

# COUNCIL AGENDA

## ORDINARY COUNCIL MEETING

28 February 2024

Book 1



You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held at the **LIVERPOOL CIVIC PLACE COUNCIL CHAMBERS, LEVEL 1, 52 SCOTT STREET, LIVERPOOL NSW 2170** on **Wednesday, 28 February 2024** commencing at 2.00pm. Doors to the Liverpool Civic Place Council Chambers will open at 1.50pm.

Liverpool City Council Meetings are livestreamed onto Council's website and remain on Council's website for a period of 12 months. If you have any enquiries, please contact Council and Executive Services on 8711 7863.

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

**Hon John Ajaka**  
CHIEF EXECUTIVE OFFICER



## **Statement of Ethical Obligations**

### **Oath or Affirmation of Office**

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

### **Conflicts of Interest**

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

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### Council in Closed Session

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

CONF 01 Environment Advisory Committee - Appointment of Committee Membership

*Reason: Item CONF 01 is confidential pursuant to the provisions of s10A(2)(a) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors).*

CONF 02 Acquisition of a Drainage Easement from 275 Fifteenth Avenue, Austral, for Basin 29 Austral

*Reason: Item CONF 02 is confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

CONF 03 Purchase of Lot 17 in Plan of Acquisition DP 1291309 (Part Lot 102 DP 1268824), 135 Kurrajong Road, Prestons for road widening

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

CONF 04 Legal Affairs Report

*Reason: Item CONF 04 is confidential pursuant to the provisions of s10A(2)(a) (c) (g) of the Local Government Act because it contains personal matters concerning particular individuals (other than councillors); AND information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.*

CONF 05 WSIG – Extension of Contractor (Maran)

*Reason: Item CONF 05 is confidential pursuant to the provisions of s10A(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

CONF 06 WT3231 - Macquarie Street (Mid-block) Streetscape Improvements

*Reason: Item CONF 06 is confidential pursuant to the provisions of s10A(2)(d i) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

## ORDER OF BUSINESS

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CONF 07 Minutes of the Project Control Advisory Committee Meeting held on 13 February 2024

*Reason: Item CONF 07 is confidential pursuant to the provisions of s10A(2)(c) (d i) (d ii) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.*

**Close**



## MINUTES OF THE ORDINARY MEETING HELD ON 7 FEBRUARY 2024

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### **PRESENT:**

Mayor Ned Mannoun  
 Councillor Ammoun  
 Councillor Goodman  
 Councillor Green  
 Councillor Hadid  
 Councillor Harle  
 Councillor Kaliyanda (online)  
 Councillor Karnib (online)  
 Councillor Macnaught  
 Councillor Rhodes  
 Hon John Ajaka, Chief Executive Officer  
 Mr Farooq Portelli, Director Corporate Support  
 Ms Tina Bono, Director Community & Lifestyle  
 Ms Lina Kakish, Director Planning & Compliance  
 Ms Michelle Mcilvenny, Director Customer Experience & Business Performance  
 Mr Shayne Mallard, Director City Futures  
 Mr Jason Breton, Director Operations  
 Mr David Galpin, General Counsel, Manager Governance, Legal and Procurement  
 Mr Vishwa Nadan, Chief Financial Officer  
 Ms M'Leigh Brunetta, Manager Civic and Executive Services  
 Ms Susan Ranieri Coordinator Council and Executive Services  
 Ms Melissa Wray, Councillor Executive and Support Officer

The meeting commenced at 2.01pm

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### **STATEMENT REGARDING WEBCASTING OF MEETING**

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

### **ACKNOWLEDGMENT OF COUNTRY**

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Minutes of the Ordinary Council Meeting held on Wednesday, 7 February 2024 and confirmed on Wednesday, 28 February 2024

.....  
Chairperson

The Acknowledgement of Country was read by Uncle Troy Davis, Chairman of Gandangara Local Aboriginal Land Council.

A one minute silence was observed.

## PRAYER OF COUNCIL AND AFFIRMATION

**PRAYER OF COUNCIL AND AFFIRMATION**

The Affirmation of Council and Prayer was read by Pastor Claudio Alosi from Living Grace Christian Church.

## NATIONAL ANTHEM

<b>NATIONAL ANTHEM</b>	The National Anthem was played at the meeting.
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### COUNCILLORS ATTENDING REMOTELY

Councillors Kaliyanda and Karnib have requested to attend the meeting via MS Teams

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

That Clrs Kaliyanda and Karnib be granted permission to attend the meeting via MS Teams.

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

## APOLOGIES

Nil.

## RECESS

Mayor Mannoun called a recess at 2.11pm.

## RESUMPTION OF MEETING

The meeting resumed at 2.19pm in Open Session with all Councillors present.

**CONDOLENCES****ITEM NO: COND 01****SUBJECT: Condolence Motion - Caterina Oliveri** (read by Mayor Mannoun)

It is with great sadness that I offer my deepest condolences to the family of Mrs Caterina Oliveri.

Mrs Oliveri arrived in Australia with her family in Sydney in 1949. They purchased a small market garden in Allambie Road, Edensor Park, where they all lived and worked the small farm to make ends meet while looking for whatever employment they could find.

In 1954, the family collectively purchased Route 41: Green Valley to/from Liverpool station. In 2014, the family business Interline Bus Services, expanded its offering to Region 2 - servicing the Liverpool, Glenfield, Ingleburn, Bringelly and Hoxton Park regions.

In February, 2021, Interline received its first electric bus – a BCI Citirider E – launched at Leppington Station. It was the first of a fleet of 10 electric buses being delivered in 2021-22, which has increased to 13.

Most recently, Interline Bus Services operated a modern fleet of more than 110 buses from two depots at Macquarie Fields and Leppington across 25 bus routes. On 8 October 2023, however Region 2 has been passed on to Transit Systems with Interline us Services to cease trading.

In recognition of Mrs Oliveri's contribution to our community, I propose that the Liverpool City Council extends our deepest condolences to her family and friends.

May She Rest in Eternal Peace.



**ITEM NO: COND 02**

**SUBJECT: Condolence Motion - Antonio Simonetta** (read by Mayor Mannoun)

It is with great sadness that I offer my deepest condolences to the family of Mr Antonio Simonetta a respected member of our community and the visionary founder of Perfection Fresh.

Born in Italy, he and his family immigrated to Australia in 1955. Mr Simonetta founded Perfection Fresh in 1978, which has grown to become one of Australia's largest private fresh fruit and vegetable producers, employing around 2,000 people.

Antonio Simonetta was not just an accomplished entrepreneur; he was a local pioneer who transformed the landscape of the Australian fresh produce industry through his dedication and passion. As the founder of Perfection Fresh, he played a pivotal role in shaping the company into a leading force, known for its commitment to quality and excellence for over 40 years.

Beyond his professional achievements, Mr. Simonetta was a generous and community-minded individual, actively engaging in initiatives that enriched the lives of those in Liverpool and beyond. His legacy extends beyond the boundaries of business, touching the hearts of many who were inspired by his leadership and commitment to making a positive impact.

In recognition of Antonio Simonetta's outstanding contributions to our community and the broader Australian business sector, I propose that the Liverpool City Council extends our deepest condolences to his family, friends, and the entire Perfection Fresh community.

May He Rest in Eternal Peace.

## **COUNCIL DECISION**

**Moved: Motion: Mayor Mannoun**

That the condolence motions be received.

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

A one minute silence was then observed for Mrs Oliveri and Mr Simonetta.



**ITEM NO:** QWN 01  
**FILE NO:** 005126.2024  
**SUBJECT:** Question with Notice - Clr Rhodes - Notification of subdivisions resulting in lot sizes greater than 300sqm

Pursuant to Council's Community Participation Plan, development applications involving dwelling houses and subdivision resulting in lots greater than 300sqm, are placed on Public Exhibition, whilst subdivision of lots less than 300sqm are not placed on public exhibition.

Please address the following:

1. What was the basis of Council's reasoning that just because the subdivision is greater than 300sqm that there was no reason to inform the community that such a development was proposed which might be right next door to them?
2. Have constituents lost all rights to raise issues of concern about any negative impacts such developments may have on them?

### Response (Provided by Planning and Compliance)

Liverpool City Council's [Community Participation Plan 2022 \(CPP\)](#) adopted by Council at its meeting on December 2022 requires the public exhibition of Development Applications (DAs) for the subdivision of lots less than 300m<sup>2</sup>. If a DA is lodged, the information will be placed on Council's website, and letters sent to adjoining landowners and occupiers in accordance with Figure 2 from the CPP.

*Figure 2 Notification to adjoining & adjacent land*



The CPP sets out the parameters for how Council will engage with the community across all planning functions. The type of engagement is dependent on the scale and impact of the proposed development.

If a development type is considered to have limited impact on local amenity, infrastructure and environmental issues (e.g. a swimming pool, dwelling house, subdivisions greater than 300m<sup>2</sup>), the proposal is not notified to neighbouring properties. Necessitating formal notification of neighbouring properties for less significant development proposals is likely to result in increased DA approval timeframes, as well as increased costs for DA assessment.

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Kaliyanda**

1. Council take this item to a Governance Committee before the end of March 2024 so that Council can give this the attention it deserves to make sure that people are being given equal rights and are not being discriminated based on the size of the lots being subdivided in regards to Community Participation Plan 2022 with the intention of fairer notification for all residents.
2. Further information is provided on State Government process as it relates to Council process.

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

Councillors voted unanimously for this motion.

## MAYORAL MINUTES

**ITEM:** MAYOR 01  
**SUBJECT:** Cllr Mazhar Hadid OAM  
**REPORT OF:** Mayor Ned Mannoun

I am delighted to bring before the Council a Mayoral Minute to extend our heartfelt congratulations to Councillor Mazhar Hadid OAM on being awarded the Order of Australia Medal. This prestigious honour is a testament to Councillor Hadid's outstanding service and dedication to our community.

Councillor Hadid has consistently demonstrated exceptional leadership, commitment, and passion in serving the residents of Liverpool.

The Order of Australia Medal is a symbol of Councillor Hadid's unwavering commitment to public service and his significant impact on the lives of those within Liverpool. His exemplary leadership and dedication to community welfare make him a role model for us all.

Councillor Mazhar Hadid has served as a Councillor in Liverpool City Council since 2008 including periods as the Deputy Mayor from 2012 to 2014 and 2020 to 2021. Councillor Hadid was a co-founder of the Australian Islamic House in 1992 and has served as its president since 2010.

I invite my fellow councillors to join me in expressing our admiration and appreciation for Councillor Mazhar Hadid's outstanding service to Liverpool. May this recognition inspire us all to continue working towards the betterment of our community.

## COUNCIL DECISION

**Motion** **Moved: Mayor Mannoun**

That the recommendation be adopted.

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

Her leadership, particularly in advancing nursing and midwifery services, has set a high standard for healthcare excellence. We are confident that her skills and commitment will significantly benefit the South Western Sydney Local Health District and, by extension, our community. We look forward to witnessing the positive impact she will undoubtedly make in her new role and maintaining our enduring support for our Local Health District.

1. Writes to Ms Marshall, extending our congratulations on her appointment as Chief Executive of the South Western Sydney Local Health District; and
2. Requests a meeting with Ms Marshall to discuss her vision for the South Western Sydney Local Health District and health in South West Sydney.

1. Writes to Ms Marshall, extending our congratulations on her appointment as Chief Executive of the South Western Sydney Local Health District;
2. Requests a meeting with Ms Marshall to discuss her vision for the South Western Sydney Local Health District and health in South West Sydney; and
3. Write to the outgoing Chief Executive Officer, Ms Amanda Larkin and thank her for her work over the years that she has put into the position.

Councillors voted unanimously for this motion.

**ITEM: MAYOR 03**  
**SUBJECT: Australia Day**  
**REPORT OF: Mayor Ned Mannoun**

On Australia Day we come together as a nation to celebrate what's great about Australia and being Australian. It's a day to reflect on what we have achieved as a nation.

As other LGA's turn their back on Australia Day, I believe it is important that we come together and celebrate the sense of a fair go, our democracy, and our freedoms.

At the same time, Australia Day recognises the profound and enduring contributions by our Aboriginal and Torres Strait Islander people, who have been an integral part of this land for over 65,000 years.

In Liverpool at our recent Australia Day celebrations, we welcomed 50 new Australian citizens into our LGA, before celebrating in the quintessential Aussie way – with a Big BBQ, at Bigge Park.

Australia Day celebrations are not exclusive – they are inclusive, and embrace the diverse cultures, traditions, and belief systems that enrich our nation.

Let's continue to reflect, celebrate, and embrace all people from all walks in Liverpool, whilst working collaboratively to build an even brighter future for all.

I urge the Councillors to support this motion.

#### **RECOMMENDATION:**

That Council:

1. Reaffirm its enduring support for celebrating Australia Day on the 26<sup>th</sup> of January, recognising it as a day to pay homage to the contributions of all Australians who have lived, worked, and fought for the values and freedoms we cherish;
2. Acknowledges the popularity of Australia Day, with thousands of locals actively participating in events organised by Council and community groups; and
3. Congratulates the 50 new Australians on the 26<sup>th</sup> of January, who choose this day to become citizens, symbolising the inclusivity and diversity that thrives in our LGA.

**COUNCIL DECISION**

**Motion:** **Moved: Mayor Mannoun**

That Council:

1. Reaffirm its enduring support for celebrating Australia Day on the 26<sup>th</sup> of January, recognising it as a day to pay homage to the contributions of all Australians who have lived, worked, and fought for the values and freedoms we cherish;
2. Reaffirms its recognition of the original custodians of the land;
3. Acknowledges the popularity of Australia Day, with thousands of locals actively participating in events organised by Council and community groups;
4. Congratulates the 50 new Australians on the 26<sup>th</sup> of January, who choose this day to become citizens, symbolising the inclusivity and diversity that thrives in our LGA;
5. Thanks Council staff for the delivery of 2024 Australia Day activities; and
6. Puts all effort in to ensure that Australia Day is celebrated on the 26<sup>th</sup> of January and is a day that brings us together rather than divides us.

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

Councillors voted unanimously for this motion.



**ITEM: MAYOR 04**  
**SUBJECT: Community Forums – November/December 2023**  
**REPORT OF: Mayor Ned Mannoun**

Late last year, Council conducted a series of community forums for the suburbs of Wattle Grove, Hammondville, Carnes Hill, Liverpool, Carnes Hill, Hoxton Park and Prestons. These forums have been about sitting with the community and listening to their concerns, ideas, and suggestions. Understanding the perspectives and experiences on the ground is crucial for effective governance and decision-making.

The significance of these forums lies in their role as a platform for residents to express their thoughts directly to the Council. It's essential that this listening translates into action. Council is committed to not only hearing but also acting upon the feedback received, ensuring that the community's concerns shape policies and initiatives.

Moving forward, we will continue to value and integrate the insights gained from these forums, working collaboratively to bring about positive change that truly reflects the needs and aspirations of our community.

#### **RECOMMENDATION:**

That Council brings a report back to the February Meeting with an update on actions taken on the issues raised at the Community Forums

#### **COUNCIL DECISION:**

**Motion:** **Moved: Mayor Mannoun**

That the recommendation be adopted.

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

Councillors voted unanimously for this motion.

**ITEM: MAYOR 05**  
**SUBJECT: Austral Cabinet Meeting**  
**REPORT OF: Mayor Ned Mannoun**

The status of roads in Austral remains diabolical.

Liverpool is doing the heavy lifting with housing. We are set to host the new International Airport.

We are holding up our end and doing our part – now we need the State Government to do theirs, and invest in infrastructure upgrades to support the ongoing growth and end the traffic debacles in Austral once and for all.

Austral will serve as a key strategic travel corridor for the new International Airport, but at this point in time, it will be nowhere near ready to face the facilitate of the opening in 2026.

We are watching a planning tragedy unfold in front of us in our backyard. Enough is enough. We need the State Government to see what is happening on a daily basis at 15<sup>th</sup> Avenue, Edmonston Avenue, Fourth Avenue and Cowpasture Road.

We have a demand for education provision – right now, we have an undersupply of schools. The amenity, maintenance and infrastructure surrounding the Western Sydney Parklands is dangerous and unsustainable.

I would like to invite the Premier and his Cabinet to Austral on a weekday morning at their earliest convenience to witness the seriousness of the traffic and undersupply of infrastructure in the West side of our LGA.

#### **RECOMMENDATION:**

That Council writes to the Premier Chris Minns and invites the NSW Cabinet as well as Member for Leppington Nathan Hagarty MP to a site visit in Austral to witness the seriousness of the traffic and critical undersupply of infrastructure and education, noting the role that the suburb of Austral is playing in tackling the housing crisis and providing a travel corridor to the new International Airport.

#### **COUNCIL DECISION**

**Motion:** **Moved: Mayor Mannoun**

That the recommendation be adopted.

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

## NOTICES OF MOTION OF RESCISSION

**ITEM NO:** NOMR 01

**FILE NO:** 001304.2024

**SUBJECT:** Rescission of CONF 07 - Hammondville Precinct from the Council meeting of 13 December 2023

### NOTICE OF MOTION OF RESCISSION

(submitted by Cllrs Green, Kaliyanda and Harle)

We the undersigned move a rescission motion to rescind item CONF 07 – Hammondville Precinct (as shown below) that was passed at the Ordinary Council Meeting held on Wednesday 13 December 2023.

