the company is owned by individuals, a copy of the registration of the business.

- *Pay the applicable fee as set out in Council's annual Revenue Pricing Fees and Charges.*

AUTHORISED BY

Council Resolution

EFFECTIVE FROM*This date is the date the policy is adopted by Council resolution.***REVIEW DATE***The policy must be reviewed every two years or more frequently depending on its category or if legislative or policy changes occur.***VERSIONS***The current and previous version of the policy should be set out in the following table.*

Version	Amended by	Changes made	Date	TRIM Number
<u>1.</u>	Transport Management	Transport Management	1 February 2023	

~~THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH~~~~This Policy has been prepared in consultation with Councils Parking Coordinator.~~**~~THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH:~~**~~Corporate Services (Governance and Legal Services)~~~~*In this section please identify all the groups consulted with in the preparation of the policy such as members of Council staff, management, Councillor's, community members, other government departments etc. You should consult with the Governance Coordinator before the policy is considered by the Chief Executive Officer or the elected Council.*~~**ATTACHMENTS**~~*In this section list all attachments if any.*~~



PERMIT PARKING SCHEME - ASSESSMENT PROCEDURE

TRIM 361304.2022



PERMIT PARKING SCHEME - ASSESSMENT PROCEDURE

DIRECTORATE: Planning and Compliance

BUSINESS UNIT: Transport Management

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As part of the Permit Parking Scheme implementation process, once the scheme is approved, residents are sent an application form inviting them to apply for a permit. Upon receipt of the completed documentation, Council staff will verify the information provided and issue the permit accordingly.

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- *Pay the applicable fee as set out in Council's annual Revenue Pricing Fees and Charges.*

AUTHORISED BY

Council Resolution

EFFECTIVE FROM*This date is the date the policy is adopted by Council resolution.***REVIEW DATE***The policy must be reviewed every two years or more frequently depending on its category or if legislative or policy changes occur.***VERSIONS***The current and previous version of the policy should be set out in the following table.*

Version	Amended by	Changes made	Date	TRIM Number
1.	Transport Management	Transport Management	1 February 2023	361304.2022

THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH:

Corporate Services (Governance and Legal Services)

PLAN 03**Street Naming- Chinook Street, Edmondson Park**

Strategic Objective	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
File Ref	004103.2023
Report By	Danielle Hijazi - Assistant Strategic Planner
Approved By	Lina Kakish - Acting Director Planning & Compliance

EXECUTIVE SUMMARY

This report seeks Council endorsement to proceed with a street naming request, being Chinook Street in Edmondson Park.

The Street naming theme for the locality is military and the proposed name has been assessed using Council's Naming Convention Policy. The proposed name has also been granted pre-approval by the NSW Geographical Names Board (GNB).

RECOMMENDATION

That Council:

1. Supports the Street name "Chinook" Street, Edmondson Park
2. Forwards the name to the Geographical Names Board, seeking formal approval;
3. Publicly exhibits the name 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 objections received during public exhibition.

REPORT**Background**

A Street naming proposal was received in November 2022, to name a new road currently being constructed as part of an approved subdivision along Croatia Avenue in Edmondson Park.

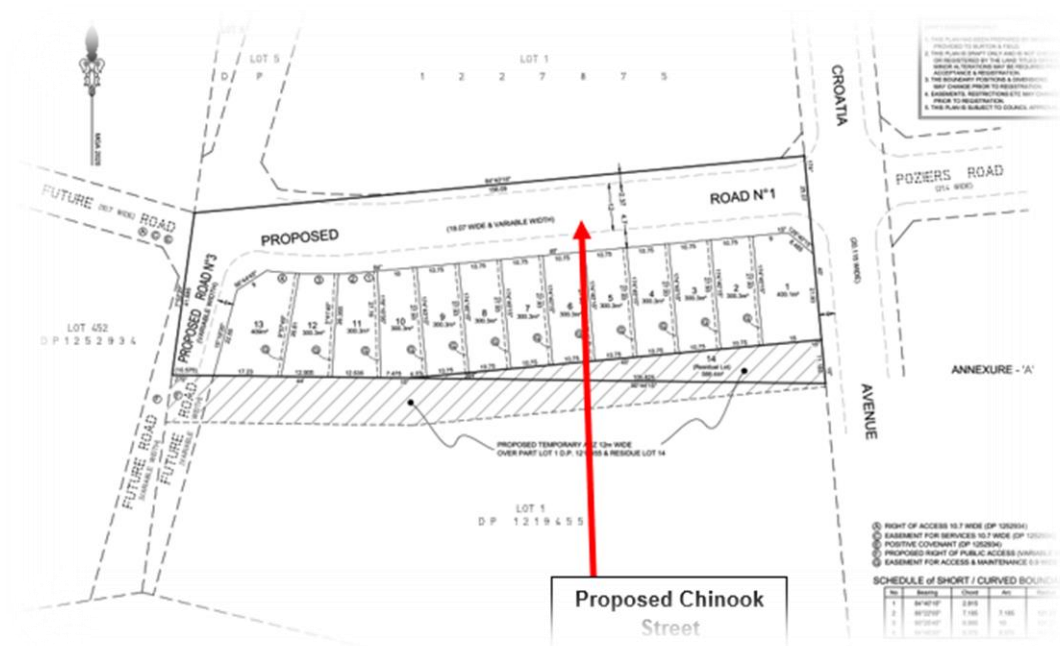


Figure 1: Location of proposed new road



Figure 2: Location of proposed new road (aerial view)

The Street naming theme for the locality is military and the proposed Street name Chinook Street, has been assessed using Council's Naming Convention Policy. The Geographical Names Board has also granted pre-approval for the proposed name.

Proposed name

At their 27 July 2022 meeting, Council resolved to *develop a process for first nations naming, renaming and co-naming of places and spaces in Liverpool*. That work is currently underway in conjunction with the Aboriginal Consultative Committee.

It should be noted that the Edmondson Park precinct is developing rapidly, and the list of available names to assign to new streets is nearly exhausted. A new subdivision is near completion, and it is crucial that new street name is gazetted as a matter of urgency.

Unfortunately, the timeframes for researching new names (of an indigenous origin, figure or thing), agreeing to spelling, and having multiple stakeholders endorse the names via a committee, has the potential to impact upon the delivery of subdivisions in the area causing time and financial consequences for prospective homeowners. The proposed name ensures a unified theme is continued for the locality.

Chinook Street

The Chinook is Australian Defence's largest helicopter, with a long and proven track record of supporting Australian Defence Force operations in Australia.

The Chinook's primary role includes troop transportation, artillery emplacement and battlefield resupply, which they achieve via a wide loading ramp at the rear of its fuselage.

The Army's Chinook fleet is also often utilised for humanitarian, transport and recovery missions during disaster-relief efforts.



Figure 3: Boeing CH-47 Chinook (Source Australian Army - www.army.gov.au)

Next steps

If supported by Council, Chinook, Street will be placed on public exhibition for 28 days. If no objections are received, the naming request will be forwarded to the GNB 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 name will be forwarded to the GNB 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 such as Australia Post, NSW Ambulance, Fire and Rescue NSW, NSW Rural Fire Service, NSW State Emergency Service, NSW Volunteer Rescue Association, Transport for NSW and the NSW Police Force, will be notified.

Objections received from the relevant agencies

Council will not proceed with the naming request. A report to Council will be prepared for the next available meeting outlining the reason for rejection.

Objections received from the community

If there is 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.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

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. Roads Regulation 1998. Pursuant to section 162 of the Roads Act, Council may name and number all public roads for which it is the roads authority. Council may only name a road if it has given the Geographical Names Board at least one month's notice of the proposed name. Regulation 7 prescribes a procedure for naming roads, requiring prior publication of a proposal, notification of relevant parties and consideration of submissions. If a relevant party objects, Council may not proceed with the proposal without ministerial approval.
Risk	The risk is deemed to be Low. The risk is considered within Council's risk appetite.

ATTACHMENTS

Nil

CORP 01

Council Committee Governance Transformation

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	374519.2022
Report By	George Hampouris - Head of Audit, Risk and Improvement
Approved By	Farooq Portelli - Director Corporate Services

EXECUTIVE SUMMARY

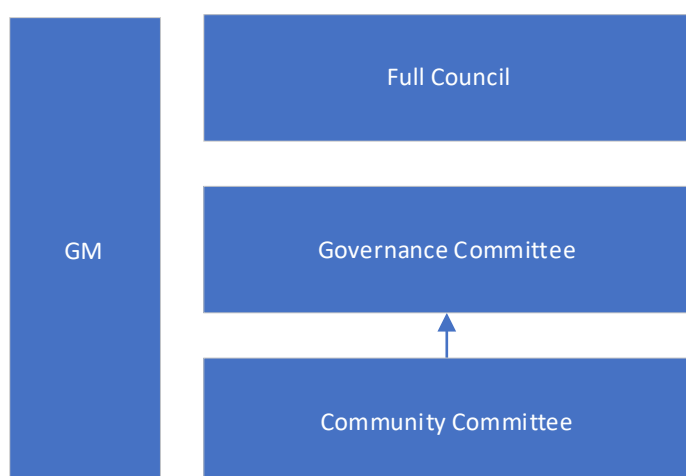
At the 26th October 2022 Council meeting, the following was resolved in relation to Council Committees.

1. Council adopt the governance committees and community committees model as outlined in the report with the following six committees, with the following purposes:
 - a) **Budget Committee** - to monitor and preparing the budget, expenditure review and property strategy.
 - b) **Infrastructure and Planning Committee** – to consider s7.11 expenditure, long term asset renewal, Project Control Group on projects, sports grounds and parks upgrades and design oversight, and major planning projects including Development Assessment and Liverpool Environmental Plan.
 - c) **Strategic Priorities** – Delivery of Council priorities and special projects, for example items in the Community Strategic Plan and the 100 Day Plan, lobbying efforts by Council, and grant funding efforts.
 - d) **Operations and Services Delivery** – Performance of the organisation, service reviews, KPI monitoring, the customer experience, policy reviews and performance of HR.
 - e) **Community Committee** – Events, arts and community engagement.
 - f) **Audit, Risk & Improvement Committee**
2. These committees will be on a monthly basis on the same day and work on the basis that they have delegations of Council and with the potential to have subject matter experts to be members of the committees;

3. *The governance committees have delegation to have decision making authority in line with s377;*
4. *Council maintain all the current community committees, with their existing charters and that those community committees report to the governance committees. The community committees to be reassessed for their effectiveness after the charters for the governance committees are established.*
5. *That the community committees keep functioning as is until this has been set up and operating.*

This report provides Council with a Governance Committee Charter for consideration and adoption. Details on how some of the key elements of the attached Charter were designed including the rationale, is outlined in the body of this report. The attached Charter consolidates the scope, functions and objectives of all four Governance Committees into one. Consolidating the Governance committees within the one Charter was done on the basis that it reduces red tape and ensures there is consistency on how they function.

