COUNCIL **AGENDA**

ORDINARY COUNCIL MEETING

3 February 2021







You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held **ONLINE** on **Wednesday**, **3 February 2021** commencing at 6.00pm.

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

Dr Eddie Jackson

E Jackson

CHIEF EXECUTIVE OFFICER

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MINUTES OF THE ORDINARY MEETING HELD ON 16 DECEMBER 2020

PRESENT VIA VIDEO CONFERENCING:

Mayor Wendy Waller

Councillor Ayyad

Councillor Balloot

Councillor Hadchiti

Councillor Hadid

Councillor Hagarty

Councillor Harle

Councillor Kaliyanda

Councillor Karnib

Councillor Rhodes

Councillor Shelton

Dr Eddie Jackson, Chief Executive Officer

Mr George Hampouris, Acting Director City Corporate

Ms Tina Bono, Acting Director City Community and Culture

Mr David Smith, Acting Director City Economy and Growth

Mr Peter Patterson, Director City Presentation

Mr Raj Autar, Director City Infrastructure and Environment

Mr John Morgan, Director Property and Commercial and Development

Mr Vishwa Nadan, Chief Financial Officer

Mr Thomas Wheeler, Heritage Officer

Mr George Georgakis, Manager Council and Executive Services

Ms Susan Ranieri, Coordinator Council and Executive Services (minutes)

The meeting commenced at 6.00pm.

STATEMENT REGARDING WEBCASTING OF MEETING

The Mayor reminded everyone that in accordance with Council's Code of Meeting Practice the meeting is being livestreamed.

ACKNOWLEDGMENT OF COUNTRY, PRAYER OF COUNCIL AND AFFIRMATION TO BE READ BY The prayer of the Council was read by the Chief Executive Officer, Dr Eddie Jackson.

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

APOLOGIES

Nil.

CONDOLENCES

Nil.

CONFIRMATION OF MINUTES

Motion: Moved: Clr Shelton Seconded: Clr Hagarty

That the minutes of the Ordinary Meeting held on 25 November 2020 be confirmed as a true record of that meeting subject to the following amendment:

Declarations of Interest – Item CONF 03 (as shown on page 13 of the 16 December 2020 Council Agenda) to correct Clr Hagarty to "Clr Hadchiti personally knows one of the nominees."

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

DECLARATIONS OF INTEREST

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

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: CIr Shelton has had business dealings in the past with one of the parties

involved and also knows several of the individuals.

Clr Shelton remained in the virtual meeting for the duration of this item.

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

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: Clr Rhodes knows of people in the course of community engagements

who have been nominated for that committee.

Clr Rhodes remained in the virtual meeting for the duration of this item.

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

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

COM 02: Macarthur FC A-League Sponsorship.

Reason: CIr Hadchiti is a foundation member of the club.

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: CIr Hadchiti knows some of the nominees in his capacity as a Councillor.

CIr Hadchiti remained in the virtual meeting for the duration of these items.

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

COM 02: Macarthur FC A-League Sponsorship.

Reason: CIr Hagarty is a foundation member of the club.

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: Clr Hagarty knows some of the nominees in his capacity as a Councillor.

Clr Hagarty remained in the virtual meeting for the duration of these items.

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

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: Clr Kaliyanda serves on a board with one of the community

representatives.

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

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

CONF 02: Tourism and CBD Committee – New Community Representatives.

Reason: Clr Balloot knows some of the nominees in his capacity as a Councillor.

Clr Balloot remained in the virtual meeting for the duration of this item.

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Clr Shelton declared a non-pecuniary, less than significant interest, during discussion on the following item:

CONF 07: Interim Heritage Order - 122 Atkinson Street, Liverpool

Reason: Clr Shelton is a member of the Liverpool and District Historical Society.

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

CONF 07: Interim Heritage Order - 122 Atkinson Street, Liverpool

Reason: CIr Hagarty is a member of the Liverpool and District Historical Society.

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

CONF 07: Interim Heritage Order - 122 Atkinson Street, Liverpool

Reason: Clr Kaliyanda is a member of the Liverpool and District Historical Society.

PUBLIC FORUM

Presentation - items not on agenda

Nil.

Representation – items on agenda

Nil.

MAYORAL MINUTE

Nil.

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

CITY ECONOMY AND GROWTH REPORT

ITEM NO: EGROW 01 **FILE NO:** 292594.2020

SUBJECT: Draft Urban Cat Management Plan

COUNCIL DECISION

Motion: Moved: Clr Rhodes Seconded: Clr Kaliyanda

That Council:

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: EGROW 02 **FILE NO:** 314965.2020

SUBJECT: Enforcement Policy Review

COUNCIL DECISION

Motion: Moved: Clr Rhodes Seconded: Clr Harle

That Council receive and note the report and refers the Standard to the Audit, Risk and Improvement Committee (ARIC) to address risk and processes and report back to June Council Meeting to better enable Councillor assessment of the effectiveness of the Enforcement Standard by June 2021.

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

CITY COMMUNITY AND CULTURE REPORT

ITEM NO: **COM 01** FILE NO: 302449.2020

SUBJECT: Endorsement of membership to the Community Safety and Crime Prevention

Advisory Committee 2020 - 2022

COUNCIL DECISION

Motion: Seconded: CIr Hadid Moved: Clr Kaliyanda

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

- Liverpool City Police Area Command;
- Scott Street Clinic:
- MTC Australia;
- Hume Community Housing Association;
- Department of Communities and Justice:
- PCYC Liverpool;
- Liverpool Fairfield Suicide Prevention Network, Lifeline Macarthur;
- South Western Sydney Local Health District (SWSLHD) Drug Health Services;
- South Western Sydney Local Health District (SWSLHD) Domestic Violence Services;
- South Western Sydney Local Health District (SWSLHD) Trauma Department;
- Liverpool Neighbourhood Connections;
- University of Wollongong; and
- Drug and Alcohol Multicultural Education Centre (DAMEC).

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: COM 02 **FILE NO:** 316491.2020

SUBJECT: Macarthur FC A-League Sponsorship

COUNCIL DECISION

Motion: Moved: Clr Ayyad Seconded: Clr Hadchiti

That:

- Council place option 3 package for sponsorship of \$25,000 ex GST to Macarthur Football Club (as shown on pages 105 and 110 of the Agenda) on public exhibition for 28 days; and
- 2. The sponsorship package be finalised subject to a letter of support from Macarthur FC for a stadium (that includes playing games) in the Liverpool LGA.

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

Councillors voted unanimously for this motion.

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

CITY CORPORATE REPORT

ITEM NO: CORP 01 **FILE NO:** 324061.2020

SUBJECT: Conflict of Interest Policy

COUNCIL DECISION

Motion: Moved: Clr Shelton Seconded: Clr Hadid

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: CORP 02 **FILE NO:** 328216.2020

SUBJECT: Investment Report November 2020

COUNCIL DECISION

Motion: Moved: Clr Shelton Seconded: Clr Rhodes

That Council receives and note this report.

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

CITY INFRASTRUCTURE AND ENVIRONMENT REPORT

ITEM NO: INF 01

FILE NO: 314649.2020

SUBJECT: Local Roads and Community Infrastructure Program

COUNCIL DECISION

Motion: Moved: Clr Hagarty Seconded: Clr Kaliyanda

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

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Chairperson

ITEM NO: INF 02

FILE NO: 325778.2020

SUBJECT: Clean Air for Liverpool

COUNCIL DECISION

Motion: Moved: Clr Rhodes Seconded: Clr Harle

That:

1. Council receives and notes this report;

- 2. The report and further statistics be reported to the Workshops to review the DCP LEP and BASIX; and
- 3. Council prepare a report on the costings and possibility of monitoring air quality changes at all major traffic routes through Liverpool in an ongoing air monitoring program.

Foreshadowed motion: Moved: CIr Hagarty Seconded: CIr Balloot

That Council receives and notes this report.

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

COMMITTEE REPORTS

ITEM NO: CTTE 01 **FILE NO:** 310819.2020

SUBJECT: Minutes of the Environment Advisory Committee Meeting held on 19 October

2020

COUNCIL DECISION

Motion: Moved: Clr Rhodes Seconded: Clr Harle

That Council:

- 1. Staff prepare a report on best practice on various methods of Waste to Energy initiatives and present this back to the Strategic Panel;
- 2. Receive a report from Council staff on the issue of the contributions gap funding, after referring it to the Audit, Risk and Improvement Committee (ARIC), Strategic Panel and the Contributions Steering Committee for Councillor advice;
- Defer decisions on supporting the Wild Deer Management Program until it can be confirmed how many deer are in the Liverpool LGA and refer it back to the Environment Advisory Committee (EAC) for further discussion; and
- 4. Receives and notes the Minutes of the Environment Advisory Committee Meeting held 19 October 2020.

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: CTTE 02 **FILE NO:** 313692.2020

SUBJECT: Minutes of the Liverpool Youth Council Meeting held Tuesday 10 November

2020

COUNCIL DECISION

Motion: Moved: Clr Hadid Seconded: Clr Harle

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: CTTE 03 **FILE NO:** 320117.2020

SUBJECT: Minutes of the Liverpool Pedestrian, Active Transport and Traffic Committee

meeting held on 18 November 2020

COUNCIL DECISION

Motion: Moved: CIr Hadchiti Seconded: CIr Hadid

That Council:

Adopts the recommendations of the Committee (to items 1-11 as shown below);
 and

 Direct the CEO, after consulting with the committee, to prepare a plan for a treatment to the round-a-bout located at Brickmakers Drive, Christiansen Boulevard and Greenview Drive, Georges Fair which ensures a safer crossing route for pedestrians.

Recommendations of the Committee:

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

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

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

- Approve in principle the proposed pedestrian refuge at the intersection of Strzlecki
 Drive and Schoeffel Grove as well as minor intersection treatments at Strzlecki Drive
 and Singleton Street and Strzlecki Drive and Rosedale Circuit intersections.
- Detailed design of these facilities be prepared and submitted for further consideration at the February meeting.

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

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

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

 Approves the proposed mountable roundabout at the intersection of Road no.4 and Broadacre Street and associated signs and linemarking scheme.

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 Detailed design of the roundabout including swept path analysis, tree planting and associated signs and linemarking to be submitted to TfNSW for endorsement prior to construction.

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

Approves the proposed signs and linemarking scheme.

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

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

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

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

Item 8 - Brighton Lakes Development, Moorebank - Linemarking Scheme

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

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

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

Item 10 - Items approved under delegated authority

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

Item 11 - Dates for the 2021 Committee Meetings

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

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

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: CTTE 04 **FILE NO:** 320526.2020

SUBJECT: Minutes of Strategic Panel Meeting held on 9 November 2020

COUNCIL DECISION

Motion: Moved: Clr Kaliyanda Seconded: Clr Karnib

That Council receive and note the Minutes of the Strategic Panel Meeting held on 9 November 2020.

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

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ITEM NO: CTTE 05 **FILE NO:** 322508.2020

SUBJECT: Minutes of Budget Review Panel 17 November 2020

COUNCIL DECISION

Motion: Moved: Clr Hadid Seconded: Clr Harle

That Council adopts the minutes of the Budget Review Panel meeting held on 17 November 2020.

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

QUESTIONS WITH NOTICE

ITEM NO: QWN 01 **FILE NO:** 313472.2020

SUBJECT: Question with Notice - Clr Ayyad - Civic Place

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

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

What does that equate to in percentages?

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

Please answer the following questions:

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

Response

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

61 survey respondents

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

188 survey respondents

What does that equate to in percentages?

24.5 per cent in favour 75.5 per cent against

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021



This is a very sad post for me to write however I feel obliged to say something about this as it will effect all of us now and our kids into the future.

When our Council building burnt down, we bought our current building using the insurance money (almost an even swap) and then decided we would build a new building and lease it out to a University.

The building was supposed to have a library and desperately needed parking for our community. The cost was \$85m and it was supposed to be finished in 2019.

Today in 2020, the project still doesn't have planning approval and the cost has blown out to \$195 million!!!

The building is 35% larger now so the cost should be \$115m, not \$195m.

There also isn't any significant amount of community parking and what is extremely scary is that no tenant has signed up to be in the building.

It's a project that will be great for Liverpool, but it's not something we can afford at a \$195m.

If council goes ahead with this, it will be a bigger mistake than the Oasis which set us back a decade and where millions of \$\$\$ of ratepayers money disappeared under Labor's watch.

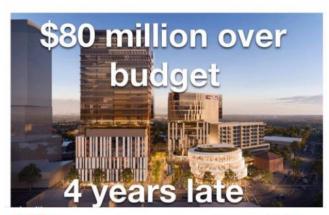
Our roads and parks will suffer because we will be in a sea of debt and we will be forced to sell community land - mark my words,

Council is now doing a survey about this and want to know how you feel. Please take 1 minute out of your day and answer the few questions and let them know how you feel.

Please click on the link and share it and make your voice heard.

https://listens.liverpool.nsw.gov.au/liverpool-civic...

Liverpool Civic Place



147

55 comments 37 shares

What are the 'factual errors' contained in that post?

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The post suggested and portrayed a misconception that Council was not managing the project in a prudent manner, resulting in a budget blowout and delay in completion.

Responses to the factual errors are as set out below:

The increase in the cost of project is due to:

 Liverpool Civic Place (LCP) has evolved into a larger project on a larger site since 2016. It will have the biggest library in South West Sydney, which is almost twice the size of that initially proposed. The community Civic Plaza at LCP is almost three times the size of the original public plaza. The new LCP office plans will accommodate Liverpool City Council, as the major tenant, and now will also include state-of-the-art childcare facilities.

Community Parking provision:

There will be provision for at least 150 public/community car parking spaces at LCP.
 Potentially an additional 150 public/community car parking spaces could be utilised after hours and on weekends to further invigorate businesses in the southern end of Liverpool's CBD.

The delay in the project was due to:

- NSW Government approval for rezoning Local Environment Plan 2008 Amendment
 52. This delayed the project by at least two years;
- The LCP Early Works DA has been approved, with the LCP Master Plan DA determination received in July 2020 and the Council Works DA expected in the first half of 2021.

Roads and Parks impact:

The project will be funded by a combination of NSW Treasury Corporation (a NSW Government agency) and commercial loans. The loan will be repaid in 20 and 25 years, mainly from commercial rent income from Council properties. At the end of the project, ratepayers will have a community asset worth considerably more than the \$195 million capital cost. There will be no impact on core community services.

Who posted it?

Mr. Ned Mannoun

Please provide a copy of that post.

As attached.

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ITEM NO: QWN 02 **FILE NO:** 313507.2020

SUBJECT: Question with Notice - Clr Kaliyanda - Liverpool Bike Plan: Implementation

Status

Please address the following:

1. What is the current status of the Liverpool Bike Plan 2018-2023? What measures or aspects of the Bike Plan have been implemented to date?

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

Response

1. What is the current status of the Liverpool Bike Plan 2018-2023? What measures or aspects of the Bike Plan have been implemented to date?

The Liverpool Bike Plan 2018-2023 (the Bike Plan) is a high-level planning document that outlines the provision of bicycle-related infrastructure within the LGA. In this regard, it provides strategic direction and a plan of action for the provision of cycleways, bicycle facilities and the promotion of cycling within Liverpool.

The Bike Plan is an active document that has been informing Council's priority program for the construction and expansion of the cycling network within Liverpool. While the Bike Plan identifies a range of elements, Council's priority has been:

- provision of missing cycleway links along the existing regional and strategic routes;
- provision of new cycleways along the identified strategic routes to continue to expand the regional network and to improve connectivity between the key urban centres; and
- associated signage and pavement markings.

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Since the commencement of this Bike Plan, Council has progressively constructed around 5km of new cycleways with a further 2.5km planned for the current program year, as shown below.

Year	Length	Location						
2017-18	1.6 km	Wagga Wagga Street, Prestons						
		2. Braidwood Drive, Prestons						
		3. Jedda Road, Prestons						
		4. Newbridge Road, Chipping Norton						
2018-19	1.5 km	Newbridge Road, Chipping Norton						
		2. Hume Highway, Casula						
		Hume Hwy (around Apex Park), Liverpool						
2019-20	1.5 km	Newbridge Rd, Chipping Norton						
		2. Hume Highway, Casula						
		3. Remembrance Avenue, Warwick Farm						
		4. Hume Highway, Warwick Farm						
2020-21	2.5 km	Governor Macquarie Drive, Chipping Norton						
(planned works)		2. Newbridge Road, Moorebank						
		3. Hume Highway, Lurnea						
		4. Hall Circuit, Middleton Grange						
		5. M7 Links at Inverell Avenue and Middleton Drive						

2. What impact has COVID-19 had on the usage of the existing bike infrastructure?

Transport Findings, an interdisciplinary journal sponsored by several Sydney universities, recently released findings of a research into cycling in Sydney during COVID-19 social distancing and lockdown restrictions. The research, which was conducted by the Faculty of Built Environment of the University of New South Wales, shows a general increase in the uptake of urban cycling during the COVID pandemic. Some of the findings from the survey that supported the research found that:

- more cyclists were observed than usual.
- lower traffic volumes positively influenced cycling due to improved safety.
- more families and children were cycling for recreation and exercise.

Please refer to the full article (attached): Lock, Oliver. 2020. "Cycling Behavior Changes as a Result of COVID-19: A Survey of users in Sydney". *Transport Findings*, June.

3. How have we engaged with the State or Federal Governments to acquire available data in relation to this?

The most current data is available in the attached article referenced above.

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	2021															

4. A core element of the Bike Plan was the development and implementation of wayfinding signage in relation to the bike paths and infrastructure. What is the status of the implementation of this? What discussions have taken place with other organisations, i.e. Western Sydney Parklands, in relation to this?

Council's key priority for implementation has been the provision of cycleways and associated missing links along the strategic routes to improve access and connectivity across the regional network. In this regard, Council has been constructing 1.5km of cycleway annually for the last five years at an average annual cost of \$1M.

Council intends to implement wayfinding signage progressively from the next program year and will be installing wayfinding signage on strategic routes at the focal points identified in the Bike Plan. Key destinations such as the Western Sydney Parklands will also be considered in the wayfinding strategy.

5. How has Council sought partnerships and worked with other organisations in order to address this issue?

Transport for New South Wales (TfNSW) is Council's key partner in the provision and management of active transport infrastructure. TfNSW has continued to provide funding assistance to enable Council to meet the objectives of the Bike Plan. Council was recently successful in securing grant funds of \$1.7M from TfNSW, which will enable the construction of 2.5 km of cycleways this year.

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ITEM NO: QWN 03 **FILE NO:** 313622.2020

SUBJECT: Question with Notice - Clr Kaliyanda - Green Star Rating Scheme Changes

Please address the following:

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

Response

1. Given the significant changes to the benchmarks used to determine Green Star Ratings, how do current and future council buildings perform against the new benchmarks?

The Green Star rating system assesses the sustainability of buildings at various stages of their life cycle. This includes the design stage, post-construction stage and interior fit-outs. The performance rating tool is based on a scale from 1 to 6 Green Stars, with 1 being minimum practice and 6 being world leadership.

The extent of impacts of the benchmark changes depends on the level of Green Star rating being pursued. The highest rating (6 Star World Leadership) requires zero operational carbon emissions. A 5 Star Australian Excellence Green Star building will need to be net zero ready, so that by 2023 they will source their electricity from 100 per cent renewables. A 4 Star Green Star building will need to have 10 per cent less upfront and operational emissions than current NCC requirements.

The Green Building Council of Australia (GBCA) has revised the benchmarks used by the Green Star rating tool to set clearer expectations for buildings, ensuring lower carbon emissions, enhancement of ecological values of the site, reduction of environmental impacts and reduction of operational waste. The key changes made to the benchmarks focus on the reduction of energy and emissions.

Some of Council's existing buildings would not meet the revised Green Star benchmarks. However, there is no requirement to reassess existing buildings against the new benchmarks. It may be a voluntary consideration during future major refurbishments of the buildings.