*That Council:*

1. *Agrees to sell proposed Lot 101 and proposed Lot 102 in proposed subdivision of Lot 10 in DP 1162812 to Moorebank Sports Club for the amount specified in the Confidential report provided Council retains access rights and provision of car parking as outlined in the report;*
2. *Authorises the CEO to complete all documentation necessary to give effect to the sale;*
3. *Conducts community consultation after Australia Day for three (3) weeks with the results presented back to the 28 February 2024 Council meeting;*
4. *Include in the report the history of this matter;*
5. *Create an internally restricted reserve titled the Hammondville Pool and Precinct Reserve for the funds to go into;*
6. *Seeks assistance from the State Government to fund this project; and*
7. *Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.*

Should the rescission motion be adopted we give notice that it is our intention to move the following motion:

*That Council:*

1. *Notes the report.*
2. *Defers sale of proposed Lot 101 and proposed Lot 102 in proposed subdivision of Lot 10 in DP 1162812 until extensive community consultation has been completed.*
3. *Undertakes extensive community consultation immediately following the Australia Day public holiday, and promotes the consultation across all channels, including by:*
  - *Direct mail to residents across Liverpool LGA*
  - *Council's social media and website*
  - *Liverpool Listens*
  - *Electronic signage at key locations*

Councillors debated the proposed motion should the Rescission Motion be adopted as it did not state a funding source. The amended proposed motion, should the Rescission Motion be adopted, is shown below:

That Council:

1. Notes the report.
2. Defers sale of proposed Lot 101 and proposed Lot 102 in proposed subdivision of Lot 10 in DP 1162812 until extensive community consultation has been completed.
3. Undertakes extensive community consultation immediately following the Australia Day public holiday, and promotes the consultation across all channels, including by:
  - Direct Mail (personalised to ratepayers) to all South Ward suburbs of Liverpool and also include Chipping Norton
  - Mail out (unaddressed to residents) to all South Ward suburbs of Liverpool and also include Chipping Norton
  - Council's social media and website
  - Liverpool Listens
  - Electronic signage at key locations
4. The funding source of approximately \$90,000 to come from the General Funds.

Clr Hadid left the Chambers at 3:34pm.

Clr Hadid returned to the Chambers at 3:35pm.

Clr Hadid left the Chambers at 3:39pm.

Clr Hadid returned to the Chambers at 3:41pm.

Councillors then voted on the Rescission Motion as shown below:

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Green**                      **Seconded: Clr Harle**

That the Rescission Motion be adopted.

On being put to the meeting the Rescission Motion was declared LOST.

**Vote for (the Rescission Motion)**

Clr Green, Clr Harle, Clr Kaliyanda and Clr Karnib

### Vote against (the Rescission Motion)

Mayor Mannoun, Clr Ammoun, Clr Goodman, Clr Hadid, Clr Macnaught and Clr Rhodes

*Note: Cllr Hadid wanted it noted that he voted against the Rescission Motion due to the validity of the motion.*

Mayor Mannoun then moved the following motion:

**COUNCIL DECISION:**

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

That Council:

1. Receive and notes the chronology of the events and community consultation for Hammondville (since 2014);
2. Allocate a budget of \$50,000 from general funds to facilitate extensive community consultation to include direct mail, VMS signs, social media campaign and Liverpool Listens and for the outcome to be reported back to the March 2024 Council meeting in lieu of the February meeting; and
3. Highlights the final decision rests with Council for authorising the CEO to execute the Contract for Sale of land, prior to exchange of Contracts.

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

Councillors voted unanimously for the motion.

## CHRONOLOGY OF EVENTS AND COMMUNITY CONSULTATION FOR HAMMONDVILLE

16 December 2014	Council resolved to commence the process of reclassification of part of the site to identify alternate uses.
24 March 2015	<p>Council resolved to commence the process of rezoning the site for part use as “Hammondville Park” including going to public exhibition. It was noted that Moorebank Sports Club may be interested in buying or leasing part of the land. Part of the rezoning process would include community consultation via public exhibition:</p> <ul style="list-style-type: none"> <li>- Advertisements in local newspapers;</li> <li>- Advertisements on council’s websites; and exhibitions in various libraries throughout LGA</li> </ul>
17 June 2015	Council resolved to endorse the draft planning proposal for rezoning and submit for Gateway approval. Subject to Gateway approval, Council would proceed with public exhibition.
29 August 2018	Council resolved to amend the draft planning proposal to allow for collaboration with Moorebank Sports Club.
24 September 2015	Gateway determination achieved.
2018	An MOU was signed with Moorebank Sports Club to investigate synergies between the potential growth of the club and Council’s desire to deliver integrated community facilities to benefit the community.
21 November 2018	The planning proposal was placed on public exhibition from 21 November 2018 – 21 December 2018. Methods used included notices on the council website and in the Liverpool leader, letters to neighbouring land owners and occupiers, and posters in Council’s administration centre and Moorebank library.
31 January 2019	A public hearing was held in Liverpool city library presided by an independent facilitator. Council engaged JOC consulting to facilitate the hearing and prepare a report.
27 February 2019	Council resolved to move forward the planning proposal following public exhibition and community consultation.
29 April 2020	Based on draft concept plans, Council resolved to approve the development of a masterplan for Hammondville Park to enable the creation of a leisure precinct and direct the CEO to provide sufficient funds for the proposed masterplan works.

2021 Council conducted a review of the provision of aquatic and leisure projects across the LGA. The report, presented by Warren Green Consultancy supported the principles of Council's plans for Aquatic Centre development. The report highlighted the growing community demand and benefits, which are expected to increase as the population expands, advocating for the development of Aquatic Centres across the LGA inclusive of provisions in the Holsworthy/Hammondville area.

2 February 2022 Council adopted a 100 Day Plan including moving forward the development application for swimming pools at Carnes Hill and Hammondville.

June 2023 Council resolved to commence community and stakeholder consultation on the notion of an integrated aquatic centre in the precinct based on conceptual work conducted by Council officers following the 2020 and 2022 Council resolutions.

From June to September 2023,

Council undertook consultation with key internal and external stakeholders to validate the options and broader masterplan inclusions before a final draft was presented to Council in October 2023. The Consultation included:

- Project roadshow - with opportunity to provide thoughts, feedback and comments.
- On line information - Liverpool council website Have Your Say page with a survey and FAQs.
- Facebook posts directing to surveys.
- Notification to adjoining residents
- Wider resident consultation.
- Sessions with current users and sporting clubs and groups.
- Sessions with potential future user groups and community groups.

The masterplan phase of consultation consisted of an online survey, a drop-in session, and a social pinpoint map available for community comment between 29 August – 22 September 2023. The engagement methods sought to identify community values, needs and aspirations for the new precinct, to help inform drafting of the master plan for the site.

The community and key stakeholders were encouraged to have their say and help shape the future of this important space, by

providing feedback through one or more of the diverse and accessible range of engagement methods, including:

- Community Pop-Up; hosted alongside Council's Wattle Grove Community Day on 5 August 2023.
- Online Survey; aimed at capturing an understanding of what the community prioritised in the space
- Online Interactive Map; designed to capture an understanding of what community values and identify for improvement on the current site
- Online Submissions; to capture detailed and nuanced feedback
- Stakeholder Interviews; to engage with those stakeholders who currently use and neighbour
- Club interviews were conducted to ascertain specific issues impacting user groups.

In total, the engagement captured over 450 ideas, comments, and feedback from local community members who were excited to see the project reshape the community and respond to some key recreational needs.

A second phase of engagement followed for community feedback on the draft master plan and Plan of Management:

- The Hammondville Draft Plan of Management has been on public exhibition on the Liverpool Listens page on council's website since 24 November 2023.
- There is a survey attached to the exhibition seeking community feedback which remained open until 16 January 2024.
- Council also held a public meeting on the Hammondville Draft Plan of Management on December 11 at the Moorebank Community Centre.

Any further actions beyond this point to be confirmed.

## **RECESS**

Mayor Mannoun called at recess at 4.02pm.

## **RESUMPTION OF MEETING**

Clr Macnaught, as the Deputy Mayor, resumed the meeting at 4.27pm in Open Session with all Councillors present except Mayor Mannoun and Clr Kaliyanda.



## PLANNING & COMPLIANCE REPORTS

**ITEM NO:** PLAN 01

**FILE NO:** 390223.2023

**SUBJECT:** Planning Agreement (VPA-57) associated with DA-116/2022 at 145 Mersey Road, Bringelly

## COUNCIL DECISION

**Motion:**

**Moved: Cllr Rhodes**

**Seconded: Cllr Harle**

That Council:

1. Publicly exhibit the Draft Voluntary Planning Agreement and Draft Explanatory Notes for a minimum of 28 days in accordance with Section 7.5 of the Environmental Planning and Assessment Act 1979.
2. Subject to any public submissions received, a post-exhibition report is to be prepared and considered at a Council meeting after the exhibition period.
3. If no submissions are received during the exhibition period, the CEO is to execute the Planning Agreement in the form that was publicly exhibited or with minor administrative changes.

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

Councillors voted unanimously for this motion.

*Note: Cllr Kaliyanda and Mayor Mannoun were not in the meeting when this item was voted on.*

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

1. Receives and notes this Report;
2. Adopts changes to Liverpool Development Control Plan 2008 Part 1 General Controls for all Development as listed in the Report below.

Councillors voted unanimously for this motion.

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Minutes of the Ordinary Council Meeting held on Wednesday, 7 February 2024 and confirmed on Wednesday, 28 February 2024

Chairperson

**Motion:**                      **Moved: Clr Rhodes**                      **Seconded: Clr Goodman**

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



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

1. Retains the current Councillors as representatives to the following Committees for the period to September 2024, or appoint Councillors where there are exceptions to any of the Committees:
  - a. Aboriginal Consultative Committee
  - b. Audit, Risk & Improvement Committee (Note, this is a mandatory Committee)
  - c. Casula Powerhouse Arts Centre Board (CPAC Advisory Committee)
  - d. Companion Animal Advisory Committee
  - e. Community & Safety Prevention Committee
  - f. Environment Advisory Committee
  - g. Heritage Advisory Committee
  - h. Intermodal Precinct Committee
  - i. Liverpool Access Committee
  - j. Liverpool Sports Committee
  - k. Tourism & CBD Committee
  - l. Youth Council
2. Endorses the current practice of all Councillors being members of the Civic Advisory Committee.
3. Retains the current Councillors as representatives to the following community committees and affiliated bodies and notifies them of their representatives for the period to September 2024, or appoint Councillors where there are exceptions:
  - a. Civic Risk Mutual Ltd Members Assembly (Note, the appointed Councillor is to be the representative for the duration of the Council term)
  - b. Georges River Combined Councils Committee
  - c. Liverpool Pedestrian, Active Transport and Traffic Committee

- d. Macarthur Bushfire Management Committee
- e. NSW Metropolitan Public Libraries Association
- f. Sydney Western City Planning Panel
- g. South West Sydney Academy of Sport (SWSAS)
- h. Western Sydney Regional Organisation of Councils (WSROC)

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

*Clr Rhodes wanted it noted that the report stated that Clr Kaliyanda was the representative for South West Sydney Academy of Sport (SWSAS). Clr Rhodes stated that Clr Kaliyanda had resigned and that Clr Rhodes had replaced her and therefore Clr Rhodes is to be representative for SWSAS.*

**ITEM NO:** COM 03  
**FILE NO:** 000981.2024  
**SUBJECT:** Resignation of Councillor Nathan Hagarty - Request to Minister of Local Government to Dispense with By-election

## **COUNCIL DECISION**

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

1. Note the resignation of Nathan Hagarty from the role of Councillor for the City of Liverpool, effective Friday, 15 December 2023;
2. Delegate authority to the Chief Executive Officer to write to the Minister for Local Government on behalf of the Council, seeking the requirement for a by-election to fill Nathan Hagarty's seat be dispensed with under the provisions of s.294(2)(a) of the Local Government Act 1993, and fill the casual vacancy at the Local Government elections scheduled for 14 September, 2024; and
3. Notify Councillors of the Minister's response as soon as possible after it is received.

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

**Councillors then recommitted item: COM 01 - Governance Advisory Committees - Amendment of Charter (which was dealt with earlier in the meeting) to choose the seven voting members as shown below:**

*The seven voting members be Mayor Mannoun, Deputy Mayor Macnaught, Cllr Ammoun, Cllr Goodman, Cllr Green, Cllr Harle and Cllr Rhodes.*

The full resolution is shown at item COM 01.

Cllr Ammoun left the Chambers at 4.32pm.  
 Mayor Mannoun returned to the Chambers at 4.34pm.  
 Cllr Ammoun returned to the Chambers at 4.35pm.

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

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

2. Endorses the funding recommendation of **\$4,174** (GST exclusive) under the **Matching Grant Program** for the following project:

3. Endorses the funding recommendation of **\$10,000** (GST exclusive) under the **Community Sponsorship Program** for the following project:

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











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

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

**Motion:**                      **Moved: Clr Green**                      **Seconded: Clr Ammoun**

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

**ITEM NO:** CTTE 04  
**FILE NO:** 011157.2024  
**SUBJECT:** Minutes of the Tourism and CBD Committee meeting 12 December 2023

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Green**                      **Seconded: Clr Ammoun**

That Council receives and notes the Minutes of the Tourism and CBD Committee Meeting held on 12 December 2023.

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

**Motion:**                      **Moved: Clr Green**                      **Seconded: Clr Ammoun**

1. Receives and notes the Minutes of the Liverpool Access Committee Meeting held on 14 December 2023; and
2. Endorse the recommendations in the Minutes.

Chairperson





**Motion:**                      **Moved: Clr Green**                      **Seconded: Clr Ammoun**

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

**Mayor Mannoun resumed as Chairperson at 4.47pm  
 Cllr Kaliyanda left the meeting at 4.47pm.**

## **QUESTIONS WITH NOTICE**

**ITEM NO:** QWN 02  
**FILE NO:** 007752.2024  
**SUBJECT:** Question with Notice - Mayor Ned Mannoun - Council's Policy Regarding Covid Vaccination

Please address the following:

1. What is Council's policy regarding Covid vaccination for staff?
2. What is Council's policy regarding Covid vaccination for contractors?
3. What is Council's policy regarding Covid vaccination for people visiting council facilities?

### **Responses (provided by Customer Experience and Business Performance)**

#### **1. What is Council's policy regarding Covid vaccination for staff?**

Council's *Covid Safe Workplace Policy* mandates Covid-19 vaccination for all employees. This has recently been benchmarked and will remain Council's position at this point in time.

#### **2. What is Council's policy regarding Covid vaccination for contractors?**

Council's *Covid Safe Workplace Policy* mandates COVID- 19 vaccination for all contractors as they are defined as workers for the purposes of the policy as per the *Work Health and Safety Act 2011*.

#### **3. What is Council's policy regarding Covid vaccination for people visiting council facilities?**

Council provides guidance on its [website](#) related to Covid-19 and the use of its facilities. The website provides a Fact Sheet on maximum capacities and where to find additional information on the NSW Government Covid-19 website.

Council does not have a position on vaccination for people visiting Council facilities, as they are not identified as a worker for the purposes of the policy as per the *Work Health and Safety Act 2011*. They are identified Under Section 29 of the Act, *Duties of other persons at the workplace*, which indicates they are responsible for their own health and safety, should take reasonable care that their acts or omissions do not affect the health and safety of others and must comply with any reasonable instruction's issues but the business where the workplace is.



**ITEM NO:** QWN 03  
**FILE NO:** 022268.2024  
**SUBJECT:** Question with Notice - Clr Green - Protecting and Preserving Koala Habitat in Liverpool LGA

### Background

Liverpool is recognised as supporting a growing koala population predominantly along the Georges River<sup>1</sup>. Research suggests Liverpool is a focal area for koalas, with the population reportedly increasing four-fold due to environmental conditions producing suitable vegetation supporting koala habitat<sup>2</sup>. Reported sightings of koalas in our urban areas such as Voyager Point where an established colony is documented, are not unusual and, in conversations with residents also report it is a delight to see koalas travelling along Sirius Road.

The growing koala population coupled with the recent uplisting of the koala from vulnerable to endangered highlights Council responsibility in taking practical steps to better protect and conserve koala colonies within the LGA. The protection and conservation of koalas has been an issue recently presented to this Council in relation to koala strikes on our roads at Heathcote and Moorebank<sup>3</sup>.

Better management and planning is required to protect and conserve the koala population of Liverpool LGA.

The *State Environment Planning Policy (Koala Protection) 2019* commenced on March 1, 2020. The Policy is aimed to address the current trend of declining koala numbers in our state. Accordingly, the Policy encourages the conservation and management of areas where natural vegetation provides a habitat for koalas including areas of land where koalas are present<sup>4</sup>.

A koala management plan can be prepared for whole, or part of a local government area listed in Schedule 1- Liverpool LGA is included on this list<sup>5</sup>.

Can Council please advise

1. If a current Koala Management Plan exists in whole or part of the Voyager Point area, in particular the known koala colony of Sirius Road or;
2. In any other area of the LGA where it is known koala colonies are present.

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<sup>1</sup> Sydney Basin Koala Network, Fact Sheet Koalas in Liverpool (Feb 2023)

<sup>2</sup> Biolink Ecological Consultants (2023) Sydney Basin Koala Assessment

<sup>3</sup> QWN 01, October 25, 2023

<sup>4</sup> State Environmental Planning Policy (Koala Habitat Protection) 2019 (pg.3)

<sup>5</sup> Ibid, Schedule 1 (pg.12)

### Response (provided by Operations Directorate)

Koala Plans of Management [KPoM] can be used to guide new developments and planning proposals. Council has not developed a KPoM due to the limited potential to further develop the portion of the LGA occupied by koalas. The areas in the LGA occupied by koalas are largely in Defence owned land, previously developed land, and smaller land parcels with limited development potential due to constraints such as zoning, restrictions on title and natural features.

This does not restrict the consideration of koalas for future developments. Instead, they are considered on a case-by-case basis in accordance with the State Environmental Planning Policy (Biodiversity and Conservation) 2021 [which encompasses previously separate Koala Protection SEPPs] and the *Biodiversity Conservation Act* 2016. These give Council the framework to ensure that koalas are considered and protected when development occurs in areas that are potentially occupied.

Council is also proactively working with stakeholders such as adjacent councils and NSW Department of Climate Change, Energy, the Environment & Water to ensure that koalas are strategically managed throughout the region.