The broad framework, based on this proposal is depicted graphically below.



Notwithstanding the resolution of Council to “*maintain all the current community committees*”, with the formation of the Governance Committee tier there are now clear duplications with both the “Strategic Panel” and the “Budget Review Panel”. Furthermore, the Audit, Risk and Improvement Committee (ARIC) has been re-categorised into the “Governance Committee” tier. The Charter for the ARIC remains unchanged as it is primarily driven by legislation and international standards. Therefore this report recommends that the “Strategic Panel” and “Budget Review Panel” are deleted and the ARIC is re-categorised as a “Governance Committee”.

Council may wish to revisit the strategic alignment of certain Community Committees to Council’s strategic objectives to determine if they should still be maintained and/or

consolidated. Council may also wish to consider reducing the frequency of certain community committees which in the most part are held quarterly. Any frequency change will have a time and administration saving however may result in dilution to community engagement.

RECOMMENDATION

That Council:

1. Adopts the consolidated Governance Committee Charter;
2. Determine whether the Governance Committees will convene once a month on the same day as the Council meeting or every second Wednesday of every month;
3. Notes that the Governance Committees will commence in May 2023;
4. Delegates authority to the Governance Committees to exercise their functions in line with section 377 of the *Local Government Act 1993*;
5. Consider for which committee/s Council replace (or add) a CEO (or delegate) to form part of the Committee composition as a non-voting member. Noting that the charter currently has a subject matter expert as a non-voting member for each Committee;
6. Approves the changes to the reporting lines of the current Community Committees in line with table A of this report. In doing so, authorise staff to make the necessary changes to the Community Committees' respective Charters to reflect these changes;
7. Approves the alterations of the Community Committees in line with table A overleaf i.e. the deletion of the Strategic Panel and the Budget Review Panel and the recategorisation of the Audit, Risk and Improvement Committee to the "Governance Committee tier";
8. Notes that a further report will come to Council with the Governance committees meeting procedure and subject matter expert recommendations for each Committee for its approval; and
9. Notes that the remaining community committees are as follows;
 - Aboriginal Consultative
 - Community Safety and Crime Prevention Committee
 - Civic Advisory Committee
 - Companion Animal Advisory
 - Environment Advisory Committee
 - Heritage Advisory Committee
 - Intermodal Precinct Committee
 - Liverpool Access Committee
 - Liverpool Sports Committee
 - Tourism and CBD committee
 - Youth Council
 - Traffic Committee

REPORT

Some of the key elements to the attached Charter are as follows;

- As part of the formation of the attached charter, Council staff have proposed to consolidate the scope of the “Operations and Service Delivery” Committee and the “Community Committee.” This is now referred to as the “Strategic Performance Committee” within the Council Charter. This was predominantly done as an opportunity to reduce red tape and leverage off scope synergies.
- The Governance Committees will commence and conclude in the order as follows;
 - Infrastructure and Planning Committee (Independent expert member);
 - Strategic Priorities (Independent expert member);
 - Budget Committee (Independent expert member); and
 - Strategic Performance (Independent expert member).

Please note that if Council chooses a varied frequency/timing cycle for the Governance Committees to convene, the Charter will be amended accordingly.

If the Governance Committee meetings are held on the same day as the Council meeting the committee meetings cannot run for more than 4 hours.

- The Charter is designed with a view to enhance public transparency by;
 - enabling the opportunity for members of the public to provide presentations as the first order of business on any topic of the agenda;
 - The agenda and minutes to be made public; and
 - Committees can by resolution refer any item of business to a full Council meeting for final determination. This will then form part of the following Council agenda.
- Through the Charter the Governance Committees as part of the composition have subject matter experts as a non-voting member. Council may consider replacing this with the CEO or delegate. Council however needs to be mindful that engaging a Subject Matter Expert will require a recruitment process which may delay the operation of these Committees.

Delegation to Committees:

Section 377 of the *Local Government Act 1993* provides that the Council may by resolution delegate to Committees certain functions of the Council to allow the business of the Council to be conducted in an effective and efficient manner.

It is proposed through the Charter, that the following committees have delegation;

- Budget Committee;
- Infrastructure and Planning Committee;
- Strategic Priorities Committee; and
- Strategic Performance Committee.

The Delegations are identified in the attached Governance Charter.

These committees will have delegated authority under section 377 of the *Local Government Act 1993* to make decisions subject to the functions as specified in the Charter.

Development of Committee meeting procedures

In line with the resolution of Council, the committees recommended in this report include a Subject Matter Expert (non-voting member) as part of its composition. As such, based on the proposed composition, the Code of Meeting Practice does not apply. Under s 360(5) of the LG Act, such an obligation only applies where all of the members of the committee are Councillors. Therefore, a further report will come to Council with a proposed Governance committees meeting procedure for its approval.

Continuous improvement

Council recognises that this is a new initiative which seeks to improve the overall Committee Governance framework. This will in turn improve decision making, monitoring and oversight of strategic Council matters. Such a two-tier Committee concept is relatively new to Liverpool Council. Therefore, the way in which the Charter is designed including the scope will be monitored over the coming months and if required further alterations will be proposed to improve how these Committees operate.

Recalibrating Community Committees:

The actions in table A below are recommended in relation to the Community Committees.

TABLE A

Community Committees		
Community Committees	Frequency	Action
Aboriginal Consultative	Quarterly	Report to Strategic Performance Committee
Audit Risk and Improvement Committee	Quarterly	Elevate to Governance Committee tier
Budget Review Panel	Quarterly	Delete
Community Safety and Crime Prevention Committee	Quarterly	Report to Strategic Performance Committee
Civic Advisory Committee	Quarterly	Report to Strategic Performance Committee
Companion Animal Advisory	Quarterly	Report to Strategic Performance Committee
Environment Advisory Committee	Bi-monthly	Report to Infrastructure and Planning Governance committee
Heritage Advisory Committee	Quarterly	Report to Infrastructure and Planning Governance committee
Intermodal Precinct Committee	Quarterly	Report to Infrastructure and Planning Governance committee
Liverpool Access Committee	Bi-monthly	Report to Strategic Performance Committee
Liverpool Sports Committee	Quarterly	Report to Strategic Performance Committee
Strategic Panel	Bi-monthly	Delete
Tourism and CBD committee	Bi-monthly	Report to Strategic priorities committee
Youth Council	Monthly	Report to Strategic Performance Committee
Traffic Committee	Bi-monthly	Report to Infrastructure and Planning Governance committee

FINANCIAL IMPLICATIONS

There is no cost associated with this report. In the instance Council resolves that a Subject Matter Expert forms part of a Governance committee's composition, this membership will likely have a sitting fee and therefore have a minor financial impact.

CONSIDERATIONS

Economic	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).</p> <p>Provide efficient parking for the City Centre.</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Deliver a high quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p> <p>Facilitate economic development.</p> <p>Facilitate the development of new tourism based on local attractions, culture and creative industries.</p>
Environment	<p>Minimise household and commercial waste.</p> <p>Manage the environmental health of waterways.</p> <p>Manage air, water, noise and chemical pollution.</p> <p>Retain viable opportunities for local food production while managing land use to meet urban growth.</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p> <p>Promote an integrated and user friendly public transport service.</p> <p>Support the delivery of a range of transport options.</p>

Social	<p>Provide cultural centres and activities for the enjoyment of the arts.</p> <p>Support policies and plans that prevent crime.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p> <p>Promote community harmony and address discrimination.</p> <p>Support access and services for people with a disability.</p> <p>Deliver high quality services for children and their families.</p>
Civic Leadership	<p>Implementation and Governance of the Western Sydney City Deal agreement.</p> <p>Act as an environmental leader in the community.</p> <p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
Legislative	<i>Local Government Act 1993</i>
Risk	<p>The risk is deemed to be Medium on the basis that having a two tier Governance Model is a new concept to Council. Therefore there is inherent risk with relation to the setup, change management and transitioning.</p>

ATTACHMENTS

1. Draft Governance Committee Charter



GOVERNANCE COMMITTEES CHARTER

Adopted: *****

TRIM: 389910.2022-001



Governance Committees Charter

DIRECTORATE: Office of the CEO

BUSINESS UNIT: Council & Executive Services

1. PURPOSE/ OBJECTIVES

The objective of the Governance Committees is to provide a mechanism by which Council, staff or experts can have an active role in the provision of services and overseeing the key functions of Council. This assists Council in providing governance and insights with respect to the delivery and outcomes of its functions.

2. INTERPRETATION

For the purpose of this Charter:

- a) "Act" means the *Local Government Act 1993*
- b) "Charter" means the Governance Committees Charter
- c) "Committee" means the Governance Committees
- d) "CEO" means the Chief Executive Officer
- e) "Governing Body" means the elected representatives of Council (Councillors)
- f) "Independent Expert Member" means an external independent subject matter expert who attends the meeting but has no voting rights
- g) "Member" means a voting member of the committee
- h) Governance Committees is the collective word for all the Committees pertaining to this Charter with the exceptions of the Audit, Risk and Improvement Committee which is dealt with separately.

3. FUNCTIONS AND PURPOSE

This Charter covers the following Committees;

Budget Committee

To coordinate the strategic financial planning of Council and to develop the long-term financial plan and operational budgets to support the delivery of infrastructure and services to the community.

Infrastructure and Planning Committee

To oversee Council's Asset and project management this includes but not limited to Councils asset management plan, asset renewals, design and

upgrades, Developer contributions expenditure, Asset project and programme Governance and monitoring of major planning projects including the development and changes to its Planning instruments.

Strategic Priorities Committee

To oversee the delivery of Council priorities and special project, areas of economic development and City revitalisation, lobbying efforts by Council, and grant funding efforts.

Strategic Performance Committee

To oversee the setting, progress and realisation of Council's long term strategic direction through KPI monitoring, service and policy review and performance data. In addition to oversee community initiatives through the monitoring of Council's major events, culture, inclusion, support and recognition programs and initiatives.

Audit, Risk and Improvement Committee

Even though the Audit, Risk and Improvement Committee (ARIC) is a Governance Committee it has its own Charter as it is governed by the Act and the model charter from the Office of Local Government.