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The assessment of future Council buildings against the new benchmarks is already underway. The performance of the Liverpool Civic Place has been assessed against the new benchmarks utilising the revised Green Star tool. The Civic Building is designed to achieve a 5 Star certification.

2. What impact will this have on other significant developments in the Liverpool LGA?

Increased measures could be considered by developers if they would like to achieve and maintain Green Star Certification. Given that Green Star is a voluntary rating system, there is no legal or planning requirements to achieve this certification.

Energy requirements under the National Construction Code (NCC) have been mandatory since mid-2020. The upgraded Green Star rating tool considers the NCC energy requirements. These requirements aim to improve the environmental and sustainability performance of buildings and will provide a further avenue for future development to incorporate sustainability mechanisms into the design of their buildings.

It is important to note that the NCC energy requirements primarily relate to Class 3-9 buildings under the NCC, which include but are not limited to buildings such as hotels/motels, schools, office buildings, shopping centres, warehouses, industrial buildings and hospitals.

3. How will this impact the assessment process of such developments, especially when they are considered by the Design Excellence Panel (DEP)?

All significant developments that are required to demonstrate compliance with the NCC energy requirements will be accompanied by a technical report with recommendations to be incorporated into the development. These reports will be reviewed and if deemed satisfactory will form part of conditions of consent.

The SEPP 65 Design Quality Test is the framework used by Council's Design Excellence Panel to assess proposed developments that are being considered by the panel. Sustainability is one of the measures used in the test to assess the quality of the proposed development. Council will continue to encourage the Design Excellence Panel to adopt best practice sustainability measures, including promoting the updated Green Star rating certification for new buildings.

4. What other impacts will the changes to these benchmarks have in the Liverpool LGA?

Voluntary Green Star certification under the new benchmarks enhances the value of a building through increased resilience to climate change and natural disasters, lower emissions, and reduced energy and operational costs. The new benchmarks will also drive design innovation and supply chain transformation.

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ITEM NO: EGROW 03 **FILE NO:** 321586.2020

SUBJECT: Planning proposal request to rezone land and amend development standards

at Lot 6 Newbridge Road, Moorebank

COUNCIL DECISION

Motion: Moved: CIr Rhodes Seconded: CIr Hadchiti

That Council:

1. Receive and note this report;

- 2. Continue to negotiate with the proponent around issues of density, flood mitigation;
- Note the correspondence from the Department of Planning, Industry and Environment dated 10 December 2020 that Council finalise the Regional Flood Evacuation Study and that the Study informs those planning proposals in the Moorebank East precinct prior to forwarding planning proposals in this precinct to DPIE for a Gateway determination;
- 4. Invite the proponent to work with Council Officers on an amended planning proposal that also investigate opportunities to collaborate with neighbouring developments, Canterbury Bankstown Council and the State Government for the possible inclusion of a bridge crossing the Georges River;
- 5. Defer a decision on whether to forward this planning proposal request to the Department of Planning, Industry and Environment for a Gateway determination until after the Regional Flood Evacuation Study and further report to Council regarding issues in (2) above has been completed in April 2021; and
- 6. Consider options for the design and construction of a fully accessible shared path along the Georges River.

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

Councillors voted unanimously for this motion.

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ITEM NO: EGROW 04 **FILE NO:** 328465.2020

SUBJECT: Planning proposal request to rezone land and amend development standards

at 124 Newbridge Road, Moorebank

COUNCIL DECISION

Motion: Moved: Clr Hadchiti Seconded: Clr Harle

That Council:

1. Receive and note this report;

- Note the correspondence from the Department of Planning, Industry and Environment dated 10 December 2020 that Council finalise the Regional Flood Evacuation Study and that the Study informs those planning proposals in the Moorebank East precinct prior to forwarding planning proposals in this precinct to DPIE for a Gateway determination; and
- Delegate authority to the CEO to finalise the preparation of a planning proposal and refer to the Department of Planning, Industry and Environment for a Gateway determination on satisfactory completion of all satisfaction completion of all outstanding issues.

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

Councillors voted unanimously for this motion.

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ITEM NO: CORP 03 **FILE NO:** 328856.2020

SUBJECT: Annual Financial Reports 2019/20

COUNCIL DECISION

Motion: Moved: Clr Shelton Seconded: Clr Hagarty

That Council receives and adopts this report.

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

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PRESENTATIONS BY COUNCILLORS

Nil.

NOTICES OF MOTION

ITEM NO: NOM 01 **FILE NO:** 332226.2020

SUBJECT: Local and Regional Planning Panels

Background

Locals must have a say in the kind of development that occurs in their communities.

Unfortunately this opportunity has been consistently eroded, especially over the last 4 years. The expansion of exempt and complying development and stripping Councillors of their right to determine DAs are two such examples.

The only way for locals to have their say to the actual decision makers is to attend planning panel meetings.

These meetings are all too often held at inconvenient times during the work day.

Local Planning Panel meetings are usually held at 2pm, a time when many residents are either at work or doing the school run.

This only adds to the perception that community voices are being cut out of the planning process.

NOTICE OF MOTION (submitted by Clr Hagarty)

That Council direct the CEO to write to both the Local Planning Panel and Sydney Western City Planning Panel requesting panel meetings be held at more appropriate times to allow community feedback.

COUNCIL DECISION

Motion: Moved: Clr Hagarty Seconded: Clr Hadid

That Council direct the CEO to write to both the Local Planning Panel and Sydney Western City Planning Panel requesting panel meetings be held at more appropriate times to allow community feedback.

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

Minutes of the Ordinary Council Meeting held on Wednesday, 16 December 2020 and confirmed on Wednesday, 3 February 2021

ITEM NO: NOM 02 **FILE NO:** 332243.2020

SUBJECT: Urban Heat Planning

Background

Urban heat is a significant and growing issue for Western Sydney. The WSROC Urban Heat toolkit (attached) has been developed to help local councils strengthen local planning provisions to reduce the impacts of heat.

WSROC recently released a final draft of the Urban Heat Planning Kit for Council's consideration and input.

Western Sydney is experiencing an increasing number of hot, very hot and extremely hot days and heatwaves, and yet we are building new dwellings and communities that fail to provide adequate mitigation measures that address these rising temperatures.

In the Western City we are failing to provide communities that are in fact as LIVEABLE under the new and emerging climatic conditions. We are still delivering communities that were suitable before the rising temperatures and or are geographically located in areas closer to the central city that benefit through established infrastructure.

The Western City - Liverpool - is more so affected by the rising temperatures than any other areas because we do not have the benefit of sea breezes and have to contend with both hot Westerlies and blustering Southerlies.

State planning instruments do not account for possible variants that are a result of geographical location and or lack of infrastructure which makes a mockery of their one size fits all planning instruments and deprives our citizens of as LIVEABLE communities as should be being provided.

The workshops proposed in this motion would deliver the opportunity for Liverpool Council to consolidate into precise documentation what Council has already implemented or plans to implement in the way of heat and cooling mitigation measures, together with the individual past motions by Councillors that have addressed certain aspects of mitigation, as well as provide the opportunity to examine what other Councils have done and provide the platform for all Councillor's input to address their individual ideas through which heat and cooling mitigation can be included in Council's DCP and LEP planning documents.

Further to the workshops, we as Councillors understand that all Councils are hobbled by what they can achieve individually through their LEP and DCP's. There is the need as proposed in this motion for a joint effort by all Councils in the Western City to call on the DPIE to engage with local government in the Western City and carry out a much needed revision of the State Government BASIX.

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We as a Council have an obligation to our citizens to fight against the one size fits all State Planning regulations. We need to have our geographical location and prevailing weather conditions, lack of transportation infrastructure together with the rising temperatures recognised and considered by the DPIE. There is a need for these specific and current conditions to be addressed in BASIX, SSEP and Controlled Developments planning instruments that will enable the citizens of Liverpool to live in an environment that meets their needs and gives them a quality of life in a city that is truly LIVEABLE.

I ask all Councillors to vote in favour of this motion.

NOTICE OF MOTION (submitted by Clr Rhodes)

That Council:

- 1. Hold Councillor workshops in April 2021 to discuss the WSROC Urban Heat Planning Kit and address:
 - The current status of provision of Urban Heat Planning in Liverpool Councils DCP and LEP;
 - b) The further integration of Urban Heat Planning mitigation into Liverpool Council's LEP and DCP and BASIX;
 - c) Other possible ways to introduce new initiatives that will encourage more resilient and sustainable communities in the Liverpool LGA; and
 - d) Examine how other Councils have already addressed the same issues.
- Write to WSROC expressing our support for their initiative for all Councils in the Western City to engage in a joint submission to DPIE calling for the revision of the BASIX; and
- 3. Write to all Western City Council's requesting their support in the joint submission to DPIE.

COUNCIL DECISION

Motion: Moved: Clr Rhodes Seconded: Clr Harle

That Council:

- 1. Hold Councillor workshops in April 2021 to discuss the WSROC Urban Heat Planning Kit and address:
 - The current status of provision of Urban Heat Planning in Liverpool Councils
 DCP and LEP;
 - b) The further integration of Urban Heat Planning mitigation into Liverpool Council's LEP and DCP and BASIX;

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- c) Other possible ways to introduce new initiatives that will encourage more resilient and sustainable communities in the Liverpool LGA; and
- d) Examine how other Councils have already addressed the same issues.
- Write to WSROC expressing our support for their initiative for all Councils in the Western City to engage in a joint submission to DPIE calling for the revision of the BASIX; and
- 3. Write to all Western City Council's requesting their support in the joint submission to DPIE.

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

RECESS

Mayor Waller called a recess at 7.43pm.

RESUMPTION OF MEETING

Mayor Waller resumed the meeting at 7.53pm in open session.

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CONFIDENTIAL ITEMS

ITEM NO: CONF 01 **FILE NO:** 317496.2020

SUBJECT: Acquisition of Pt Lot 972 in DP 1247475 being Part of 45 Seventh Avenue,

Austral for open space purposes

COUNCIL DECISION

Motion: Moved: Clr Shelton Seconded: Clr Hadid

That Council:

- 1. Approves the acquisition of part of Lot 972 in DP 1247475, being part of 45 Seventh Avenue, Austral for the price and terms outlined in this report;
- Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; and
- 3. Authorises the CEO or his delegated officer to execute any document, under Power of Attorney, necessary to give effect to this decision.

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

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ITEM NO: CONF 02 **FILE NO:** 318504.2020

SUBJECT: Tourism and CBD Committee - New Community Representatives

COUNCIL DECISION

Motion: Moved: Clr Hadid Seconded: Clr Harle

That Council:

- 1. Change the number of community representatives on the Tourism and CBD Committee Charter up to a maximum of 20 Community representatives and accept all people who applied plus the two existing members; and
- 2. Leave the quorum as it currently stands.

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

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ITEM NO: CONF 03 **FILE NO:** 320996.2020

SUBJECT: Acquisition of Lot 700 in DP 1244341 Rainbows Way, Leppington for drainage

purposes

COUNCIL DECISION

Motion: Moved: Clr Harle Seconded: Clr Hadid

That Council:

1. Approves the acquisition of Lot 700 in DP 1244341 Rainbows Ways, Leppington for the price and terms outlined in this report;

- 2. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the *Local Government Act* 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; and
- 3. Authorises the CEO or his delegated officer to execute any document under Power of Attorney, necessary to give effect to this decision.

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

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ITEM NO: CONF 04 **FILE NO:** 308725.2020

SUBJECT: Public Sector Working Hubs

COUNCIL DECISION

Motion: Moved: Clr Harle Seconded: Clr Rhodes

That Council receives and notes this report and notes that a further update on this initiative will be provided by the June 2021 Council meeting.

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

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ITEM NO: CONF 05 **FILE NO:** 319849.2020

SUBJECT: Liverpool City Centre Parking Meters

COUNCIL DECISION

Motion: Moved: Clr Harle Seconded: Clr Rhodes

That Council exercises section 55 (3) (i) of the Local Government Act 1993 for a period of no more than 6 months and in doing so:

- Approves the extension of the contract with Reino International (ST2106) to now expire on 10 July 2021; and
- 2. Approves the expenditure for parking meter maintenance, call centre service, credit card transaction and consumables in the amount outlined in this report.

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

Councillors voted unanimously for this motion.

CLOSED SESSION

Mayor Waller advised that Council would now move into Closed Session to deal with items CONF 06 – Liverpool Civic Place – Project Update and Revised Funding Options and CONF 07 – Interim Heritage Order – 122 Atkinson Street, Liverpool.

CONF 06 is confidential pursuant to the provisions of S10(A)(2) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CONF 07 is confidential pursuant to the provisions of S10(A)(2)(a)(b) of the Local Government Act 1993 because it contains personal matters concerning particular individuals (other than councillors); AND matters concerning the personal hardship of any resident or ratepayer.

Council moved into Closed Session at 8.04pm.

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ITEM NO: CONF 06 **FILE NO:** 321467.2020

SUBJECT: Liverpool Civic Place - Project Update and Revised Funding Options

COUNCIL DECISION

Motion: Moved: Clr Hagarty Seconded: Clr Kaliyanda

That Council:

- 1. Note that Council's NSW Treasury Corporation loan application is currently under consideration and awaiting approval;
- 2. Delegate authority to the Mayor and CEO to furnish and complete any required documentation to NSW Treasury Corporation that will facilitate final approval;
- 3. Delegate authority to the CEO to invite Expressions Of Interest from commercial financial institutions to lend approximately 40% of the project costs;
- 4. Delegate authority to the Mayor and CEO to complete, submit, and execute any required loan application documentations to secure borrowing from the preferred commercial financial institution;
- 5. Authorise use of Council's "Common Seal" on loan documents, if required;
- 6. Authorise the CEO to engage an appropriately qualified accounting firm to undertake a comprehensive review of the PDA to identify all financial implications;
- 7. Endorses the inclusion of Co-Living accommodation as part of the Developer Works for Liverpool Civic Place;
- 8. Delegate authority to the CEO to negotiate and execute any changes to the Project Development Agreement with Built Holdings Pty Ltd, subject to legal advice, and direct the CEO to report any such amendments to the Strategic Panel, once agreed;
- Keeps confidential the attachment supplied under separate cover 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
- 10. Staff bring back responses to the questions raised in closed session by the end of February 2021.

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

Clrs Hadchiti and Ayyad asked that they be recorded as voting against the motion.

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ITEM NO: CONF 07 **FILE NO:** 321627.2020

SUBJECT: Interim Heritage Order - 122 Atkinson Street, Liverpool

COUNCIL DECISION

Motion: Moved: Clr Hadchiti Seconded: Clr Rhodes

That Council defer a decision on listing this property until a further report is presented on other means to ensure the current landowner does not endure any hardship by Council's decision.

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

Mayor Waller reopened the meeting at 9.13pm and read the resolutions made in Closed Session for items CONF 06 and CONF 07.

THE MEETING CLOSED AT 9.17pm.

<Signature>

Name: Wendy Waller

Title: Mayor

Date: 3 February 2021

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 16 December 2020. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

EGROW 01	Transport for NSW upgrade of the Heathcote				
	Road bridge over the Woronora River				
Strategic Direction	Creating Connection				
otrategic Direction	Provide community facilities which are accessible to all				
File Ref	009183.2021				
Report By	Charles Wiafe - Acting Manager Planning & Transport Strategy				
Approved By	David Smith - Acting Director City Economy and Growth				

EXECUTIVE SUMMARY

Transport for NSW (TfNSW) is proposing to widen the existing bridge over the Woronora River along Heathcote Road. The bridge is located halfway between New Illawarra Road in Lucas Heights and Princes Highway, Heathcote within the Sutherland Shire.

The existing bridge was constructed during World War II and has narrow traffic lanes and steep curved approaches that do not meet current road design standards and provide little room for motorist error, increasing the risk of road crashes.

The bridge has developed a high and unacceptable crash history, and to address this concern, the then Minister for Roads, Maritime and Freight announced in 2018 a commitment to improve road safety along the bridge.

Since then, TfNSW has developed improvement options and secured funding of \$73 million for bridge widening. A Review of Environmental Factors (REF) of the project has been prepared and is currently on public exhibition until 21 February 2021.

Liverpool City Council will be making a submission on this project which will concentrate on the benefits of the project regarding road safety and traffic flow between the Liverpool and Sutherland LGAs. Sutherland Shire Council is also making a submission and has requested that Liverpool City Council (via a Council resolution) supports their representations to the NSW Government for bridge duplication rather than bridge widening.

It is recommended that Council supports this representation from Sutherland Shire Council as the bridge duplication would provide increased road safety, can form part of a future four-lane road along Heathcote Road and limits the time that the road would have to be closed during construction compared to the proposed widening.

RECOMMENDATION

That Council:

- 1. Notes that a submission will be prepared on the Review of Environmental Factors for the upgrade of the Heathcote Road Bridge over the Woronora River;
- 2. Supports Sutherland Shire Council's position that the project should involve bridge duplication rather than bridge widening; and
- 3. Advises Sutherland Shire Council of Council's resolution.

REPORT

TfNSW is proposing to widen the existing bridge over the Woronora River along Heathcote Road. Heathcote Road is a north-south arterial road providing a link between the Liverpool Local Government Area (LGA) and Sutherland Shire.

The bridge is located halfway between New Illawarra Road in Lucas Heights and Princes Highway in Heathcote within the Sutherland Shire.

A review of environmental factors for the bridge upgrade has been prepared and is currently on public exhibition until 21 February 2021 (https://caportal.com.au/tfnsw/heathcote-road-bridge).

Key features of the project include:

- Widening of the bridge by about 1.4m on each side to provide one 3.5-metre-wide lane in each direction with 1.2m shoulders
- Widening and adjustments to the northern and southern bridge approaches, about 250
 metres either side of the bridge, to improve the road alignment, increase lane and
 shoulder widths and reinstate the existing breakdown bays either side of the bridge
- New bored pile retaining walls to support the slope along both bridge approaches for approximately 100m.
- Associated slope stabilisation measures, drainage structures, adjustment to optical fibre conduits, and repair and maintenance to the existing bridge structure.

TfNSW has advised that during construction, the section of Heathcote Road between New Illawarra Road and the Princes Highway would need to be closed for up to six months due to

the constraints of the location including the steep terrain of the surrounding area and narrow width of the existing roadway.

Construction is proposed to be carried out 24 hours per day, seven days per week to minimise the duration of full road closures required. As this stage, it is planned that the construction will start later this year and take up to two years to complete, subject to weather.

Background

The Heathcote Road bridge was built during World War II by the military. The bridge has narrow lane widths and steep curved approaches that do not meet current road design standards and provide little room for motorist error, which increases the risk of road crashes.

A crash history for the ten-year period between 2009 and 2019, within a distance of 500 meters of the bridge, indicates that there have been two fatalities and six serious injury crashes. To address this unacceptable crash history, and in response to community concerns, the then Minister for Roads, Maritime and Freight announced in 2018 a commitment to improve road safety along the bridge.

As part of TfNSW 'Gateway to the South Pinch Point Program', which focuses on short to medium term solutions to improve reliability for road traffic, the section of Heathcote Road located between New Illawarra Road in Lucas Heights and Princes Highway in Heathcote is identified as a key pinch point for traffic within southern Sydney.

TfNSW has since secured \$73 million for the design and construction of the identified improvement works. The project would improve road safety and performance of the road section.

Options considered

As part of the design investigation, TfNSW identified two options.

- Bridge duplication (single lane each bridge) or Heathcote Road bridge widening, and a baseline 'do nothing' option.
- Bridge widening and a baseline 'do nothing' option.

The Heathcote Road bridge widening option was selected as the preferred option.

Although the bridge duplication provided slightly greater safety benefits due to the separation of opposing traffic flows, it would result in more substantial environmental impacts as well as a longer and substantially more complex approval, land acquisition and construction duration compared to the Heathcote Road bridge widening option.

Request from Sutherland Shire Council

As indicated above, the project is in the Sutherland Shire Council LGA and Sutherland Shire Council will be making a submission on the project. At a recent Council meeting, Sutherland Shire Council resolved that its submission would request the NSW Government duplicate the Heathcote Road bridge instead of bridge widening.