### COUNCIL DECISION

#### Motion:

**Moved: Cllr Green**

**Seconded: Cllr Rhodes**

Council to prepare a draft 'Koala Plan of Management' to be presented to a Governance Committee Meeting to include:

- a) Council's Koala Plan Strategy and any relevant Council policies that relate to this matter.
- b) State Environment Planning Policy 2019.
- c) Information on the unique koala colony and locations in the Liverpool LGA.
- d) The feasibility of koala feeder trees being planted in all available appropriate park land throughout the Liverpool LGA.
- e) Investigate what partnerships might be developed with various stakeholders in desperate need of koala food or perhaps in partnership with large land holders like the Department of Defence that might be able to provide land where such trees could be planted for this purpose.
- f) Investigate possible State and Federal grants for collaboration.

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

**ITEM NO:** QWN 04  
**FILE NO:** 022330.2024  
**SUBJECT:** Question with Notice - Clr Green - Shared Pedestrian and Cycling Pathway

### **Background**

The pre-Christmas period notification was sent to residents of Sirius Road Voyager Point of a proposed pedestrian and cycling shared pathway connection that is apparently part of Mayor's 100-Day Plan along the George's River.

Could Council please provide the following advice:

1. The Concept Plan for the proposed shared pathway that includes:
  - a. The location where the shared pathway commences and the location where the shared pathway terminates.
  - b. The proposed locations where the shared pathway utilises existing footpaths, and the locations where it is proposed to increase the width of an existing footpath to the standard 3 meters shared pathway width and where the shared pathway will be a new construction.
  - c. The full projected cost of the shared pathway including the proposed locations where the demolition and replacement of newly laid and/or repaired existing pathways is required/planned and the repair of otherwise of existing resident driveway are located.
  - d. How has the full projected cost of the project been budgeted e.g. from existing funds or sourced from grants.
  - e. Has the Concept Plan for this project been developed in accordance with Council's existing Bike Plan 2018-2023, where a key objective of the Plan is to provide strategic direction and serve as a *"planning tool for all bicycle related facilities and activities within the Liverpool LGA"*<sup>6</sup>

### **Responses (provided by Operations Directorate)**

#### **1. The Concept Plan for the proposed shared pathway that includes:**

Please find attached a total route plan which shows constructed paths, paths to be constructed under VPA, missing links etc. Please refer to the plan, Attachment – 1.

#### **a. The location where the shared pathway commences and the location where the shared pathway terminates.**

The location plans are developed progressively as resources are available, Currently, the concept plan is developed for the proposed shared path in Pleasure

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<sup>6</sup> Liverpool Bike Plan 2018-2023 pg. 1

Point. Currently detail design is underway. Concept has been attached which shows shared path scope of works.

- b. The proposed locations where the shared pathway utilises existing footpaths, and the locations where it is proposed to increase the width of an existing footpath to the standard 3 meters shared pathway width and where the shared pathway will be a new construction.**

Preliminary investigations have been undertaken which show details requested, however, the detail investigation will determine the true position. Please refer to the Attachment - 3.

- c. The full projected cost of the shared pathway including the proposed locations where the demolition and replacement of newly laid and/or repaired existing pathways is required/planned and the repair of otherwise of existing resident driveway are located.**

As previously mentioned, concept plans are developed progressively. Once the concept finalised, detail design will be conducted. The detail design will provide the requested details which would then enable the cost estimates. Currently we do not have these details.

- d. How has the full projected cost of the project been budgeted e.g. from existing funds or sourced from grants; and**

Some of the sections will be funded under VPA, Council will seek opportunities and determine sections of shared path to be constructed by the developers as part of development conditions of consent. The rest of the section will be funded under the General Fund and grant funds where opportunities exist.

- e. Has the Concept Plan for this project been developed in accordance with Council's existing Bike Plan 2018-2023, where a key objective of the Plan is to provide strategic direction and serve as a *"planning tool for all bicycle related facilities and activities within the Liverpool LGA"*<sup>7</sup>**

The scope and objectives outlined in the Bike Plan 2018 – 2023 have been adopted in developing the shared cycle pathway. The proposed shared pedestrian and cycling pathways will provide recreational activities for the community and bike riders whilst strategically taking into consideration that some of these routes will include shared paths as a mode of transport for the commuters.

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<sup>7</sup> Liverpool Bike Plan 2018-2023 pg. 1



**ITEM NO:** QWN 05  
**FILE NO:** 022524.2024  
**SUBJECT:** Question with Notice - Cllr Kaliyanda - Business Advisory Council / Committee for Liverpool

Please address the following:

1. How can community members be informed about the activities of Council's Business Advisory Council / Committee for Liverpool?
2. How many meetings have taken place so far?
3. Who are the representatives/members of the Committee and what are their credentials?
4. Where are the Minutes of these meetings located, or intended to be shared for transparency with the community?

**Response (provided by City Futures)**

Liverpool City Council does not have a Business Advisory Council, but it has a 'Committee for Liverpool'. The inaugural meeting of the new Committee for Liverpool was on the 29<sup>th</sup> of May 2023.

Mayor Ned Mannoun and Cllr Karress Rhodes sit on the Committee. All Councillors are invited to participate as observers. The Committee for Liverpool also invites local MPs to attend meetings.

Three meetings have been held since 29 May 2023.

The Committee is comprised of a wide array of local stakeholders, including:

- Liverpool City Council
- Gandangara Local Aboriginal Land Council
- Western Sydney Leadership Dialogue  
Business Western Sydney
- ANSTO
- Western Sydney Deloitte
- Hitachi Australia
- William Inglis & Son
- Logos Property
- Powerhouse Parramatta
- TAFE NSW
- University of Wollongong
- Western Sydney Leadership Dialogue's Generation West

- Head of Corporate Affairs & Government Relations, Australian Turf Club
- Institute Director, Ingham Institute of Applied Medical Research
- Head of Engagement and Corporate Partnerships, Social Ventures Australia
- Lendlease
- PwC
- UNSW
- Western Sydney Airport
- Western Sydney University
- South Western Sydney Local Health District
- Coronation Property
- Circular Australia
- Western Sydney Community Forum
- Ramsay Health Care
- National Intermodal Corporation Limited
- Goodman

The Committee shares the Minutes with Council. The minutes are available to Councillors upon request.

**ITEM NO:** QWN 06  
**FILE NO:** 022525.2024  
**SUBJECT:** Question with Notice - Clr Kaliyanda - Montenegro Park

The plaque at Montenegro Park has been missing for a number of weeks, and other park furniture has been damaged/removed. Furthermore, a number of residents have raised issues around the upkeep and maintenance of local parks and recreational facilities within the LGA. The subsequent overgrowth of grass and shrubbery has resulted in risks relating to snakes being found in a number of parks and children's play areas.

Please address the following:

1. How long has Council known about the removal of the plaque?
2. What actions have been taken to rectify the damage to Montenegro Park and reinstate the plaque?
3. What action has been taken by Council to ensure that park equipment and facilities are proactively maintained and any damage is rectified as quickly as possible?
4. Why have previously established park maintenance timeframes (i.e. a 3 weekly cycle) not been adhered to over the last 3 months?
5. What can the community expect from Council in relation to maintenance of public green space going forward.

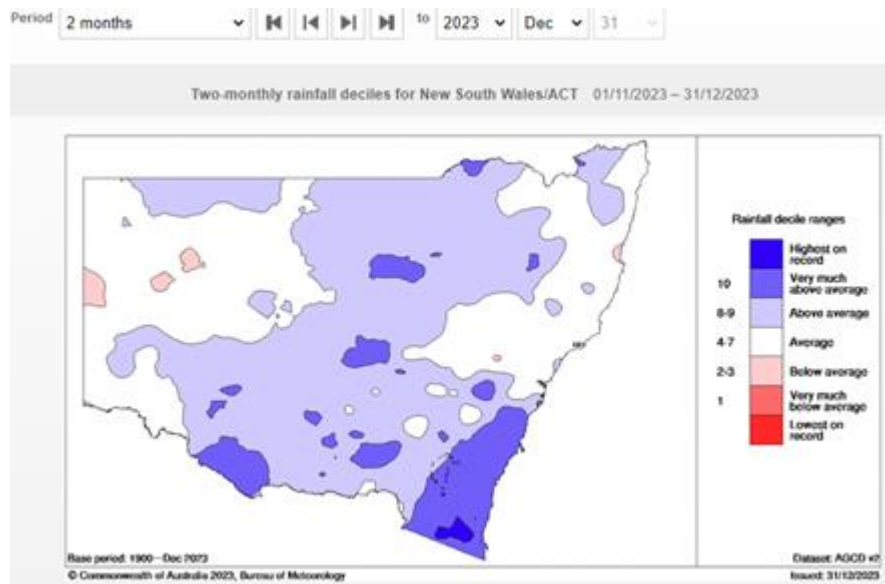
**Response (provided by Operations Directorate)**

Council was made aware of the plaque being removed from a resident's email sent via Council Content Manager on January 12. The file folder with email and follow up information is located in File :- 007167.2024

Council maintenance teams attended to the repairs to the park table and park bench on January 19. The operations team is currently looking into the original plaque, the history of and the information on the plaque – there has been a spate of recent vandalism involving plaques in parks most notable being the memorial in Bigge Park.

Council teams that maintain parks will proactively report damage internally. Residents can report damage via Customer service 24 hr on 1300 362170. When damage is reported – it is assessed and managed based on several factors. Safety related issues are rectified as quickly as possible. In this instance, our Maintenance team was able to attend Montenegro park with 48 hours of being made aware of the damaged table and seat.

Our teams conduct mowing and garden maintenance to a 3 weekly schedule where and when possible and always take weather and soil conditions into consideration to ensure we aren't damaging assets nor putting employees safety at risk – traditionally summer is a dry period. Bureau of Meteorology records show that southwestern Sydney has had above average rainfall for the 2 months to the end of December which has created unseasonal growing conditions and hampered our operations and ability to maintain our service standards. Our teams are using all available resources to catch up.



Council open spaces maintenance teams currently have a program of works that allows for a regular cycle of 3 weeks. The operations team has recently conducted a workshop to work on an electronic register called Brightly, that will list all our outdoor assets with scheduled maintenance times. The Brightly asset maintenance system, once integrated, will provide the business more precision and visibility on our maintenance service schedules.

## PRESENTATIONS BY COUNCILLORS

Nil.

## NOTICES OF MOTION

**ITEM NO:** NOM 01  
**FILE NO:** 020370.2024  
**SUBJECT:** Memorial at 8 Woodward Crescent, Miller

### Background

I submit this Notice of a Condolence Motion to propose the establishment of a memorial in honour of George Woods, a young and cherished member of our community who tragically lost his life in a violent and unprovoked attack on October 1, 2023.

If required, I am committed to providing any additional details necessary for the planning and implementation of the proposed memorial.

George Woods, 18, was left brain dead and later succumbed to his injuries after a brutal incident in Woodward Crescent, Miller. The circumstances surrounding his untimely death have deeply affected our community, and it is our responsibility to ensure that his memory is honoured in a meaningful way. I believe that this initiative will not only offer solace to the grieving family but also stand as a symbol of unity and resilience within our community. Considering the devastating circumstances surrounding George Woods' passing, I urge Councillors to consider this motion with compassion and empathy. Let us come together as a community to commemorate the life of George Woods and send a powerful message against violence.

### NOTICE OF MOTION (submitted by Cllr Ammoun)

That Liverpool City Council install a bench and memorial at 8 Woodward Crescent in Miller, the location where George Woods was attacked. This memorial will serve as a lasting tribute to his life and a reminder of the impact that senseless violence can have on individuals and communities.



**CONFIDENTIAL ITEMS**

**ITEM NO:** CONF 01  
**FILE NO:** 433243.2023  
**SUBJECT:** Roundabout Funding Deed for the acquisition of land associated with the construction of traffic roundabouts along Fourth Avenue at the intersections of Tenth and Eleventh Avenue for the new St Anthony of Padua Catholic College, Austral

**COUNCIL DECISION**

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

That Council:

1. Enter into a Roundabout Funding Deed with the Sydney Catholic Schools Ltd and The Trustees of the Roman Catholic Church for the Archdiocese of Sydney for the acquisition of land and roadworks associated with the construction of roundabouts along Fourth Avenue at the intersections of Tenth and Eleventh Avenue, Austral.
2. Agrees that any documents necessary to give effect to this decision may be executed under Council's general power of attorney.
3. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
4. Receive future reports for the partial acquisition of six (6) land parcels required for road widening and construction of the roadworks associated with the roundabouts.

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

**ITEM NO:** CONF 02  
**FILE NO:** 019476.2024  
**SUBJECT:** Revised Charter - Project Control Advisory Committee

**COUNCIL DECISION**

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

That Council:

1. Notes the confidential report from Council's General Counsel; and
2. Adopts the revised Project Control Advisory Committee Charter with the amendments.

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



**Clr Kaliyanda returned to meeting at 5.32pm.**

**ITEM NO:** CONF 03

**FILE NO:** 014621.2024

**SUBJECT:** Referral from Fire and Rescue NSW requiring tabling at Council Meeting

## COUNCIL DECISION

**Motion:**

**Moved: Clr Rhodes**

## Seconded: Clr Hadid

That Council:

1. In relation to 467 Hume Highway Casula:
  - a) note the inspection report by Fire and Rescue NSW, as shown in Attachment 1,
  - b) exercise its powers to issue a Fire Safety Order to address the identified fire safety deficiencies at 467 Hume Highway Casula.
2. In relation to 1 Mill Road Liverpool:
  - a) note the inspection report by Fire and Rescue NSW, as shown in Attachment 2,
  - b) does not exercise its powers to issue a Fire Safety Order, instead a corrective action letter will be issued to address the deficiencies identified at 1 Mill Road Liverpool.
3. In relation to 65 Memorial Avenue Liverpool:
  - a) note the inspection report by Fire and Rescue NSW, as shown in Attachment 3,
  - b) exercise its powers to issue a Fire Safety Order to upgrade the level of fire safety at 65 Memorial Avenue Liverpool.
4. In relation to 171 Bigge Street Liverpool:
  - a) note the inspection report by Fire and Rescue NSW, as shown in Attachment 4,
  - b) does not exercise its powers to issue a Fire Safety Order.

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

**THE MEETING CLOSED AT 5.33pm.**

<Signature>

Name: Ned Mannoun

Title: Mayor

Date: 28 February 2024

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 7 February 2024. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

**PLAN 01****Completion of Planning Agreements associated with development applications involving the Bernera Road Intersection Upgrade.**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	394112.2023
<b>Report By</b>	Yee Lian - Contributions Planning Officer
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

The purpose of this Report is to inform Council about the completion of the Planning Agreements listed in Table 1 below, with confirmation of the Applicants' obligations completed by payment of monetary contributions to Council.

**Table 1: Monetary contributions paid under Planning Agreements**

<b>Planning Agreement</b>	<b>Execution Date</b>	<b>VPA Party</b>	<b>Monetary Contributions Paid (\$)</b>
VPA-20 Bernera Road, Prestons	24 October 2018	Apex Investments Group Pty Ltd	\$84,129
VPA-31 55 Yarrunga Road, Prestons	18 March 2018	PSRE Prestons Pty Ltd	\$137,797
VPA-46 14 Yarrunga Road, Prestons	11 February 2020	Gunlake Concrete Pty Ltd	\$85,000
<b>Total</b>			<b><u>\$306,926</u></b>

The monetary contributions were paid in lieu of intersection upgrade works required under the associated Development Applications, and the amounts paid were proportionate to the type and scale of development proposed.

## RECOMMENDATION

That Council:

1. Note that the Planning Agreements referenced in Table 1 of this Report have been completed.
2. Notify the Applicants referenced in Table 1 of this Report about the completion of their respective Planning Agreements.
3. Remove the listed Planning Agreements from their respective Land Titles (if required).

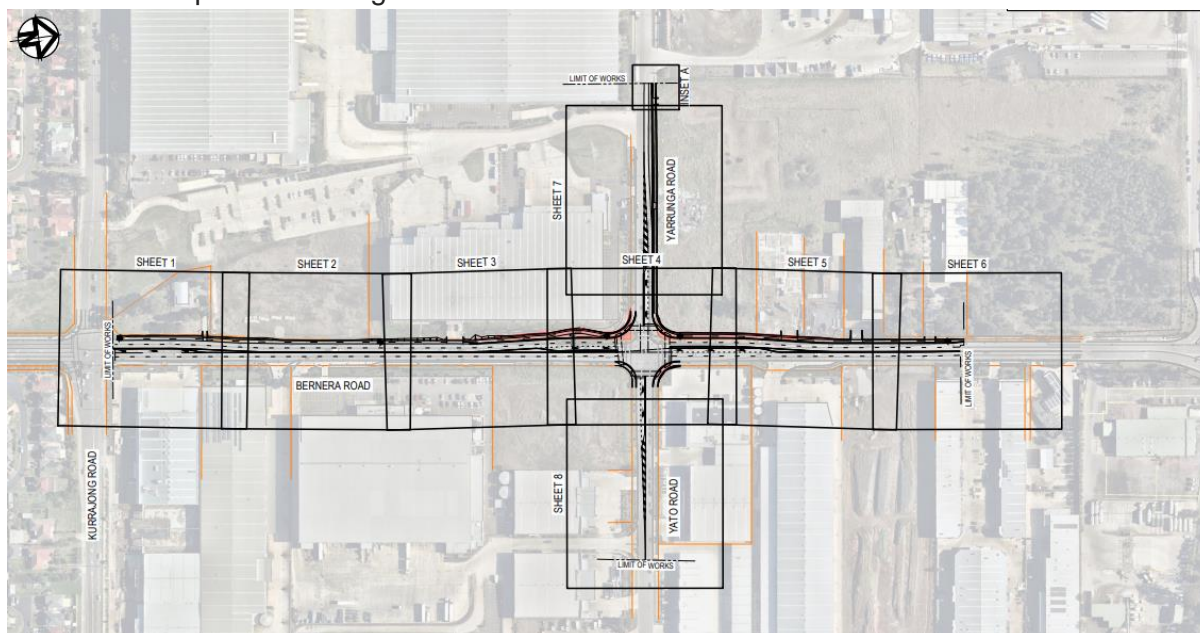
## REPORT

### BACKGROUND

Since 2017, Council has, in conjunction with Transport for NSW, identified the need for additional network capacity in the vicinity of the Bernera Road, Yato Road and Yarrunga Street intersection within the Prestons Industrial Precinct as the Precinct expands.