The function for each committee is defined in their respective schedules attached to this Charter (Schedules 1-4).

4. COMMITTEE SCHEDULING

Governance Committees will be held at the Council Chamber. Hybrid meeting options will be available for those that cannot attend in person. The Chair can approve the conduct of a particular meeting to be held in an alternative venue or virtually only with two (2) business day notice.

Meetings of the Governance Committee will be held at 9am monthly. Once all items of business are dealt with, the Chair will immediately commence the next Committee.

The Committees will be dealt with in the following order;

Infrastructure and Planning Committee (Independent expert member);
Strategic Priorities (Independent expert member);
Budget Committee (Independent expert member); and
Strategic Performance (Independent expert member).

5. REFERRING ITEMS OF BUSINESS TO FULL COUNCIL

The Governance Committee can by resolution refer any item of business to a full Council meeting for final determination. This will then form part of the following month's Council agenda.

6. NOTICE OF BUSINESS

The CEO must send to each councillor, at least three (3) days before each meeting of the committee, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

7. OUTCOMES

The outcome for each committee is defined in their respective schedules attached to this Charter.

8. MEMBERSHIP

8.1 Councillor Representation:

The Mayor and all Councillors are members of the Governance Committees.

8.2 Council staff representation:

The CEO (or delegate) will be a member of the committees and shall assign relevant executive and other staff to the committees in an observer / advisory capacity.

8.3 External Representation:

An independent expert will be a non-voting member as required by the respective committees.

The governing body of Council will appoint the independent expert of the committees on recommendation by staff. The term of the appointment will be a Council term. Council can through resolution renew the contract or resolve to appoint a new subject matter expert.

8.4 Support Staff:

Administration support is provided for the preparation of the agendas, recording of the minutes and distribution of the agenda and business papers.

8.5 Chairperson and Deputy Chairperson:

8.5.1 The Mayor or delegate is to be the chair of the Committees.

8.5.2 The role of the Chairperson is to preside at the meetings of the committees. In the absence of the Chairperson, the delegated chairperson shall preside at the meeting.

8.5.3 If the Chairperson or the delegated Chairperson is not present at the time designated for the commencement of a meeting, the first business of the

meeting must be the election of an acting Chairperson to preside at the meeting.

8.5.4 The election of a chairperson, delegated chairperson or acting chairperson must be conducted;

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

9. PUBLIC FORUM

- Any resident or ratepayer of the Liverpool Local Government Area or any authorised representative may request to make a presentation to a Committee;
- Prior notice (by letter, email or hand delivered) of the representation on matters included on the agenda is required to be submitted to Council;
- The Request to Address Committee form, must be provided to Council, no later than 5.00pm two ordinary day prior to the Committee meeting, unless the Chairperson determines that circumstances justify otherwise;
- The presentations should be directly relevant to an item on the Governance Committee agenda;
- Presentations and representations shall not exceed three minutes in duration. At the expiration of two minutes, the speaker will be given a notification that one minute of time remains to conclude his or her presentation or representation;
- The Chairperson of the meeting may resolve to grant an extension of time to the speaker. A maximum of three-minute extension of time may be granted;
- Representations shall be limited to three representations against any one item listed on the agenda of any Governance Committee pertaining to this Charter;
- Failure of a member of the public to comply with the chairperson's direction shall constitute disorderly conduct; and
- The Presentations and/or speaker requests from members of the public will occur at the beginning of the first Committee meeting of the day irrespective of which Governance Committee item the presentation relates to.

10. DELEGATIONS

The Committees below have delegated authority under section 377 of the *Local Government Act 1993* to exercise the functions of Council specified in Schedule 1-4 below.

11. TERM OF OFFICE

All Councillors will be members of the Governance Committees during their term of office as Councillors.

Governance Committees will be reviewed at the beginning of a new Council term.

12. QUORUM AND RECOMMENDATIONS

12.1 The quorum for a meeting of the Governance Committees will be six (6) Councillors.

12.2 Observers, visitors and non-voting members at the meeting do not form part of the quorum.

13. MEETINGS PRACTICE AND PROCEDURES

- Governance committees will need to:
 - Publish an agenda at least three (3) business days before the committee meeting;
 - Publish the minutes of the committee meeting four (4) business days after the meetings; and
 - Invite members of the public to speak if there is a matter of concern that the public needs to address.

14. OBSERVING THE CODE OF CONDUCT AND RELEVANT COUNCIL POLICIES

All members of the Committee are required to observe the provisions of Council's Code of Conduct and any other relevant Council policy applicable to the proper functioning of the Panel.

If a member of the charter breaches Council's Code of Conduct or any other relevant Council policy, the matter will be referred to the CEO to be dealt with in accordance with Council's Code of Conduct and Code of Conduct Procedures.

A Committee member has an obligation to declare any conflict of interest they have. Conflict of interests are defined in the Code of Conduct. All conflicts of interests will be dealt with in line with Council's Code of Conduct.

Committee members declaring a conflict of interest, whether pecuniary or non-pecuniary, should complete a Declaration of Interest Form (Councillor) which is to be signed by the CEO and retained by Council in accordance with Council's Code of Conduct and its Conflicts of Interest Policy.

15. CONFIDENTIALITY AND MANAGING PRIVACY

Committee members, through their involvement on the Charter, may come in contact with confidential or personal information retained by Council. Charter members are required to maintain confidentiality and security in relation to any such information and not access, use or remove that information, unless authorised to do so.

The *Privacy and Personal Information Protection Act 1998* and Council's Privacy Policy deal with the collection, holding, use, correction, disclosure and transfer of personal information.

Should a committee member become aware of any breach of security, or misuse of Council's confidential or personal information, they should inform the CEO immediately.

16. DISCIPLINARY ACTION

Should a member of the committee breach the Code of Conduct adopted by Council, the matter will be referred to Council's CEO and will be dealt with in accordance with Council's Code of Conduct and Code of Conduct Procedures.

17. MEDIA PROTOCOL

The Mayor is the only person permitted to speak to the media on behalf of the charter. No other member of the committee is permitted to speak to the media in his or her capacity as a committee member.

DRAFT

AUTHORISED BY

Council Resolution

EFFECTIVE FROM*This date is the date the charter was approved by the Council.***REVIEW DATE***The charter must be reviewed every four years or more frequently depending on legislative or policy changes occur.***VERSIONS***The current and previous version of the Charter should be set out in the following table.*

Version	Amended by	Changes made	Date	TRIM Number
1	Head of Audit, Risk and Improvement	New Charter		389910.2022

SCHEDULE 1 - BUDGET COMMITTEE

Objective

To coordinate the strategic financial planning of Council and to develop the long-term financial plan and operational budgets to support the delivery of infrastructure and services to the community.

Functions and outcomes:

The functions of the Committee are to:

- Oversee the formulation of council's Operational Plan, Delivery Program and Long-Term Financial Plan;
- Review Council's Capital management plan including its renewal program;
- Draft the annual budget before submitting to Council;
- Monitor Council's performance against the approved annual budget;
- Review the quarterly budget;
- Review Council's Financial progress, forecasts and assumption;
- Review Council's Long Term Financial Plan;
- In relation to the Town Improvement Fund reserves;
 - Consider and approve the fund initiatives and allocations and;
 - monitor its delivery and outcomes
- Monitor the development of financial plans of Council in line with strategic directions;
- Review the optimisation of resources and the financial sustainability in the short, medium and long term;
- Accept tenders that are valued at over \$2 million. Note that any tender that is to be rejected or enter into direct negotiations will need to be recommended to Council for endorsement.

Delegations:

The Budget Committee is delegated authority under section 377 of the *Local Government Act 1993* to exercise the functions of Council specified within the functions above.

SCHEDULE 2 - INFRASTRUCTURE AND PLANNING COMMITTEE

Objective:

To oversee Council's Asset and project management. This includes but is not limited to Councils asset management plan, asset renewals, design and upgrades, Developer contributions expenditure, Asset project and programme and monitoring of major projects. This Committee will oversee the development and changes to its Planning instruments (unless precluded under s377 of the Act). Such planning instruments and frameworks are as follows.

- Growth precinct infrastructure planning frameworks;
- Contribution plan and Voluntary Planning Agreement administration;
- Social infrastructure sport, park and facility upgrade programs; and
- Major planning projects including:
 - Strategic planning policies and plans
 - New Liverpool Environmental Plan(s), amendments to the Liverpool Local Environmental Plan, or Council initiated amendments to State Environmental Planning Policies
 - New Development Control Plans, or amendments to existing Development Control Plans
 - Council response(s) to major state planning reform (where practical)

Functions:

- Monitor the effective expenditure of Developer contributions;
- Consider and approve Council's property strategy;
- Monitor the progress of Council's property strategy;
- Oversee but not approve the delivery of significant capital projects of Council;
- Monitor the progress, delivery and prioritisation of key capital projects;
- Consider and approve the Major Capital Projects vision and delivery;
- Consider and approve Major asset design;
- Oversee but not approve major asset and land acquisition and disposal;
- Provide input into the development of programs and projects to ensure ongoing serviceability of infrastructure assets and associated services;
- Consider and approve strategies for infrastructure delivery;
- Endorse policies which support active transport infrastructure and public transport infrastructure, such as bicycle paths and bus shelters, through infrastructure plans and strategies;
- Consider and approve key policy initiatives and strategies pertaining to traffic matters;
- Monitor Council's infrastructure performance;
- Evaluate solution-based provision and management of public community infrastructure;
- Oversee and provide input into the implementation and prioritisation of the Liverpool City Centre public domain master plan;
- Consider and approve the development of planning objectives and controls for high-quality design for best outcomes of a growing city;

- Review Planning controls and best practice urban design for inclusive and sustainable, urban environments;
- Consider and approve heritage, history and culture related plans;
- Recommend new or amended Local Environmental Plans, Local Strategic Planning Statements, and Development Control Plans;
- Review policy which addresses key land, housing, employment, and environmental development challenges across the Liverpool LGA;
- Monitor Council's Environmental performance and initiative;
- Consideration and approval of Environmental Advisory Committee recommendations
- Consideration and approval of Traffic Committee recommendations
- Consideration and approval of Heritage Advisory Committee recommendations
- Consideration and approval of Intermodal precinct Committee recommendations

Delegations

The Infrastructure and Planning Committee is delegated authority under section 377 of the *Local Government Act 1993* to exercise the functions of Council specified within the functions above.