Sutherland Shire Council has advised that it has written to the Minister for Transport and Roads and the Local Member of Parliament expressing the need for the bridge duplication, however, to date, has been unsuccessful in its representations.

As part of Sutherland Shire Council's resolution on the subject, Liverpool City Council has been requested to support its representations for the project to involve bridge duplication as Heathcote Road is a key link between the two local government areas and is used by many residents and businesses.

In response to Sutherland Shire Council's request, Council's submission, subject to the resolution of Council, will request TfNSW to consider duplication of the Heathcote Road bridge to further increase road safety.

As the project is located outside the Liverpool LGA, Council's submission will largely concentrate on the benefits of the project on road safety and traffic flow between the Liverpool and Sutherland Shire LGA.

The submission will state that Council supports the project as well as other projects along Heathcote Road including the road widening between Infantry Parade at Holsworthy to The Avenue at Voyager Point and planning for the duplication of Heathcote Road from The Avenue at Voyager Point to its intersection with Princes Highway at Engadine.

In addition, Council will request that TfNSW consider duplication of the Heathcote Road bridge to provide increased road safety and as part of future road widening, to provide a four-lane road.

Council notes that the project would require full road closure of the section of Heathcote Road between New Illawarra Road and the Princes Highway for up to six months during construction. As Heathcote Road is part of key route between Liverpool and Sutherland Shire LGA's, the closure will have significant impacts on motorists who travel between these areas.

As such, Council will request that TfNSW carries out appropriate community consultation in Liverpool and Sutherland Shire prior to the full road closure. A construction traffic management plan is to be prepared and a copy to be provided to the two Councils for comment. The submission will also recommend that koala signs (w5-47) with contact details for wildlife rescue services be installed along Heathcote Road at the locations where koalas are likely to cross.

CONSIDERATIONS

Economic	Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.						
Environment	Support the delivery of a range of transport options.						
Social	There are no social considerations relating to this report.						
Civic Leadership	Undertake communication practices with the community and stakeholders across a range of media.						
Legislative	Roads Act						
Risk	The risk is considered to be Low. The risk is considered within Council's risk appetite.						

ATTACHMENTS

1. Letter from Sutherland Shire Council



4 December 2020

Mr Eddie Jackson Chief Executive Officer Liverpool City Council

Email: lcc@liverpool.nsw.gov.au

Dear Eddie

Request to support the Sutherland Shire Council in the Upgrade of Heathcote Road

I refer to the above matter and Council's recent resolution to affirm its position to seek the NSW Government to duplicate the bridge on Heathcote Road over the Woronora River.

Sutherland Shire Council considers the current Transport for New South Wales project to widen the existing bridge is inadequate and that only a separate duplication of the crossing of the Woronora River will provide the level of safety the community deserves.

Council has written to the Minister for Transport and local State MP expressing the need for the bridge duplication, however, to date has not been successful in convincing the Minister to change the scope of the project.

As part of Council's resolution it was resolved that your Council be approached to support Sutherland Shire Council's actions, due to the common interest between our Councils in having a safe road which is used by many of the residents and businesses of both Councils. Heathcote Road is an important freight route between the Illawarra and Greater Sydney.

I look forward to receiving your support on this very important safety matter. Should you require further information on this matter please contact Phil Mansfield, Manager Traffic and Public Domain Services on 9710 0104 or email pmansfield@ssc.nsw.gov.au.

Yours sincerely

Manjeet K Grewal Chief Executive Officer File Ref: 2018/312566

CORP 01	Investment Report December 2020						
Strategic Direction	Leading through Collaboration Seek efficient and innovative methods to manage our resources						
File Ref	347220.2020						
Report By	John Singh - Accountant - Investments & Treasury Management						
Approved By	Vishwa Nadan - Chief Financial Officer						

EXECUTIVE SUMMARY

This report details Council's investment portfolio and its performance for the month ended 31st December 2020:

- Council held investments with a market value of \$306 million;
- The economic environment globally, including Australia, suffered significantly from the start of the COVID-19 pandemic in March. The market value of Council's investment in Floating Rate Notes (FRN) has since improved;
- RBA has decided to lower the cash rate to 0.10% with an indication to keep it at this level for next three years. This will have significant impact on Council's interest earnings;
- The portfolio yield was 122 basis points above the AusBond Bank Bill index;

	AusBond Bank Bill
	Index (BBI)
Benchmark	0.37%
Portfolio yield	1.59%
Performance above benchmarks	1.22%

- Return on investment was \$1.1m lower than the original budget. This does not take
 into account \$1.2m capital gain on FRN's. Assuming these FRN's hold value to 30
 June 2021, the budget shortfall will be sufficiently balanced.
- Council's investment advisor, Amicus Advisory, has completed its review of Emerald Mortgage Backed Securities and recommends Council continue to hold its investments in the "Class A" and both "Class C" securities given current poor market pricing. MBS Securities are now not rated:
- Council's investments and reporting obligations fully complied with the requirements of section 625 of the Local Government Act 1993 and clause 212 of the Local Government (General) Regulation 2005;

- Council's portfolio also fully complied with limits set out in its current Investment Policy;
 and
- Council is committed to NSW TCorp's balanced investment framework and held 19.84% of its portfolio in ADI's rated BBB and below.

RECOMMENDATION

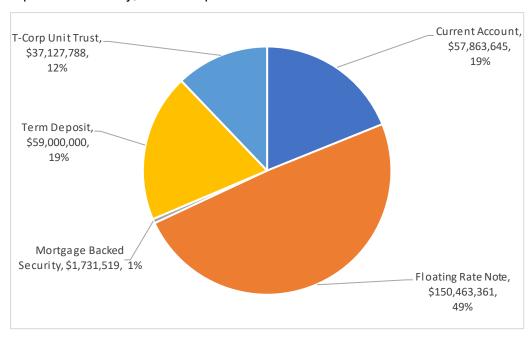
That Council receives and notes this report.

REPORT

Clause 212 of the *Local Government (General) Regulation 2005* requires that the Responsible Accounting Officer must provide Council with a written report setting out details of all money that Council has invested under section 625 of the *Local Government Act 1993*.

Council's Portfolio

At 31st December 2020, Council held investments with a market value of \$306 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 -20	Jun-20
Senior Debts (FRN's ,TCD's & FRB)*	101.53%	100.75%
MBS (Reverse Mortgage Backed Securities)	68.36%	62.11%
T-Corp Unit Trusts	103.13%	102.81%



*Definition of terms

- Transferrable Certificate of Deposit (TCD) security issued with the same characteristics as a Term Deposit however it can be sold back (transferred) into the market prior to maturity. A floating TCD pays a coupon linked to a variable benchmark (90 days BBSW).
- Fixed Rate Bond (FRB) returns Fixed Coupon (interest) Rate and is tradeable before maturity.
- Floating Rate Note (FRN) returns an aggregate of a fixed margin and a variable benchmark (usually BBSW).

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

Council is fully compliant with the requirements of the Ministerial Investment Order including the grandfathering provisions. The grandfathering provisions state that Council may continue to hold to maturity, redeem or sell investments that comply with previous Ministerial Investment Orders. Any new investments must comply with the most recent Order. Council continues to closely monitor the investments in its portfolio to ensure continued compliance and minimal exposure to risk.

Council is committed to NSW TCorp's balanced investment framework and held 19.84% of its portfolio in ADI's rated BBB and below.

Emerald – Mortgaged Backed Securities

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



Portfolio Maturity Profile

The table below shows the percentage of funds invested at different durations to maturity.

Term to Maturity	Total	% Holdings	Term to Maturity Policy Limit Minimum	Term to Maturity Policy Limit Maximum	Complies to Investment Policy' "Yes/No"
Current Account	57,863,645		William	Maximani	100/10
Term Deposits < 1 Yr	43,000,000				
T-Corp Unit Trust	37,127,788	12.13%			
Tradeable securities	150,463,361	49.14%			
Portfolio %<1 Yr - (Short term liquidity)	\$288,454,794	94.21%	30%	100%	Yes
Term Deposit > 1 Yr < 3Yrs	16,000,000	5.23%	0%	70%	Yes
Grand Fathered Securities	1,731,519	0.57%	N/A	N/A	Yes
Portfolio % Medium term liquidity)	\$17,731,519	5.79%			Yes
Total Portfolio	\$306,186,313	100.00%			

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

	Security		%Total	Maximum Institutional Policy Limit	Complies to Investment Policy'
Issuer	Rating	Market Value	Value	%holdings	"Yes/No"
AMP Bank Ltd	BBB	23,631,986	7.72%	15%	Yes
ANZ Banking Group Ltd	AA-	18,363,839	6.00%	35%	Yes
Auswide Bank Ltd	BBB	3,000,000	0.98%	15%	Yes
Bank Australia Ltd	BBB	3,507,366	1.15%	15%	Yes
Bank of China/Sydney	Α	2,004,620	0.65%	25%	Yes
Bank of Communications Co. Ltd/Sydney	A-	3,017,385	0.99%	25%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	507,477	0.17%	15%	Yes
Bank of Nova Scotia	A+	5,577,012	1.82%	25%	Yes
Bank of Queensland Ltd	BBB+	5,004,976	1.63%	15%	Yes
Citibank Australia Ltd	A+	1,012,736	0.33%	25%	Yes
Commonw ealth Bank of Australia Ltd	AA-	62,662,800	20.47%	35%	Yes
Credit Union Australia Ltd	BBB	4,557,375	1.49%	15%	Yes
Emerald Reverse Mortgage Trust (Class A)	Unrated	764,192	0.25%	5%	Yes
Emerald Reverse Mortgage Trust (Class C)	Unrated	967,327	0.32%	5%	Yes
Heritage Bank Ltd	BBB+	3,508,033	1.15%	15%	Yes
HSBC Sydney Branch	AA-	8,067,149	2.63%	35%	Yes
Macquarie Bank	A+	19,141,790	6.25%	25%	Yes
Members Banking Group Ltd t/a RACQ Bank	BBB+	1,520,805	0.50%	15%	Yes
Members Equity Bank Ltd	BBB	1,604,517	0.52%	15%	Yes
National Australia Bank Ltd	AA-	41,489,822	13.55%	35%	Yes
New castle Permanent Building Society Ltd	BBB	3,552,613	1.16%	15%	Yes
Northern Territory Treasury	AA-	4,000,000	1.31%	35%	Yes
NSW Treasury Corporation	AAA	36,023,726	11.77%	45%	Yes
NSW Treasury Corporation	AA	1,104,062	0.36%	45%	Yes
Police Credit Union	Unrated	2,000,000	0.65%	5%	Yes
Qbank	BBB-	4,507,560	1.47%	15%	Yes
Rabobank Australia Ltd	A+	4,020,348	1.31%	25%	Yes
Suncorp Bank	A+	8,085,669	2.64%	25%	Yes
Teachers Mutual Bank Ltd	BBB	2,111,729	0.69%	15%	Yes
Westpac Banking Corporation Ltd	AA-	30,869,403	10.08%	35%	Yes
Portfolio Total		\$306,186,313	100.00%		

Overall Portfolio Credit Framework compliance to Investment Policy

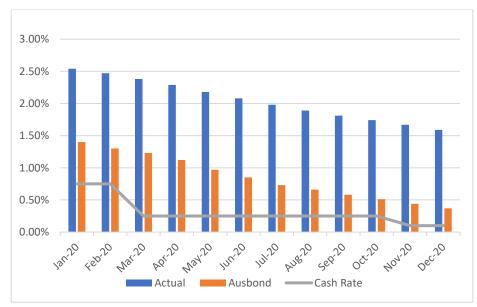
Credit Rating	Market Value	% Portfolio	Maximum Policy Limit	Complies to Investment Policy' "Yes/No"
AAA Category	36,023,726	11.77%	100%	Yes
AA Category	166,557,074	54.40%	100%	Yes
A Category	42,859,559	14.00%	60%	Yes
BBB Category	57,014,435	18.62%	45%	Yes
Unrated	3,731,519	1.22%	10%	Yes
Total Portfolio	\$306,186,313	100.00%		

Portfolio performance against relevant market benchmark.

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

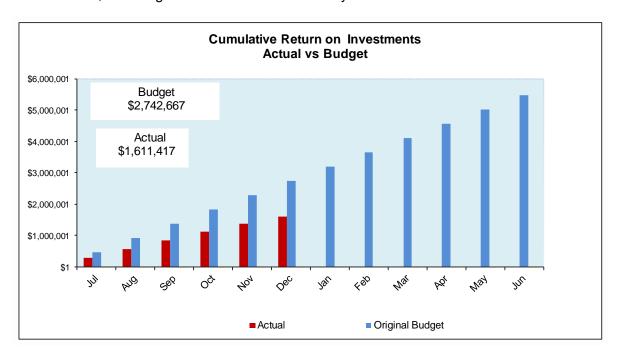
The portfolio yield to 31st December 2020 exceeded the AusBond Bank Bill index by 122 basis points (1.59% against 0.37%)

Council portfolio continues to perform at above benchmark rates despite ongoing margin contraction and significantly lower market term deposit yields. Comparative yields for the previous months are charted below:



Performance of Portfolio Returns against Budget

Council's investment income for December 2020 is lower than the original budget by \$1.1m. This does not into account \$1.2m capital gain on FRN's. Assuming these FRN's hold value to 30 June 2021, the budget shortfall will be sufficiently balanced.



Investment Portfolio at a Glance

Portfolio Performance	>	The portfolio yield to 31 st December 2020 exceeded the AusBond Bank Bill index by 122 basis points (1.59% against 0.37%).
Annual Income vs. Budget	>	Council's investment interest income is lower than the original budget by \$1.1m as at 31st December 2020 and will be closely monitored.

Investment Policy Compliance

Legislative Requirements	V	Fully Compliant
Portfolio Credit Rating Limit	>	Fully Compliant
Institutional Exposure Limits	>	Fully Compliant
Overall Portfolio Credit Limits	V	Fully Compliant
Term to Maturity Limits	V	Fully Compliant

Economic Outlook - Reserve Bank of Australia

The Reserve Bank has left the official cash rate on hold at 0.10 per cent in its meeting on 1st December 2020. The current 0.10 per cent cash rate is at a historically low level and impacts returns on investment.

Certificate of Responsible Accounting Officer

The Chief Financial Officer, as Responsible Accounting Officer, certifies that the investments listed in the attached report have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy at the time of their placement. The previous investments are covered by the grandfathering clauses of the current investment guidelines issued by the Minister for Local Government.

CONSIDERATIONS

Economic	Council's investment interest income is lower than the original budget by \$1.1m as at 31st December 2020 and will be closely monitored.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Council is fully compliant with the requirements of the <i>Local Government Act</i> 1993 – Investment Order (authorized investments) and with reporting requirements under clause 212 of the <i>Local Government (General) Regulation</i> 2005.
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.
	Market interest is expected to stay at its lowest rate for a long period and will continue to put pressure on Council's budget.

ATTACHMENTS

1. Investment Portfolio - December 2020





Portfolio Valuation As At 31 December 2020

Fixed Interest Security	Maturity Date	Security Rating	Face Value Current	Market Value	% Total Value	Running Yield
Macquarie Bank Accelerator Account		A+	10,023,977.64	10,023,977.64	3.27%	0.50%
AMP Notice Account		BBB	4,324,349.26	4,324,349.26	1.41%	0.80%
AMP Business Saver		BBB	14,299,216.51	14,299,216.51	4.67%	0.50%
CBA Business Saver		AA-	26,072,921.32	26,072,921.32	8.52%	0.35%
CBA General Account		AA-	3,143,180.61	3,143,180.61	1.03%	
			57,863,645.34	57,863,645.34	18.90%	
Fixed Rate Bond						
Northern Territory Treasury	15/12/2021	AA-	4,000,000.00	4,000,000.00	1.31%	0.60%
			4,000,000.00	4,000,000.00	1.31%	
Floating Rate Deposit						
Westpac	18/08/2022	AA-	6,000,000.00	6,000,000.00	1.96%	1.07%
***CStpac	10/00/2022	, ,	6,000,000.00	6,000,000.00	1.96%	1.01 70
Florito - Doto Note						
Floating Rate Note AMP Bank	10/09/2021	BBB	5,000,000.00	5,008,420.00	1.64%	1.10%
ANZ Bank	09/05/2023	AA-	3,000,000.00	3,050,517.00	1.00%	0.92%
ANZ Bank	06/12/2023	AA-	7,000,000.00	7,166,775.00	2.34%	1.05%
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,090,240.00	1.66%	0.79%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,056,307.00	1.00%	0.84%
Bank Australia	30/08/2021	BBB	1,500,000.00	1,506,990.00	0.49%	1.32%
Bank Australia	02/12/2022	BBB	2,000,000.00	2,000,376.00	0.65%	0.92%
Bank of China, Sydney Branch	19/04/2021	Α	2,000,000.00	2,004,620.00	0.65%	1.11%
Bendigo and Adelaide	25/01/2023	BBB+	500,000.00	507,477.00	0.17%	1.11%
BOQ	18/05/2021	BBB+	1,000,000.00	1,004,976.00	0.33%	1.50%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,012,736.00	0.33%	0.90%
Commonwealth Bank	25/04/2023	AA-	3,000,000.00	3,042,807.00	0.99%	0.86%
Commonwealth Bank	16/08/2023	AA-	7,500,000.00	7,644,607.50	2.50%	0.95%
Commonwealth Bank	11/01/2024	AA-	9,500,000.00	9,759,283.50	3.19%	1.21%
Credit Union Australia	06/09/2021	BBB	2,000,000.00	2,013,412.00	0.66%	1.27%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,543,962.50	0.83%	1.18%
Heritage Bank	29/03/2021	BBB+	3,500,000.00	3,508,032.50	1.15%	1.25%
HSBC	27/09/2024	AA- AA-	3,000,000.00	3,026,514.00	0.99% 0.66%	0.85% 0.85%
HSBC HSBC Bank Australia	27/09/2024 07/12/2022	AA- AA-	2,000,000.00	2,017,676.00 3.022,959.00	0.99%	0.85%
Macquarie Bank	21/06/2022	A+	3,000,000.00 2,000,000.00	2,015,144.00	0.66%	0.82%
Macquarie Bank	07/08/2024	A+	4,000,000.00	4,055,400.00	1.32%	0.82%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,047,268.00	1.00%	0.86%
Members Equity Bank	16/04/2021	BBB	1,600,000.00	1,604,516.80	0.52%	1.35%
NAB	16/05/2023	AA-	2,000,000.00	2,033,968.00	0.66%	0.92%
NAB	26/09/2023	AA-	8,000,000.00	8,160,416.00	2.67%	0.95%
NAB	26/09/2023	AA-	4,000,000.00	4,080,208.00	1.33%	0.95%
NAB	26/02/2024	AA-	5,000,000.00	5,124,890.00	1.67%	1.06%
NAB	19/06/2024	AA-	4,000,000.00	4,090,340.00	1.34%	0.93%
Newcastle Permanent	24/01/2022	BBB	2,000,000.00	2,027,396.00	0.66%	1.71%
Newcastle Permanent	06/02/2023	BBB	1,500,000.00	1,525,216.50	0.50%	1.42%
QBANK	14/12/2021	BBB-	1,000,000.00	1,003,557.00	0.33%	1.52%
QBANK	25/03/2022	BBB-	1,500,000.00	1,504,365.00	0.49%	1.42%
QBANK	06/12/2022	BBB-	2,000,000.00	1,999,638.00	0.65%	1.17%
Rabobank Australia Branch	03/03/2022	A+	2,000,000.00	2,020,348.00	0.66%	1.10%
RACQ Bank	23/05/2022	BBB+	1,500,000.00	1,520,805.00	0.50%	1.07%
ScotiaBank	08/09/2022	A+	3,000,000.00	3,034,524.00	0.99%	0.94%
ScotiaBank	07/09/2023	A+	2,500,000.00	2,542,487.50	0.83%	1.00%
Suncorp	12/04/2021	A+	2,000,000.00	2,006,792.00	0.66%	1.46%
Suncorp	16/08/2022	A+	1,000,000.00	1,011,762.00	0.33%	0.99%