In 2018, Council approved three Development Applications that imposed Conditions of Consent requiring the Applicants to carry out upgrade works at, and in the vicinity of, the Bernera Road, Yato Road and Yarrunga Street intersection.

A detailed design of the future upgrade of the Bernera Road, Yato Road and Yarrunga Street intersection is provided in Figure 1.



**Figure 1: Plans for the proposed upgrade of the Bernera Road, Yato Road, and Yarrunga Street intersection.**

In lieu of carrying out the intersection upgrade works themselves, the Applicants offered to enter into Planning Agreements with Council to pay monetary contributions towards the future intersection upgrade. Council subsequently accepted the offers and executed the Planning Agreements with the three respective Applicants.

Following the execution of the Planning Agreements, Modification Applications were submitted by the Applicants and approved by Council to impose modified Conditions of Consent with relation to the Planning Agreements.

The Applicants have since paid their respective monetary contributions to Council which has effectively resolved their obligations under their respective Planning Agreements. The three (3) agreements VPA-20, VPA-31 and VPA-46 are now deemed complete, and it is recommended that Council notes that the agreements are completed.

## **FINANCIAL IMPLICATIONS**

The scope of works for the entire intersection upgrade at the Bernera Road, Yato Road and Yarrunga Street intersection is currently estimated to cost approximately \$8.6 million.

The total monetary contributions collected under the three Planning Agreements referenced in this Report is \$306,926.

Combined with all previous contributions collected by Council for the future upgrade of the Bernera Road, Yato Road and Yarrunga Street intersection, to date Council has collected \$694,526 towards the future intersection upgrade.

The contributions collected can only be allocated towards the intersection upgrade, and funds are to be held in a restricted account until such time as the works are scheduled and allocated within an operational plan for delivery.

## **CONSIDERATIONS**

<b>Economic</b>	Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
<b>Environment</b>	Support the delivery of a range of transport options.
<b>Social</b>	There are no social and cultural considerations.

<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision-making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>Environmental Planning and Assessment Act 1979</p> <p>Environmental Planning and Assessment Regulations 2021</p>
<b>Risk</b>	<p>There is no risk associated with this report.</p>

## **ATTACHMENTS**

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1. VPA-20 Monetary Contributions Payment Receipt
2. VPA-31 Monetary Contributions Payment Receipt
3. VPA-46 Monetary Contributions Payment Receipt

LIVERPOOL CITY COUNCIL  
ADMINISTRATION CENTRE  
33 MOORE STREET LIVERPOOL  
LOCKED BAG 7064 LIVERPOOL BC 1871  
TELEPHONE 1300 36 2170  
ABN: 84 181 182 471

RECEIPT

APEX INVESTMENT

\*\*DUPLICATE RECEIPT\*\*

DATE 25-JAN-2019 RECEIPT NO 4150197  
TIME 11:32:06 CASHIER Ris

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GL\CP.1022724051893  
GL 84,129.00

VPA DA-407/2017/A 24 BERN  
General Ledger Receipt

GL\CP.1022724051893  
GL -84,129.00

VPA DA-407/2017/A 24 BERN  
\* TRANSFER \* on 18-Mar-2019 by ROUXR

GL\CP.1023974051893  
GL 84,129.00

VPA DA-407/2017/A 24 BERN  
General Ledger Receipt

DIRECT BANK -84,129.00

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TOTAL AMOUNT 84,129.00

AMOUNT TENDERED 84,129.00

ROUNDING

RECEIPT ISSUED SUBJECT TO  
CHEQUES BEING CLEARED BY BANK

PLAN 01 Completion of Planning Agreements associated with development applications involving the Bernera  
Road Intersection Upgrade.  
*Attachment 1* VPA-20 Monetary Contributions Payment Receipt

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MERCHANT SERVICE FEE APPLIES  
TO ALL CREDIT CARD PAYMENTS

CHIEF EXECUTIVE OFFICER



LIVERPOOL CITY COUNCIL  
 ADMINISTRATION CENTRE  
 33 MOORE STREET LIVERPOOL  
 LOCKED BAG 7064 LIVERPOOL BC 1871  
 TELEPHONE 1300 36 2170  
 ABN: 84 181 182 471

RECEIPT

Direct Credit 333732 PSRE PURT 5 10

**\*\*DUPLICATE RECEIPT\*\***

DATE 14-NOV-2018 RECEIPT NO 4088031  
 TIME 13:51:27 CASHIER Mee

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GL\CP.1022064051893  
 GL 137,797.00

PSRE PURT 5  
 General Ledger Receipt

GL\CP.1022064051893  
 GL -137,797.00

PSRE PURT 5  
 \* TRANSFER \* on 19-Feb-2019 by ROUXR

GL\CP.1023974051893  
 GL 137,797.00

DA-681/2017/A 55 YARRUNGA  
 General Ledger Receipt

DIRECT BANK -137,797.00

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TOTAL AMOUNT 137,797.00

AMOUNT TENDERED 137,797.00

ROUNDING

RECEIPT ISSUED SUBJECT TO  
 CHEQUES BEING CLEARED BY BANK

PLAN 01 Completion of Planning Agreements associated with development applications involving the Bernera  
Road Intersection Upgrade.  
*Attachment 2* VPA-31 Monetary Contributions Payment Receipt

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MERCHANT SERVICE FEE APPLIES  
TO ALL CREDIT CARD PAYMENTS

CHIEF EXECUTIVE OFFICER

PLAN 01

Completion of Planning Agreements associated with development applications involving the Bernera  
Road Intersection Upgrade.

Attachment 3

VPA-46 Monetary Contributions Payment Receipt

LIVERPOOL CITY COUNCIL  
ADMINISTRATION CENTRE  
33 MOORE STREET LIVERPOOL  
LOCKED BAG 7064 LIVERPOOL BC 1871  
TELEPHONE 1300 36 2170  
ABN: 84 181 182 471

## RECEIPT

GUNLAKE CONCRETE PTY LTD  
C/- MR DAVID KELLY  
LEVEL 2, 53 CROSS ST  
DOUBLE BAY NSW 2028

\*\*DUPLICATE RECEIPT\*\*

DATE 08-OCT-2020 RECEIPT NO 4712242  
TIME 15:00:22 CASHIER Che

GL\CP.1023974051893  
GL 85,000.00

DA-527/2017/A  
14 YARRUNGA RD PRESTONS

CHEQUE -85,000.00  
GUNLAKE CONCRETE P/L

TOTAL AMOUNT 85,000.00

AMOUNT TENDERED 85,000.00

ROUNDING

RECEIPT ISSUED SUBJECT TO  
CHEQUES BEING CLEARED BY BANK

MERCHANT SERVICE FEE APPLIES  
TO ALL CREDIT CARD PAYMENTS

CHIEF EXECUTIVE OFFICER

## PLAN 02

**Draft Principal Planning Proposal to establish a new Liverpool Local Environmental Plan**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
<b>File Ref</b>	423629.2023
<b>Report By</b>	Nancy-Leigh Norris - Executive Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

At its Ordinary Meeting of Council on 2 February 2022, Council endorsed their commitment to “*Start the process to create a new Liverpool LEP as a matter of urgency*”. Since this Resolution of Council, significant work has been undertaken to prepare the Principal Planning Proposal (**Attachment 1**). This includes Councillor workshops, preliminary engagement with the community, stakeholders and the development industry, as well as additional investigations such as design and feasibility testing to support the new Local Environmental Plan (LEP).

The primary objective of the Principal Planning Proposal is to establish a new Liverpool Local Environmental Plan, in alignment with the strategic vision of the Western City District Plan (District Plan) and Liverpool’s Local Strategic Planning Statement (LSPS) ‘*Connected Liverpool 2040*’. This takes into account numerous short and medium term actions within Liverpool’s Land Use Strategies (i.e. Local Housing Strategy, Centres and Corridors Strategy, and Industrial and Employment Lands Strategy).

The new LEP has been informed by community consultation, which occurred during the development of the LSPS and land use strategies listed above, as well as early community engagement conducted as part of the LEP Review process.

The new LEP considers the current planning context of the broader Liverpool LGA, such as the:

- extensive controls introduced by Amendment 52 to enable the development of Sydney’s third CBD in the Liverpool City Centre;
- significant growth of the greenfield areas such as Austral, Leppington North and Edmondson Park; and
- need for housing diversity within suburban areas to assist with affordability.

The new LEP proposes varying land use zones, development standards and local provision clauses in comparison to the LLEP 2008. This includes changes relating to Residential, Commercial, Industrial, Environmental, Recreational and Infrastructure zoned land, as well as miscellaneous and housekeeping matters. It is noted that certain aspects of the LLEP 2008 are intended to be transferred into the new LEP. The key differences in comparison to the LLEP 2008 are noted within this Report.

Recommendations for the new LEP has been informed by additional investigations by Mecone, Smith & Tzannes, and Atlas Economics. A Residential Land Investigation (**Attachment 2**), Commercial Lands Investigation (**Attachment 3**) and Industrial Lands Investigation (**Attachment 4**) were conducted to review the impacts of amendments proposed within the exhibited Scoping Report, as well as to provide feasibility and design testing of the proposed changes, and to refine recommendations for development standards under the new LEP.

The Principal Planning Proposal was presented to the Liverpool Local Planning Panel (LPP) on 21 December 2023. The LPP were supportive of the principles for the new LEP, as well as the scoping, consultation and analysis undertaken. Further discussion on the recommendations from the Panel is provided in this Report.

It is recommended that the Principal Planning Proposal is endorsed by Council. Following Council endorsement, the Planning Proposal would then be submitted to the Department of Planning, Housing and Infrastructure (DPHI) for a Gateway determination.

Subject to a favourable Gateway decision, this would enable further community engagement to occur across the Liverpool LGA. The outcomes of further engagement would subsequently be reported to Council prior to finalisation.

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## **RECOMMENDATION**

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That Council:

1. Notes the advice of the Liverpool Local Planning Panel;
2. Endorses the Principal Planning Proposal to establish a new Liverpool Local Environmental Plan;
3. Forwards the Principal Planning Proposal to the Department of Planning, Housing and Infrastructure, pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*, seeking a Gateway Determination;
4. Subject to Gateway determination, undertake public exhibition and community consultation in accordance with the conditions of the Gateway determination, the Liverpool Community Participation Plan 2022, *Local Government Act 1993* and the LEP Review Community Engagement Strategy;
5. Receives a further Report on the outcomes of public exhibition period; and
6. Delegate to the CEO (or delegate) to amend the Principal Planning Proposal and attachments for any typographical and other minor errors / amendments if required.

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## **REPORT**

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### **BACKGROUND INFORMATION**

Following the establishment of Council's Local Strategic Planning Statement (LSPS) in 2020, Land Use Strategies and the Phase 1 Liverpool Local Environmental Plan (LEP) Review which occurred from 2018 to 2021, the progression of the Phase 2 LEP Review, has occurred as follows:

- **February 2022:** Council endorsed their commitment to "*Start the process to create a new Liverpool LEP as a matter of urgency*";
- **May - June 2022:** Councillor bus tour and four workshops to determine the scope and priorities for the new Local Environmental Plan (LEP);
- **July 2022:** Endorsement of LEP Review Principles by Council;
- **August 2022:** Endorsement of the LEP Review Scoping Report for public exhibition and agency consultation;
- **September - November 2022:** Public Exhibition of the LEP Review Scoping Report;

- **October 2022:** Medium Density Housing Workshop with development industry and stakeholders;
- **March 2023:** Post-Exhibition Report to Council deferred for further discussion regarding height of buildings for commercial areas;
- **April 2023:** Post-Exhibition Report to Council detailing outcomes of the exhibition period;
- **February - August 2023:** Procurement processes to engage a Consultant to undertake additional investigations to support the Planning Proposal;
- **August - November 2023:** Additional investigations including yield, feasibility and design testing undertaken by Mecone, Smith & Tzannes, and Atlas Economics. Refer to the Residential, Commercial and Industrial Lands Investigations at **Attachments 2, 3 and 4**; and
- **November 2023:** Preparation of the Principal Planning Proposal and attachments.
- **December 2023:** Presentation of the Principal Planning Proposal to the Local Planning Panel (LPP). Refer to **Attachment 17** for the LPP Report, which includes additional information regarding the outcomes of Mecone's investigations, including design and feasibility testing.

Refer to **Attachment 10** for consolidated Council Reports and Resolutions, which contains detailed background information at each stage of the LEP Review process.

### **Principal Planning Proposal**

The Principal Planning Proposal (**Attachment 1**) has been prepared in accordance with the DPHI's Local Environmental Plan Making Guideline. The objectives of the Principal Planning Proposal are to:

1. Establish a new Liverpool Local Environmental Plan, in alignment with the strategic vision of the Western City District Plan (District Plan) and Liverpool LSPS '*Connected Liverpool 2040*';
2. Implement endorsed Liverpool Land Use Strategy actions; and
3. Repeal the *Liverpool Local Environmental Plan 2008* (LLEP 2008).

The intended outcomes of the Principal Planning Proposal are outlined by the LEP Principles for residential, commercial and industrial land, as endorsed by Council at its Ordinary Meeting of Council on 27 July 2022. This is to ensure a consistent approach to land uses within the new LEP. Refer to the Local Planning Panel Report for a summary of the LEP Principles (**Attachment 17**).

The Planning Proposal justifies the new LEP against all relevant legislation, plans, strategies and Ministerial Directions, and the proposed legislation is shown to have site-specific and strategic merit.

It is recommended that the Planning Proposal be submitted to the Department of Planning, Housing and Infrastructure (DPHI) seeking a Gateway determination, which would enable a formal consultation period to occur for further engagement with the community, industry and stakeholders.

Whilst the Planning Proposal is for a new Liverpool LEP, for the purposes of this Report, the proposed amendments have been detailed in comparison to the LLEP 2008.

### **Residential Land**

The LEP Principles for residential land are focused around locating higher density near centres and transport, enabling a transition between high and medium density zones, encouraging medium-density housing and protecting the character of low-density neighbourhoods.





Figure 1 - Five Priorities for Residential Land (Exhibited Material)

A summary of the proposed changes is provided below. For a detailed explanation of the new provisions, refer to **Attachment 1** 'Principal Planning Proposal' or **Attachment 17** 'Local Planning Panel Report'.

Mecone's Residential Lands Investigation at **Attachment 2** also details the findings of the design and feasibility testing of the proposed amendments. The LEP currently has a latent capacity of 31,825 new residential dwellings. The new LEP will enable capacity for 41,250 new residential dwellings within the LEP application area (p88 **Attachment 2**). It is noted this figure includes a 'loss' of 7,450 dwellings which is no longer proposed as part of the LEP Review (details in low density section below).

### **High Density Residential Summary**

- Height of Buildings of R4 High Density Residential land is to be lowered to 12m (as per the Scoping Report). This is to occur in Moorebank (currently 12m, 15m and 18m), Casula (currently 12m, 15m and 18m), Green Valley (currently 12m and 15m), and Ashcroft (currently 18m). This is to enable a three-storey built form in suburban areas.
- The new LEP will include exceptions to the 12m Height of Building limit, including in Liverpool (12m-77m), Warwick Farm (21m-35m), Miller and surrounding Busby/Sadler (15m-21m), Edmondson Park (15m-21m), Lurnea and Cartwright (12m-18m).
- Floor Space Ratio of 0.9:1 is proposed to all R4 High Density and R1 General Residential land with a HOB of 12m (increased from 0.75:1 under the LLEP 2008), in accordance with Mecone's recommendations.
- Apply the R4 High Density Residential zone to 'Edmondson Park Villages' (currently R3), as per the Scoping Report, to reflect their intended use for shop top housing.
- Apply the R3 Medium Density Residential zone to certain R4 High Density Residential land where interface issues would occur. This is proposed for certain land in Liverpool, Casula, Green Valley, Lurnea and Cartwright (as per Scoping Report).
- Apply the R3 Medium Density Residential zone to certain R4 land in Ashcroft and Chipping Norton (as per Scoping Report) to limit out of centre development which doesn't align with the infrastructure of the area.

### **Medium Density Residential Summary**

- The new LEP will continue to permit dwelling houses, semi-detached dwellings, attached dwellings and multi dwelling housing. It is proposed that dual occupancies are included as permissible uses in the R1 and R3 zones, with a lot size requirement of 550sqm (overriding the Complying Development size of 400sqm). This still allows for approximately 60% of lots within the R3 zone to undertake Complying Development.

- Additional R3 zoned land is proposed to a certain part of Chipping Norton, in the vicinity of the Local Centre.
- A 9m Height of Building is proposed to align with *SEPP (Exempt and Complying Development Codes) 2008*. This would enable two-storey built form, potentially with a third storey attic space.
- As recommended by Mecone, a nil FSR is proposed for the R3 zone. This will recognise the diversity in FSR which can be achieved depending on the type of housing, and assist in improving feasibility of different dwelling types. Guidance on FSR can be provided in a DCP. In lieu of the FSR standard, it is proposed that a 25% site landscaping standard is applied to control building footprint and reinforce the value of permeable ground for landscaping.
- A 200sqm lot size for Torrens Title subdivision is proposed to encourage redevelopment of single sites. No size limit is proposed for strata subdivision.
- Recent development within the R3 zone is mainly new single dwellings, and this is a significant constraint in the delivery and feasibility of medium-density housing. Therefore, a minimum lot size of 400sqm is proposed in the R3 zone for new single dwellings. This will deter from the development of single dwellings in medium-density areas, resulting in improved housing diversity and choice.
- Design testing found that corner sites and block ends (see Figure 2) can be amalgamated to facilitate mid-rise medium density forms, such as terraces and/or small scale apartments. The new LEP is proposed to include a bonus provision, which enables 11.5m HOB, 10% landscaping, and additional permitted use of Residential Flat Buildings, where amalgamation occurs resulting in 25m frontages to each street, and a minimum of 1,000sqm. This would enable three-storey built form, and is subject to a Development Control Plan.
- A summary of medium density development standards is provided in Table 1:

*Table 1: Proposed Medium Density Development Standards in comparison to LLEP 2008*

<b>Development Standards</b>	<b>LLEP 2008</b>	<b>New LEP</b>
<b>Height of Building</b>	8.5m	9m
<b>Floor Space Ratio</b>	Generally 0.55:1	Nil
<b>Landscaping</b>	Nil	25%
<b>Lot Size Medium Density (Torrens)</b>	Generally 250sqm	200sqm
<b>Lot Size Single Dwellings</b>	300sqm	400sqm
<b>Corner / End Block Sites</b>	Nil	Bonus provisions for amalgamation

- Mecone provided recommended controls for a supporting Development Control Plan for these medium-density uses. It is anticipated a supporting DCP amendment will be exhibited as part of the Planning Proposal, however will be subject to the outcomes of the DPHI Gateway process. Refer to p75-78 of **Attachment 2**.
- It is noted that the complex 'Area 1, 2, 3' provisions are proposed to be removed from the LEP. A two year savings provision is proposed for the R1 General Residential zoned areas of Middleton Grange and Edmondson Park, as a small quantity of remaining development is still utilising these provisions.