SCHEDULE 3: STRATEGIC PRIORITIES COMMITTEE

Objective:

To oversee the delivery of Council priorities, special projects, areas of economic development and City revitalisation, lobbying efforts by Council, and grant funding opportunities.

Functions:

- Monitor Council's approach to grants opportunities;
- Advocate for improved public transport infrastructure, including new bus routes, transit lanes, and rail-based infrastructure;
- Advocate for improved active transport infrastructure, including bicycle paths, pedestrian bridges, and improvements to road networks;
- Consider and approve Council submissions on state planning reform, state environmental planning policies, and major state determined developments, such as SSDAs, when practical;
- Promote and advocate for an integrated transport network with improved transport options and connectivity;
- Monitoring the delivery of the 100-day Plan;
- Provide input into Council's stakeholder management approach and initiatives with relation to agencies, stakeholders and businesses to achieve beneficial outcomes for the city;
- Endorse inbound Tourism strategic opportunities and initiatives;
- Monitor economic capacity and development of local businesses and industries;
- Monitor development and delivery of a range of city center revitalisation initiatives, projects and events;
- Development which impacts Liverpool city, including the proposed intermodal at Moorebank and the Badgerys Creek Airport; and
- All other matters pertaining to the strategic direction of Council.

Delegations:

The Strategic Priorities Committee is delegated authority under section 377 of the *Local Government Act 1993* to exercise the functions of Council specified within the functions above.

SCHEDULE 4: Strategic Performance Committee

Objective

To oversee the setting, progress and realisation of Council's long term strategic direction through KPI monitoring, service and policy review and performance data. In addition, to oversee community initiatives through the monitoring of Council's major events, culture, inclusion, support and recognition programs and initiatives.

Functions:

- Strategic performance data including but not limited to Integrated Planning and Reporting data;
- The development, monitoring and performance against economic and social development as articulated in Liverpool's Community Strategic Plan;
- Monitoring Council's structural and technology transformations;
- Consideration and approval of Council Policies that does not require a resolution from the full Council;
- Consideration and approval of external facing service review outcomes and/or service calibration;
- Monitoring the design, strategy and utilisation of parks, places and facilities
- Monitor initiatives and strategies to enhance access, equity, opportunity of people with a disability, and people who are socially isolated within the community
- Consider and approve relevant community grants and donations that do not require a resolution from the full Council;
- Monitor the strategic initiatives and direction of Council's art and culture assets and programs (including CPAC);
- Monitor matters pertaining to the inclusion of people across all sections of Council's diverse community;
- Monitoring the success of Council;
- Consideration and approval of Civic awards, events and recognition of Liverpool's community;
- Monitoring the scheduling, delivery and effectiveness of events and programs and approving amendments as required
- Consideration and approval of Aboriginal Consultative Committee recommendations;
- Consideration and approval of Civic Advisory Committee recommendations;
- Consideration and approval of Community Safety and Crime Prevention Committee recommendations;
- Consideration and approval of the Companion Animal Advisory Committee recommendations
- Consideration and approval of the Liverpool Access committee recommendations
- Consideration and approval of the Liverpool Sports Committee recommendations

Delegations:

This Strategic Performance Committee is delegated authority under section 377 of the *Local Government Act 1993* to exercise the functions of Council specified within the functions above.

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Appendix A – A Guide of items that cannot be delegated to the above Governance Committees

Section 377 of the Local Government Act	Examples of Liverpool Council Reports pertaining to S377 particular
the appointment of a general manager	New Chief Executive Officer
the making of a rate	Rates and Charges Special Rate Variation (SRV) Heritage Rate rebate
determination under Section 549 as to the levying of a rate	
the making of a charge	Pricing Policy and Fees and Charges
the fixing of a fee	Mayor/Councillor Fees and Allowances Development Contribution Review Waiving of Fees Pricing Policy and Fees and Charges
the borrowing of money	
the voting of money for expenditure on its works, services or operations	Budget adjustments (changes to Council's approved Budget) Closure of a Council Service Voting on new item of expenditure eg. new fund, grant, program, activity not included in original Budget approval Receive/expend funds from a different source or purpose of the Budget Any new projects that are to be added into the Operational Plan even if the funds have already been voted in
the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)	Lease Lease renewal
the acceptance of tenders to provide services currently provided by members of staff of the council	Tenders

Section 377 of the Local Government Act	Examples of Liverpool Council Reports pertaining to S377 particular
the adoption of an operational plan under Section 405	Community Strategic Plan Delivery Program – adoption or modification Operational Plan – adoption or modification
the adoption of a financial statement included in an annual financial report	Financial Statement Adoption of Financial Plan
a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6	Rezoning land for use as Open Space
the fixing of an amount or rate for the carrying out by the council of work on private land	Easements
the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work	
the review of a determination made by council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under Section 82A of the Environmental Planning and Assessment Act 1979	A review under determination under Section 82A of the EP&A Act
Other Planning matters (as per Planning Circular 12-006 issued 29 October 2012)	
the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under Section 194	
a decision under Section 356 to contribute money or otherwise grant financial assistance to persons	Donation to any charity or charity event Financial assistance or grant that does not have a specific character and is not part of a plan or policy that needs to be followed (program)
a decision under Section 234 to grant leave of absence to the holder of a civic office	Mayor/Councillor taking leave or illness

Section 377 of the Local Government Act	Examples of Liverpool Council Reports pertaining to S377 particular
the making of an application, or the giving of a notice, to the Governor or Minister	Retirement of Mayor/Councillor Resignation of Mayor/Councillor
this power of delegation	Delegation of Authority to Chief Executive Officer
any function under this or any other Act that is expressly required to be exercised by resolution of the council.	<ul style="list-style-type: none"> • Local Government Elections • Disclosure of Interests (Code of Conduct) – new Council • Council/Committee membership, Deputy Mayor • Governance Committee Charter or Community Committee Charter • Affixing of Council Seal • Endorse policies that require a Council resolution

CORP 02

Investment Report December 2022

Strategic Objective	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
File Ref	008426.2023
Report By	Vishwa Nadan - Chief Financial Officer
Approved By	Farooq Portelli - Director Corporate Services

EXECUTIVE SUMMARY

This report details Council's investment portfolio and its performance at 31 December 2022. Key highlights include:

- Council held investments with a market value of \$429 million.
- The Reserve Bank of Australia (RBA)'s official cash rate remains at 3.10 per cent.
- The portfolio yield (for the year to December 2022) was 133 basis points above the benchmark (AusBond Bank Bill Index)

	AusBond Bank Bill Index (ABBI)
Benchmark	1.25%
Portfolio yield	2.58%
Performance above benchmark	1.33%

- Year-to-date, Council's investment income was \$3.49 million higher than the original budget. This is due to a combination of increase in market interest rates and unrealised gain in fair value of Floating Rate Notes (FRNs).
- Year-to-date, Council's investment in mortgage-backed securities (MBSs) are valued at \$483 thousand below face value. Council's investment advisor (Amicus Advisory) continues to review Council's investment in MBSs and recommends Council continue to hold its investments in the Class A and both Class C securities. There is significant uncertainty associated with these investments, however presently the investment advisor believes there is, on balance, more upside opportunity than downside risk. This is subject to ongoing regular review. MBSs are no longer rated.

CORPORATE SERVICES REPORT

- Council's investments and reporting obligations fully complied with the requirements of section 625 of the *Local Government Act 1993* and section 212 of the *Local Government (General) Regulation 2021*.
- Council's portfolio also fully complied with limits set out in its current Investment Policy, noting the exception applicable to MBSs (as investment in them pre-dates the current Investment Policy).
- Council is committed to NSW TCorp's balanced investment framework and held 17.75 per cent of its portfolio in ADIs rated BBB and below.

RECOMMENDATION

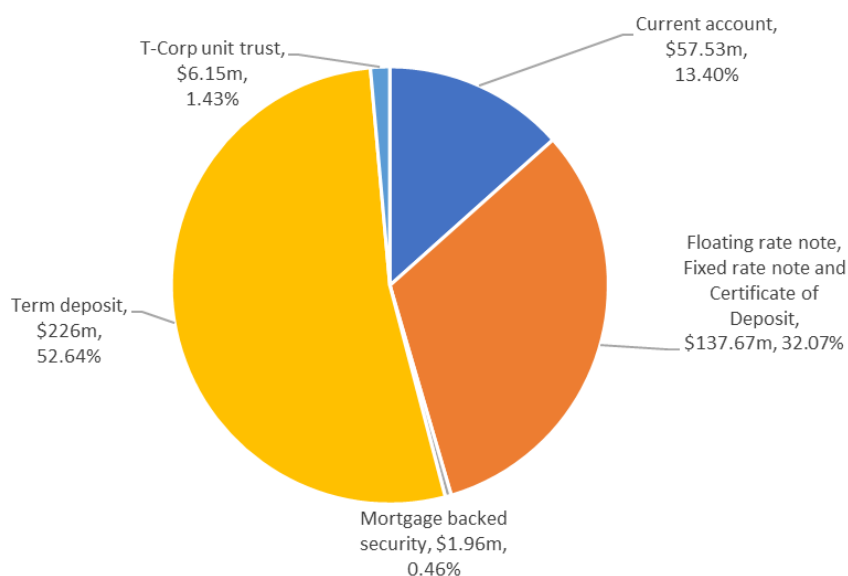
That Council receive and note this report.

REPORT

Section 212 of the *Local Government (General) Regulation 2021* requires that the Responsible Accounting Officer must provide Council with a written report setting out details of all money that Council has invested under section 625 of the *Local Government Act 1993*.

Council's portfolio

At 31 December 2022, Council held investments with a market value of \$429 million. Council's investment register detailing all its investments is provided as an attachment to this report. In summary, Council's portfolio consisted of investments in:



The ratio of market value compared to face value of various debt securities is shown in the table below.

Asset class	Dec-22	Nov-22	Jun-22
Senior debts (FRNs ,TCDs & FRBs)*	98.30%	98.58%	98.62%
MBS (Reverse mortgage-backed securities)	80.22%	80.58%	76.53%
T-Corp unit trusts	102.43%	105.02%	103.12%

***Definition of terms**

- *FRN - Floating Rate Note - returns an aggregate of a fixed margin and a variable benchmark (usually the Bank Bill Swap Rate).*
- *FRB - Fixed Rate Bond – returns a fixed coupon (interest) rate and is tradeable before maturity.*
- *TCD - Transferrable Certificate of Deposit - 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-day Bank Bill Swap Rate).*

The economic environment globally, is suffering significantly from impacts of the Covid-19 pandemic and conflict in Ukraine. The fair value of FRNs, particularly those with fixed interest rates, have decreased significantly. This is a mark-to-market issue and will not affect the long term cashflow expectation from these investments. Council has sufficient funds in its current account and has no plans at this stage to sell any of its FRNs to meet its short-term cashflow requirements.