					%	
			Face Value		Total	Running
Fixed Interest Security	Maturity Date	Security Rating	Current	Market Value	Value	Yield
Suncorp	30/07/2024	A+	3,000,000.00	3,040,269.00	0.99%	0.84%
Suncorp	30/07/2024	A+	2,000,000.00	2,026,846.00	0.66%	0.84%
Teachers Mutual Bank	02/07/2021	BBB	2,100,000.00	2,111,728.50	0.69%	1.46%
Westpac	06/03/2023	AA-	5,000,000.00	5,070,385.00	1.66%	0.85%
Westpac	16/11/2023	AA-	6,000,000.00	6,126,594.00	2.00%	0.97%
Westpac	24/04/2024	AA-	4,000,000.00	4,116,876.00	1.34%	1.20%
Westpac	16/08/2024	AA-	2,500,000.00	2,555,547.50	0.83%	0.90%
			145,200,000.00	147,445,975.80	48.16%	
Floating Rate TCD						
Bank of Communications	28/10/2022	A-	3,000,000.00	3,017,385.00	0.99%	0.95%
			3,000,000.00	3,017,385.00	0.99%	
Mortgage Backed Security						
EmeraldMBS2006-1A	21/08/2051	Unrated	1.033.041.87	764,191.69	0.25%	0.47%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	643,116.00	0.21%	1.22%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	324,211.00	0.11%	1.01%
			2,533,041.87	1,731,518.69	0.57%	
Term Deposit						
Auswide Bank	06/09/2021	BBB	3,000,000.00	3,000,000.00	0.98%	1.80%
BOQ	07/02/2022	BBB+	2,000,000.00	2,000,000.00	0.65%	3.75%
BOQ	08/02/2021	BBB+	2,000,000.00	2,000,000.00	0.65%	3.60%
Commonwealth Bank	01/10/2021	AA-	3,000,000.00	3,000,000.00	0.98%	0.75%
Commonwealth Bank	25/02/2022	AA-	4,000,000.00	4,000,000.00	1.31%	0.73%
Commonwealth Bank	11/01/2021	AA-	3,000,000.00	3,000,000.00	0.98%	0.63%
Commonwealth Bank	06/10/2021	AA-	3,000,000.00	3,000,000.00	0.98%	0.73%
NAB	24/03/2021	AA-	5,000,000.00	5,000,000.00	1.63%	0.72%
NAB	08/09/2021	AA-	5,000,000.00	5,000,000.00	1.63%	0.80%
NAB	19/01/2021	AA-	3,000,000.00	3,000,000.00	0.98%	0.63%
NAB	26/11/2021	AA-	5,000,000.00	5,000,000.00	1.63%	0.57%
Police Credit Union SA	16/08/2021	Unrated	2,000,000.00	2,000,000.00	0.65%	3.20%
Rabobank Australia Branch	29/08/2022	A+	2,000,000.00	2,000,000.00	0.65%	3.38%
Westpac	31/08/2022	AA-	2,000,000.00	2,000,000.00	0.65%	3.32%
Westpac	14/09/2021	AA-	5,000,000.00	5,000,000.00	1.63%	0.77
•			49,000,000.00	49,000,000.00	16.00%	
F1 Total			267,596,687.21	269,058,524.83	87.87%	
			Face Value			

		Face Value		
Security Type		Current	Market Value	
NSWTC IM Cash Fund	AAA	35,000,000.00	36,023,726.19	11.77%
NSWTC IM Short Term Income Fund	AA	1,000,000.00	1,104,061.87	0.36%
		36,000,000.00	37,127,788.06	12.13%
F1 Total		267,596,687.21	269,058,524.83	87.87%
Portfolio Total		303,596,687.21	306,186,312.89	100.00%



CORP 02	2021 National General Assembly of Local		
	Government		

Strategic Direction	Generating Opportunity Meet the challenges of Liverpool's growing population	
File Ref	007720.2021	
Report By	George Georgakis - Manager Council and Executive Services	
Approved By	George Hampouris - Acting Director City Corporate	

EXECUTIVE SUMMARY

The 2021 National General Assembly of Local Government (NGA) is scheduled to be held from Sunday 20 June – Wednesday 23 June 2021. At the time of writing to Councils in November 2020, it was scheduled to be held in Canberra. This may change to a hybrid approach, and if that is the case, the Australian Local Government Association will inform Councils.

RECOMMENDATION

That Council:

- 1. Nominates delegates to attend the 2021 National General Assembly of Local Government; and
- 2. Determines whether to submit any motions, concerning the theme of "Working Together for our Communities", for debate at the National General Assembly.

REPORT

The National General Assembly of Local Government (NGA) is a key event on the local government calendar. It is convened by the Australian Local Government Association (ALGA) for local Councils across Australia.

The NGA provides a platform for Local Government to address national issues and advocate to the federal government on critical issues facing the sector.



The 2021 NGA is scheduled to be held in Canberra from Sunday 20 June – Wednesday 23 June 2021. This may change to a hybrid or a virtual event and if that is the case, the Australian Local Government Association will inform Councils. The program is being finalised and will be provided to Councillors upon receipt. If the NGA is held in Canberra as planned, registration, accommodation, meals and travel costs will be incurred. Council is entitled to one vote at the NGA, but is not limited to the number of Councillors who can attend. The Mayor is Council's voting delegate.

The ALGA is calling for motions for the 2021 NGA under the theme of "Working Together for our Communities". This theme acknowledges the need to come together and, with other partners, including the Federal Government, to deliver for our communities.

To assist Councils to identify motions that address the theme of the NGA, the ALGA has prepared a discussion paper. The NGA Call for Motions discussion paper is attached to this report. Motions can address one or more of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- 1. Be relevant to the work of local government nationally;
- 2. Be consistent with the themes of the NGA:
- Complement or build on the policy objectives of your state and territory local government association;
- 4. Be from a Council which is a financial member of their state or territory local government association;
- 5. Propose a clear action and outcome; and
- 6. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of council. Motions should be lodged online at **alga.asn.au** no later than 11:59pm on Friday 26 March 2021.

All motions must be adopted by Council. A further report will be prepared for the 24 February 2021 Council meeting should further research be required for any proposed motions.

CONSIDERATIONS

	T			
Economic	If the NGA is to be held in Canberra as planned, the following costs will be incurred per delegate:			
	Registration:	\$989 per person;		
	Accommodation:	Approximately \$325 per night;		
	Meals:	Approximately \$265 for the conference dinners on 21 and 22 June (if they go ahead as planned); and		
	Travel:	Via Council vehicle (or reimbursed mileage allowance if using private vehicle).		
	Raise community awareness and support action in relation to environmental issues.			
Environment	Promote an integrated and user friendly public transport service.			
	Support the delivery of a range of transport options.			
Social	Raise awareness in the community about the available services and facilities.			
	Act as an environmental leader in the community.			
	Facilitate the development of community leaders.			
Civic Leadership	Encourage the community to engage in Council initiatives and actions.			
	Provide information about Council's services, roles and decision making processes.			
	Deliver services that are customer focused.			
	Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.			
	Actively advocate for federal and state government support, funding and services.			
Legislative	There are no legislative considerations relating to this report.			
Risk	The risk is deemed to be low and is considered within Council's risk appetite.			

ATTACHMENTS

1. Correspondence from ALGA which includes Call for Motions Discussion Paper



27 November 2020

Liverpool City Council Locked Bag 7064 LIVERPOOL BC NSW 1871



To the Mayor, Councillors and CEO (please distribute accordingly)

The Australian Local Government Association (ALGA) is now calling for Notices of Motions for National General Assembly 2021 (NGA).

The NGA provides a platform for Local Government to address national issues and advocate to the federal government on critical issues facing our sector.

The theme for the 2021 NGA is 'Working Together for our Communities'. This theme acknowledges the need to come together and with other partners, including the Federal Government, to deliver for our communities.

ALGA received significant feedback on the motions process and topics from the 2018 and 2019 NGA. In response to the feedback received, ALGA has prepared a discussion paper that explores data that identifies critical areas local government needs to consider now and into the future.

To inform the submission of motions, please read the discussion paper (included with this letter) and ensure motions meet the identified criteria.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- 1. be relevant to the work of local government nationally;
- 2. be consistent with the themes of the NGA;
- complement or build on the policy objectives of your state and territory local government association;
- be from a council which is a financial member of their state or territory local government association;
- 5. propose a clear action and outcome; and
- not be advanced on behalf of external third parties that may seek to use the NGA
 to apply pressure to Board members or to gain national political exposure for
 positions that are not directly relevant to the work of, or in the national interests
 of, local government.

All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be lodged online at alga.asn.au no later than 11:59pm on Friday 26 March 2021.

Any administrative inquiries can be directed to ALGA by calling 02 6122 9400.

Included with the Discussion Paper is an invitation to register for the 2021 National General Assembly for Local Government, which will be held in Canberra on 20-23 June. The Regional Forum will be held onsite in Canberra on 20 June 2021. At this time it is unclear whether COVID-19 restrictions will still be in force in June 2021, but if this is the case the NGA may also include virtual participation and attendance. Lastly, Stilmark has recently become a major sponsor for the Australian Local Government Association events and we have included a brochure outlining how they wish to partner with Councils to improve the resilience of telecommunications for your community.

Yours sincerely

Adrian Beresford-Wylie

ALGA CEO



Call for Motions

20 - 23 June 2021

National Convention Centre Canberra



KEY DATES

16 November 2020 Opening of Call for Motions

26 March 2021 Acceptance of Motions Close

20 - 23 June 2021 National General Assembly

To submit your motion go to: alga.asn.au

SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

The 2020 NGA "Working Together for Our Communities" was unfortunately cancelled due to COVID-19 but the ALGA Board has decided to retain the theme and emphasise the importance of partnerships to building and maintaining resilience in our councils and our communities.

To assist you to identify motions that address the theme of the 2021 NGA, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all the sections of the paper but are not expected to respond to every question. Your motion/s can address one or more of the issues identified in the discussion paper.

Remember that the focus of the NGA is on partnerships, working together, and resilience so your questions could focus on how local governments can work in partnership with the Australian Government to address the challenges our communities face, or the opportunities that are arising to build back better.

Criteria for motions

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- 1. be relevant to the work of local government nationally;
- not be focussed on a specific location or region unless the project has national implications. You will be asked to justify why your motion has strategic national importance and should be discussed at a national conference;
- 3. be consistent with the themes of the NGA;
- 4. complement or build on the policy objectives of your state and territory local government association;
- 5. be submitted by a council which is a financial member of their state or territory local government association;
- 6. propose a clear action and outcome i.e. call on the Australian Government to do something;
- 7. be a new motion that has not already been debated at an NGA in the preceding two years; and
- not be advanced on behalf of external third parties that may seek to use the NGA
 to apply pressure to Board members, or to gain national political exposure for
 positions that are not directly relevant to the work of, or in the national interests
 of, local government.

OTHER THINGS TO CONSIDER

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. Motions should commence as follows: This National General Assembly calls on the Australian Government to restore funding for local government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.

To ensure efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and the endorsement of your council. Motions should be received no later than 11:59pm AEST on Friday 26 March 2021.

Please note that for every motion it is important to complete the background section on the form. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. There is a word limit of 150 for the motion and 200 for the national objective and 300 for the key arguments.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government and whether the motions meet all the criteria detailed above.

Please note that motions should not be prescriptive in directing how the matter should be pursued.

With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, the ALGA Secretariat will raise these with the nominated contact officer.

Any motion deemed to be primarily concerned with local, state or territory issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

There is an expectation that any council that submits a motion will be present at the National General Assembly to move and speak to the motion.

INTRODUCTION

2020 has been a year like no other. A year that many individuals and organisations, including councils, would wish to forget. While the drought lessened its hold on parts of the country to be replaced by floods, more than 110 local government areas were severely impacted by the Black Summer (2019-20) bushfires - and no one was spared the effects of the battle against COVID-19. The 2020-21 storm and fire season may add to the sense that it was a year of disasters.

Friedrich Nietzsche said: "That which does not kill us, makes us stronger." So how can councils become stronger after 2020? How can we ensure that our communities are stronger and more resilient? How do we work together and with our partners to ensure that we build back better from the series of unprecedented events that have marked 2020?

COUNCIL RESILIENCE

In the first quarter of 2020, state and territory Governments closed facilities where people gathered in numbers to reduce the probability that hospitals would be overwhelmed by a rise in COVID-19 cases. This included a substantial number of council owned and operated revenue generating facilities which had flow-on effects for other revenue- generating enterprises such as paid parking. Major funding gaps rapidly emerged in many councils that typically generated significant amounts of own revenue.

Councils that cannot generate significant amounts of the own revenue are typically dependent on grant funding from other levels of government, including Financial Assistance Grants from the Australian Government. These councils tend to service rural, regional and remote communities that are often large in area but small in terms of population. The capacity of these councils to deliver all their required services and infrastructure can be severely strained at any time.

With local government funding under pressure across the nation, and other levels of government facing fiscal constraints, councils may need to do more with less in the near term and be innovative with both budgeting, service delivery, balancing competing demands and longer term financial planning. Services may need to be scaled down or delivered in innovative ways. Asset management and maintenance programs may need to be varied. Working collaboratively with neighbouring councils or forming alliances may be a way of achieving efficiencies and enhancing service delivery along with fostering innovation, cutting red tape, and working in partnership with third parties may be others.

Digital service delivery and working from home - adopted during the height of the pandemic - may become the new norm. This may increase opportunities for councils to innovate, work together and share resources, and fill long term skill gaps. New challenges may emerge including how staff are supported and how productivity, collaboration and motivation maintained. There may be significant consequences for local democracy and council's ability to engage authentically with their communities. Digital transformation and technology modernisation will be essential for some councils. Even already well-established adopters of digital technology may need to rethink their approach.

Can the Australian Government assist councils with efficiency measures that reduce the cost of services without a major change in service levels experienced by the community?

What opportunities are available to enhance the adaptive capacity of councils and its potential to 'weather the storm' through innovation and creativity? How can the Australian Government assist?

Apart from Financial Assistance Grants, how can the Australian Government assist councils to become more financially sustainable and able to better meet the needs of their communities? Are there new partnership programs or policy changes the Government



COMMUNITY RESILIENCE

Community resilience is the capicity of communities to respond to, withstand, and recover from adverse situations including natural disasters, persistent drought, pandemics, fluctuations in global trade, recession, and a rise in inequality. In some circumstances in response to these pressures and stresses, local communities are not able to recover to their previous state. Instead they need to adapt to cope with long term stresses. But ideally, we want all communities to not only survive but thrive.

Local governments play a critical role in building resilient and sustainable communities and helping to buffer people and places against social, economic, and environmental disruptions and overcome adversity. One critical area is through the provision of resilient infrastructure. Councils' infrastructure should meet the community's current and future demand, be built to contemporary standards, be affordable for both the council and the user, and be reliable with appropriate asset management practices in place to ensure maximum return on investment.

In addition to physical infrastructure, social infrastructure is also vital for resilience. Social infrastructure is broader than just buildings, it includes the individuals and groups, places, and institutions, including councils, that foster community cohesion and social support. Communities and individuals with good social networks and connections demonstrate greater resilience.

The loneliness epidemic is challenging social resilience. Research produced before the coronavirus pandemic revealed that one in four adult Australians are experiencing loneliness with over half the nation reporting they feel lonely for at least one day each week. In addition to its impacts on community resilience, feeling lonely can pose a bigger risk for premature death than smoking or obesity and can be associated with depression, poorer cardiovascular health and, in old age, a faster rate of cognitive decline and dementia.

Communities that are more vulnerable to shocks and disasters are often reliant on only one industry, have minimal redundancy or no backups for essential services and infrastructure such as only one source of water, one powerline or one access road. They also often only have few voluntary or charitable organisations working in the community. Often community leadership is weak or fails to inspire, engage, and unleash the power of other leaders and critical social networks.

Community resilience cannot be built and then left to its own devices. It needs to be strengthened continuously, not just in times of crisis. It involves people getting together to create sustainable links within their community and the community and its leaders having the ability to learn from experience and improve over time.

How can councils work in partnership with the other tiers of government to adopt a community development approach that builds resilience?

What are the best models available to councils to ensure that our communities thrive and focus on prevention and preparation rather than relief and recovery? How can the Australian Government partner with councils to ensure thriving communities?

What actions can councils take, in partnership with others including the Australian Government to promote community resilience and protect against external shocks such as industry closures or natural disasters? Are tools available to assist councils build community resilience or do we need new or different tools?

COLLABORATION AND PARTNERSHIPS

Creating a resilient community and ensuring a resilient and sustainable council requires partners. Councils can work with partners in different ways to find local solutions to local problems. They can partner with a wide range of organisations including other councils, other levels of government, the voluntary and community sector or business and research sector organisations. The aims of these partnerships are typically to improve services and deliver changes to benefit the local area.

Collaboration and partnerships with other councils and public or private organisations can also bring benefit from economies of scale in providing services or purchasing in bulk for example. Procurement partnerships have been a particularly successful example of this. Working in partnership can make a considerable contribution to efficiency improvements, such as through cost savings in back-office functions or sharing of plant and equipment.

Other benefits associated with partnerships and collaboration include opening the way for local communities to share ideas and connect with others. Partnerships enhance the ability of a council to access innovation, enhance skills development, work across council boundaries to address regional issues, and maximise competitive advantage in the delivery of major infrastructure projects.

Strategic collaboration is not just about savings and sharing resources. It is also about maximising capacity in addressing community expectations, or working with members of the community to overcome challenges and seize opportunities. For example, building and maintaining productive partnerships with Aboriginal and Torres Strait Islander people and communities is critical for councils committed to Closing the Gap and involving Aboriginal and Torres Strait Islander communities in decision-making and service development and delivery.

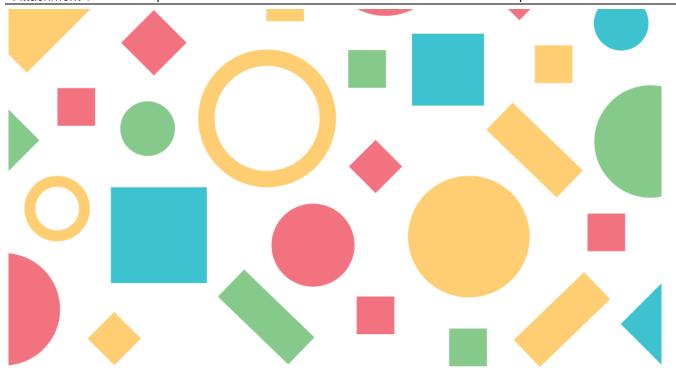
Collaboration and partnerships that work well are underpinned by good governance, an agreed purpose, and mutual benefit.

There is a long history of local government partnering with the Australian Government to deliver projects and programs that benefit local communities, achieve fairness and equity across the nation, and support local delivery of services and infrastructure. In the absence of constitutional change, how do we further build and strengthen this partnership with the Australian Government?

How do we encourage and incentivise councils to embrace partnerships and collaborative arrangements more enthusiastically including those which seek to ensure the development of economic development supporting infrastructure?

What are the obstacles to working in partnership with other councils or organisations? Can the Australian Government help overcome these?

How do councils, together with their communities, work in partnership to build resilience and entrench it into everyday life?





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CORP 03	Review of Council Policies	
Strategic Direction	Leading through Collaboration	
File Ref	Strive for best practice in all Council processes 008678.2021	
Report By	George Georgakis - Manager Council and Executive Services	
Approved By	George Hampouris - Acting Director City Corporate	

EXECUTIVE SUMMARY

The following documents are due for review:

- Councillor Induction and Professional Development Policy;
- Councillor Access to Information and Interaction with Staff Policy;
- Strategic Panel Charter; and
- Councillor Briefing Procedure

Council may wish to continue with its current practices and endorse the documents or alternatively make changes. Each document is attached and any suggested changes are outlined in the report.