*Figure 2: Examples of Corner and End Blocks (Mecone 2023)*

### **Low Density Residential Summary**

- As per the Scoping Report, the R2 Low Density Residential zone is to apply to certain areas currently zoned R3 or R4, to reflect their current and likely future low-density character. This is proposed in Wattle Grove, Carnes Hill, Moorebank, Prestons, Cecil Hills and Hinchinbrook.
- The zone will continue to permit dwelling houses, semi-detached dwellings and attached dwellings (similar built form to dual occupancies and terraces) within this zone. Dual Occupancy and Multi Dwelling Housing is not proposed within this zone, as Complying Development pathways are not appropriate in low density areas where there is poor infrastructure provision and sensitive local constraints. Shop top housing and neighbourhood shops are proposed to deliver minor retail in these 'retail cold spots'.

- A Minimum Lot Size of 400sqm (for new single dwellings) is generally proposed for the R2 zone (generally 300sqm under the LLEP 2008). Where certain areas contain alternative lot sizes under the LLEP 2008 (e.g. Warwick Farm, Hoxton Park have 450sqm), these are to be retained.
- Semi-detached and attached dwellings in R2 Low Density zones are proposed to retain the 300sqm lot size requirement. This means that these low scale, medium-density uses can continue on 300sqm lots (i.e. a 600sqm lot can undertake a semi-detached DA). This has been proposed following Mecone's investigations, and will overcome the 'loss' of 7,450 dwellings (**Attachment 2**, p49) factored in Mecone's assessment of the lot size change above.
- The height of building control is to remain at 8.5m, and Floor Space Ratio of generally 0.5:1 for this zone. This is a two-storey built form.

### **Commercial Land – Liverpool City Centre**

In relation to activating the Liverpool City Centre in a post-Covid economy, the following amendments are proposed to Clause 7.5A (which enables a bonus height and floor space ratio to certain developments in the City Centre):

- **Reduced Commercial Gross Floor Area (GFA):** Reduction of 20% GFA requirement for commercial uses to minimum of 15% GFA, to achieve the bonus development standards. The market can still exceed the 15% requirement if demand is present.
- **Inclusion of Build to Rent:** Introduction of Build to Rent (BTR) to be classified as a 'commercial use', to achieve the bonus development standards as per this clause.
- **Clause 4.6 Variation:** Removal of this Clause as a prohibition of Cl. 4.6 Exception to Development Standards, to enable flexibility where minor variations can be accommodated to the site size and street frontage requirements specifically.
- **New Area for Liverpool Hospital:** Expansion of 'Area 9' provision to land directly west of the Liverpool Hospital (see Figure 3). This area contains the recently-gazetted Private Hospital, which contains similar development standards as the bonuses within Area 9 (Cl. 7.5A).



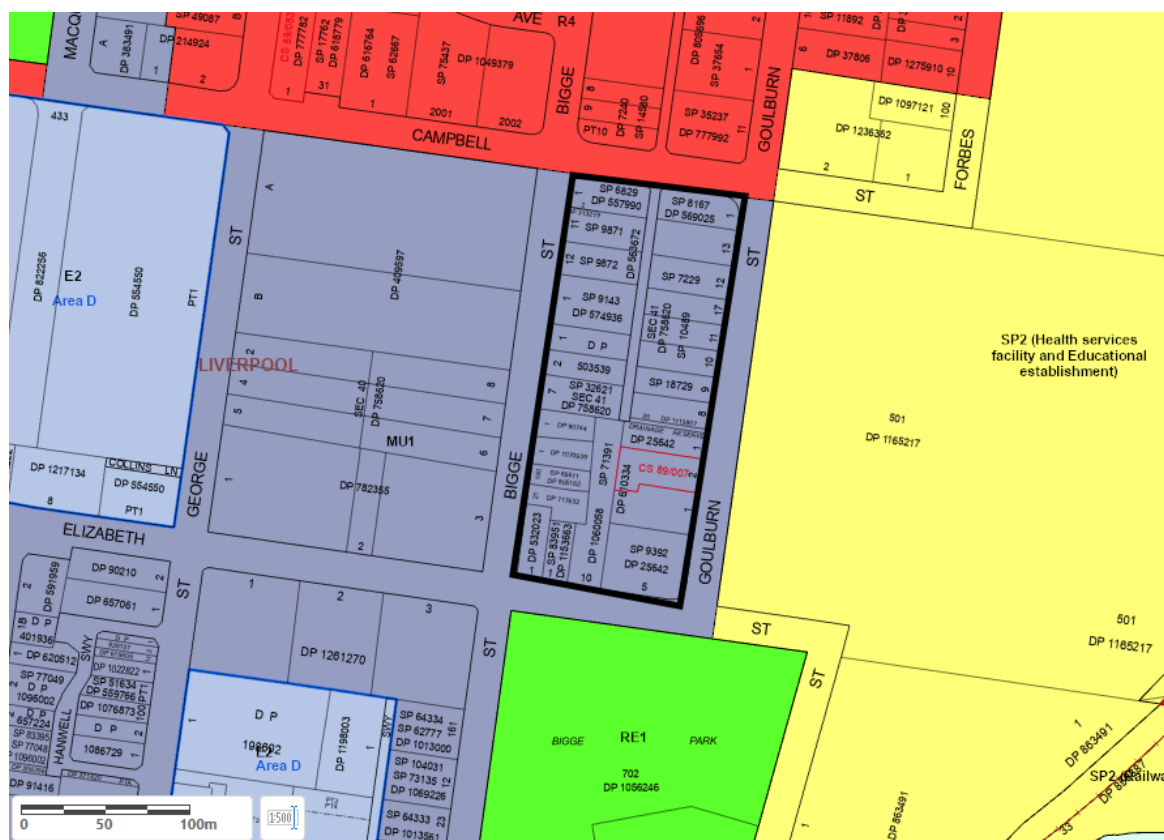


Figure 3: Additional 'Area 9' provisions marked in black

## Commercial Land – Other Centres

Mecone recommended not to progress with the proposed changes to building heights in centres outside of the Liverpool CBD as it would limit opportunities for sites to renew and provide local employment and enhanced retail opportunities. Despite this, in accordance with Council's previous resolutions and the 100-day Plan, a reduction in the Height of Buildings (HOB) to certain commercial centres is proposed. Mecone provided the following recommendation if the height reduction is to proceed:

*If Council wishes to progress the proposed reduction in building height, then:*

- For centres where a 10m height is proposed, the height should be increased to 11.5 or 12m to better accommodate three (3) storeys and a FSR of 1.3:1 adopted.*
- For centres where a 12m height is proposed, a FSR of 1.3:1 should be adopted.*
- For centres where a 15m height is proposed, a FSR of 1.4:1 should be adopted.*

Therefore, most commercial centres and corridors are to generally apply the development standards of 12m HOB and 1.3:1 FSR. Refer to **Attachment 8** 'Comparison to LLEP 2008 Mapping' for a list of existing and proposed development standards for each centre and corridor in the LEP application area.

These standards would enable a low-rise shop-top housing form which can activate the street frontage with retail and provide opportunities for smaller apartments on the second and third storeys (see Figure 4).

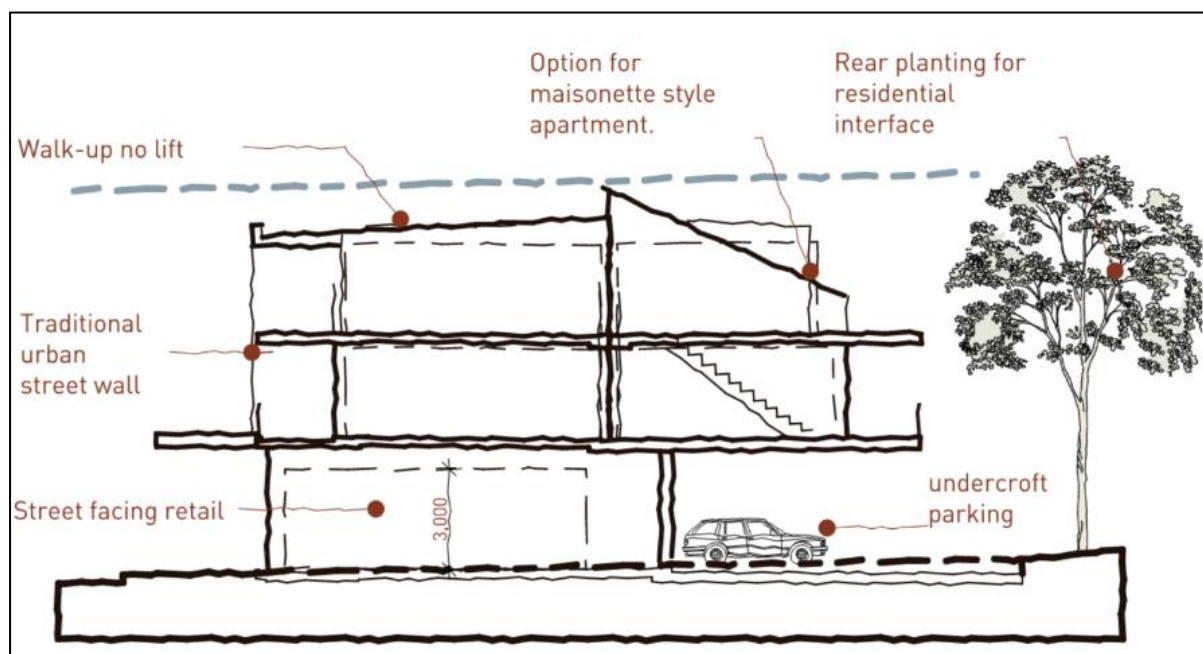


Figure 4 - Shop-top cross section (Mecone 2023)

The following areas are proposed to be exceptions to the 12m HOB application. These areas are to generally retain existing development standards as per the LLEP 2008 (or will reduce HOB to align with the surrounding high-density area):

- Liverpool City Centre MU1 Mixed Use zone;
- Miller Town Centre;
- Local Centres of Holsworthy and Middleton Grange;
- Warwick Farm Neighbourhood Centres (Goulburn St and Mannix Pde);
- Cartwright Neighbourhood Centre on Hoxton Park Road (reduced HOB to match R4);
- Stand Alone Centres of Flowerdale Road, Casula and Prestons Woolworths on Hume Highway, and Orange Grove;
- Business Corridors of 240 Governor Macquarie Drive, Warwick Farm and 124 & 146 Newbridge Rd, Moorebank; and
- Bulky Goods Centres of Casula Crossroads and Sappho Road Warwick Farm.

## Industrial Land

Across the 11 industrial precincts in the LEP application area, the industrial land use zones are to be retained.

Within the Industrial Lands Investigation (**Attachment 4**), Mecone recommended the consistent application of Nil FSR, as height and setbacks can be used to manage the bulk of proposed development on a site. It also noted that the specification of an FSR, especially a low FSR of 0.75:1 can be a perceived barrier to development. This recommendation has been supported, and Nil FSR is proposed across the Precincts (except Cecil Park, which will retain its FSR and the Nil HOB standards for this site, due to a recent Planning Proposal).

Mecone recommended the consistent application of an 18m HOB to sites currently with 15m HOB, to ensure consistency with the development standards within *SEPP (Exempt and Complying Codes) 2008*. This means the HOB has been increased within certain parts across nine industrial precincts. The other existing heights under the LEP are proposed to be retained in the new LEP.

Mecone recommended not proceeding with the 1,000sqm lot size for certain industrial land (as per the Scoping Report), as this would lead to further land fragmentation and adverse traffic implications with heavy vehicles being unable to leave the site in a forward direction. Instead, Mecone's recommendation for a standard 8,000sqm lot size (compared to the existing 2,000sqm) is proposed for all industrial precincts. Strata subdivision would still be permitted, however the increased lot size will retain large floorplates for future development (e.g. multi-storey warehousing which requires large lots).

An additional local provision for 10% landscaping is proposed for industrial development, following the advice of the Local Planning Panel. This aligns with landscaping controls stipulated within the Liverpool Development Control Plan.

## Environmental Land

The early community engagement period found that the protection of the environment and management of urban heat were the top priorities for the community. Therefore, the following environmental matters are to be progressed (as per the Scoping Report):

- **Terrestrial Biodiversity Map & Clause:** A new map and clause will protect native flora and fauna. This will replace the outdated (from pre-1997) Environmentally Significant Land map and clause in the LLEP 2008. The new provisions are informed by the *Liverpool Biodiversity Study 2019 (Attachment 11)* and would work in the same way as the existing LEP provisions, by restricting Complying Development on the site, to ensure an assessment via a Development Application occurs.



- **Environmental Clauses:** The new LEP will contain the following new clauses, which will ensure environmentally friendly and sustainable development under the new LEP: Recycled Water, Stormwater and Water Sensitive Urban Design, Waste as essential service, Urban Heat and Landscaping.

### **Recreation Land**

The LLEP 2008 land use zone map has been reviewed to update recreation zones in the new LEP. Updates are generally housekeeping in nature, and include:

- **Council Owned Land:** Apply the RE1 Public Recreation zone to 363 Council owned sites, which are classified as Community Land (refer to **Attachment 12**). This will accurately reflect the current and/or intended future use of the site as public open space.
- **Pocket Parks:** Apply the RE1 Public Recreation zone to certain sites identified as future pocket parks within the Liverpool Public Domain Masterplan (as per Scoping Report).
- **Moorebank Voluntary Acquisition Scheme:** Apply the RE1 Public Recreation zone to sites acquired by Council under the Scheme along the Georges River.
- **Anomalies and errors:** Minor amendments to remove the application of the RE1 Public Recreation zone as noted in the Recreation Section of **Attachment 8** 'Comparison to LLEP 2008 Mapping'.
- **RE2 Private Recreation:** Minor changes are proposed regarding RE2 Private Recreation zoned land, as noted in the Recreation Section of **Attachment 8** 'Comparison to LLEP 2008 Mapping'.

### **Infrastructure Land**

The SP2 Infrastructure zone and Land Reservation Acquisition layer of the LLEP 2008 has been reviewed, to ensure updated provisions under the new LEP. Changes are generally housekeeping in nature and include:

- **Land Acquisition Mapping Review:** Refer to **Attachment 13** 'Land Acquisition Layer Review' which identifies all parcels required for land acquisition in the new LEP. Sites which have been acquired by Council or Transport for NSW have been removed from mapping. Acquisition markings yet to be acquired are retained on maps, and new acquisition markings are proposed when required by the land use zone (i.e. RE1 Public Recreation). It is noted that not all existing and proposed marking are mapped within a Contributions Plan, however the Contributions Plan will be reviewed following the LEP, to ensure alignment where needed.

- **Endeavor Energy & Sydney Water Sites:** In consultation with relevant agencies, 10 Endeavour Energy sites and seven Sydney Water sites are to be zoned SP2 Infrastructure, to reflect their current and future intended uses.
- **Council Drainage:** 18 Council-owned parcels of land to be rezoned to SP2 Infrastructure (Drainage) as it is used for drainage purposes (refer to **Attachment 12**).
- **Transport for NSW Sites:** Additional consultation occurred in early to mid-2023 regarding TfNSW-owned sites. The following land owned by TfNSW and zoned SP2 Infrastructure is requested to be relinquished and rezoned to adjoining land uses (refer to **Attachment 8** 'Comparison to LLEP 2008 Mapping').
  - 27, 29 & 39 Grove St, Casula: TfNSW noted this is surplus land which is no longer required to be acquired as it is outside of their dedicated infrastructure boundary. This land can be rezoned in accordance with the adjoining R2 Low Density Residential land.
  - 300-324 Hume Highway, Liverpool: TfNSW noted that this land was surplus to the requirements of the Hume Highway Corridor and have abandoned the upgrade. This land can be rezoned in accordance with the adjoining MU1 Mixed Use land.

### **Miscellaneous Amendments**

The new LEP will include various other changes in comparison to the existing LLEP 2008. This includes the following matters:

- **Public Art Clause:** The proposed clause would not require consent for public art if the Applicant has notified Council, and Council has advised that it is satisfied the proposed public artwork meets a listed set of requirements (refer to Part E of **Attachment 6** 'Written Instrument Report').
- **Gateway Site Clause:** As requested by Council in their workshops, a Gateway Site clause is proposed to ensure high quality architectural design on certain key sites identified on main roads leading into the Liverpool City Centre. Refer to Part of **Attachment 8** 'Comparison to LLEP 2008 Mapping'.
- **Airport Noise Maps:** The LLEP 2008 contains Australian Noise Exposure Concept (ANEC) mapping for the Western Sydney International (Nancy-Bird Walton) Airport and the Bankstown Airport. The new LEP is to contain updated Australian Noise Exposure Forecasted (ANEF) mapping which is the more accurate mapping standard.
- **Land Use Tables:** Additional permissible uses in accordance with the nature of land use zones. Refer to **Attachment 17** 'LPP Report' for a summary.