Council is fully compliant with the requirements of the Ministerial Investment Order including the grandfathering¹ provisions. Council continues to closely monitor the investments in its portfolio to ensure continued compliance and minimal exposure to risk.

Council is committed to NSW TCorp's balanced investment framework and held 17.75 per cent of its portfolio in ADIs rated BBB and below.

Mortgaged-backed securities

Council's investment advisor (Amicus Advisory) regularly reviews investments in grandfathered mortgage-backed securities (MBSs) and continues to recommend "hold" position on investments in Class A and both Class C securities.

¹ Grandfathering is a provision in the Ministerial Investment Order (12 January 2011) that allows Council to hold investments which would otherwise be non-compliant with Council's new Investment Policy and the Ministerial Investment Order.

There is significant uncertainty associated with these investments, however presently the investment advisors believe there is, on balance, more upside opportunity than downside risk. 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 in the future. Fitch Rating Agency has decided to withdraw its rating on MBSs and as a result, Council's investments in these securities are now classed as non-rated. Year-to-date, Council's investment in MBSs are valued at \$483 thousand below face value.

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	57,525,865	13.40%			
Term deposits < 1 year	132,000,000	30.75%			
T-Corp unit trust	6,146,019	1.43%			
Tradeable securities	137,667,921	32.07%			
Portfolio % < 1 year (Short term liquidity)	333,339,805	77.65%	30%	100%	Yes
Term deposit > 1 year < 3 years	94,000,000	21.90%	0	0.7	Yes
Grand fathered securities	1,956,534	0.46%	N/A	N/A	Yes
Portfolio % (Medium term liquidity)	95,956,534	22.35%			Yes
Total portfolio	429,296,339	100.00%			

Counterparty policy limit compliance

Issuer	Security rating	Market value	% Total value	Maximum Institutional policy limit % holdings	Complies to Investment policy "Yes/No"
AMP Bank Ltd	BBB	21,966,340	5.12%	15%	Yes
ANZ Banking Group Ltd	AA-	18,042,809	4.20%	35%	Yes
Australian Unity Bank	BBB+	4,000,000	0.93%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	6,139,816	1.43%	15%	Yes
Bank of Nova Scotia	A+	2,505,405	0.58%	25%	Yes
Bank of Queensland Ltd	BBB+	22,111,469	5.15%	15%	Yes
Citibank Australia Ltd	A+	998,992	0.23%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	119,955,184	27.94%	35%	Yes
Emerald Reverse Mortgage Trust (Class A)	Unrated	837,849	0.20%	5%	Yes
Emerald Reverse Mortgage Trust (Class C)	Unrated	1,118,684	0.26%	5%	Yes
Great Southern Bank	BBB	2,501,300	0.58%	15%	Yes
HSBC Sydney Branch	AA-	4,997,170	1.16%	35%	Yes
ING Direct	A	1,570,809	0.36%	25%	Yes
Macquarie Bank	A+	18,197,801	4.24%	25%	Yes
Members Equity Bank Ltd	BBB	9,000,000	2.10%	15%	Yes
National Australia Bank Ltd	AA-	70,231,743	16.36%	35%	Yes
Newcastle Permanent Building Society Ltd	BBB	1,500,170	0.35%	15%	Yes
Northern Territory Treasury	AA-	15,000,000	3.49%	35%	Yes
NSW Treasury Corporation	AA	1,115,481	0.26%	45%	Yes
NSW Treasury Corporation	Unrated	5,030,538	1.17%	5%	Yes
Police Credit Union	Unrated	2,000,000	0.47%	5%	Yes
Rabobank Australia Ltd	A+	2,668,976	0.62%	25%	Yes
Sumitomo Mitsui Banking	A	3,952,084	0.92%	25%	Yes
Suncorp Bank	A+	9,053,753	2.11%	25%	Yes
UBS AG	A+	2,244,729	0.52%	25%	Yes
Westpac Banking Corporation Ltd	AA-	82,555,234	19.23%	35%	Yes
Portfolio Total		429,296,339	100.00%		

Credit rating policy limit compliance

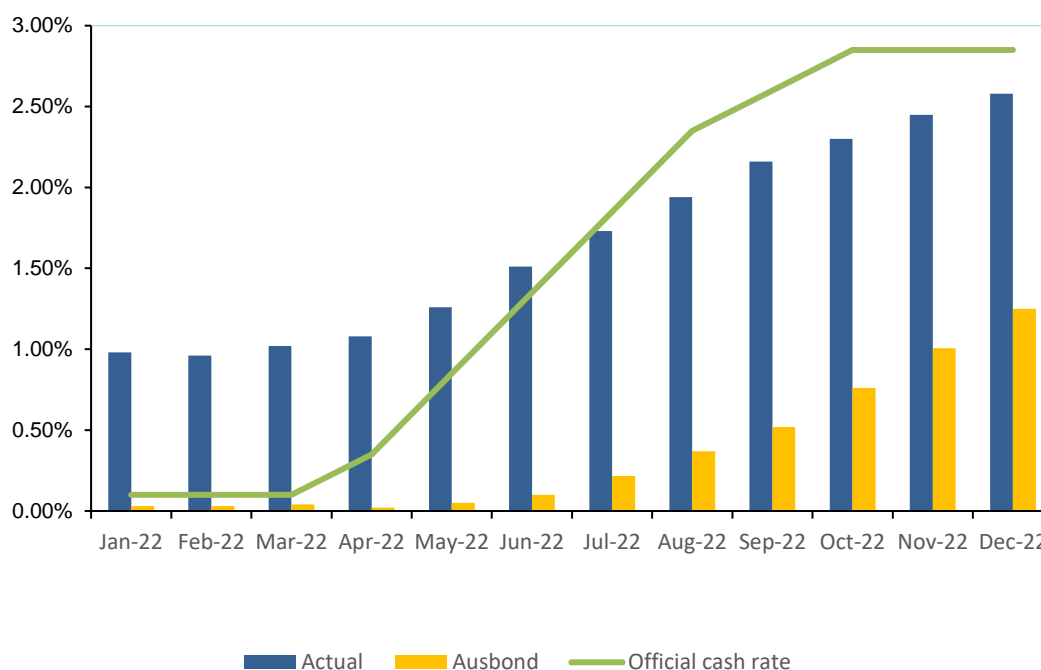
Credit rating	Market value	% Portfolio	Maximum policy limit	Complies to Investment policy "Yes/No"
AA Category	313,468,430	73.02%	100%	Yes
A Category	39,621,740	9.23%	60%	Yes
BBB Category	67,219,096	15.66%	45%	Yes
Unrated	8,987,072	2.09%	10%	Yes
Total Portfolio	429,296,339	100.00%		

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 for the year to December 2022 exceeded the ABBI index by 133 basis points (portfolio yield: 2.58%; ABBI: 1.25%).

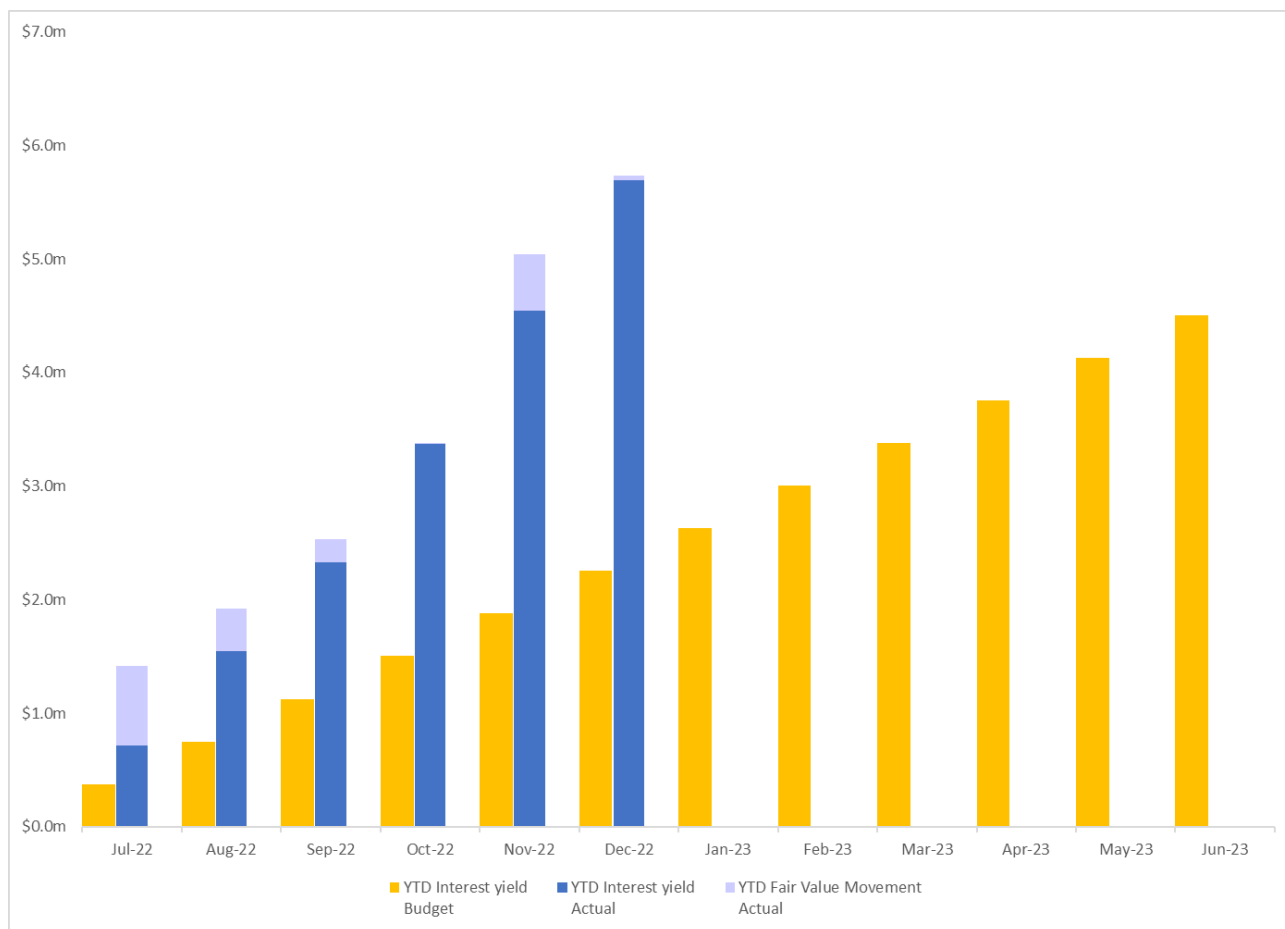
Comparative yields for the previous months are charted below:



Performance of portfolio returns against budget

Year-to-date, Council's investment income was \$3.49 million higher than the original budget. This is due to a combination of increase in market interest rate and unrealised gain in fair value of Floating Rate Notes (FRNs).