RECOMMENDATION

That Council:

- 1. Endorses the Councillor Induction and Professional Development Policy;
- 2. Endorses the Councillor Access to Information and Interaction with Staff Policy;
- 3. Endorses the Strategic Panel Charter with Clauses 4 (Purpose), 5 (Functions), 6 (Outcomes), 7.3 (Support staff) and 7.5 (Other office bearers) to be amended as shown in the Charter attached to the report; and
- 4. Endorses the Councillor Briefing Procedure with the inclusion of the following Clause:

"The NSW Government has authorised local councils to hold official meetings electronically instead of physically due to the risk to staff, Councillors and members of the community due to the current situation with the novel coronavirus (Covid-19) pandemic. In accordance with a Mayoral Direction dated 17 March 2020 (and reported to the 25 March 2020 Council meeting) this has also been extended to Committee meetings and Councillor Briefing Sessions. As such, Clauses 8.4, 12.2 and 13.2 – 13.7 would not apply whilst Councillor Briefing Sessions continue to be held electronically".

ORDINARY MEETING 3 FEBRUARY 2021 CITY CORPORATE REPORT

REPORT

The following documents are due to review:

- Councillor Induction and Professional Development Policy;
- Councillor Access to Information and Interaction with Staff Policy;
- Strategic Panel Charter; and
- Councillor Briefing Procedure

The documents are attached and any suggested changes are outlined below:

Councillor Induction and Professional Development Policy

The Councillor Induction and Professional Development Policy was adopted by Council at its meeting on 6 February 2019.

This was after Regulations had been made for induction and other professional development for Mayor and Councillors. The Office of Local Government had prepared guidelines to assist Councils to develop and deliver induction and ongoing professional development activities for their Mayor and Councillors.

The Guidelines recommended that Councils develop and adopt a Councillor Induction and Professional Development Policy to guide its induction and professional development activities for the Mayor and Councillors, and provided a model policy. The policy which Council staff prepared incorporated the contents of the model Code and was adopted by Council.

There are no changes recommended to the Policy and it is recommended that Council endorse it.

Councillor Access to Information and Interaction with Staff Policy

The Councillor Access to Information and Interaction with Staff Policy was first adopted by Council on 11 June 2002 and has been amended on a number of occasions since that time with the most recent review on 6 February 2019.

The Policy is again due for review. Council staff have reviewed the Policy and are not recommending any changes. As such, it is recommended that the current Policy be endorsed.



Strategic Panel Charter

The Strategic Panel Charter was first adopted by Council on 23 November 2016. It was last reviewed on 30 August 2017 where it was amended to remove the CEO as a voting member.

Minor amendments are proposed to the Charter relating to Clauses 4 (Purpose), 5 (Functions), 6 (Outcomes), 7.3 (Support staff) and 7.5 (Other office bearers). The changes are highlighted in the Charter which is attached to be report.

Councillor Briefing Procedure

Council originally adopted Councillor Briefing Guidelines on 27 March 2013 and amended them on 27 August 2014. This was again reviewed in 23 November 2016 and 21 November 2018 and Council resolved to continue to hold Councillor Briefing Sessions monthly and in the current format. In November 2018, the document was renamed from "Councillor Briefing Guidelines" to "Councillor Briefing Procedure".

The only change recommended to the Councillor Briefing Procedure is to include the following Clause relating to the online/virtual meetings which Council has been holding since Covid-19 (and as such, Clauses 8.4, 12.2, 13.2-13.7 would not apply whilst Councillor Briefing Sessions are held electronically):

"The NSW Government has authorised local councils to hold official meetings electronically instead of physically due to the risk to staff, Councillors and members of the community due to the current situation with the novel coronavirus (Covid-19) pandemic. In accordance with a Mayoral Direction dated 17 March 2020 (and reported to the 25 March 2020 Council meeting) this has also been extended to Committee meetings and Councillor Briefing Sessions. As such, Clauses 8.4, 12.2 and 13.2 – 13.7 would not apply whilst Councillor Briefing Sessions continue to be held electronically".

CONSIDERATIONS

Economic	There are no economic and financial considerations.	
Environment	There are no environmental and sustainability considerations.	
Social There are no social and cultural considerations.		

ORDINARY MEETING 3 FEBRUARY 2021 CITY CORPORATE REPORT

Civic Leadership	Provide information about Council's services, roles and decision making processes.		
Olvic Leadership	Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct		
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. Councillor Induction and Professional Development Policy
- 2. Councillor Access to Information and Interaction with Staff Policy
- 3. Strategic Panel Charter
- 4. Councillor Briefing Procedure



Adopted: 6 February 2019

TRIM: 016595.2019



1. PURPOSE

The purpose of this policy is to demonstrate Liverpool City Council's commitment to ensuring that the Mayor and Councillors have access to induction and ongoing professional development which will assist them to develop and maintain the skills and knowledge required to effectively perform their civic role and responsibilities under the Local Government Act 1993 ('the Act').

2. SCOPE

This policy applies to the Mayor and all Councillors of Liverpool City Council.

3. POLICY

3.1 Statement of Commitment

- 3.1.1 Liverpool City Council is committed to developing an induction and ongoing professional development program for the Mayor and Councillors to ensure they can fulfil their statutory roles and responsibilities.
- 3.1.2 As part of this program, the Mayor and each Councillor will have a professional development plan that identifies specific gaps in their capabilities (i.e. their knowledge, skills and attributes) and identify professional development activities to build these capabilities.

3.2 Induction Program

- 3.2.1 Liverpool City Council will develop an induction program for new and returning Councillors as well as a supplementary program for the Mayor to ensure they are provided all the information they need to effectively fulfil their roles in the first few months of Council's term and feel confident in their ability to do so.
- 3.2.2 The induction program will cover:
 - a) An orientation to Council facilities and the local government area;
 - An overview of the key issues and tasks for the new Council including Council's community strategic plan, delivery program, operational plan, resourcing strategy and community engagement plan;
 - The legislation, rules, principles and political context under which Councils operate;
 - d) The roles and responsibilities of Councillors and the Mayor;
 - e) Council's organisational structure, workforce management strategy and the roles and responsibilities of the CEO and Council staff;
 - f) What Council does and how it operates, including an overview of integrated planning and reporting, land-use planning, natural resource management, financial management and asset management by Council;
 - g) Key Council policies and procedures Councillors must comply with including the code of conduct;
 - h) The role of Council meetings and how to participate effectively in them;

- The support available to the Mayor and Councillors and where they can go to get more information or assistance; and
- j) Information on the process for taking the oath of office and electing the Mayor at the first Council meeting (where applicable).
- **3.2.3** In the case of the Mayor, the program will also cover:
 - a) How to be an effective leader of the governing body and the Council;
 - b) The role of the Chair and how to chair Council meetings;
 - c) The Mayor's role in integrated planning and reporting;
 - d) The Mayor's role and responsibilities under the code of conduct;
 - e) The Mayor's role and responsibilities in relation to the CEO's employment;
 - f) The Mayor's role at regional and other representative bodies; and
 - g) The Mayor's civic and ceremonial role.
- **3.2.4** The Mayor and Councillors must have a working knowledge and understanding of these areas by the end of the induction program.
- 3.2.5 The induction program will also aim to build relationships and help the governing body establish itself as a cohesive and collaborative team.

3.3 Ongoing Professional Development Program

- 3.3.1 An individual professional development plan will be developed for the Mayor and each Councillor to address any gaps in the capabilities (ie. Knowledge, skills and attributes) needed to effectively fulfil their role.
- 3.3.2 Each professional development plan will span the Council's term, and identify professional development activities that the Mayor or Councillor will participate in. Professional development activities will be prioritised according to need and approved by the CEO were Council funds are required in accordance with Council's Civic Expenses and Facilities Policy. The Mayor and Councillors are expected to complete all the activities included in their professional development plan.
- **3.3.3** Professional development activities will, wherever possible, follow the 70/20/10 principle. The 70/20/10 principle requires that:
 - a) 70% of learning activities are provided via learning and developing from experience – for example, on-the-job training, self-directed learning, developmental roles, problem solving, exposure and practice;
 - b) 20% of learning activities are provided via learning and training through others for example, personal or professional networks, coaching, mentoring, feedback, memberships and professional associations; and
 - c) 10% of learning activities are provided via learning and developing through structured programs – for example, training courses, external or in-house workshops, seminars, webinars and other e-learning and briefing sessions conducted by the Council, external training providers or industry bodies.
- 3.3.4 The timing of professional development activities for the Mayor and Councillors will be designed in such a way so as to not overload Councillors with learning activities in the early part of Council's term.

- 3.3.5 The timing will reflect what knowledge and skills Councillors and the Mayor need at various points in Council's term to undertake their roles.
- **3.3.6** The Mayor and Councillors will be provided with as much notice as possible for upcoming induction and professional development activities.
- **3.3.7** It is strongly recommended that any new Councillor do the Local Government Director's course within 12 months of becoming a Liverpool Councillor.

3.4 Responsibilities

- **3.4.1** The Mayor and each Councillor are responsible for making themselves available to attend any development activities identified in the professional development plan.
- 3.4.2 The Mayor and all Councillors must make all reasonable endeavours to attend and participate in the induction sessions and professional development activities arranged for them during the term of the Council.
- 3.4.3 The Manager Council and Executive Services is responsible for planning, scheduling and facilitating induction and professional development activities for the Mayor and Councillors in consultation with the CEO.
- 3.4.4 The CEO has overall responsibility for Liverpool City Council's induction and professional development program.

3.5 Budget

3.5.1 An annual budget allocation will be provided to support the induction and professional development activities undertaken by the Mayor and Councillors.

3.6 Approval of training and/or expenses

3.6.1 Professional development activities that require Council funds are to be approved by the CEO in accordance with Liverpool City Council's Civic Expenses and Facilities Policy.

3.7 Evaluation

3.7.1 Council will evaluate the professional development program at the end of each Council term to assess whether it was effective in assisting the Mayor and Councillors to develop the capabilities required to fulfil their civic roles.

3.8 Reporting

- 3.8.1 The CEO of Liverpool City Council will publically report each year in Council's annual report:
 - The name of the Mayor and each individual Councillor that completed Council's induction program (where an induction program has been delivered during the relevant year);
 - b) The name of the Mayor and each Councillor who participated in any ongoing professional development program during the year;
 - The number of training and other activities provided to the Mayor and Councillors during the year as part of a professional development program; and
 - d) The total cost of induction and professional development activities and any other training provided to the Mayor and Councillors during the relevant year.

AUTHORISED BY

Council resolution

EFFECTIVE FROM

6 February 2019

DIRECTORATE RESPONSIBLE

Office of the CEO (Council & Executive Services)

REVIEW DATE

6 February 2021



Adopted: 6 February 2019

TRIM: 060558.2019



1. LEGISLATIVE REQUIREMENTS

Government Information Public Access Act 2009 Government Information (Public Access) Regulation 2009 Interpretation Act 1987 Local Government Act 1993 Privacy and Personal Information Protection Act 1998

PURPOSE/ OBJECTIVES

- 2.1 The purpose of this policy is to:
 - a) Provide a documented process on how the Mayor and Councillors can access Council staff, records, information and buildings.
 - b) Ensure the Mayor and Councillors have access to all documents and information necessary for them to exercise their statutory role as a member of the governing body of the Council.
 - c) Ensure that the Mayor and Councillors receive advice to help them in the performance of their civic duty in an orderly and regulated manner.
 - d) Provide a clear and consistent framework for the reporting of, and appropriate application of sanctions for, breaches of this policy.

3. **DEFINITIONS**

"Open access information" is information listed in Schedule 1 of the Government Information (Public Access) Regulation 2009 that a member of the public could access by applying under Council's Agency Information Guide

"Operational advice" refers to requests regarding routine services provided by Council.

"Ordinary day" refers to the reckoning of time as set out in section 36 of the Interpretation Act 1987, which excludes a Saturday, a Sunday, a public holiday or a bank holiday being included in the calculation of the period of a day or number of days in relation to notice to be given under the provisions of the Code.

"Strategic advice" refers to request regarding matters that relate to policy direction, long term planning and significant projects.

"Response" refers to an answer to a request or a proposed course of action (not an acknowledgement) by email, fax or letter.

"Third party advice" is written advice obtained by Council from a third party. Such advice includes legal advice, consultants' reports and advice from Government agencies.

4. POLICY STATEMENT

- 4.1 Liverpool City Council acknowledges that its Mayor and Councillors require access to Council information and staff in order for them to exercise the functions of their civic office under the *Local Government Act 1993* (the Act). The Act also requires the Mayor, Councillors and staff to act honestly and responsibly when carrying out their functions, not taking advantage of their position to unduly influence other Councillors or staff in the performance of their duties or functions or use their position to obtain, either directly or indirectly, an advantage for them or any other person.
- 4.2 Access to a Council file, information or staff member can only be provided in accordance with this policy to ensure that access is obtained in ways that are legal and appropriate. The types of requests, authorisation requirements, and the manner of responses, restrictions and record keeping requirements are specified in Attachment A.
- 4.3 In relation to access to Council buildings and offices, there are no restrictions to Councillor access to public areas, Council meeting rooms, the CEO's and Mayor's Offices and the Councillors' Room. The Mayor and Councillors should, wherever practicable, ensure that the staff member(s) that they wish to visit will be available. Council staff should in turn make sure they are accessible to the Mayor and Councillors. The CEO, directors and managers may invite the Mayor and/ or Councillors to meet in their administration offices.
- 4.4 The Mayor and Councillors shall only make requests of staff that are relevant to the Mayor or Councillor's civic duties. If the Mayor or a Councillor requires information, action or advice in relation to a personal or private matter, they must follow the same process as any other member of the public. The statutory roles of the Mayor, Councillors and the Chief Executive Officer are detailed in Attachment B
- 4.5 If a staff member receives a request from the Mayor or a Councillor which they consider may not be relevant to the Mayor or Councillor's civic duties, the staff member is entitled to require the Mayor or Councillor to demonstrate how the request relates to the Mayor or Councillor's civic duties. If the staff member is still not satisfied that the request relates to the Mayor or Councillor's civic duty, the staff member is entitled to refuse to action the request or advise the Mayor or Councillor of the normal process for members of the public to make such requests.
- 4.6 The Mayor and Councillors are entitled to access to all Council files, records or other documents where that information is identified under Schedule 1 of the Government Information (Public Access Act) Regulation 2009 or relates to a matter currently before the Council. (Note, however, that the provision of access to legal advice will be dealt with in accordance with clause 4.7(e) of this policy and the provisions of Council's Legal Services Policy generally.)
- 4.7 In relation to "third party advice" (see definition above) relevant to a matter currently before the Council for determination the following principles shall apply:

- a) A copy of all such advice obtained by Council in relation to the subject matter shall be provided to all Councillors no less than three business days prior to the meeting at which the matter is to be determined to allow Councillors to read and understand the advice;
- b) The Mayor and Councillors acknowledge in return that such advice may be confidential and public disclosure may be detrimental to Council's interests. Accordingly, where the advice is provided to the Mayor and Councillors on a confidential basis, the Mayor and Councillors agree not to disclose the advice to any other person. Failure to abide by this clause shall constitute a breach of both Council's Code of Conduct and the Act and will result in action being taken against the Mayor or any Councillor found to have breached confidentiality without proper authority;
- c) Where such advice relates to matters which are to be determined under delegated authority or do not otherwise require referral to Council for determination, then the requirements of this clause shall not apply; and
- d) Where such advice is received well in advance of the matter being formally referred to Council for determination, the Chief Executive Officer shall have discretion as to the timing of the provision of the advice to the Mayor and Councillors provided that it shall be made available within a reasonable time prior to the meeting at which the matter is to be considered. Where necessary it is acknowledged that members of Council staff may need to obtain follow up advice or carry out further investigation of the matter before the advice is provided to the Mayor and Councillors;
- e) On reliance of the provisions under section 10A (2)(g) of the Local Government Act, 1993 where access to legal advice is required, staff will provide access to Councillors under a confidential cover attached to the associated report.
- 4.8 Where the Mayor or a Councillor receives an enquiry from a constituent with regard to an operational matter, the enquiry should be actioned as follows:
 - a) For the Mayor, the enquiry should be made to the Executive Assistant to the Mayor to be forwarded to the relevant director for a response to be drafted in the Mayor's name within two ordinary days for signature and dispatch from the Mayor's office.
 - b) For Councillors, the enquiry should be made to the Councillor Support Officer to be forwarded to the relevant director for a response to be emailed direct to the Councillor within two ordinary days. The Councillor is then responsible for forwarding the response with any comments to the constituent.
 - c) For matters not requiring a formal written response (for example, those which require direction or a quick answer) to either the Mayor or Councillor, a telephone conversation with the Chief Executive Officer; directors, the Manager Council and Executive or a relevant manager is also acceptable.

4.9 <u>Inappropriate interactions</u>

Council's policy, based on the Code of Conduct, is that the following interactions are inappropriate:

- a) The Mayor and Councillors approaching members of staff other than those specifically identified in Attachment A;
- b) Council staff approaching the Mayor or Councillors directly (rather than via their director or manager);
- c) Council staff refusing to give information that is available to other Councillors to a particular Councillor;
- d) The Mayor or Councillors who have lodged a development application with Council, discussing the matter with Council staff in staff-only areas of Council;
- e) The Mayor or Councillors being overbearing or threatening to Council staff;
- f) The Mayor or Councillors making personal attacks on Council staff in a public forum;
- g) The Mayor or Councillors directing or pressuring Council staff in the performance of their work, or recommendations they should make;
- h) Council staff providing ad hoc advice to the Mayor and Councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community;
- i) Council staff meeting with applicants or objectors alone and outside office hours to discuss applications or proposals;
- j) The Mayor or Councillors attending on-site meetings with lawyers and/or consultants engaged by Council associated with current or proposed legal proceedings unless permitted to do so by Council's CEO or, in the case of the Mayor, exercising their power under section 226 of the Act.
- 4.10. <u>Breaches of this policy by Councillors</u>
- 4.10.1 A breach of this policy by the Mayor or any Councillor will be dealt with in accordance with Council's Code of Conduct and Code of Conduct Procedures.
- 4.10.2 If the matter tends to show or shows maladministration, corrupt conduct, serious and substantial waste, government information contravention or criminal activity, it will be referred by the Chief Executive Officer to the appropriate investigative agency.
- 4.11 Breaches of this policy by members of Council staff
- 4.11.1 A breach of this policy by members of Council staff will be dealt with in accordance with any relevant staff agreements, awards, industrial agreements, contracts and Council policies, including the Code of Conduct and Code of Conduct Procedures.
- 4.11.2 If the matter tends to show or shows maladministration, corrupt conduct, serious and substantial waste, government information contravention or criminal activity, it will be referred by the Chief Executive Officer to the appropriate investigative agency.