- **Other housekeeping matters:** Review of clauses and maps across the LLEP 2008 and remove redundant clauses, including where development has occurred and provisions are no longer required, updates to Key Site Maps to correct errors and boundaries etc.

### **Local Planning Panel Comments**

The Planning Proposal was presented to the Liverpool Local Planning Panel (LPP) on 21 December 2023. The LPP were supportive of the scoping, consultation, analysis and principles undertaken for the new LEP. Refer to the LPP Report and Minutes at **Attachment 17**. The following comments were provided:

- Reconsider the Nil FSR for the R3 zone, to ensure size and bulk of buildings is considered. Undertake design modelling of potential outcomes, to ensure medium density and Residential Flat Buildings (RFB's) are designed comfortably within height and setback controls. Additionally, consider a minimum lot size for RFB's in the R3 zone.
  - Council Response: The proposed permissibility of RFB's across the R3 Medium Density Zone (as per Mecone's Report) has been refined following the Panel's advice. RFB's in the R3 zone are now proposed as part of the bonus provision for corner and end-block sites only, and would require a minimum lot size of 1,000sqm.

Additionally, a supporting DCP would include guidance on suitable FSR based on the development type (e.g. semi-detached vs multi-dwellings) and the lot type (e.g. mid-block vs end-block sites). This ensures a flexible approach based on the specific circumstance of development. Further testing and consultation will occur regarding future DCP controls to support the new LEP.

- Recommend undertaking modelling of potential built forms under the proposed HOB and FSR in the R4 zone, to ensure compatibility of development standards.
  - Council Response: This was undertaken as part of Mecone's Residential Lands Investigation. Refer to **Attachment 2** of this report.
- Reconsider whether the proposed 9m and 12m HOB's align with the anticipated number of storeys, to reduce clause 4.6 variations.
  - Council Response: The Planning Proposal has been amended following LPP's advice to clarify that 9m in the R3 zone is to enable two-storey built form (with potential attic space), where as 11.5m in the R3 zone (corner and end block sites) and 12m in the R4 zone are to enable three-storey built forms. Future supporting DCP's will also provide further design guidance.

- Supportive of the 8,000sqm lot size for industrial development and the retention of the 'closed' land use industrial zones. A minimum landscape and/or site cover for industrial development in the LEP is recommended.
  - Council Response: A minimum of 10% (as per the existing DCP) is proposed in the new LEP.

### **Next Steps**

Following endorsement by Council, the Principal Planning Proposal would be submitted to DPHI seeking a Gateway determination. Following receipt of a Gateway determination, the proposal would then be publicly exhibited for further consultation with the community and stakeholders.

The Planning Proposal would then be reported to Council post-exhibition for Council's consideration prior to finalisation. Due to the nature and scale of the new LEP, Council will not be the plan-making authority, and finalisation would be undertaken by DPHI.

### **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation have been included in Council's budget for the current year and long-term financial plan.

<b>201594 – LEP &amp; DCP Review</b>	<b>2023-24 Remaining</b>
Employee – LEP Review Staff	\$43,170
Consultants	\$183,738
<b>Total</b>	<b>\$226,908</b>

### **CONSIDERATIONS**

<b>Economic</b>	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Facilitate economic development.</p>
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<b>Environment</b>	<p>Manage the environmental health of waterways.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.</p>
<b>Social</b>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Regulate for a mix of housing types that responds to different population groups such as young families and older people.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p>
<b>Legislative</b>	<p>Division 3.2 and 3.4 of the <i>Environmental Planning and Assessment Act 1979</i>.</p>
<b>Risk</b>	<p>The risk is deemed to be Low. The new <i>Liverpool Local Environmental Plan</i> will lead to implications for landowners in the LGA (where land use zone, development standards and/or mapping varies from the LLEP 2008). However, extensive community engagement has already occurred, and further engagement will continue to occur as part of the Planning Proposal process. The risk is considered within Council's risk appetite.</p>

## **ATTACHMENTS**

1. Draft Principal Planning Proposal (Under separate cover)
2. Mecone Residential Lands Investigation (Under separate cover)
3. Mecone Commercial Lands Investigation (Under separate cover)
4. Mecone Industrial Lands Investigation (Under separate cover)
5. Part 3B Codes SEPP Analysis (Under separate cover)
6. Written Instrument Report (Part 2 Explanation of Provisions) (Under separate cover)
7. Land Use Matrix (Under separate cover)
8. Comparison to LLEP 2008 Mapping (Under separate cover)
9. Comparison to LLEP 2008 Written Instrument (Under separate cover)
10. Consolidated Council Reports and Resolutions (Under separate cover)
11. Liverpool Biodiversity Study 2019 (Under separate cover)
12. Council Owned Land Review (Under separate cover)
13. Land Acquisition Layer Review (Under separate cover)
14. LEP Review Engagement Action Plan (Under separate cover)
15. LEP Review Early Engagement Outcomes Report (Under separate cover)
16. Draft LEP Mapping (Part 4) (Under separate cover)
17. Local Planning Panel Report and Recommendation (Under separate cover)

## PLAN 03

**Conservation Zones Study and Draft Planning Proposal for additional Conservation Zone Land under the Liverpool Local Environmental Plan 2008**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Protect and enhance our natural environment and increase the city's resilience to the effects of natural hazards, shocks and stresses
<b>File Ref</b>	013537.2024
<b>Report By</b>	Lilyan Abosh - Acting Senior Strategic Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

At its Ordinary Meeting of Council on 27 September 2023, Council resolved to endorse the draft Conservation Zones Study (**Attachment 2**) which established the criteria for the application of Conservation Land Use Zones under the *Liverpool Local Environmental Plan 2008* (LLEP 2008).

It was also resolved to prepare and exhibit a draft Planning Proposal (**Attachment 1 and Addendum attachment 1**) alongside this Study. The Planning Proposal seeks to rezone 15 Council and NSW Government-owned sites zoned RE1 Public Recreation to C2 Environmental Conservation (partly or fully), and 11 other lots (not Council owned) to C2 Environmental Conservation or C3 Environmental Management (partly or fully).

The draft Conservation Zones Study (the Study) and draft Planning Proposal were placed on an initial public exhibition period between 1 November and 4 December 2023. This included letters to directly affected private landowners and posts on Council's website and social media platforms.

A total of 15 individual submissions were received during this period (**Attachment 3**), from the owners and/or representatives of the properties proposed to be rezoned. Of these, 14 submissions objected to the proposal and one submission was in favour. Common themes arising from the exhibition period included reduced development potential, reduced commercial value, need for housing, compensation and inconsistency with the NSW Government's Strategic Planning Framework. Responses to the key points raised in the received submissions are provided in this Report.

The draft Planning Proposal and Study were presented to the Liverpool Local Planning Panel (LPP) on 21 December 2023. The Panel endorsed the criteria and methodology used to apply the Conservation Zones and noted that the proposal was based on sound planning principles.

Following consideration of the submissions received during the public exhibition, as well as the advice provided by the LPP, Council staff recommend the Planning Proposal proceed generally in its current form. It is proposed however to revise the development standards, as follows. Further detail on the proposed amendments is provided in this Report:

- Apply the existing minimum lot size of 2,000m<sup>2</sup> for Lot 100 Bapaume Road, Moorebank;
- Apply the existing minimum lot size of Nil for Lot 4 Casula Road, Casula;
- Apply a proposed FSR of Nil for 44 Manildra Street, Prestons; and
- Apply a proposed FSR of Nil for Lot 23 Corrimal Street, Prestons.

It is recommended to proceed with the proposed rezoning of the sites, and also include the proposed changes as part of the Liverpool LEP Review Principal Planning Proposal. Subject to Council endorsement, the proposed changes would be forwarded to the Department of Planning, Housing and Infrastructure (DPHI) seeking a Gateway determination.

Following receipt of a Gateway determination, a formal public exhibition period would then be undertaken, including further consultation with the affected landowners.

Following public exhibition, Council would subsequently receive a Post-Exhibition Report for a final decision on the proposal, including any further amendments resulting from the community consultation.

## **RECOMMENDATION**

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That Council:

1. Notes the outcomes of the initial public exhibition period and Liverpool Local Planning Panel;
2. Endorse the Final Conservation Zones Study;
3. Endorses in principle the land use zone and development standard recommendations (as revised) in the draft Planning Proposal.
4. Endorse either Resolution 4(a) or 4(b) regarding the draft Planning Proposal:
  - a) Incorporate the land use zone and development standard recommendations into the Principal Planning Proposal for a new Liverpool Local Environmental Plan; or



- b) Forward the draft Planning Proposal separately to the Department of Planning, Housing and Infrastructure, pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979, seeking a Gateway determination;
- 5. Subject to a Gateway determination, undertake public exhibition and community consultation in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan 2022;
- 6. Receives a further Report on the outcomes of the public exhibition period; and
- 7. Delegate to the CEO (or delegate) to amend the draft Planning Proposal and attachments for any typographical and other minor errors / amendments if required.

## **REPORT**

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### **BACKGROUND INFORMATION**

#### **Council Resolutions**

At its Ordinary Meeting of Council on 26 October 2022, Council resolved to investigate the potential rezoning of three sites located in Sirius Road, Voyager Point from C3 Environmental Management to C2 Environmental Conservation.

Consistent with this Resolution of Council, Council staff undertook an investigation and identified the need for a study which would assess the three sites within a broader review of the Conservation Zones in the *Liverpool Local Environmental Plan 2008* (LLEP 2008). This would ensure the consistent application of these zones across various sites.

A draft Conservation Zones Study (the Study) was prepared, which established criteria for each Conservation Zone, and made rezoning recommendations based on this criteria.

The Study reviewed 27 sites zoned RE1 Public Recreation (RE1) and owned by Council (or other NSW Government authorities like Sydney Water, DPHI, etc.). Of the 27 RE1 sites, 15 were recommended to be rezoned (partly or fully) to C2 Environmental Conservation (C2).

A total of 15 other sites not owned by Council were also assessed as part of the Study. These properties were identified through the Liverpool LEP Review process on account of their biodiversity value. Many of these sites are burdened by Section 88B Instruments, development Consent Conditions, and/or other restrictions that necessitate the preservation of vegetation on these sites. Of the 15 sites, 11 were recommended to be rezoned (partly or fully) to either C2 or C3 Environmental Management (C3).

The draft Study was presented to Council at the Ordinary Meeting of Council on 27 September 2023. At the meeting it was resolved:



*That Council:*

1. *Endorse in principle the Draft Conservation Zones Study;*
2. *Prepare a draft Planning Proposal to amend the Liverpool Local Environmental Plan 2008 in accordance with the zoning recommendations in the draft Conservation Zones Study;*
3. *Undertake an initial public exhibition of the Planning Proposal, in accordance with the Liverpool Community Participation Plan;*
4. *Present the draft Planning Proposal and supporting draft Conservation Zones Study to the Liverpool Local Planning Panel for advice; and*
5. *Receive a further report on the draft Planning Proposal and the draft Conservation Zones Study, including the outcomes of the early public exhibition period and the Liverpool Local Planning Panel.*

This Report addresses point 5 of the above Resolution of Council, outlining the results of the initial public exhibition period and advice from the Local Planning Panel.

### **Planning Proposal Summary**

The draft Planning Proposal prepared by Council staff (**Attachment 1**) seeks to implement the recommendations from the draft Study into the LLEP 2008. This involves amendments to the land use zone, height of building (HOB), floor space ratio (FSR) and minimum lot size standards for 15 RE1 sites, and 11 other lots (not Council owned).

The draft recommendations of the Planning Proposal are as follows:

1. Amend the Land Zoning Map to rezone 24 sites from their current zone to the C2 Environmental Conservation zone (fully or partly);
2. Amend the Land Zoning Map to rezone two (2) sites from their current zone to the C3 Environmental Management zone (fully or partly); and
3. Amend the supporting development standards to align with the proposed Conservation Zones as follows:
  - a) Generally implement a FSR requirement of '0.01:1' on the FSR Map;
  - b) Generally implement a nil HOB requirement on the HOB Map; and
  - c) Generally implement a Minimum Lot Size requirement of '40 hectares' on the Minimum Lot Size Map.

Refer to **Addendum Attachment 1** for proposed mapping and development standards under the Planning Proposal.

### **EARLY EXHIBITION PERIOD**

The draft Study and Planning Proposal were placed on an initial public exhibition period between 1 November and 4 December 2023. This included letters, and emails where possible, to directly affected private landowners and public agencies, and posts on Council's website and social media platforms. A meeting was also offered to all affected landowners if requested.

A total of 15 individual submissions were received (see **Attachment 3**) from the owners and/or representatives of the properties proposed to be rezoned. Of these, 14 submissions objected to the proposal and one submission was in favour. A summary of the matters raised in the submissions are expanded upon below.

### **Submissions for proposed C2 Environmental Conservation sites**

In accordance with the draft Study, the below sites are proposed to be rezoned to C2 Environmental Conservation on the basis of being private land with a negotiated development outcome or conservation mechanism (e.g. Section 88B restrictions, development Consent Conditions, and/or other restrictions that necessitate the preservation of vegetation on these sites). A summary of the main matters raised in submissions, with a response from Council staff, is provided below:

#### **1. 11 Pavesi Place, Hinchinbrook – Landowner / Representative**

- a) A rezoning will prohibit all economically significant development and remove almost all development potential, reducing the developable area (proposed C2 land) by 96.8%.
  - **Response:** The site already benefits from an approval for a dwelling house (proposed to remain as R2). The remaining area is classified as a 'Riparian Zone' in the Section 88B Instrument, which states no building can be erected or permitted to remain there. The existing zoning therefore does not accurately reflect the restrictions burdening the site.
- b) Rezoning will conflict with the approved Complying Development Certificate (CDC) for a dual occupancy, as well as future plans for multi dwelling housing on the site.
  - **Response:** Council staff could not locate any record of the referenced CDC, noting that dual occupancies are not permitted in the R2 zone. Notwithstanding this, any valid approval issued prior to the formal gazettal of a Planning Proposal will not be impacted. Multi dwelling housing is not permitted in the R2 zone.
- c) Retaining the R2 zoning along the southern side of Pavesi Place is consistent with the northern side and will also ensure the adjoining southern lot (Mosque site) is not isolated.

- **Response:** The preservation of land with significant biodiversity value in this instance is considered strategically important. The adjoining southern lot has access from Wilson Road and does not have access from Pavesi Place. Therefore, no isolation of this site will result from the proposed rezoning.

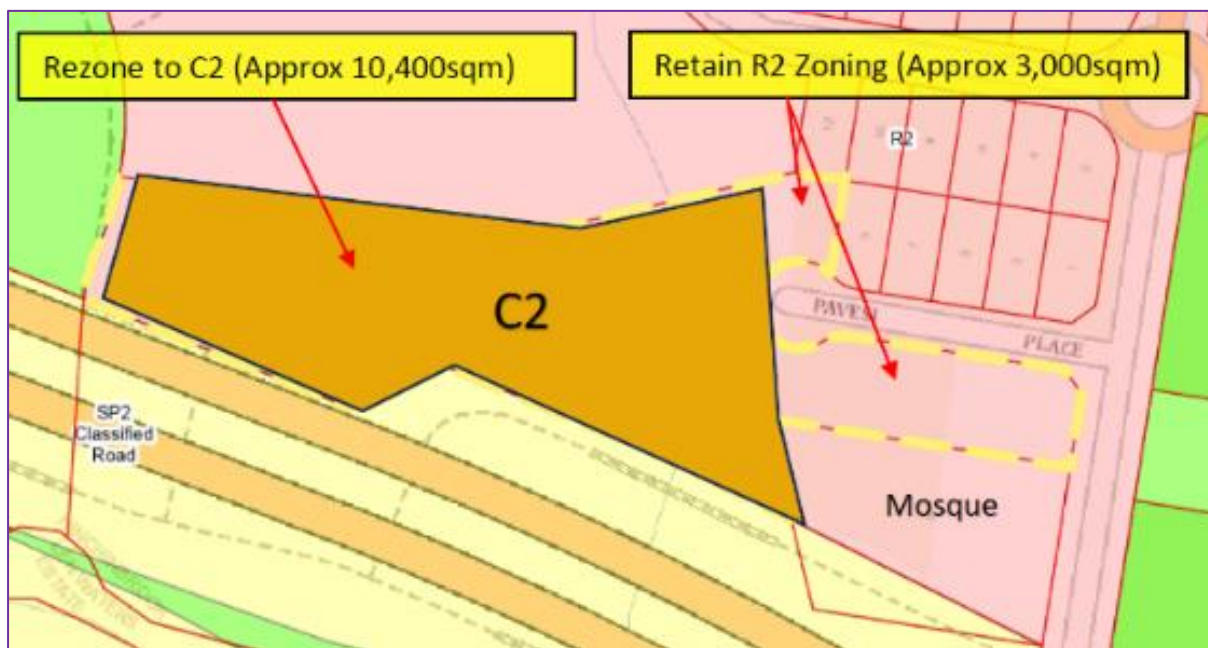


Figure 1 - Intended outcome image from landowner submission (Attachment 3)

- d) Request to amend the draft Planning Proposal to retain the R2 zoning further along the eastern 'arm' of the lot, resulting in approximately 3,000m<sup>2</sup> retained as R2 (22.4%) (see Figure 1).
- **Response:** The proposed zoning split has been assessed in conjunction with the Section 88B Instrument. The requested additional R2 area is identified as a 'Riparian Zone' in the Section 88B Instrument.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal.

## 2. Lot 101 Rossini Drive, Hinchinbrook – Landowner / Representative

- a) Whilst it is understood that the site is not entirely fit for development, it was purchased with the intention of developing significant portions of it.
- **Response:** The site already benefits from an approval for semi-detached housing (proposed to remain R2). The remaining area is classified as a 'Riparian Zone' in the Section 88B Instrument, which states no building can be erected or permitted to remain there.

b) It is prudent that residential zones are used to their full potential given current housing shortage concerns.

- **Response:** Given the Section 88B Instrument, the site is not able to provide any further residential density, beyond the approval for the semi-detached dwellings.