	YTD Budget	YTD Actuals	Budget Variance
Interest yield on cash holdings	\$2.25m	\$5.70m	\$3.45m
Fair value market movement	\$0.00m	\$0.04m	\$0.04m
Total	\$2.25m	\$5.74m	\$3.49m



Investment portfolio at a glance

Portfolio Performance	✓	The portfolio yield for the month of December 2022 exceeded the AusBond Bank Bill index by 133 basis points (portfolio yield: 2.58%; ABBI: 1.25%).
Annual Income vs. Budget	✓	Council's investment income was \$3.49 million higher than the original budget at 31 December 2022.

Investment policy compliance

Legislative requirements	✓	Fully compliant, noting exception applicable to grandfathered mortgaged-backed investments.
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 of Australia did not meet in January 2023 and the official cash rate remains at 3.10 per cent.

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*, section 212 of the *Local Government (General) Regulation 2021* 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 income was \$3.49 million higher than the original budget at 31 December 2022.
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	Local Government Act 1993, section 625 Local Government (General) Regulation 2021, section 212 As required by the Local Government Act, Council is fully compliant with the ministerial requirements specified in the <i>Local Government Act 1993 – Investment Order</i> (relating to investments by councils) and with reporting requirements under section 212 of the <i>Local Government (General) Regulation 2021</i> .
Risk	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.

ATTACHMENTS

1. Investment Portfolio December 2022



Portfolio Valuation As At 31 December 2022

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Current Account						
CBA Business Saver		AA-	28,426,921.73	28,426,921.73	6.62%	2.45%
CBA General Account		AA-	1,927,849.65	1,927,849.65	0.45%	0.00%
AMP Business Saver		BBB	2,367,860.32	2,367,860.32	0.55%	0.50%
AMP Notice Account		BBB	14,598,479.51	14,598,479.51	3.40%	3.30%
Macquarie Bank Accelerator Account		A+	10,204,753.37	10,204,753.37	2.38%	2.52%
			57,525,864.58	57,525,864.58	13.40%	
Fixed Rate Bond						
Commonwealth Bank	14/01/2027	AA-	5,000,000.00	4,532,005.87	1.06%	2.40%
Bank of Queensland	27/10/2026	BBB+	4,750,000.00	4,213,753.82	0.98%	2.10%
Bank of Queensland	29/10/2025	BBB+	4,000,000.00	3,897,715.66	0.91%	4.00%
Bendigo & Adelaide Bank	17/03/2025	BBB+	2,750,000.00	2,639,962.76	0.61%	3.00%
Northern Territory Treasury	16/12/2024	AA-	5,000,000.00	5,000,000.00	1.16%	1.00%
Northern Territory Treasury	15/12/2025	AA-	5,000,000.00	5,000,000.00	1.16%	1.20%
Northern Territory Treasury	15/12/2026	AA-	5,000,000.00	5,000,000.00	1.16%	1.50%
UBS AG	26/02/2026	A+	2,550,000.00	2,244,728.60	0.52%	1.10%
ING Direct	19/08/2026	A	1,800,000.00	1,570,808.72	0.37%	1.10%
NAB	25/02/2027	AA-	4,500,000.00	4,151,018.07	0.97%	2.90%
Suncorp	25/01/2027	A+	4,500,000.00	4,054,888.47	0.94%	2.50%
			44,850,000.00	42,304,881.98	9.85%	
Floating Rate Note						
ANZ Bank	09/05/2023	AA-	3,000,000.00	3,003,478.28	0.70%	3.96%
ANZ Bank	06/12/2023	AA-	7,000,000.00	7,028,813.87	1.64%	4.10%
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,007,574.51	1.17%	3.85%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,002,942.75	0.70%	3.70%
Bendigo and Adelaide	25/01/2023	BBB+	500,000.00	499,853.49	0.12%	4.08%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	998,991.69	0.23%	3.91%
Commonwealth Bank	25/04/2023	AA-	3,000,000.00	3,003,225.71	0.70%	3.83%
Commonwealth Bank	16/08/2023	AA-	7,500,000.00	7,511,744.84	1.75%	3.98%
Commonwealth Bank	11/01/2024	AA-	9,500,000.00	9,553,436.34	2.23%	4.04%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,501,299.85	0.58%	4.16%
HSBC	27/09/2024	AA-	3,000,000.00	2,998,301.88	0.70%	4.08%
HSBC	27/09/2024	AA-	2,000,000.00	1,998,867.92	0.47%	4.08%
Macquarie Bank	07/08/2024	A+	4,000,000.00	3,999,137.69	0.93%	3.86%
Macquarie Bank	12/02/2025	A+	3,000,000.00	2,993,910.43	0.70%	3.87%
NAB	16/05/2023	AA-	2,000,000.00	2,002,266.90	0.47%	3.95%
NAB	26/09/2023	AA-	8,000,000.00	8,024,354.09	1.87%	4.18%
NAB	26/09/2023	AA-	4,000,000.00	4,012,177.04	0.93%	4.18%
NAB	26/02/2024	AA-	5,000,000.00	5,026,647.77	1.17%	4.15%
NAB	19/06/2024	AA-	4,000,000.00	4,015,279.50	0.94%	4.12%
Newcastle Permanent	06/02/2023	BBB	1,500,000.00	1,500,170.48	0.35%	4.46%
Rabobank Australia Branch	27/01/2027	A+	2,700,000.00	2,668,976.34	0.62%	3.78%
ScotiaBank	07/09/2023	A+	2,500,000.00	2,505,404.68	0.58%	4.10%

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Suncorp	30/07/2024	A+	3,000,000.00	2,999,318.85	0.70%	3.87%
Suncorp	30/07/2024	A+	2,000,000.00	1,999,545.90	0.47%	3.87%
Sumitomo Mitsui Banking	20/01/2027	A	4,000,000.00	3,952,084.07	0.92%	3.78%
Westpac	06/03/2023	AA-	5,000,000.00	5,000,103.02	1.16%	3.90%
Westpac	16/11/2023	AA-	6,000,000.00	6,020,519.27	1.40%	4.00%
Westpac	24/04/2024	AA-	4,000,000.00	4,026,023.24	0.94%	4.18%
Westpac	16/08/2024	AA-	2,500,000.00	2,508,588.73	0.58%	3.93%
			110,200,000.00	110,363,039.12	25.71%	

Mortgage Backed Security

EmeraldMBS2006-1A	21/08/2051	Unrated	939,034.62	837,849.40	0.20%	3.52%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	769,412.76	0.18%	4.27%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	349,271.69	0.08%	3.98%
			2,439,034.62	1,956,533.85	0.46%	

Term Deposit

AMP	04/12/2023	BBB	2,000,000.00	2,000,000.00	0.47%	3.30%
AMP	17/07/2023	BBB	3,000,000.00	3,000,000.00	0.70%	4.00%
Australian Unity Bank	25/08/2023	BBB	4,000,000.00	4,000,000.00	0.93%	3.40%
Bank of Queensland	22/12/2023	BBB+	5,000,000.00	5,000,000.00	1.16%	1.20%
Bank of Queensland	28/03/2023	BBB+	3,000,000.00	3,000,000.00	0.70%	1.50%
Bank of Queensland	28/03/2024	BBB+	3,000,000.00	3,000,000.00	0.70%	2.40%
Bank of Queensland	31/05/2024	BBB+	3,000,000.00	3,000,000.00	0.70%	3.72%
Bendigo and Adelaide Bank	16/03/2023	BBB+	3,000,000.00	3,000,000.00	0.70%	1.20%
Commonwealth Bank	24/03/2023	AA-	2,000,000.00	2,000,000.00	0.47%	1.46%
Commonwealth Bank	23/06/2023	AA-	10,000,000.00	10,000,000.00	2.33%	3.94%
Commonwealth Bank	17/07/2023	AA-	10,000,000.00	10,000,000.00	2.33%	4.25%
Commonwealth Bank	28/03/2024	AA-	3,000,000.00	3,000,000.00	0.70%	2.43%
Commonwealth Bank	23/05/2023	AA-	5,000,000.00	5,000,000.00	1.16%	3.76%
Commonwealth Bank	21/04/2023	AA-	5,000,000.00	5,000,000.00	1.16%	3.81%
Commonwealth Bank	22/11/2023	AA-	5,000,000.00	5,000,000.00	1.16%	4.19%
Commonwealth Bank	12/12/2024	AA-	10,000,000.00	10,000,000.00	2.33%	4.63%
Commonwealth Bank	13/01/2025	AA-	5,000,000.00	5,000,000.00	1.16%	4.63%
Commonwealth Bank	27/11/2025	AA-	10,000,000.00	10,000,000.00	2.33%	4.60%
Macquarie Bank	03/03/2023	A+	1,000,000.00	1,000,000.00	0.23%	0.95%
Members Equity Bank	22/12/2023	BBB	5,000,000.00	5,000,000.00	1.16%	1.20%
Members Equity Bank	23/05/2023	BBB	4,000,000.00	4,000,000.00	0.93%	3.20%
NAB	16/03/2023	AA-	3,000,000.00	3,000,000.00	0.70%	1.15%
NAB	18/04/2023	AA-	5,000,000.00	5,000,000.00	1.16%	3.95%
NAB	31/05/2023	AA-	5,000,000.00	5,000,000.00	1.16%	2.90%
NAB	23/06/2023	AA-	5,000,000.00	5,000,000.00	1.16%	3.80%
NAB	14/07/2023	AA-	5,000,000.00	5,000,000.00	1.16%	4.10%
NAB	20/10/2023	AA-	5,000,000.00	5,000,000.00	1.16%	4.51%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.16%	3.49%
NAB	13/09/2024	AA-	5,000,000.00	5,000,000.00	1.16%	1.10%
NAB	08/09/2025	AA-	5,000,000.00	5,000,000.00	1.16%	0.82%
Police Credit Union SA	16/08/2023	Unrated	2,000,000.00	2,000,000.00	0.47%	0.65%
Westpac	22/12/2023	AA-	10,000,000.00	10,000,000.00	2.33%	1.25%
Westpac	16/03/2023	AA-	3,000,000.00	3,000,000.00	0.70%	1.13%
Westpac	25/03/2023	AA-	3,000,000.00	3,000,000.00	0.70%	1.48%
Westpac	31/05/2023	AA-	5,000,000.00	5,000,000.00	1.16%	2.95%
Westpac	23/06/2023	AA-	5,000,000.00	5,000,000.00	1.16%	3.80%
Westpac	03/10/2023	AA-	2,000,000.00	2,000,000.00	0.47%	4.20%
Westpac	17/10/2023	AA-	5,000,000.00	5,000,000.00	1.16%	4.44%
Westpac	20/10/2023	AA-	8,000,000.00	8,000,000.00	1.86%	4.57%