AUTHORISED BY

Council

EFFECTIVE FROM

6 February 2019

DEPARTMENT RESPONSIBLE

Office of the CEO (Council and Executive Services)

REVIEW DATE

6 February 2021

THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH

The Mayor

City Corporate (Governance, Legal and Procurement)

Councillors

Chief Executive Officer

VERSIONS

Version	Amended by	Date	TRIM Number
1	Council Resolution	11 June 2002	Not applicable
2	Council Resolution	15 June 2009	099865.2009
3	Council Resolution	21 June 2010	111710.2010
4	Council Resolution	25 July 2011	079519.2011
5	Council Resolution	5 November 2012	231162.2012
6	Council Resolution	26 June 2013	144367.2013
7	Council Resolution	20 June 2014	129147.2014
8	Acting CEO after review	17 June 2016	166749.2016
9	Council Resolution	6 February 2019	060558.2019

REFERENCES

Division of Local Government in cooperation with the Local Government Association of NSW and the Shires Association of NSW: Councillor Handbook 2012

Division of Local Government: Councillors' Access to Information Circular no.10 30 December 2010

Liverpool City Council: Civic Expenses and Facilities Policy

Liverpool City Council: Code of Conduct

Liverpool City Council: Code of Conduct Procedures Liverpool City Council: Code of Meeting Practice

Liverpool City Council: Ethical Governance: Conflicts of Interest Policy Liverpool City Council: Ethical Governance: Internal Investigations Policy

Liverpool City Council: Legal Services Policy

ATTACHMENTS

Attachment A: Interactions between Councillors and Council staff

Attachment B: Statutory provisions relating to the roles of Councillors and the Chief

Executive Officer

Attachment A

INTERACTIONS BETWEEN COUNCILLORS AND COUNCIL STAFF

TYPE OF REQUEST	FROM WHOM TO GAIN APPROVAL	HOW INFORMATION IS TO BE REQUESTED	HOW INFORMATION IS TO BE PROVIDED	RESTRICTIONS TO INFORMATION	RECORD KEEPING REQUIREMENTS
Access to Documents	CEO, Public Officer	It is the Mayor or Councillor's choice whether a request is submitted in writing or made verbally. The CEO, Public Officer and Councillor Support Officer are required to keep a file note of verbal requests when appropriate.	Inspection of documents will only be permitted on the premises. Copies of publicly available documents will be permitted. Documents that are not publicly available can be inspected but not copied. The CEO has overriding discretion.	There are no specific restrictions. However, the CEO and the Public Officer have discretion to refuse a request on legitimate grounds. If access is refused, a notice of motion, the GIPA Act and the Agency Information Guide are the alternative forms of access.	The general principle is to keep a record of all transactions. However this is not required if it is only a routine matter.
Operational or Strategic Advice	CEO, directors, managers, Councillor Support Officer	It is the Mayor or Councillor's choice whether a request is submitted in writing or made verbally. The CEO, directors, managers and Councillor Support Officer are required to keep a file note of verbal requests when appropriate.	The response will be provided verbally, memo or email. The timeframe for a response will be two ordinary days.	There are no specific restrictions. However the CEO and directors have discretion to refuse a request on legitimate grounds. If access is refused, a notice of motion or a question with notice is the alternative forms of access.	The general principle is to keep a record of all transactions. However this is not required if it is only a routine matter.
Councillor Support and Requests	Council and Executive Services staff, managers, Councillor Support Officer, Executive Assistant to the Mayor, Executive Assistant to the CEO, IT Helpdesk	It is the Mayor or Councillor's choice whether their request is submitted in writing or made verbally. Council officers are required to keep a file note of verbal requests when appropriate.	The timeframe for a response will be two ordinary days	The administrative assistance must be in accordance with the Civic Expenses and Facilities Policy.	The general principle is to keep a record of all transactions. However, this is not required if it is only a routine matter.

Attachment B

STATUTORY PROVISIONS RELATING TO THE ROLES OF COUNCILLORS AND THE CHIEF EXECUTIVE OFFICER

1. The governing body (s. 222)

The elected representatives, called "Councillors," comprise the governing body of the council.

2. Role of governing body (s. 223)

- 1. The role of the governing body is as follows:
- (a) to direct and control the affairs of the council in accordance with this Act,
- (b) to provide effective civic leadership to the local community.
- (c) to ensure as far as possible the financial sustainability of the council,
- (d) to ensure as far as possible that the council acts in accordance with the principles set out in Chapter 3 and the plans, programs, strategies and polices of the council,
- (e) to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council,
- (f) to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area,
- (g) to keep under review the performance of the council, including service delivery,
- (h) to make decisions necessary for the proper exercise of the council's regulatory functions,
- to determine the process for appointment of the general manager by the council and to monitor the general manager's performance,
- (j) to determine the senior staff positions within the organisation structure of the council,
- (k) to consult regularly with community organisations and other key stakeholders and keep them informed of the council's decisions and activities,
- (I) to be responsible for ensuring that the council acts honestly, efficiently and appropriately.

3. Role of mayor (s. 226)

The role of the mayor is as follows:

- (a) to be the leader of the council and a leader in the local community,
- (b) to advance community cohesion and promote civic awareness,
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
- (e) to preside at meetings of the council,
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council.
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
- to promote partnerships between the council and key stakeholders,
- to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
- (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
- (I) to carry out the civic and ceremonial functions of the mayoral office,
- (m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
- (n) in consultation with the councillors, to lead performance appraisals of the general manager,
- (o) to exercise any other functions of the council that the council determines.

4. The role of a Councillor (s. 232(1) and s.232(2)

- (1) The role of a councillor is as follows:
- (a) to be an active and contributing member of the governing body,
- (b) to make considered and well informed decisions as a member of the governing body,
- (c) to participate in the development of the integrated planning and reporting framework,
- (d) to represent the collective interests of residents, ratepayers and the local community,
- (e) to facilitate communication between the local community and the governing body,
- (f) to uphold and represent accurately the policies and decisions of the governing body,
- (g) to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.
- (2) A councillor is accountable to the local community for the performance of the council.

5. Functions of the general manager (s. 335)

The general manager of a council has the following functions:

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council.
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,
- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (i) to direct and dismiss staff,
- (j) to implement the council's workforce management strategy,
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.



Adopted: xxxxxx

TRIM: 006160.2018



1. NAME

Strategic Panel Charter

2. INTERPRETATION

- 2.1 For the purpose of this charter:
 - a) "Act" means the Local Government Act 1993;
 - b) "CEO" means Council's Chief Executive Officer;
 - c) "Code" means Code of Meeting Practice;
 - d) "Panel" means Strategic Panel;
 - e) "Council" means the Liverpool City Council;
 - f) "Member" means a member of the Panel;
 - g) "Observer" means the person attends the meeting but has no voting rights.

3. STATUS OF PANEL

3.1 The Panel is an advisory body tasked with providing advice and recommendations to Council.

4. **PURPOSE**

- 4.1 This Panel has been established to provide relevant advice and recommendations to Council relating to:
 - a) The long-term strategic direction of Liverpool city, in particular in the areas of planning,-economic and social development as articulated in Liverpool's Community Strategic Plan;
 - b) The development and delivery of a range of city centre revitalisation initiatives, projects and events; and
 - c) Development which impacts Liverpool city., including the proposed intermodal at Moorebank and the Badgerys Creek Airport.

5. **FUNCTIONS**

- 5.1 The functions of the Panel are to:
 - a) Raise emerging local social and economic development issues and make recommendations for solutions and actions;
 - b) Review recommendations from district forums and other community oriented bodies and assess these against Council's overall strategic direction;
 - c) Make recommendations for the expenditure of funds towards projects which activate the city centre, in line with the City Development Fund Policy;

- d) Coordinate Council's response to proposed developments (including State Signbificant Developments) which impact the city of Liverpool, such as the proposed intermodal at Moorebank and the Badgerys Creek Airport.; and
- d)e) Consider planning matters in Liverpool, particularly rezoning proposals and other strategic planning initiatives.

6. **OUTCOMES**

- 6.1 The Panel aims to assist Council in:
 - a) Achieving an integrated and coordinated approach to strategic planning initiatives, the delivery of strategic projects and other initiatives which allow Council to achieve its long-term objectives;
 - b) Improving the social and economic profile of Liverpool;
 - c) Encouraging investment and business growth, enhance tourism and attract visitors to the Liverpool local government area; and
 - d) Achieving urban, business and community renewal of the Liverpool City Centre;
 - e) Ensuring that all approved events are relevant to the local community and represent Liverpool's diversity, community spirit and inclusive nature.

7. **MEMBERSHIP**

7.1 Councillor representation:

The Mayor or delegate will be the Chair of the Panel and all Councillors will be members of the Panel.

7.2 Council staff representation:

The CEO (or delegate) will be a member non-voting of the Panel and shall assign relevant executive and other staff to this Panel in an observer capacity.

7.3 Support staff

Council's Council and Executive Services Corporate Strategy and Performance team will provide administrative support to the Panel.

7.4 **Chairperson and Deputy Chairperson**

- 7.4.1 The Mayor or delegate is to be the Chair of the Panel.
- 7.4.2 The role of the Chairperson is to preside at meetings of the panel. In the absence of the Chairperson, the delegated Chairperson shall preside at the meeting.

- 7.4.3 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.
- 7.4.4 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.

7.5 Other Office Bearers

There are no other office bearers on this Panel. Reports or presentations for each meeting will be required.

8. **TERM OF OFFICE**

8.1 All Councillors will be members of the Panel during their term of office as Councillors.

9. QUORUM AND RECOMMENDATIONS

- 9.1 The quorum for a meeting of the Panel will be four Councillors.
- 9.2 Observers or visitors at the meeting do not form part of the quorum.
- 9.3 In the absence of a quorum 15 minutes after the advertised start of the meeting, the Panel members present may discuss the agenda items although any recommendations made will not become formalised until they have been ratified at the next Panel meeting with a quorum present.
- 9.4 Panel recommendations are not binding on Council. Although the Panel is primarily an informal forum for the exchange of ideas and information, it can make recommendations to Council. Panel meeting notes will be included in the subsequent Council meeting agenda.
- 9.5 Panel members should notify the Council convenor of their planned absence from a meeting.

10. MEETINGS AND MEMBERS OF THE PUBLIC

- 10.1 Meetings of the Panel are not open to members of the public because meetings may involve information that would, if disclosed:
 - a) Confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
 - b) Reveal commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of Council.

As such, meetings will not be webcast.

- 10.2 Representatives of organisations or the general community may be invited by the Chairperson to address the Panel on matters on the agenda.
- 10.3 Relevant experts, stakeholders and community members may be invited to participate in the Panel from time to time, as determined by the Panel.

11. TIMETABLE FOR MEETINGS

- 11.1 The Panel shall meet on a bi-monthly basis. Dates of meetings will be determined annually by the Panel and referred back to Council.
- 11.2 A meeting will be limited to a maximum of two hours duration, unless the Panel resolves to extend the length of the meeting to a particular time for the completion of business.
- 11.3 Extraordinary meetings may be called by the Chairperson of the Panel in consultation with the CEO (or delegate).
- 11.4 The location, date and starting time for meetings will be advised on the agenda.
- 11.5 Panel meetings can only be held if five ordinary days' notice has been given to all members and Councillors.

12. MEETING PRACTICE AND PROCEDURES

- 12.1 Unless otherwise specified in this charter, Panel meetings must be conducted in accordance with Council's Code of Meeting Practice.
- 12.2 The Panel must observe the provisions of any other relevant Council policies and procedures.

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

13. INSURANCE COVER

14.1 Panel members are covered by Council's personal accident insurance only for attendance at meetings and other activities formally endorsed by the Panel.

14. OBSERVING THE CODE OF CONDUCT AND RELEVANT COUNCIL POLICIES

- 14.1 All members of the Panel 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.
- 14.2 Should a member of the Panel breach Council's Code of Conduct or any other relevant Council policy, the matter will be referred to the CEO to be dealt with in accordance with Council's Code of Conduct and Code of Conduct Procedures.
- 14.3 If a Panel member has a pecuniary interest in any matter with which the Panel is concerned, and is present at a meeting of the Panel at which the matter is being considered, they must disclose the interest to the meeting and must not be present during any discussion or decision making relating to that matter. Leaving the room is necessary because to remain in the presence of the meeting but refrain from voting is taken to be a vote against the motion.
- 14.4 A member of the Panel who has a non-pecuniary conflict of interest in any matter with which the Panel is concerned and is present at a meeting of the Panel at which the matter is being considered must disclose the interest to the meeting as soon as practicable. If a member of the Panel has declared a non-pecuniary conflict of interest, there exists a range of options for managing the conflict of interest. The option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with.
- 14.5 A Panel member will deal with a non-pecuniary conflict of interest in at least one of these ways:
 - a) Where the potential for conflict is deemed minimal, take no action. However, the Councillor or Panel member should consider providing an explanation as to why it is considered that only a minimal or non-existent conflict exists.
 - b) Where the potential for conflict is more significant, take no part in the matter by leaving the room in which the meeting is taking place and take no part in any

debate or vote on the issue, as if the provisions in section 451(2) of the Act applied.

14.6 Panel 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 Ethical Governance: Conflicts of Interest Policy.

15. CONFIDENTIALITY AND MANAGING PRIVACY

- 15.1 Panel members, through their involvement on the Panel, may come in contact with confidential or personal information retained by Council. Panel 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.
- 15.2 The Privacy and Personal Information Protection Act 1998 and Council's Privacy Policy deal with the collection, holding, use, correction, disclosure and transfer of personal information.
- 15.3 Should a Panel 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

16.1 Should a member of the Panel breach Council's Code of Conduct, 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

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

18. REVIEW OF THE PANEL AND THIS CHARTER

18.1 Council will review the work of the Panel and this charter every two years.

AUTHORISED BY

Council Resolution

EFFECTIVE FROM

30 August 2017

DEPARTMENT RESPONSIBLE

Chief Executive Officer (Corporate Strategy and Performance)

REVIEW DATE

30 August 2019

VERSION

Version	Amended by	Date	TRIM Number
1	Adopted by Council	23 November 2016	316364.2016
2	Council Resolution	1 February 2017	337374.2016
3	Council Resolution	30 August 2017	215697.2017

REFERENCES

Liverpool City Council: Code of Conduct

Liverpool City Council: Code of Conduct Procedures Liverpool City Council: Code of Meeting Practice

Liverpool City Council: Councillor Access to Information and Interaction with Staff Policy

Liverpool City Council: Ethical Governance: Conflicts of Interest Policy

Liverpool City Council: Privacy Policy Liverpool City Council: Procurement Policy Liverpool City Council: Procurement Standards



Adopted: xxxxxx

TRIM: 349145.2018



NAME

Councillor Briefing Procedure

2. INTERPRETATION

- 2.1 For the purpose of this Procedure:
 - a) "Council" means the Liverpool City Council.
 - b) "Briefing" means a meeting at which information is presented and discussed but no formal decision is made. The Briefing is not a forum for debate on Council reports nor is it a council committee, and policy decisions are left to the open forum of a formal Council meeting or committee meeting where delegated authority has been provided.

PURPOSE

3.1 The Councillor Briefing provides a forum to assist the Mayor and Councillors to develop their knowledge and expertise in order to undertake their role as a public official and member of a governing body.

4. FUNCTIONS

- 4.1 A Councillor Briefing provides support to the Mayor and Councillors to:
 - a) Receive information and develop a thorough understanding of matters affecting the Liverpool Local Government Area;
 - b) Seek advice and conduct in-depth discussion with professional staff on Council business papers and other priority matters;
 - Obtain information and assessments from professional staff in their area of expertise to inform decisions.

5. **DELEGATIONS**

- 5.1 There is no delegated authority from Council related to the Councillor Briefing except that the Mayor has delegated authority:
 - a) To invite certain guests to the Councillor Briefing to make presentations that the Mayor deems to be in the best interest of Council; and
 - b) To call and schedule a Councillor Briefing.

- 5.2 A Councillor Briefing provides an opportunity for conducting in-depth discussions with professional staff on certain topics. Formal decisions are not made at Briefing but these sessions provide the time needed to explore important and complex issues in detail.
- 5.3 The Councillor Briefing will not be used for detailed or advanced discussions where agreement is reached and/ or a de facto decision is made. Any detailed discussion or exchange of views on an issue, and any policy decision from the options, should be left to the open forum of a formal council meeting or committee meeting, where delegated authority has been provided.

6. MEMBERSHIP

- 6.1 The Councillor Briefing will be attended by:
 - · The Mayor and Deputy Mayor
 - Councillors
 - Chief Executive Officer (CEO)
 - Directors, only if required to make a presentation to Councillors.
- 6.2 Managers may be invited to present at Councillor Briefing, where specialised professional expertise and information is required and they will participate for the duration of their presentation.
- 6.3 From time to time, external presenters may be invited to attend the Councillor Briefing in regard to specific topics of importance.
- Where managers or external presenters are invited to attend the Councillor Briefing, the agenda item will be brought forward.
- 6.5 All invitations to attend a Councillor Briefing must be requested through the CEO for inclusion in the appropriate agenda.

7. CHAIRPERSON

- 7.1 The CEO, or a delegated Director in the absence of the CEO, will be responsible for convening and chairing the Councillor Briefing.
- 7.2 The role of the Chairperson is to prepare the agenda, to facilitate the effective functioning of the Councillor Briefing and to ensure Councillor requests are recorded and actioned.
- 7.3 The agenda for a Councillor Briefing will be forwarded to Councillors electronically and hard copies will be available at the meeting.

8. PARTICIPATION AND QUORUM

- 8.1 A register of attendance at a Councillor Briefing is kept to support transparent and accountable processes.
- 8.2 The Mayor and Councillors should notify the delegated Council officer of their planned absence from a Councillor Briefing.
- 8.3 Three Councillors are required for a Council Briefing to go ahead.
- 8.4 In certain circumstances, Councillors may participate via electronic means such as SKYPE provided they have prior approval from the CEO and have signed the appropriate confidentiality agreements. In accordance with Clause 7.9 of Council's Code of Conduct, all Councillors have an obligation to "maintain the integrity and security of confidential documents or information in your possession, or for which you are responsible." This includes information disclosed in Councillor Briefing.

Note: The NSW Government as authorised local councils to hold official meetings electronically instead of physically due to the risk to staff, Councillors and members of the community due to the current situation with the novel coronavirus (Covid-19) pandemic. In accordance with a Mayoral Direction dated 17 March 2020 (and reported to the 25 March 2020 Council meeting) this has also been extended to Committee meetings and Councillor Briefing Sessions. As such, Clauses 8.4, 12.2 and 13.2–13.7 would not apply whilst Councillor Briefing Sessions continue to be held electronically.

9. GENERAL PUBLIC

- 9.1 The Councillor Briefing will not be open to members of the general public.
- 9.2 Representatives of organisations or the general community may be invited to address the Briefing on matters on the agenda. All invitations to attend Councillor Briefing must be requested through the CEO for inclusion in the appropriate agenda.

10. TIMETABLE FOR MEETINGS

- 10.1 The Councillor Briefing will be scheduled prior to each Council meeting. The business papers for the Council meeting will be provided at or prior to the Councillor Briefing except under extraordinary circumstances.
- 10.2 A Councillor Briefing will be limited to a maximum of three hours' duration unless the Councillors in attendance determine, by a majority vote, to extend the length of the Briefing to an agreed time.

- 10.3 Additional Councillor Briefings on specific topics may be called by the CEO (or delegate). A Councillor Briefing can only be held if five working days' notice has been given to all members, or in the case of urgent matters, with 24 hours' notice.
- 10.4 The location, date and starting time for meetings will be advised on the agenda.

Council has adopted a flexible meeting schedule that allows for Briefing Sessions to be held both during and after normal business hours.

11. MEETING PRACTICE AND PROCEDURES

- 11.1 The provisions of Council's adopted Code of Conduct shall apply to the Councillor Briefing.
- 11.2 The Councillor Briefing will take place in accordance with any other relevant Council policies and procedures.
- 11.3 Actions arising from the meeting will be recorded with a response provided to Councillors within 10 working days. Where the action relates to the business of an upcoming Council meeting, this will be provided prior to the commencement of the Council meeting.
- 11.4 Presentations and information distributed at a Councillor Briefing will be made available on the Councillor Intranet.

12. THE USE OF TELECONFERENCING AT COUNCILLOR BRIEFING SESSIONS

- 12.1 It is recognised that information and technology is in a constant state of change that reshapes the way we interact, communicate and deliver services, however, this needs to be balanced with the need to maintain human relationships through physical proximity and preserving the confidentiality and integrity of the information being exchanged.
- 12.2 The Local Government Act 1993 and associated Regulation do not provide guidance on remote participation via electronic mediums such as Skype in Councillor Briefing. This document has been developed to provide guidance and establish protocols for those instances when Councillors cannot be physically present.

Note: The NSW Government as authorised local councils to hold official meetings electronically instead of physically due to the risk to staff, Councillors and members of the community due to the current situation with the novel coronavirus (Covid-19) pandemic. In accordance with a Mayoral Direction dated 17 March 2020 (and reported to the 25

March 2020 Council meeting) this has also been extended to Committee meetings and Councillor Briefing Sessions. As such, Clauses 8.4, 12.2 and 13.2–13.7 would not apply whilst Councillor Briefing Sessions continue to be held electronically.