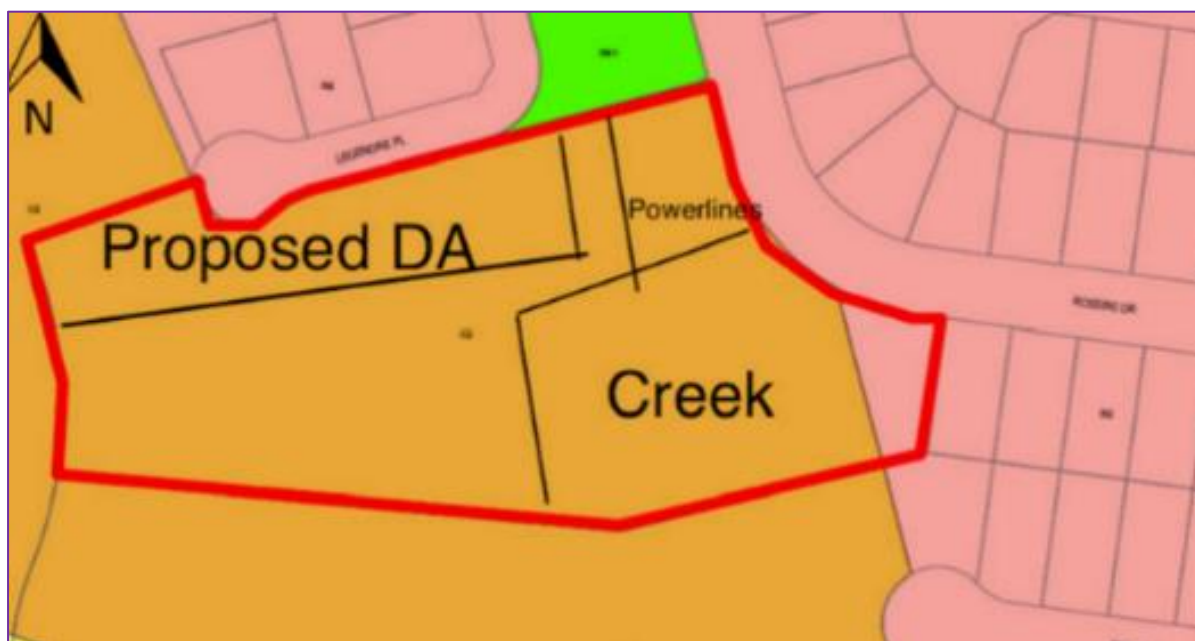


Figure 2 - Proposed rezoning configuration requested in submission (Attachment 3)

c) Request to amend the draft Planning Proposal to retain further R2 zoning along Legendre Place, to enable development along this portion of the site (see Figure 2).

- **Response:** The proposed zoning split has been assessed in conjunction with the Section 88B Instrument. The requested new R2 area however is classified as a 'Riparian Zone' in the Section 88B Instrument.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal.

### 3. Lot 514 Willowie Way, Pleasure Point – Landowner / Representative

a) If the site is rezoned, rights for compensation will be pursued as both a landowner and company, based on precedence rulings relating to this same issue.

- **Response:** This consideration has been noted by Council staff. The rezoning of the site from C3 Environmental Management to C2 Environmental Conservation however aligns with the Section 88B restriction, which currently prohibits the clearing of the site.

b) A C2 zone will impact the commercial value of the site, which is not currently limited from development such as residential living.

- **Response:** The sites current C3 zoning permits up to a single dwelling on the lot. Given the Section 88B restriction on title prohibits the clearing of the land, the construction of a dwelling, associated roads and asset protection zones to mitigate bushfire risk, would not enable this to be developed despite permissibility of the land use zone.

c) Request Council remove the site from the proposal and consider a dwelling masterplan that retains the most important bushland and meets the C3 zone objectives.

- **Response:** The removal of any bushland on the site is in contravention of the restriction of the Section 88B Instrument.

d) Concerns site has been proposed to be rezoned without any detailed assessment and simply due to the Section 88B restriction. Requests a deferral until the landowner has submitted to Council a report prepared by environmental consultants in February 2024.

- **Response:** The current zoning is not reflective of the development potential of the site, and rezoning will rectify the current misalignment between planning controls and the sites condition. DPHI may request additional assessments (if deemed necessary) as part of the Gateway determination.

Regarding a deferral of this matter, Council staff have contacted the landowner and advised that a study at this stage may be premature, as the purpose of the initial exhibition period is to receive early feedback prior to Council formally proceeding with a Planning Proposal. If Council decides to progress the proposal and a report is submitted by the landowner, it will be considered as part of the formal exhibition period.

e) Rezoning the lot to establish a corridor directly to the Georges River is not appropriate for numerous reasons. Request to consider the submitted alternative corridor design.

- **Response:** The intent of the Planning Proposal is to ensure the LLEP 2008 safeguards biodiversity in the LGA, by reflecting the development potential of the site. The rezoning of this site has not been proposed to establish a corridor leading to the Georges River.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal.

**4. 10 Burando Road, Prestons – Landowner / Representative**

- a) The Planning Proposal will sterilise the land of any future development and significantly affect its commercial value.
- **Response:** The Part 3A Approval for the Aldi Distribution Centre designated an 'Environmental Offset Area' (EOA) on site of approximately 1.52Ha (12% of site area). It is only proposed to rezone the EOA. The remainder of the lot will retain its E5 Heavy Industrial land use zone, where industrial development can continue to occur.
- b) The proposed reduction in maximum building height and imposition of 0.01:1 FSR is unreasonable and prevents the use of the land for employment-generating purposes.
- **Response:** These development standards will only apply to the proposed C2 portion of the site (EOA). These standards will match the existing C2 zoned area located in the southern-eastern corner of the lot.
- c) Reducing industrial-zoned land is inconsistent with the Liverpool Industrial and Employment Lands Strategy, Ministerial Directions, Region and District Plans.
- **Response:** The rezoning will better reflect the current function of the EOA, and any loss of land for industrial or employment purposes is only theoretical, as industrial development could not occur in this area. The protection of environmentally significant land is a key theme of the strategic planning framework including Ministerial Directions, Region and District Plans, and Council's Local Strategic Planning Statement.
- d) Retaining the current zoning still allows Council to complete a merit assessment as part of any proposed development, to ensure there is no adverse impact on biodiversity.
- **Response:** The area proposed to be rezoned has already been reviewed as part of the Part 3A approval and set aside as an EOA. The rezoning intends to update the zoning of the site to reflect this development consent.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal.

**5. Lot 100 Bapaume Road, Lot 1 & 4 Moorebank Avenue, Moorebank & Lot 4 Casula Road, Casula – Landowner (Supportive of Planning Proposal)**

- a) National Intermodal is generally in support of the proposed land use changes, subject to rectification of a minor mapping error for Lot 4 Moorebank Avenue. LOGOS (holds a 99-year lease over parts of the land) do not intend to make a submission at this stage.



- **Response:** Mapping will be rectified in consultation with the landowner. Furthermore, if the Planning Proposal progresses, a further public exhibition period will need to be undertaken in which LOGOS can provide a submission.
- b) Request to retain the current minimum lot size for Lot 100 Bapaume Road (2,000m<sup>2</sup>) and Lot 4 Casula Road (Nil) to enable subdivision, as required for the Moorebank Avenue realignment & M5 traffic upgrade projects.
- **Response:** Request to retain the existing minimum lot sizes is supported, to ensure the proposal does not conflict with critical transport infrastructure works that are already approved and under construction.
- c) Request to reduce the current minimum lot size for Lot 1 & 4 Moorebank Avenue (120Ha) to 40Ha.
- **Response:** Given the irregular zoning split of these two sites, the requested application of multiple lot sizes is not considered orderly.
- d) Request to consult with Transport for NSW (TfNSW) to further understand the relationship between rezoned areas and key transport works across the precinct.
- **Response:** Should the Planning Proposal progress, staff will request the Planning Proposal be referred to TfNSW for comment post-Gateway.

**Recommendations:** Proceed with rezoning in accordance with the draft Planning Proposal, with the exception of the minimum lot size requirements for Lot 100 Bapaume Road, Moorebank and Lot 4 Casula Road, Casula.

#### **6. Lot 792 Heathcote Road, Pleasure Point, Lot 792 DP 48718**

- **Response:** This site is proposed to be rezoned to C2 Environmental Conservation, and Council records indicate it is owned by 'Department of Land and Water Conservation (care of Sydney Metropolitan)'. A submission was not received for this site, however, ongoing engagement with NSW Government Agencies will occur as part of the Planning Proposal.

### **Submissions for proposed C3 Environmental Management sites**

The below sites are proposed to be rezoned to C3 Environmental Management on the basis of being private land with high biodiversity value, as defined in the draft Study. The C3 zone permits limited residential development to occur, where environmental impacts are appropriately managed and not adversely impacted. Attributes of these sites have been sourced from Council's internal GIS system, NSW data portal, and the Liverpool Biodiversity Study 2019. It is noted however that attributes identified on these sites have not been ground-truthed.

#### **1. 44 Manildra Street, Prestons – Landowners / Representatives**

a) A letter was only sent out to one of the three landowners of the site.

**Response:** Letters and emails were issued based on the ownership details in Council's rates system. Ownership of this site has since been updated, and staff have been contacting all three landowners for this site moving forward.

b) Timeframe provided to submit feedback is insufficient and request a minimum six-month timeframe to engage consultants. Owners have already engaged an environmental consultant to prepare a report in February 2024.

- **Response:** Council staff contacted the landowner and advised that a report at this stage is premature, as the purpose of the initial exhibition period is to receive early feedback prior to Council resolving to formally proceed with a Planning Proposal. If Council decides to progress with the proposal and a study is submitted it will be considered as part of the formal exhibition process.

c) Property was purchased as a family asset with intent to develop within next 12 months. Rezoning a site of substantial size (2.04 hectares) to be of no financial value and with annual financial obligations is unfair and will have detrimental impact on owners.

- **Response:** This is noted as a consideration for Council.

d) Request for studies carried out to inform the proposed rezoning, and if property was accessed by Council staff without consent.

- **Response:** The proposed rezoning is based on the recommendations of the draft Conservation Zones Study, which was publicly available as part of the exhibition period. The Study noted the site has 'state core or corridor' or 'regional core' vegetation, wildlife corridors, threatened ecological communities and high potential for Aboriginal Cultural Heritage, which is based on internal mapping / resources and the Liverpool Biodiversity Study 2019. The property was not accessed by Council staff.



DPHI may request additional assessments occur (if deemed necessary) as part of the Gateway determination.

- e) Site is not heritage, a conservation area and does not include a restriction on title that would burden potential residential development. Concerns that the draft Study is not supported by detailed ecological analysis and the vegetation status is unsubstantiated.
  - **Response:** Part 2.2 of the Liverpool Development Control Plan 2008 identifies the lot as 'Bushland Preservation'. The proposed rezoning is based off the attributes identified on the site (state core / regional core, wildlife corridor, threatened ecological communities) in internal mapping and the Liverpool Biodiversity Study 2019, however ground-truthing has not yet occurred to verify the vegetation status.
- f) Clarity requested on how Council proposes to compensate the owners for site devaluation.
  - **Response:** Under the LLEP 2008 (based on the Standard Instrument LEP), the C3 Environmental Management land use zone does not require an acquisition authority and can be retained in private ownership (as seen with existing C3 zoned lots across the LEP application area).
- g) Proposal is contrary to the objectives of strategic planning framework interest in terms of housing supply. Site is unconstrained for residential development of up to 30 to 40 lots (i.e. flooding, geology, topography, drainage, access, essential services).
  - **Response:** The reduction in residential land under this Planning Proposal is considered a justifiable inconsistency as the proposal addresses many other strategic environmental considerations. It is noted that DA-1322/2003 was refused on the site partly due to the adverse impact to the bushland area, which is identified in the DCP.
- h) Nearby land (Corrimal Street subdivision) with similar constraints and characteristics has been developed for residential subdivision.
  - **Response:** Although the circumstances of an approval are unique to each site, it is noted that the referenced site gained development approval under transitional arrangements for the *Biodiversity Conservation Act 2016* as Liverpool LGA was an interim designated area, which meant that the legislative context significantly varied from the legislative framework currently in place.

- i) The proposed amendments to FSR and building height would effectively render the site undevelopable.

- **Response:** The 0.01 proposed FSR will be changed to Nil FSR, to enable a single dwelling to be constructed on the lot, subject to a Development Application.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal, with the proposed FSR amended, as above.

## **2. Lot 23 Corrimal Street, Prestons – Landowner / Representative**

- a) Proposal is largely inconsistent with Ministerial Directions as it significantly reduces the development potential of the site and is not supported by a detailed Study.

- **Response:** The reduction in residential land under this Planning Proposal is considered to be a justifiable inconsistency. The proposal is supported by the draft Study and DPHI can request for further assessments (if deemed necessary) if the proposal progresses.

- b) A rezoning is not required as site attributes are already protected through current planning and legislative frameworks (e.g. *Biodiversity Conservation Act 2016*).

- **Response:** Although provisions in the *Biodiversity Conservation Act 2016* apply to the site if a development were proposed, this will not result in the same level of protection as a rezoning.

- c) The draft Study presents a high-level review of sites that is not based on evidence. Recommend that Council undertake more detailed studies of the site utilising robust data.

- **Response:** This is noted as a consideration for Council as the rezoning of the site is not supported by ground-truthing. Should the Planning Proposal proceed however, DPHI will outline any necessary technical studies needed to support the proposal if deemed necessary, and as detailed in the LEP Making Guideline. The proposed rezoning is based on the attributes identified on the site (state core / regional core, wildlife corridor, threatened ecological communities) using internal mapping and the Liverpool Biodiversity Study 2019. Part 2.2 of the Liverpool Development Control Plan 2008 also identifies the lot as 'Bushland Preservation'.

- d) The proposal seeks to remove all development opportunities from the northern portion of the site without contemplating any alternative options that retain the opportunity to deliver housing. The amendments to FSR and building height removes the ability to deliver any residential development.

- **Response:** The C3 zoning will still permit development of a single dwelling on the lot. The 0.01 proposed FSR will be changed to Nil FSR, to enable a single dwelling to be constructed on the lot, subject to a Development Application.

**Recommendation:** Proceed with rezoning in accordance with the draft Planning Proposal, with the proposed FSR amended, as above.

### **Local Planning Panel Advice**

The draft Planning Proposal was referred to the Liverpool Local Planning Panel (LPP) for advice on 21 December 2023. The Panel endorsed the criteria and methodology used to apply the Conservation Zones and noted that the proposal is based on sound planning principles. A summary of the Panels comments and staff response is provided in Table 1 below. The LPP Report and Minutes are provided at **Attachment 4**.

*Table 1: Summary of Panel Comments and Staff Response*

<b>Local Planning Panel Comment</b>	<b>Council Response</b>
The rezoning of private land constrained by reason of a condition of development consent, restriction on title or other statute is a sound reason to identify the land as suitable for a Conservation Zone under LEP 2008, provided Council is satisfied that the restriction, condition or other constraint reflects the existing constraints and opportunities of the land.	The environmental and planning characteristics of each individual site were reviewed and considered on a site-by-site basis.
Council ought to be satisfied that the constraints, opportunities and attributes of each privately -owned site aligns with objectives of the selected zone.	The application of a Conservation Zone was based on the criteria established in the draft Conservation Zone Study.
The Panel agrees with the rezoning of RE1 Public Recreation land which contains characteristics and attributes more aligned to a Conservation Zone. Council should consider whether the Plan of Management applying to these parcels needs to be adjusted once the LEP is amended.	Available Plans of Management (POM) were consulted to ensure 'sportsground' areas are not impacted. Updates to the POMs to reflect the rezoned parks can occur if the proposal progresses.

## Summary of Recommendations

Following consideration of the submissions received and LPP advice, a summary of the rezoning recommendations for each site not owned by Council is provided in Table 2 below.

*Table 2: Summary of Zoning Recommendations for sites not owned by Council*

Address	Rezoning Reason (from Study)	Recommendation
<b>Proposed C2 Zoned Lots</b>		
Lot 514 Willowie Way, Pleasure Point (Lot 514 DP 1183310)	S. 88B requires the lot to be retained for environmental management and not be cleared, altered or damaged.	Proceed with rezoning to C2 (fully)
Lot 792 Heathcote Road, Pleasure Point (Lot 792 DP 48718)	Public land with 'high' conservation value.	Proceed with rezoning to C2 (fully).
11 Pavesi Place, Hinchinbrook (Lot 113 DP 1120172)	S88B restriction to retain majority of the lot as a riparian zone where no building can be erected or permitted to remain.	Proceed with rezoning to C2 (partly)
Lot 101 Rossini Drive, Hinchinbrook (Lot 101 DP 1120172)	S88B restriction to retain majority of the lot as a riparian zone where no building can be erected or permitted to remain.	Proceed with rezoning to C2 (partly)
10 Burando Road, Prestons (Lot 1 DP 1129090)	Development consent condition required the eastern vegetated portion to be protected as an environmental offset area.	Proceed with rezoning to C2 (partly)
Lot 100 Bapaume Road, Moorebank (Lot 100 DP 1049508)	Land with site restriction.	Proceed with rezoning to C2 (partly), however amend Minimum Lot Size Requirements.
Moorebank Avenue, Moorebank (Lot 1 & Lot 4 DP 1197707)	Land with site restriction.	Proceed with rezoning to C2 (partly).
Lot 4 Casula Road, Casula (Lot 4 DP 1130937)	Land with site restriction.	Proceed with rezoning to C2 (fully), however retain the current minimum lot size requirement.
<b>Proposed C3 Zoned Lots</b>		
44 Manildra Street, Prestons (Lot 37 DP 1192727)	Private land with 'high' conservation value including 'state core' or 'regional core'. wildlife corridors, threatened ecological communities and high potential for Aboriginal Cultural Heritage. Site also identified as 'Bushland Preservation' in DCP.	Proceed with rezoning to C3 (fully), however amend the proposed FSR to nil.