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Westpac	20/11/2023	AA-	10,000,000.00	10,000,000.00	2.33%	4.60%
Westpac	25/03/2024	AA-	3,000,000.00	3,000,000.00	0.70%	2.39%
Westpac	31/05/2024	AA-	5,000,000.00	5,000,000.00	1.16%	3.54%
Westpac	21/08/2023	AA-	6,000,000.00	6,000,000.00	1.40%	3.96%
			211,000,000.00	211,000,000.00	0.49	
Total			426,014,899.20	423,150,319.53	98.57%	

T-Corp

NSWTC IM Long Term Growth Fund	Unrated	5,000,000.00	5,030,538.33	1.17%
NSWTC IM Short Term Income Fund	AA	1,000,000.00	1,115,480.68	0.26%
		6,000,000.00	6,146,019.01	1.43%
Total		426,014,899.20	423,150,319.53	98.57%
Portfolio Total		432,014,899.20	429,296,338.54	100.00%

CTTE 01

**Minutes of the Strategic Panel meeting held on
28 November 2022**

Strategic Objective	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
File Ref	003171.2023
Report By	George Georgakis - Manager Council and Executive Services
Approved By	Farooq Portelli - Director Corporate Services

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Strategic Panel Meeting held on 28 November 2022.

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Strategic Panel Meeting held on 28 November 2022.
2. Endorse the actions in the Minutes.

REPORT

The Minutes of the Strategic Panel meeting held on 28 November 2022 are attached for the information of Council.

Responses to questions taken on notice from the meeting were provided to Councillors on 8 December 2022.

FINANCIAL IMPLICATIONS

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	<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 28 November 2022



MINUTES FROM STRATEGIC PANEL MEETING 28th OF NOVEMBER 2022

COUNCILLORS

Ned Mannoun	Mayor
Karess Rhodes	Councillor
Richard Ammoun	Councillor
Betty Green	Councillor
Nathan Hagarty (online)	Councillor
Peter Harle (online)	Councillor

COUNCIL ATTENDEES

Tina Bono	Acting Chief Executive Officer
David Smith	Director Planning & Compliance
Anna Rizos	Acting Director City Community & Culture
Raj Autar	Director City Infrastructure & Environment
Julie Scott	Acting Director Economy & Commercial Development
Jennifer Havilah (online)	Manager Communications
William Attard	Manager Development Assessment
George Georgakis	Manager Council & Executive Services
Jacqueline Newsome	Community Development Coordinator
Galavizh Ahmadi Nia	Manager Community Development
Neeraj Kumar	Acting Senior Property Manager
Luke Oste(online)	Coordinator Strategic Planning
Charles Wiafe	Manager Transport Management
Paul Perrett (online)	Director Corporate Services
Matthew Morris (online)	Acting Director of City Presentation\
Susie Najjar	Committees Officer

GUESTS

Andrew Battishall	Delivery Manager, Transport for NSW
Rikard Smit	Transurban
Catherine Orzinski	Senior Communications & Stakeholder Engagement Officer
Amy Barnes	Managing Director, Ngurra Advisory



OPEN

Meeting opened at 10:02am.

WELCOME, ATTENDANCE AND APOLOGIES

Mayor Mannoun opened the meeting and welcomed the Panel. No apologies were noted.

DECLARATIONS OF INTEREST

Nil

PRESENTATIONS

3.1 M7 Motorway, widening between Kurrajong Road, Prestons and Richmond Road, Oakhurst/Glendenning – Presentation by Transurban and Transport for NSW representatives

At Council's request, Transurban/Transport for NSW (TfNSW) representatives made a presentation and provided an update to the Mayor and Councillors regarding Transurban's project to the State Government, to widen the section of the M7 Motorway between 140m south of Kurrajong Road, Prestons and Richmond Road interchange, Oakhurst/Glendenning, excluding the section at the Light horse Interchange (the Project).

The representatives advised that the abovementioned section of the M7 Motorway currently experiences significant congestion. The widening is seen as a priority to address the current congestion, facilitate planned urban development including the Western Sydney Airport and accommodate future additional vehicle movements. It would reduce traffic congestion, improve traffic efficiency, travel time and enhance road safety.

Proposed Widening features:

1. Widening to three lanes in both directions between the M5 Motorway (140m south of Kurrajong Road, Prestons and Richmond Road interchange, Oakhurst/Glendenning within the central median M7 to three lanes in both directions between the M5 Motorway and Richmond Road utilising the central median.
2. No widening through Light Horse (M4/M7) interchange, instead use lane drop / gain arrangement
3. Existing bridges would be widened; noise walls, drainage infrastructure, and Intelligent Transport Systems (ITS) would be either upgraded or added.
4. A number of temporary construction ancillary features would be set up along and near to the M7 Motorway
5. Construction period of around 3 years



At this stage the NSW Minister for Planning has the decision for approval for the proposed M7 Widening.

Note, since the presentation, the State Government has accepted Transurban's proposal for the M7 Motorway widening.

Potential noise and vibration impacts during operation:

The representatives advised that approximately 250 properties along the Motorway section to be widened, including properties in Horsley Park, Middleton Grange and Elizabeth Hills would be eligible for consideration of noise mitigation measures.

The mitigation measures may include noise walls to reduce excess operational noise. During construction adjoining relevant properties would be monitored to address possible vibration noise.

Middleton Drive/Aviation Road Connection

It was noted and discussed that the M7 Widening interfaces with Council's proposed project to extend Middleton Drive under the Westlink M7 to connect Aviation Road.

The representatives advised that the M7 widening strategic design has not taken Council's project into consideration, but would work with Council for integrated design, after Transurban engages a consultant to prepare detailed designs for the M7 widening.

Queries & Discussion

Manager Transport Management requested TfNSW consider and include Council's project it has been working on in the past 18 months in the Motorway widening design.

The response was that the current plan does not include this however happy to work with council prior approved works to see if there is anything that can be merged at the same time. This would be pending government approval.

Manager Transport Management questioned if the residents have been informed about the proposed widening and the proposed noise walls to re-assure residents. In response, the representatives outlined that the project design layouts have been made public and residents are able to access this information.

Clr Rhodes questioned if there was traffic modelling information on the Hume Highway and Newbridge Road in particular at Light Horse Bridge. The TfNSW representative advised that he will reach out to his colleagues who are in charge of the Hume Highway and Newbridge Road projects and provide information later on.

Update: *Council staff are yet to receive the information requested. Staff will follow up and once provided, it will be forwarded to Councillors.*



3.2 Reconciliation Action Plan

The Managing Director of Ngurra Advisory presented a PowerPoint slideshow outlining the work completed on Liverpool's Reconciliation Action Plan (RAP) so far, as well as next steps in progressing this project to a final draft and endorsement from Reconciliation Australia.

The RAP will enable council to sustainably and strategically take meaningful action to advance reconciliation. The core pillars are relationships, respect & opportunities that provide tangible and substantive benefits for Aboriginal and Torres Strait Islander people, increasing economic equity and supporting First Nations self-determination.

Following today's presentation, Council staff will proceed to a public exhibition process for the draft RAP and seek endorsement from Reconciliation Australia. Once this process is finalised, a report will be brought to Council with a final draft for adoption.

Queries & Discussion

NIL

3.3 Positive Ageing Plan

Coordinator Community Development presented the draft Positive Ageing Plan. Positive ageing creates opportunities for individuals to achieve physical wellness and health as well as encourages participation by older people in social, economic, cultural and civic life. This plan will outline Council's goals in supporting Liverpool's ageing population, as well as reaffirm Council's commitment to the World Health Organisation's Global Network of Age Friendly Cities and Communities (GNAFCC).

Following today's presentation, Council staff will proceed to a public exhibition process for the draft Positive Ageing Plan. Once this process is finalised, a report will be brought to Council with a final draft for adoption.

4.1 Liverpool Civic Place Update

Acting Senior Property Project Manager mentioned that at the last strategic briefing the CFO mentioned there was an undrawn 50.1 million. An application was submitted to T Corp and on the 21st of November 2022 a presentation was conducted to T Corp. An answer is hoping to be received before Christmas.

Acting Senior Community Development & Planning mentioned the construction side of things seems to be on track at this stage.



4.2 100 Day Plan Update

The Acting CEO advised of the memo and status update on the 100-day plan which was provided to Councillors prior to the meeting. The status update provided an update on the progress of the various activities that are currently underway in the 100-day plan.

The Acting CEO advised that further details will be provided to Councillors in February 2023.

4.3 Development Applications update

Manager Development Assessment presented an update on major development applications and statistics for the DA Department.

Details on the statistics included:

- There are currently 921 outstanding development applications and increase from the time of last report.
- There were 109 DA's approved in October to November 2022 with a total value of \$233 million
- In October and November 2022, there were 74 new lots created.
- Number of dwellings/units approved by private certifier vs council from 1 January 2022; 807 (47.3%) by council and 899 (52.7%) by private certifier.
- Number of detached dwellings approved by Private Certifier vs council from January 2022 436 (39.21%) by council and 676 (60.79%) by private certifier.

Major DA's under Assessment discussed were:

- DA- 1080/ 2022 Riverside Stables, 155 Governor Macquarie Drive Chipping Norton – Construction of 10 story hotel development comprising of 73 hotel suites, basement car park, a centre based childcare facility, conference centre, administrative office spaces, and an outdoor terrace bar.
- DA-1090/2022- Lot 101 Buchan Avenue Edmonson Park – Construction of a 8 storey residential flat building comprising of 2 towers above a 2 story podium and 30 x 3 storey townhouses.