13. TELECONFERENCING AND THE CODE OF CONDUCT

13.1 Councillors and members of Council staff are reminded of their obligations under the Code of Conduct with regard to Council information either written or provided via discussions at the Councillor Briefing, in particular Clauses 7.8, 7.9, 7.10 and 7.11 which read as follows:

Use of certain council information

- 7.8 In regard to information obtained in your capacity as a council official, you must:
 - a) Only access council information needed for council business
 - b) Not use that council information for private purposes
 - c) Not seek to obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have by virtue of your office or position with council
 - d) Only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- 7.9 You must maintain integrity and security of confidential documents or information in your possession, or for which you are responsible.
 - 7.10 In addition to your general obligations relating to the use of council information, you must:
 - a) Protect confidential information
 - b) Only release confidential information if you have authority to do so
 - c) Only use confidential information for the purpose it is intended to be used
 - d) Not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or any other person
 - e) Not use confidential information with the intention to cause harm or detriment to your council or any other person or body
 - f) Not disclose any information discussed during a confidential session of a council meeting.

Personal information

- 7.11 When dealing with personal information you must comply with:
 - a) The Privacy and Personal Information Protection Act 1998
 - b) The Health Records and Privacy Information Act 2002

- c) The Information Protection Principles and Health Privacy Principles
- d) Council's Privacy Management Plan
- e) The Privacy Code of Practice for Local Government

Note: The NSW Government as authorised local councils to hold official meetings electronically instead of physically due to the risk to staff, Councillors and members of the community due to the current situation with the novel coronavirus (Covid-19) pandemic. In accordance with a Mayoral Direction dated 17 March 2020 (and reported to the 25 March 2020 Council meeting) this has also been extended to Committee meetings and Councillor Briefing Sessions. As such, Clauses 8.4, 12.2 and 13.2–13.7 would not apply whilst Councillor Briefing Sessions continue to be held electronically.

13.2 Under what circumstance can a Councillor participate remotely?

Physical presence at the Councillor Briefing is the preferred method, however, in extenuating circumstances such as illness, out of area, attending a conference or other business related matters, or other extenuating personal circumstance, as approved by the Chief Executive Officer (CEO), a Councillor can participate in the Councillor Briefing remotely.

13.3 How does a Councillor make a request?

To participate by electronic means, Councillors must make a submission to the CEO in writing, by 10 am on the day of the scheduled Briefing outlining circumstances preventing their physical attendance at the Briefing.

13.4 Confidentiality Agreement

If approval is granted for a Councillor to participate remotely they will be required to sign a confidentiality agreement (Annexure "A"), which will apply for their term on Council to:

- a) Ensure the integrity and security of information discussed;
- Attest to the fact that there are no other persons present and listening to the discussion;
- c) Confirm that they will not be using any recording mechanisms.

13.5 How often can a Councillor participate remotely?

As physical attendance is the preferred method of participation and in order to maintain human relationships through physical proximity, Councillors will only be authorised to participate remotely up to three times per annum, or at the discretion of the CEO.

13.6 What technology can be used?

In the request to participate remotely Councillors must identify the program they will be using to ensure that it can be accommodated and so that Council's Information Technology staff can appraise it for security and effectiveness.

13.7 Notification on the intention to allow remote access for other Councillors When approval is given by the CEO to allow remote access by any Councillor, the CEO will advise the Mayor and all other Councillors of his/her decision in writing by 10 am on the day of the Councillor Briefing where such approval has been given. This notification is required at every circumstance when such approval is given.

REVIEW 14.

The Councillor Briefing Procedure will be reviewed as a minimum at the 14.1 commencement of each term of Council, and at other times as required.

AUTHORISED BY

Council Resolution

EFFECTIVE FROM

21 November 2018

DEPARTMENT RESPONSIBLE

Corporate Services (Council and Executive)

REVIEW DATE

21 November 2020

VERSION

Version	Amended by	Date	TRIM Number
1	Council Resolution (first adopted)	27 March 2013	061996.2013
2	Council Resolution	27 August 2014	187677.2014
3	Council Resolution	23 November 2016	317985.2016
4	Council Resolution	21 November 2018	349145.2018

CORP 03 Attachment 4

COUNCILLOR BRIEFING PROCEDURE

Annexure "A"

LIVERPOOL CITY COUNCIL

made on	(date)
by:	(" recipient ")
in favour of :	Liverpool City Council, 33 Moore Street, Liverpool, NSW 2170.

For the purpose of this agreement:

Confidentiality Agreement

"Council" means the Liverpool City Council.

"Councillor Briefing" means a meeting at which information is presented and discussed but no formal decision is made. The Briefing is not a forum for debate on Council reports nor is it a Council committee, and policy decisions are left to the open forum of a formal Council meeting or committee meeting where delegated authority has been provided.

"confidential information" means confidential, technical, commercial or information of Council (whether oral, written or pictorial) of, or relating directly to, the Council but does not include information which:

- Was in the public domain, or in the recipient's possession prior to the date (i) of this agreement;
- (ii) Comes into the public domain after the date of this agreement;
- Is supplied to the recipient by another party who is under no obligation of (iii) confidence to the Council.

Background

The Councillor Briefing provides a forum to assist the Mayor and Councillors to develop their knowledge and expertise in order to undertake their role as a public official and member of a governing body. Formal decisions are not made at Briefing but these sessions provide the time needed to explore important, complex and often confidential issues in detail.

In certain circumstances, Councillors may participate in a Councillor Briefing via electronic means such as SKYPE provided they have prior approval from the CEO and have signed this confidentiality agreement. In accordance with Clause 7.9 of Council's Code of Conduct, all Councillors have an obligation to "maintain the integrity and security of confidential documents or information in your possession, or for which you are responsible. This includes information disclosed in the Councillor Briefing.

Acknowledgements, warranties and covenants

- The recipient acknowledges and agrees that:
 - (a) Confidential information is of a secret and confidential nature;
 - (b) It is a requirement of the recipient's role in relation to Council business that strict confidentiality as described below is maintained at all times; and
 - (c) Improper use or disclosure of any confidential information may be detrimental to Council in connection with the performance of its functions, and may cause harm to Council.
- 2. The recipient undertakes to treat and keep the confidential information in the strictest of secrecy and confidentiality and not disclose the confidential information except as expressly authorised and permitted to do so under paragraph 5 below.
- 3. Further, the recipient undertakes not to disclose to any person that the confidential Information has been made available to the recipient and undertakes:
 - (a) To protect and safeguard confidential information against unauthorised publication or disclosure; and
 - (b) Not to use, copy or reproduce confidential information for any reason or purpose as directed by Council or in the discharge of the recipient's duties in connection with Council business; and
 - (c) Safeguard the physical security and storage of confidential information and comply with any specific security and storage measures in connection with confidential information that may be required by Council.

Authorised disclosure

- The recipient may disclose confidential information:
 - (a) If a duly authorised representative of Council approves in writing the disclosure of confidential information in accordance with the terms of that approval;
 - (b) If required under a binding order of a government agency or any legal proceeding;
 - (c) If required under any law or any administrative guideline, directive, request or policy having the force of law; and

Review of Council Policies Councillor Briefing Procedure

COUNCILLOR BRIEFING PROCEDURE

(d) To employees, consultants and other advisers of Council who have executed undertakings in favour of Council substantially the same as this one.

Return of Confidential Information

- 5. If Council requests it, the recipient must:
 - (a) Promptly return to Council all documents and other physical records of confidential information in the recipient's possession, custody, power or control except where the recipient is required by law to retain them or such documents or records are required to be retained in accordance with any administrative guideline, directive, request or policy by which the recipient is bound; and
 - (b) Provide a statutory declaration to Council confirming that all those records have been returned.

Non-waiver

6. The failure of Council to enforce any of the provisions of this Agreement, or the granting at any time of any other indulgence, is not to be construed as a waiver of that provision or of the right of Council to enforce that or any other provision at a later date.

Continuing obligations

7. Each obligation of the recipient under this Agreement is a continuing, perpetual obligation and survives any expiry, performance or termination of this Agreement.

Governing law

8. This agreement is governed by and subject to the laws of New South Wales.

Signed by the recipient:		
in the presence of:		
Witness		
NI (



CTTE 01	Minutes of the Tourism and CBD Committee meeting held 1 December 2020
Strategic Direction	Generating Opportunity Create an attractive environment for investment
File Ref	342562.2020
Report By	Susana Freitas - Tourism Development Officer
Approved By	David Smith - Acting Director City Economy and Growth

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Tourism and CBD Committee Meeting held on 1 December 2020.

RECOMMENDATION

That Council receives and notes the Minutes of the Tourism and CBD Committee Meeting held on 1 December 2020.

REPORT

The Minutes of the Tourism and CBD Committee meeting held on 20 October 2020 are attached for the information of Council.

CONSIDERATIONS

Economic	Further develop a commercial centre that accommodates a variety of employment opportunities.
	Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).
	Facilitate economic development.
	Facilitate the development of new tourism based on local attractions, Culture and creative industries.
Environment	There are no environmental and sustainability considerations.
	Raise awareness in the community about the available services and facilities.
Social	Provide cultural centres and activities for the enjoyment of the arts.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
	Deliver high quality services for children and their families.
Civic Leadership	Foster neighbourhood pride and a sense of responsibility.
	Deliver services that are customer focused.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

 Minutes of the Tourism and CBD Committee meeting held on 1 December Meeting Minutes of the Tourism and CBD Committee meeting held 1 December 2020 Minutes of the Tourism and CBD Committee meeting held on 1 December Meeting



Minutes

MINUTES OF TOURISM AND CBD COMMITTEE 1 December 2020

COUNCILLORS:

Mayor Wendy Waller Cllr Karress Rhodes Cllr Nathan Hagarty Cllr Peter Harle

COMMUNITY REPRESENTATIVES

Jason Aquilina University of Wollongong
June Young Community Representative

Christopher Donovan
Carol Christine North-Samardzic
Mercure Liverpool
Radio 2GLF

Michelle Caruso IAP2

Garth Lean Western Sydney University

Marc Edwards Club Liverpool

COUNCIL REPRESENTATIVES:

Julie Scott Manager City Economy

Chris Guthrie Coordinator Business Development Tracy Lee A / Senior Officer City Precinct

Craig Donarski Director Casula Powerhouse Arts Centre

John Milicic Manager Property

Michal Szczepanski Senior Property Officer Property Assets
Joanna Wyskiel Property Technical Administration Officer

APOLOGIES:

Cllr Mazhar Hadid Cllr Gus Balloot Cllr Geoff Shelton

Ian BaileyWinedgeScott VanderheydenBelgravia

Clara McGuirk Strategic Events Lead
Susana Freitas Tourism Development Officer

Scott Sidhom A / Manager City Design & Public Domain



Minutes

AGENDA:

WELCOME, ATTENDANCE, APOLOGIES AND OPENING
 Mayor Waller opened the meeting and welcomed the Committee. Apologies acknowledged.

2. DECLARATIONS OF INTEREST

Nil

3. ACKNOWLEDGEMENT OF PREVIOUS MINUTES

Motion: That the previous minutes from the Tourism & CBD meeting held on the 20 October 2020 be endorsed by the committee.

Moved: Clr Karress Rhodes Seconded: June Young

4. BUSINESS ARISING FROM PREVIOUS MINUTES

The A/Senior City Activation Officer addressed Clr Shelton's query from the previous minutes relating to the foot traffic figures in the Liverpool Central Business District (CBD) compared to other centres in the Local Government Area (LGA).

It is reported that the foot traffic is varying with the centres in and outside the CBD. The closer to residents the better performing venues and centres are.

5. COMMITTEE MEMBER UPDATES

- 5.1. Select Committee members provided an update on their organisation and upcoming projects for the next 3-6 months;
 - <u>Jason Aquilina (University of Wollongong)</u> Students completed exams on 1
 December 2020. Nursing students completed exams on campus however IT
 and business students completed exams online. Summer master class
 session will not proceed this year. An Early Admission Open Day will take
 place on 2 December 2020. The event is an opportunity for the high school
 graduates who were offered early admission to tour the campus and engage
 with the Academics and staff.

Renovations to commence for a new Nursing Lab on level 3. The lab will allow for double capacity of students to be studying inside campus and will be available to use Semester 1, 2021. New courses introduced to the campus including; Computer Science and Applied Analytics – Artificial Intelligence.

 <u>Christopher Donovan (Mercure Hotel)</u> – The last 8-9 months has been challenging for the hotel. Job Keeper has assisted from April to September to keep as many staff employed as possible. Please refer to the attached for a further update from the Mercure Hotel.



Minutes

 Marc Edwards (Club Liverpool) – The restaurant trade has had a decline in sales as there has been a reduction in foot traffic in the CBD. The Club has introduced promotions in the restaurant to bring in patrons and commenced bingo twice a week. Poker machines and the bar has seen sustainable amount of trade. The Club however has had to close their café due to lack of trade.

Queries & Discussion

Mayor Wendy Waller queried about the occupancy rate for Mercure hotel now that border restrictions have been lifted. Mr Donovan advised that it has been at 15-25% occupancy but anticipates an increase to 30%-40% in December.

Cllr Rhodes queried if there was any indication to see how much of Club Liverpool's market was office workers who aren't back at work yet. Mr Edwards advised that at least 60%-65% of the regular Monday - Friday lunch trade would be from workers from the surrounding offices. The Club has recently seen an increase due to tradesmen and engineers working in the CBD.

6. PRESENTATION - OUTDOOR DINING PILOT PROGRAM

6.1. Outdoor dining pilot presented by Manager Property Liverpool City Council

The pilot is a state-wide outdoor dining trial for Councils. It enables an extension to outdoor dining boundaries for businesses increase their capacity within the current COVID restrictions. This trial has been implemented at The Rocks in City of Sydney with road closures to facilitate extended boundaries.

The NSW Office of Local Government has identified services that could streamline the application process, including;

- Council to identify potential locations within the LGA for outdoor dining where businesses can expand
- Streamline outdoor dining area approvals while assuring public amenity and safety is a priority
- Council reviewing their polices and utilisation of a planning platform for the process of approvals
- · Waiving the public consultation process for any new approval

Council has identified Macquarie Mall and Macquarie Street as potential locations for this to be implemented however limitations include;

- · Traffic impacts
- Traffic closures
- · Implementations of bollards



Minutes

Queries & Discussion

Mayor Waller queried about the anticipated uptake of the trial. Manager Property believes that there may be an uptake of 10-20% of existing businesses with outdoor dining applying. There are limitations including the width of footpaths and impacts of traffic which may affect this ability to extend boundaries. It will need to worked through on a case by case basis.

Cllr Hagarty asked how the proposed trial aligns to the State Outdoor Dining Policy and whether it is streamlined to as per the state process. Manager Property advised it is currently being worked through.

Cllr Harle queried about the maintenance of the outdoor dining structures in Macquarie Mall which have not been used due to COVID. Manager Property advised he will follow up and report to the committee.

7. PRESENTATION - CITY ECONOMY UPDATE

- 7.1. A / Senior Officer City Precinct provided an update on City Economy initiatives including;
 - <u>Tourism development</u>- A Summer Break campaign will be launched throughout
 the summer period. The campaign will aim to attract Sydney residents and
 visitors to Liverpool. The campaign will highlight activities and points of interest
 including CBD Art trail, family adventure trails in Casula, cycling trails in Liverpool
 and nature fun in Chipping Norton, Georges River and adventure activities in
 Moorebank.
 - <u>Capacity building</u> City Economy are working with the Service NSW Business
 Concierge team and Multicultural Business Advisors to support businesses in the
 LGA to understand COVID safe regulations and compliance. The campaign
 focused on hospitality and beauty businesses as they were most affected by the
 mandatory digital registration changes. The campaign involved in person
 business visits and follow up email and phone support. 100 businesses in the
 CBD and 106 in the broader LGA have been visited. Council is also working with
 South West Sydney Local Health District (SWSLHD) to support CALD
 communities in particular businesses. SWSLHD has developed online resources
 for businesses that are accessible in Arabic, Vietnamese and Chinese.

Council has developed a Getting your Business Online guide. The guide is to assist businesses particularly in the visitor economy – hospitality, retail and accommodation sectors increase their resilience by developing an online presence. The guide is also available in Vietnamese and Arabic that will be distributed to local businesses.

<u>Business Events -</u> Liverpool hosted the National Economic Development
 Conference in partnership with Economic Development Australia (EDA) on 18 –
 20 November. The conference was an opportunity for Liverpool to showcase
 itself as a region of opportunity despite the challenges due to COVID19. Other



Minutes

businesses events delivered included; Welcome to Liverpool and sponsorship for the Local Liverpool Business Awards.

- <u>Innovation projects</u> Eight car share sites will be introduced to the City Centre in January 2021 as part of a 12-month trial. The trial will provide an alternative to privately owned cars and hopefully will help alleviate parking and traffic in the city centre. Collateral is being developed to distribute to stakeholders and residents.
- <u>City Activation -</u> City activation strategy review is to be completed mid-late next year. Low key activations have been held on November 2020 and the 12 Days of Christmas activation will be launched today, Tuesday 1 December. Review of Shopfront Façade Upgrade Program currently underway. A/ Senior Officer City Precinct has asked for feedback on the program and how it could be improved.

Queries & Discussion

Cllr Rhodes queried if putting lights in the trees in the CBD is a possibility. A/ Senior Officer City Precinct will take question on notice to investigate further.

In relation to the Go Get trial, CIr Rhodes queried about the difference of Go Get to other providers such as taxis. A/ Senior Officer City Precinct advised that with GoGet and other car sharing services you have control and can be the person driving which allows for flexibility.

In relation to the Shopfront Façade program review, Mr Aquilina commented that feedback from students is that they don't travel outside of Westfield to shop as they feel like it is all too similar. Queried about whether Council have any control or can make recommendations to businesses in the CBD to take up the program. Mrs Lee advises that Council will work with land owners, managing agents and businesses to promote the program and ensure that the process is straight forward to encourage uptake.

8. GENERAL BUSINESS

8.1. Ms Young congratulated Council on its work with Apex Park and work to market Liverpool as a visitor destination.

9. CLOSE

9.1. Thank you to all Committee members for their contribution to the Tourism and CBD Committee. Expressions of interest for the new Tourism and CBD Committee will go to Council at the 16 December Council meeting. New Committee will commence in February 2021.



CTTE 02	Minutes of the Intermodal Precinct Committee meeting of 7 December 2020
Strategic Direction	Generating Opportunity Attract businesses for economic growth and employment opportunities
File Ref	008685.2021
Report By	Chris Guthrie - Coordinator Business Development
Approved By	David Smith - Acting Director City Economy and Growth

EXECUTIVE SUMMARY

This report is tabled in order to present the minutes of the Intermodal Precinct Committee meeting held on 7 December 2020.

RECOMMENDATION

That Council:

- 1. Receives and notes the minutes of the Intermodal Precinct Committee; and
- 2. Endorses the Committee's recommendation to proceed with a communications campaign, pending further information from the Moorebank Intermodal Company representative at an estimated cost of \$5,000.

REPORT

The minutes of the Intermodal Precinct Committee held on 7 December 2020 are attached for the information of Council.

The committee resolved to recommend that Council proceed with the proposed communications campaign, pending further information from the Moorebank Intermodal Company representative, which will have a financial impact.

This includes:

- Undertaking up to two press releases per year
- A targeted email campaign

- Social media communications
- Digital marketing
- Update of marketing collateral

An estimated cost in officer time and marketing material updates of approximately \$5,000 is projected should Council decide to proceed with the proposed communications campaign. Funds are available from within the existing City Economy and Communications department operational budgets.

CONSIDERATIONS

	Facilitate economic development
Economic	There will be internal resourcing implications in undertaking a
	Communications Campaign – this is estimated at \$5,000.
Environment	There are no environmental and sustainability considerations.
Social	Raise awareness in the community about the available services and facilities.
	Encourage the community to engage in Council initiatives and actions.
Civic Leadership	Provide information about Council's services, roles and decision making processes.
	Deliver services that are customer focused.
Legislative	There are no legislative considerations relating to this report.
Risk	The risk is deemed to be Low.
	The risk is within Council's risk appetite.

ATTACHMENTS

- 1. Minutes of the Intermodal Precinct Committee meeting held on 7 December 2020
- 2. Proposed Communications Campaign Moorebank Intermodal



This meeting was recorded for minute taking purposes
This meeting occurred on MS Teams

MINUTES FROM INTERMODAL PRECINCT COMMITTEE 7 December 2020

COUNCILLORS:

Karress Rhodes Chairperson

Tony Hadchiti

Geoff Shelton (joined mid meeting)
Nathan Hagarty (joined mid meeting)
Peter Harle (joined mid meeting)

COMMITTEE MEMBERS:

Darren Foxe Community Representative
Carlo Di Giulio Community Representative
Fiona McNaught Community Representative
Erik Rakowski Community Representative

COUNCIL ATTENDEES:

Julie Scott Manager City Economy

Christopher Guthrie Coordinator Business Development Rose Koch Committees Officer (Minutes)

EXTERNAL ATTENDEES:

Kylie Hargraves Government & Stakeholder Relations, Moorebank

Intermodal Company

APOLOGIES:



OPEN

Meeting opened at 6:03 pm.

1. WELCOME, ATTENDANCE AND APOLOGIES

CIr Rhodes opened the meeting and acknowledged the traditional custodians of the land.

2. TERMS OF REFERENCE

CIr Rhodes informed that the terms of reference had been circulated to all members of the Committee.

3. CODE OF CONDUCT

The Committee was advised to acknowledge by return of email their acceptance and overall understanding of the Code of Conduct document that was provided.

4. MINUTES FROM PREVIOUS MEETING

The minutes from the previous meeting held on 1 September 2020 were adopted at the October Council meeting.

5. MOOREBANK INTERMODAL COMPANY UPDATE (AS PER RESOLUTION)

Kylie Hargraves delivered a presentation on the status of the Moorebank Intermodal (MI).

Approximately 42% of goods in a Sydney household are imported in containers via Port Botany. 80% of import containers travel no further than 40km from Port Botany. The MI aims to deliver an efficient freight network and take trucks off the road. Without the MI, it is estimated that truck trips to and from Port Botany would quadruple by 2040.

The vision of the MI is to deliver substantial economic benefits and reduce Sydney's overall congestion of trucks on roads. It will deliver open access terminals for any freight operator to use the terminal without restriction.

It is estimated that 70% of Moorebank Precinct East (MPE) development is complete, with 25% Moorebank Precinct West (MPW) complete. Various companies such as Target, King Living and Ceaserstone have assumed tenancy at MPE with Woolworths assuming tenancy at MPW. The MI is working with Qube and other tenants to capture all available opportunities.

Community and Council benefits include a \$2 million annual payment to Liverpool City Council and a \$1 million Community Benefit Fund.

Queries & Discussion

Ms Hargraves addressed the below queries.

- i. Erik Rakowski queried the following:
 - a) When did the operational status of 1 to 2 trains per week commence? Community updates indicated as of November 2019, for testing shuttles.
 - This query was taken on notice.
 - b) Is the process of assisting Qube with compliance being monitored?



This is an area of challenge. As per the agreement with the Federal Government, all rights, benefits, risks and obligations rest with Qube. It is therefore difficult to attain visibility of their operations. The MI is attempting to attain clarity with how the precinct is tracking with regulators.

c) The Department of Finance & Deregulation had quoted an employment figure of 1700. Deloitte reported of 6800 jobs and it was queried which is accurate.

This query was taken on notice.

It was suggested for these queries to be circulated by email to Ms Hargraves for a response. It was requested that the queries and responses be distributed to all committee members.

ii. Darren Foxe queried whether the equipment used to lift the containers from the train are electric.

It is understood that current the precinct consists of both manual and automated equipment. Specific equipment that is electric will need to be investigated.

iii. Mr Foxe queried whether the warehousing will be automated.

QUBE will be responsible for the automation of IMEX type container loads and the interstate terminal. Once the containers are in a warehouse they will be under the auspices of the tenant for operation.

iv. CIr Rhodes queried the commencement dates for current and prospective tenants.

Target and QUBE are currently operating. The status of the remaining tenants will require investigation.

 CIr Rhodes queried the estimated number of trucks for local deliveries that will arrive into Liverpool.

This query was taken on notice. It is intended that long haul deliveries will be made via the rail network and reduce trucks on local roads.

vi. CIr Rhodes queried when rail deliveries will commence and what alternatives will be used in the interim.

Currently, long haul freight is being delivered by truck. The commencement time will require questioning to QUBE.

vii. Mr Foxe queried whether the heavy lifting and manual handling equipment used on the site can be listed. It was also requested to list which will be gas, electric and diesel powered.

This will be investigated with QUBE.

viii.Mr Rakowski noted the lack of mention relating to the gantry cranes in the development application, such as size and how they are powered, which would otherwise be relevant to compliance considerations.

6. DRAFT COMMUNICATIONS PLAN REPORT

Coordinator Business Development advised the draft communications plan report had been circulated. The Committee was encouraged to provide feedback.

Queries & Discussion



- i. Carlo Di Giulio thanked the Council Officers for the report. He was of the view that Council should be communicating rather than advocating for the MI.
 - Mr Foxe commented that Council is receiving funding from the MI and that it is incumbent on Council and the Committee to help its success, as local job opportunities are created.
 - Clr Hadchiti commented that the benefits of the MI should be promoted as businesses are establishing in Liverpool, and lack of advocation could lead to risk of business failure.
- ii. Mr Rakowski added that Council should be agnostic in its communication of materials, given its decade long record of opposing the project. It was queried whether land use planning was made where businesses will be located.
 - Coordinator Business Development advised that direction will need to be obtained from the Committee in relation to business development of the MI.
 - Mr Rakowski expressed concerns of supporting a communications plan on a project not belonging with Council, and the information does not add up. MPE is operating while MPW is forthcoming, and while MPE is supported and achieves State and Federal policy, MPW could be returned to Council for its own Masterplan, commercial and community uses.
- **iii.** Mr Foxe called for a point of order on relevance and queried whether the Committee has control over the proceeding of the development. It was also queried whether the community is for or against the MI.
 - CIr Rhodes suggested that a Council survey be distributed to the community to determine how many are for or against the MI.
 - Coordinator Business Development confirmed this is possible.
- iv. Fiona McNaught thanked the Council Officers for the communications report and was satisfied. It was commented that the opportunities can be highlighted to residents and any constituents in the LGA, and that this is something that the Committee can be proud of.
- v. CIr Hagarty was of the view that the survey would not be an effective use of rate payer money. Concerns were expressed that the Committee was not fulfilling the expectations of the charter.
- vi. CIr Hadchiti seconded CIr Hagarty's views above.
- vii. CIr Rhodes highlighted that the Committee is discussing a communications campaign moved as per the motion passed at the previous Committee meeting. Therefore, this falls within the charter and Council should be providing as much information as possible.
- viii. Mr Di Giulio clarified that his comments were not to object to the MI, rather he was concerned about Council portraying advocacy for the MI as it can place Council at risk. Council staff were commended for their efforts on the communications report.
- ix. Mr Rakowski reiterated that he is supportive of Council using its website and social media channels to be a conduit of jobs information. The language should be agnostic, informative and accurate.
- x. CIr Rhodes advised that the Committee should wait for a response from Ms Hargraves of all queries put forward. Moving forward, the Committee should refocus on the benefits of the MI. Council's website should consist of presentations and promotional material for the public to access at all times.



- xi. Mr Foxe added that the wording of "automation" in the strategy should be changed to not deter investors. It was confirmed by Ms Hargraves earlier that the warehouse is not automated. Automation has a significant cost and not all businesses can afford it.
- **xii.** Mr Di Giulio queried whether additional information apart from jobs will be shared and questioned the timeframe for sharing this information to the public.

CIr Rhodes advised that Council does not have all the information yet and that a response is necessary from Ms Hargraves before further action.

Motion: This Committee recommends Council to continue with the proposed communications campaign, pending further information from the Moorebank Intermodal Company representative.

Moved: Darren Foxe Seconded: Fiona McNaught

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

7. GENERAL BUSINESS

7.1 Annual Payment from Moorebank Intermodal Company

Mr Rakowski queried how the annual payment of \$2.0 million received from the MI will be used by Council.

The valuation used to calculate the annual payment of \$2.0M was questioned and the Committee sought an indication of the actual items the money is to be spent on in the local area.

Coordinator Business Development advised the \$2.0 million will be used for local infrastructure such as roads and parks. Part of the amount will fund an Employment Officer in the City Economy unit at Council.

Action: Coordinator Business Development to investigate further details on the above and provide a response to the Committee.

CLOSE

Meeting closed at 7:20 pm.

Minutes of the Intermodal Precinct Committee meeting of 7 December 2020 Proposed Communications Campaign - Moorebank Intermodal

Proposed Communications Campaign - benefits of the Moorebank Intermodal Terminal

At its meeting on Tuesday 27th of October, Council endorsed the following recommendation from the Intermodal Precinct Committee:

This Committee recommends to Council that a report be prepared on developing a communications campaign outlining the benefits of the Intermodal, without unreasonable environmental impact, and invite the Moorebank Intermodal Company as a standing item in future meetings to provide updates to the Committee.

Accordingly, this document is drafted to commence implementation of the above resolution.

BACKGROUND

Various approvals have been issued for the Intermodal site (by DPIE), which have enabled construction to commence some years ago and operations approximately 18 months ago. Further expansions are proposed, however some sections of the local community remain worried as to the negative impacts of these. Concerns are related to the environmental impacts including on native fauna, flora, air quality, noise, light spill, stormwater management, water quality effects on Georges River, traffic management and visual amenity.

The major benefit for the community of the development, relates to job opportunities and the potential for additional career options for local residents as a result. The state government expects benefits in removing trucks from Sydney's roads and replacing these movements with containers delivered on site via the dedicated train line. Operations in this regard have commenced on site but absolute capacity is not expected for many years.

ADDITONAL COMMITTEES/GROUPS:

Moorebank Intermodal Terminal Workforce Action Group (MITWAG)

A group comprising Moorebank Intermodal Company Limited (MICL), Qube (Simta), LCC and local education and skills advisers, started meeting mid-2016 for about 18 months before they were cancelled by MICL, as the facilitator (Presumably the MITWAG was deemed by MICL to have completed its work after 18 months).

The main purpose of the MITWAG was to establish pathways for local job and training opportunities. Specific projects raised by City Economy (and TAFE NSW) included an on-site Job Shop and a Skills Exchange program. Neither of these projects however progressed to any level, as MICL and SIMTA did support the projects at that time.

Moorebank Intermodal Terminal Benefits Committee (run by MICL)

City Economy represented Council on this committee which was formed to advise MICL on the spending of the Commonwealth government funding of \$1M allocated towards local training and scholarships, support for local fitness and health initiatives and supporting local social enterprise. For example, the cafe at the site was designated to be a social enterprise but this never occurred. In lieu, MICL funded the establishment of Darcy Street in Kelso Crescent, Moorebank, a social enterprise that trains disadvantaged youth to become baristas. (Outcomes of the training include XX young people successfully being trained via the program since opening in 2019)

Proposed Communications Campaign - Moorebank Intermodal

Moorebank Intermodal Community Consultative Committee

This Committee was set up under the SSD consent for the site and operated by Qube (SIMTA). This committee exists to provide a forum for community input on the operation of the site and any issues affecting the local community. City Economy represented Council up until early 2020 on this committee; Strategic Planning has since taken over this responsibility.

PAYMENT TO COUNCIL IN LIEU OF RATES

Annually, MICL funds LCC approximately \$2m per annum in lieu of usual rates revenue. It was agreed that part of those monies would fund a new position in City Economy - an Employment Officer, to better understand, create and facilitate pathways to Local Jobs for Local People. During the development phase to produce the related employment strategy, Qube chose not to participate in stakeholder engagement (no specific reason was provided as to why not).

Some other issues at the site that are as yet unresolved

Council has plans to construct a shared connecting pathway from CPAC to Leacock Park, however the required land is held by Qube, regrettably, agreement with Qube on accessing this site is yet to be achieved and has been actively blocked by Qube for unknown reasons.

It has been raised with SIMTA that it could consider construction of a proposed pedestrian bridge connecting Casula station to the terminal in order to reduce traffic congestion and also to provide for better connectivity for workers to the site.

PROPOSED CAMPAIGN

In considering all of the above, the following campaign is proposed:

<u>Collateral</u> – update of the Council's Transport and Logistics sector brochure to reflect the new businesses located at the Intermodal Terminal and promotion of additional site location opportunities for modern Transport and Logistics companies in the Liverpool LGA (ie would include recently rezoned sites in the Western Sydney Aerotropolis). Identification of new career pathways (eg Mechatronics field— automated or mechanical electronics or robotics) and local university and TAFE (NSW) local collaborations in the sector.

<u>Social media</u> – regular LinkedIn, Facebook, Twitter, Instagram posts highlighting key Transport and Logistics success stories and case studies in Liverpool, including those from the Intermodal site. Also new career pathways in the sector and case studies on individual local success stories.

<u>Digital marketing</u> – Council website to be upgraded to include positive promotion of the intermodal site but recognising negative impacts need to be managed. Most likely the Intermodal webpage on Council's site only.

<u>Email marketing campaign</u> – targeted email campaign to potential new businesses and training organisations that could relocate to support a growing Transport and Logistics sector in Liverpool LGA, including on the intermodal site as well as elsewhere in the LGA.

<u>Media releases</u> – up to two media releases over the next 12 months be produced highlighting the opportunities at Moorebank and in the broader LGA for automated warehousing facilities to be located in Liverpool. In addition, promotion of future exciting career pathways in logistics operations eg. robotics and automation. Perhaps using individual case studies as per above.

Minutes of the Intermodal Precinct Committee meeting of 7 December 2020 Proposed Communications Campaign - Moorebank Intermodal

Overall messaging

Positive support provided for the intermodal site, whilst recognising that negative environmental impacts need to be mitigated and managed. Interesting career opportunities in advanced, modern logistics companies are available for locals.

As well, if some of the issues as raised above can be resolved, eg CPAC pathway connection, reinstatement of the MITWAG, additional positive impact stories for our community can be highlighted.

(Note: Council's Communications Unit has reviewed the proposed Communications Plan, providing tacit support, subject to stakeholder and media interest and has also provided some comment and suggestions on messaging and targeting. It also has advised on the resourcing implications to Council in undertaking the campaign)



QWN 01	Question with Notice - Clr Hadchiti - Fast Transit Corridor
Strategic Direction	Generating Opportunity Advocate for, and develop, transport networks to create an accessible city
File Ref	019442.2021

Council has invested a lot of time and money working on plans for a fast transit corridor from the CBD through to Fifteenth Avenue.

Please address the following:

- 1. What has the cost been to the ratepayer, including staff cost, promotional material, study tours (converting points if used to real dollars) etc?
- 2. What stage is this project at?

A response to these questions will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



QWN 02	Question with Notice - Clr Hadchiti - Section 7/11 Contributions
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019456.2021

Please address the following:

- 1. Can a reconciliation be provided individually on Section 7/11 Contributions that include the suburbs of Middleton Grange and Edmondson Park providing:
 - Money collected to date;
 - Money spent to date;
 - Anticipated money yet to be collected;
 - Properties remaining to be acquired;
 - Estimated cost of those properties;
 - Strategy to acquire those properties.

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



QWN 03	Question with Notice - Clr Hadchiti - Drainage Channels Rural/Growth Areas
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019507.2021

Please address the following:

1. How often are the drainage channels relating to the rural/growth areas mowed/cleaned out?

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



QWN 04	Question with Notice - Clr Hadchiti - Water Detention Basins in Growth Areas
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019510.2021

Please address the following:

1. What compliance measures are being undertaken to ensure that the water detention basins in growth areas are maintained?

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



QWN 05	Question with Notice - Clr Hadchiti - Developer Road Construction in Growth Areas
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019511.2021

Please address the following:

1. What is the process of ensuring that the developer road construction in growth areas are built to the correct standards?

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



	Question with Notice - Clr Hadchiti - Kerb Gutter
QWN 06	and Roads Fronting Council Owned Land in
	Growth Areas

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019513.2021

Kerb Gutter and Roads Fronting Council Owned Land in Growth Areas

Please address the following:

1. What program is in place to ensure that Council constructs the above once a development and half roads are built opposite Council owned land?

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



QWN 07	Question with Notice - Clr Hadchiti - Council Meetings
Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	019516.2021

Please address the following:

1. When are Council meetings scheduled to be held back in the chamber?

A response to this question will be provided in the 24 February 2021 Council meeting business papers.

ATTACHMENTS



NOM 01	Aerotropolis Acquisition Scheme
Strategic Direction	Generating Opportunity Meet the challenges of Liverpool's growing population
File Ref	019306.2021
Author	Nathan Hagarty - Councillor

BACKGROUND

The current system for compulsory land acquisition is unfair and inefficient. Adequate contributions to acquire land take years to be collected while landowners, ratepayers and new residents are disadvantaged:

- New residents have to wait many years for infrastructure to be built.
- Council and ratepayers are forced to pay more due to increasing land values and inflation.
- Landowners are stuck with a plot of land they can't sell or develop.

The flaws in this system are starkly apparent at the Aerotropolis. Despite earmarking a large amount of the 11,200 hectare site for parks and open space, at this stage, the State Government has only committed to acquiring land along a small stretch of Thompsons Creek. With no other buyers, this has left landowners in these areas with little option but to sit and wait, with no concrete timeline or a plan for their land to be acquired.

Since the Western Sydney Airport and the Aerotropolis were announced, landowners and residents have asked for certainly in the process and a reliable timeline. With commitment from all three levels of government, a better, fairer, more efficient process is possible. Residents in these areas are experiencing stress, illness and family breakdown. Those with hardship, should be given the chance to be able sell up and move on.

NOTICE OF MOTION

That Council:

- 1. notes:
 - o the current system for compulsory land acquisition is unfair and inefficient;
 - existing land acquisition schemes such as the Moorebank Voluntary Acquisition Scheme; and
 - exiting hardship provisions for land acquisition.



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- 2. write to the State Government proposing an Aerotropolis Acquisition Scheme to allow for expedited land acquisition for landowners expiring hardship in the Aerotropolis.
- 3. upon approval:
 - seek collaboration from the State and Federal Government to fund and administer the scheme; and
 - assess the viability of applying a similar scheme to all land acquisitions in the Liverpool LGA.

ATTACHMENTS



NOM 02	Community Gardens Policy and Strategy
Strategic Direction	Creating Connection Create a dynamic, inclusive environment, including programs to support healthy living
File Ref	019373.2021
Author	Charishma Kaliyanda - Councillor

BACKGROUND

Community gardens can fulfil a variety of functions in addition to food production, including the enhancement of healthy lifestyles and good nutrition, reduction in social isolation, encouraging a sense of place, improving local food security and management of public spaces. The people of Liverpool, through the Liverpool Local Strategic Planning Statement (LSPS) community consultation process, have identified the significance of community gardens and have expressed their support for the development of these as well as other local food systems.

Community gardens improve the social fabric within and among communities by increasing and deepening social connections. They also foster community engagement and improve participation as members are able to self-manage the gardens.

Community gardens and other local food system are increasingly being supported in Australian towns and cities in consonance with growing demand for local/regional food. The high community demand in local government associations across Australia for community gardens is in recognition of the wide range of benefits they provide. External factors such as concerns about the environment and climate change, food miles and 'Grow Local' movement are also giving impetus towards the provision of space for community garden and contribute to an increasing number of community gardens.

NOTICE OF MOTION

That Council:

- 1. Develop a Community Gardens Policy and Strategy document to:
 - Provide a framework for residents who want to establish a community garden
 - Encourage existing community gardens to be self-managed to a high standard
- 2. Explore the feasibility of incorporating footpath gardening into these documents; and
- 3. Investigate funding opportunities to develop community gardens in the Liverpool LGA.



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ATTACHMENTS