4.4 Strategic Planning Update

There are several plans submitted to council such as Holsworthy Town centre, Liverpool Hospital upgrades. The LEP review was mentioned and updated. There were 200 surveys that were completed in regard to the medium density. The Coordinator of Strategic Planning reported the developer workshop was a great success. Architects, planners and developers discussed a variety of topics and the result was very positive.

GENERAL BUSINESS

- i. Cllr Rhodes questioned if we knew the proposed star rating for the proposed new development on Governor Macquarie Drive.

Update: As provided in a response to Councillors on 8 December 2022, information has not been submitted with DA-1080/200 FOR 155 Governor Macquarie Drive Warwick Farm regarding the proposed star rating of the development. The information has been requested from the applicant.

- ii. Cllr Rhodes questioned if there is a lodged DA for the Grandstand Hotel in Warwick Farm. Her concern that it looks very unappealing as it is the main entrance into the Liverpool district. The Director of Planning and Compliance mentioned this will be taken on notice and will notify Cllr Rhodes of any updates to the site for potential works.

Update: As provided in a response to Councillors on 8 December 2022, no DA has been lodged for the Grand Stand Motel site, located at 7 Hume Highway, Warwick Farm. An inspection carried out by staff recently revealed security fencing is damaged in some areas. An emergency order will be issued to fix the security fence. Council has no legislative powers to order the owners to repair the dilapidated building if vacant and the property is secured.

- iii. Mayor Ned Mannoun asked for an update on the court case at Governor Macquarie Drive

Update: A response was provided to Councillors on 8 December 2022.

- iv. Cllr Ammoun has received queries from the public regarding 25-27 Governor Macquarie Drive and asked for an update and when this would commence.

Update: The enquiry relates to modification of the driveway to property No. 25-27 Governor Macquarie Drive, Warwick Farm to permit delivery of long construction equipment into and out of the property. The modification has been approved and the required civil works was completed in early December. The remaining works include line marking and landscaping. The line marking is scheduled to be completed before Christmas and the landscaping would be done in January 2023.

Mayor Mannoun declared the meeting closed at 11.55am.

QWN 01	Question with Notice - Cllr Hagarty - Senior Advisor / Policy Officer
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Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	013842.2023

QUESTION WITH NOTICE

Background

In October 2022 a question was taken on notice regarding QWN 01 (Question with Notice – Cllr Hagarty – Staff Vacancies) about a Senior Policy Officer role. The following response was provided:

The Senior Policy Officer role was advertised in April and no suitable applications were received.

The position was retitled to Senior Advisor in July at the request of the Acting CEO and readvertised. Positions are typically advertised on seek and Council's website.

A number of applications were received in the second round, and six or seven were interviewed by a panel of three staff members. A report was written with a recommendation for the A/CEO to consider.

Questions:

Please address the following:

1. Was the Senior Advisor position filled from the pool of those interviewed in the second round?
2. If not:
 - a. was a preferred candidate found for the Senior Advisor position during the second round?
 - b. is Council still seeking to fill the Senior Policy Officer / Senior Advisor role?

Response (provided by Corporate Services)

- 1. Was the Senior Advisor position filled from the pool of those interviewed in the second round?**

Council has not had success securing suitable applicants, therefore the position was not filled.

- 2. If not:**

- a. was a preferred candidate found for the Senior Advisor position during the second round?**
- b. is Council still seeking to fill the Senior Policy Officer / Senior Advisor role?**

A preferred candidate was not found for the Senior Advisor position during the second round.

Recruitment for the position is now on hold until later in the year when we are clearer about Council's position around advocacy.

ATTACHMENTS

Nil

QWN 02

**Question with Notice - Cllr Green - Progress of
Referred Investigation September 2022**

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	013989.2023

QUESTION WITH NOTICE

Background

At the Extraordinary Council Meeting of September 15, 2022, a motion was passed to write to the relevant legislative agencies asking for an urgent and immediate investigation to take place into the **alleged** leaking of confidential information.

The Office of Local Government was also to be notified of this motion.

Can Council please provide:

1. An update of the progress of the investigation.
2. If the investigation has completed, has Council received an official report and if not
 - a. what is the anticipated timeline to completion
 And if so,
 - b. When will Councillors be informed of the investigation outcome?

Response (provided by Acting Internal Ombudsman)

Council wrote to the Office of Local Government and Minister on 17 October 2022 asking for an urgent and immediate investigation to take place into the alleged leaking of confidential information. The Minister for Local Government responded that the matter "is being reviewed by our office and we will respond to you at our earliest convenience". No further response has been provided to Council.

In addition, Council wrote to NSW Ombudsman, ICAC, and NSW Police. The NSW Ombudsman responded that the matter is outside the jurisdiction of the NSW Ombudsman. ICAC and NSW Police requested further information.

Council is awaiting a concluded position from the Office of Local Government, ICAC and NSW Police before deciding on next steps.

ATTACHMENTS

Nil

QWN 03

**Question with Notice - Cllr Kaliyanda - Council
Maintenance of Sporting Venues and Facilities**

Strategic Objective	Liveable, Sustainable, Resilient Deliver a beautiful, clean and inviting city for the community to enjoy
File Ref	015565.2023

QUESTION WITH NOTICE

Please address the following:

1. What are Council's processes for determining whether maintenance of community sporting facilities/venues is required and is included as part of the capital works plan?
2. Is this different to the processes used for addressing urgent or unexpected repairs?
3. If so, what checks and balances are used to ensure maintenance is performed in a timely manner to the standard expected of Council?
4. Is there a separate budget allocation for emergency or unexpected works/maintenance of Council sporting venues or facilities?
5. How does Council ensure that all relevant contact points of Council are across the situation where such works or maintenance occurs?

Response (provided by City Presentation)

1. **What are Council's processes for determining whether maintenance of community sporting facilities/venues is required and is included as part of the capital works plan?**
 - Capital works planning and developing Social infrastructure is managed via LCC guidelines. These projects are delivered by Infrastructure and Environment in conjunction with Properties.
 - Final stage of the delivery process is to ensure funds are allocated for ongoing maintenance prior to handing over to City Presentation / Community and Culture

2. Is this different to the processes used for addressing urgent or unexpected repairs?

- Dependent on the extent of the urgent /unexpected repairs, it may be covered within the budget. High cost urgent and unexpected repairs may be over and above budget and it will require an application for additional funding.

3. If so, what checks and balances are used to ensure maintenance is performed in a timely manner to the standard expected of Council?

- Facilities perform maintenance to the relevant Schedule and/or AU/NZ standards. IE: Fire, HVAC, Electrical reticulation, hydraulic, HVAC, Fall arrest, HAZMAT remediation, other as required.
- Works carried out under the contract RCL are inspected upon practical completion.
- Unforeseen breakdowns and vandalism are “made good” in the first instance then detail repairs are made as soon as practical.

4. Is there a separate budget allocation for emergency or unexpected works/maintenance of Council sporting venues or facilities?

- For emergency works <\$10k facilities use the allocated “Repair and Maintenance” budget which we hold. All recurrent maintenance is provided by Community & Culture – Recreation and Community Facilities.
- Recreation and Community Facilities also provide funding for minor capital.<\$50k

5. How does Council ensure that all relevant contact points of Council are across the situation where such works or maintenance occurs?

- Facilities will provide correspondence to Recreation and Community on any scheduled or unforeseen repair works. Recreation then decipher that information to relevant parks stakeholders.

ATTACHMENTS

Nil

NOM 01

10th Anniversary of Montenegro Park

Strategic Objective	Healthy, Inclusive, Engaging Deliver great and exciting events and programs for our people and visitors
File Ref	013960.2023
Author	Nathan Hagarty - Councillor

BACKGROUND

Council opened Montenegro Park, Moorebank in 2013. To commemorate the 10th anniversary, the local Montenegrin community would like to mark the occasion with a small ceremony.

Council's civic events team have been working with a representative from the community to ascertain the scope and estimated budget for the proposed event. They estimate a total cost to Council for the event of \$6300.

All Civic functions outside of official park openings and other endorsed Civic events require a Council resolution to allocate budget and resourcing.

NOTICE OF MOTION

That Council:

- commemorate the 10th anniversary of the opening of Montenegro Park with a small civic event involving the planting of a Eucalyptus and Olive tree to symbolise the bonds between Australia and Montenegro; and
- Allocate \$6300 from the civic events budget for the event.

CHIEF EXECUTIVE OFFICER'S COMMENT

Should this motion be supported, Council staff will contact the Montenegro community to:

1. Discuss infrastructure requirements.
2. Tree planting of the olive and eucalyptus trees.
3. Infrastructure requirements for the day.

Estimated costs associated for the 10th Anniversary commemoration is \$6300.00 (including a Council staff member).

FINANCIAL IMPLICATIONS

Estimated costs associated with this motion for Montenegro Park will be funded from the Civic budget for 2022-23.

ATTACHMENTS

Nil

NOM 02**Medicare Psychology Services**

Strategic Objective	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	015381.2023
Author	Fiona Macnaught - Councillor

BACKGROUND

Last December the Federal Government took the decision to slash access to psychology services for our community. This decision went directly against the recommendations of the extensive government-commissioned evaluation of Medicare psychology services, conducted by the University of Melbourne. This, at a time when interest rates and the cost of living pressures are mounting, is an abandonment of our most vulnerable people.

Statistics illustrate that up to 40 percent of people aged 15-24 years report suffering from a mental health condition. The majority of access to Medicare funded psychology services has been provided to young people within the community, particularly young women. Extensive research indicates that 18-20 psychology sessions is required to assist with moderate mental health issues – a far cry from the 10 sessions the government has landed on.

NOTICE OF MOTION

To support the health of our community, council must resolve to:

1. Write to the Federal Health Minister, the Hon Mark Butler MP, expressing its objection in the strongest terms to the slashing of Medicare funded psychology services, and immediately call for the reinstatement of 20 Medicare funded sessions;
2. Write to local Federal MPs Ms Anne Stanley, MP and Ms Dai Le, MP to encourage their support of the reinstatement of the previous level of mental health care, 20 sessions, for our community; and
3. Write to Ms Jenny Ware, MP, to congratulate her on her advocacy petitioning the Federal Government to reverse their slashing of mental health funding, and reiterate Council's support for the reinstatement of 20 Medicare funded psychology sessions.

CHIEF EXECUTIVE OFFICER'S COMMENT

Should this Notice of Motion be supported Council will write to the nominated public official.

FINANCIAL IMPLICATIONS

There are no financial implications for Council.

ATTACHMENTS

Nil