Address	Rezoning Reason (from Study)	Recommendation
Lot 23 Corrimal Street, Prestons (Lot 23 DP 1197839)	Private land with 'high' conservation value including 'state core' or 'regional core'. wildlife corridors and threatened ecological communities. Site also identified as 'Bushland Preservation' in DCP	Proceed with rezoning to C3 (partly), however amend the proposed FSR to nil.

In relation to the Council owned (or other state agency) RE1 Public Recreation zoned sites (refer to **Attachment 1 and Addendum Attachment 1**) proposed to be rezoned to C2, no substantial changes are proposed following the early exhibition period. However, the following is noted:

- Lot 41 Cowpasture Road, Elizabeth Hills owned by Sydney Water is proposed to be rezoned SP2 Infrastructure under the LEP Review, and not to a Conservation Zone;
- 561 Cowpasture Road, Hinchinbrook, owned by the State of NSW is not proposed to be rezoned, to rationalise the site boundary; and
- Osmond Reserve, Warwick Farm is owned by the NSW Government, and consultation will occur during the Planning Proposal process.

Following the exhibition period, the draft Planning Proposal and Study have been updated to reflect the outcomes of the exhibition, including the results of engagement and changes to development standards, as well as minor updates following internal referrals such as noting where sites contain potential for Aboriginal Cultural Heritage.

### **Next Steps**

If Council adopts the recommendations of this Report, the amendments to the LLEP 2008 will be incorporated into the Principal Planning Proposal to establish a new Liverpool Local Environmental Plan (i.e. LEP Review Project). This will be forwarded to DPHI seeking a Gateway determination.

Pending a successful Gateway determination, a formal public exhibition period would be undertaken, including further consultation with the landowners and consideration of any additional material submitted. Council would then receive a Post-Exhibition Report for a final decision on the proposal, including any further amendments resulting from the second round of consultation.

### **Conclusion**

It is recommended that Council endorse in principle the recommendations as revised. This is supported by the advice of the LPP and Council's assessment that the proposal has sufficiently demonstrated both strategic and site-specific merit.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation at this stage. Given that the rezoning of the identified sites is based on the criteria of the draft Study, it is not anticipated that Council will acquire any properties under this proposal.

Upon assessment DPHI, may request further technical studies (in addition to Council's Conservation Zones Study) to support the draft Planning Proposal.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Manage the environmental health of waterways. Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	Act as an environmental leader in the community.
<b>Legislative</b>	Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i> .
<b>Risk</b>	The risk is deemed to be Low.  Landowners and the community will have a further opportunity to comment on the Planning Proposal if and after a Gateway determination in favour of the proposal is issued. Further community feedback as well as requirements from DPHI will then be presented to Council at a second meeting, prior to the finalisation of the Planning Proposal. The Planning Proposal is supported by the Conservation Zones Study which sets out criteria for rezoning and background assessments of each site. The risk is considered within Council's risk appetite.

## **ATTACHMENTS**

1. Conservation Zones Planning Proposal Report (Under separate cover)
2. Conservation Zones Study (Under separate cover)
3. Compiled Landowner Submissions (Under separate cover) - **Confidential**
4. Local Planning Panel Report and Minutes (Under separate cover)
5. Report and Minutes of Council Meeting 27 September 2023 (Under separate cover)

## PLAN 04

**Lot 2 Newbridge Road, Moorebank - Issues and Options Report**

<b>Strategic Objective</b>	Evolving, Prosperous, Innovative Implement planning controls and best practice urban design to create high-quality, inclusive urban environments
<b>File Ref</b>	015365.2024
<b>Report By</b>	Stephen Peterson - Senior Strategic Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

Lot 2 Newbridge Road, Moorebank has an historic development approval for a concrete recycling facility. Council however has historically been strongly opposed to the development of this facility on the site and has initiated various investigations to determine other suitable uses that could be facilitated through a Planning Proposal process.

Given the unsuitability for residential and commercial land uses, at its Ordinary Meeting of Council on 26 July 2023, Council resolved for staff to initiate a Planning Proposal to rezone the site to a 'General Industrial' land use to facilitate low impact industrial development and a publicly accessible shared pathway.

The Council-initiated Planning Proposal (**Attachment 1**) was endorsed at the Ordinary Meeting of Council on 13 December 2023 (**Attachment 2**). Following Council endorsement, the Planning Proposal was then forwarded to the Department of Planning, Housing and Infrastructure (DPHI) for consideration.

On 22 December 2023, DPHI provided a response (**Attachment 3**) to Council deeming the Gateway request inadequate to proceed past the preliminary assessment due to a lack of supporting technical studies for the proposal. This included failing to sufficiently address Ministerial Direction 4.1 (Flooding), and the absence of an Economic Study demonstrating the need for additional industrial floorspace.

Due to the DPHI request for additional information, this Report outlines the pathway, preliminary scope of works, and estimated costs required to address the issues raised by DPHI. Given Council's historical stance regarding the potential future development of the site, and the resolutions from the July and December 2023 Council Meetings, it is recommended that budget is allocated for this additional work to enable the Planning Proposal to progress.



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## **RECOMMENDATION**

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That Council:

1. Notes the DPHI request for additional information to be provided by Council in support of the Planning Proposal;
2. Allocates a total budget of \$100,000 to undertake the flooding and economic studies requested by the DPHI prior to re-seeking a Gateway determination for the Planning Proposal;
3. Forwards an updated Planning Proposal to the DPHI pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*, seeking a Gateway determination with a request that the Gateway determination be conditioned requiring a site-specific Development Control Plan (DCP) to be prepared and Voluntary Planning Agreement negotiated prior to public exhibition;
4. Subject to Gateway determination, undertake community consultation for the Planning Proposal in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan 2022; and
5. Receives a further Report on the outcomes of public exhibition and community consultation.

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## **REPORT**

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### **Background**

#### The Site

The subject site ('Concrete Crushers site') is located at Lot 2 Newbridge Road and is legally described as Lot 2 in DP 1278607. The subject site is currently entirely zoned C2 Environmental Conservation and has no Height of Building development standard, and a Floor Space Ratio of 0.01:1.

The subject site contains a disused non-putrescible landfill facility which operated across the site between 1972 and 1979. The site contains, and is also adjacent to, remnant vegetation that includes threatened ecological communities and some coastal wetlands along the banks of the Georges River.

The site has an area of approximately 21.79 Ha and has one access handle from Newbridge Road, which is a dirt driveway approximately 9.6m wide and 862m in length.



### Material Recycling Facility (Concrete Crushing)

In 2005, a Major Developments Application was lodged which sought approval for a Materials Recycling Facility with an annual capacity of 500,000 tonnes.

On 29 August 2008, the Liverpool Local Environmental Plan 2008 (LLEP 2008) came into force and rezoned the site to E2 Environmental Conservation, and a 'Resource Recovery Facility' as an additional permitted use on the site.

A Major Development Application lodged in 2005 was delayed until 2015 due to assessment and community issues raised. In September 2015, the former Planning Assessment Commission approved the development.

It is noted that construction of the Materials Recycling Facility has not yet commenced on the site, however the current landowner has expressed their intention to commence development of the facility due to land holding costs.

### Current Planning Proposal

At the Ordinary Meeting of Council on 26 July 2023, Council resolved for staff to initiate a Planning Proposal to rezone the site to facilitate development of a General Industrial land use and include a publicly accessible shared pathway.

The Planning Proposal sought to amend the *Liverpool Local Environmental Plan 2008* (LLEP 2008) by rezoning the site from C2 Environmental Conservation to part C2 Environmental Conservation, part E4 General Industrial and part RE1 Public Recreation. It is also proposed to introduce a 20m Height of Building (HOB) for the proposed E4 General Industrial zoned section of the site and introduce a nil Floor Space Ratio (FSR) for the proposed E4 General Industrial and RE1 Public Recreation parts of the site. This is to facilitate the development of a General Industrial land use, as well as a publicly accessible walkway whilst maintaining the significant biodiversity of the site.

At the Ordinary Meeting of Council on 13 December 2023, Council resolved to endorse the draft Planning Proposal, and forward to the DPHI for a Gateway determination. The Planning Proposal was submitted via the Planning Portal on 19 December 2023.

### **Gateway Adequacy Assessment**

A Gateway Adequacy Assessment is undertaken by the DPHI to determine if sufficient information has been provided as part of a Planning Proposal, prior to accepting the lodgment of the proposal for formal assessment.

On 22 December 2023, DPHI provided a response to Council (see **Attachment 3**) stating the outcome of the adequacy assessment. The assessment found that the Planning Proposal package did not contain sufficient information to address the requirements of Ministerial

Direction 4.1 Flooding issued under Section 9.1(2) of the *Environmental Planning and Assessment Act 1979*, particularly as:

- Ministerial Direction 4.1 Flooding states that a Planning Proposal must not rezone land within the flood planning area from Conservation to Employment.
- The Planning Proposal was supported by a Flood Impact Assessment Report (22 November 2018) which supported a previous Planning Proposal (RZ-2/2020) on the site. It does not address the matters required under Ministerial Direction 4.1 Flooding.
- The Planning Proposal's assessment against Ministerial Direction 4.1 Flooding is insufficient. Considering the extent of flood affectation on the site, the Department does not accept Council's justification that the inconsistency with the Section 9.1 direction is of minor significance.
- A Technical Report is required to address the requirements listed in the Ministerial Direction 4.1 Flooding if a Planning Proposal is inconsistent with the direction.

Further, the outcome of the adequacy assessment by the DPHI stated that it would be considered best practice if the Planning Proposal was supported by an Economic Study, demonstrating the need for additional industrial floorspace at this location, considering the site is not identified in Council's strategic planning framework for industrial uses.

### **Technical Studies – Scope of Works and Estimated costs**

In light of the Gateway Adequacy Assessment outcome by the DPHI, Council staff have internally drafted a scope of works including the expected details required in each technical study report, and the expected estimated cost for each technical study to be undertaken by an external Consultant.

The indicative scope of works, and the estimated cost for each technical study, is provided in **Attachment 4**, with a short summary provided in Table 1.

*Table 1: Scope of works and estimated costs for additional studies requested by the DPHI*

<b>Study</b>	<b>Scope Detail</b>	<b>Est. Cost</b>
Flood Impact Assessment Technical Study Report	Study would include: <ul style="list-style-type: none"> <li>• Flood Impact and Risk Assessment</li> <li>• Flood Emergency Response Strategy</li> <li>• Assessment of Ministerial Direction 4.1 (Flooding)</li> <li>• Assessment against Council and State Government policies, procedures and controls for flood affected sites.</li> </ul>	\$50,000 - \$60,000
Economic Impact Assessment Technical Study Report	Study would include: <ul style="list-style-type: none"> <li>• Identify Site and Context</li> <li>• Strategic Assessment, including Western City District Plan, Liverpool Local Strategic Planning Statement, and Liverpool Industrial and Employment Lands Strategy</li> <li>• Other relevant aspects such as demand for a General Industrial Land use, site suitability, impacts to other precincts, and employment outcomes.</li> </ul>	\$30,000 - \$40,000

### **Next Steps**

Should Council resolve to proceed with the Planning Proposal, it is recommended to proceed with the Flood Impact Assessment and Economic Impact Assessment to support the Planning Proposal. Upon completion of both technical reports, the Planning Proposal will be resubmitted to the DPHI seeking a Gateway determination. Any further additional information will be requested as part of the Gateway determination.

It is expected that if a Gateway determination is issued by the DPHI, it is envisaged that further technical studies would be required in support of the proposal, including (although not limited to):

- Traffic Impact Assessment Report
- Preliminary Site Investigation Stage 1 Report
- Urban Design Architectural Plans
- Acoustic Report,
- Bushfire Report,
- Ecological Report,
- Aboriginal and Heritage Report.

If this occurs, a Report to a future Council Meeting will be tabled outlining the budget implications of this work. It is likely that a supportive DCP amendment and draft Planning Agreement would also be reported to Council to complete the planning package for the Planning Proposal.

## **Conclusion**

Given Council's historical stance regarding the potential future redevelopment of the site as a materials recycling facility, combined with the resolutions from the July and December 2023 Council Meetings, it is recommended that budget is allocated for this additional work to enable the Planning Proposal to progress.

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation are outside of Council's current budget and Long-term Financial Plan. An additional \$100,000 is to be allocated to the Strategic Planning Consultant Budget to fund Technical Flood Impact Assessment and Economic Impact Assessment reports to support the Planning Proposal. If the DPHI condition further technical studies as part of a Gateway determination, these additional studies would require further funding allocation from Council.

## **CONSIDERATIONS**

<b>Economic</b>	Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.  Facilitate economic development.
<b>Environment</b>	Manage the environmental health of waterways.  Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership considerations.
<b>Legislative</b>	Division 3.4 of <i>Environmental Planning and Assessment Act 1979</i> .
<b>Risk</b>	The risk is deemed to be Low. There is a low risk that further technical studies may be required by DPHI resulting in further costs and time delays for the Planning Proposal. This will be reported to Council once a Gateway determination is issued and corresponding conditions stipulated by DPHI are known.

	The risk is considered within Council's risk appetite
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## ATTACHMENTS

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1. Planning Proposal (Under separate cover)
2. Council report and resolution – 13 December 2023 (Under separate cover)
3. DPHI Gateway request adequacy assessment outcome – 22 December 2023.  
(Under separate cover)
4. Council staff Scope of Works and estimated cost for completion for separate  
flooding and economic technical reports (Under separate cover)
5. ASIC Extract - Lot 2 Newbridge Road (Under separate cover) - **confidential**

**PLAN 05**

**Quarterly Report - Clause 4.6 Variations to  
Development Standards**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
<b>File Ref</b>	038856.2024
<b>Report By</b>	William Attard - Manager Development Assessment
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

The Department of Planning and Environment (DPE) Planning Circular PS 20-002 requires a quarterly report be tabled at a Council meeting for information only, which outlines Development Applications that have been determined by the Sydney Western City Planning, the Liverpool Local Planning Panel, or by planning officers under delegated authority; where there was a variation to a Development Standard pursuant to Clause 4.6 of the respective Environmental Planning Instrument.

Council also simultaneously publishes the variations to Council's website.

There were two (2) development applications approved in the last reporting quarter with a Clause 4.6 variation.

**RECOMMENDATION**

That Council receives and notes this report.

**REPORT**

Clause 4.6 of the Standard Instrument permits a consent authority to consider Development Applications that do not comply with specified Development Standards contained within the Liverpool Local Environmental Plan 2008 (LEP) or other Environmental Planning Instruments, such as State Environmental Planning Policies. This is a common rule that applies to all Councils across NSW.

Generally, a Development Standard is a requirement of an Environmental Planning Instrument that has a numerical value. Common development standards include Height of Building, Minimum Lot Size and Floor Space Ratio. Development Control Plan numerical values are not development standards.

Clause 4.6 is common to all standard instrument LEPs across all NSW Councils. The objectives of the Clause are:

- To provide an appropriate degree of flexibility in applying certain Development Standards to development, and
- To achieve better outcomes for and from development by allowing flexibility in particular circumstances.

Planning Circular PS20-002 specifies how Councils throughout NSW can use and interpret the Clause. The Circular also contains information about reporting requirements. For example, Council is required to report its (or the Local or Regional Panel's) use of Clause 4.6 on Council's website on a quarterly basis.

To ensure transparency and integrity in the planning framework, and consistency with Planning Circular PS 20-002, quarterly reporting to a Council meeting is also required.

The Clause 4.6 Variation Register for the quarter between October to December 2023 is provided within **Attachment 1** for the information of the Council and community.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	This report fulfils Council's obligation with Planning Circular PS 20-002.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

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1. Clause 4.6 Variation Register



**ITEM 1 – DA-1080/2022 –155 Governor Macquarie Drive, Warwick Farm and Lot 2 Governor Macquarie Drive, Chipping Norton**

<b>DA Number:</b>	DA-1080/2022
<b>Property Address:</b>	155 Governor Macquarie Drive, Warwick Farm, and Lot 2 Governor Macquarie Drive, Chipping Norton Lot 1 DP 1172051, Lot 2 DP 249818
<b>Development Category:</b>	Hotel/Commercial/Licensed Premises (Bar)
<b>Description:</b>	Construction of a ten (10) storey hotel development comprising of 83 hotel suites operating 24 hours, basement car park, commercial area consisting of administrative office spaces, and a licensed premises (outdoor terrace bar).
<b>Environmental Planning Instrument:</b>	Liverpool Local Environmental Plan (LEP) 2008
<b>Zoning of Land:</b>	RE1 – Public Recreation, RE2 – Private Recreation  Note: The development is located within the RE2 Private Recreation area of the site.
<b>Development Standard Varied:</b>	Clause 4.3 – Height of Buildings
<b>Justification of Variation:</b>	<p>The proposed variation to the maximum Height of Buildings development standard was considered acceptable in this instance. The height variation does not negatively impact on the local area in terms of additional overshadowing or detrimental impact to the design of the building. Further, the additional height does not contribute to an increase in bulk and scale over the site, and the development achieves compliance with the Floor Space Ratio provisions for the site.</p> <p>The maximum Height of Building development standard under Liverpool LEP 2008 is 30m. The approved height is 34.5m. This equates to a variation of 4.5m (15%) to the development standard.</p>
<b>Extent of Variation:</b>	4.5m / 15%
<b>Concurring Authority:</b>	Sydney Western City Planning Panel under assumed concurrence
<b>Date Determined:</b>	22 December 2023

**ITEM 2 – DA-1262/2022 – 402 Macquarie Street, Liverpool**

<b>DA Number:</b>	DA-1262/2022
<b>Property Address:</b>	402 Macquarie Street, Liverpool Lot 100, DP 1250893
<b>Development Category:</b>	Mixed use
<b>Description:</b>	Concept Development Application for the construction of a 31-storey mixed-use development consisting of the establishment of the building envelope, gross floor area, maximum building height, design excellence, public domain works, vehicular access and car parking provision, stormwater management and concept landscape design.
<b>Environmental Planning Instrument:</b>	Liverpool Local Environmental Plan (LEP) 2008
<b>Zoning of Land:</b>	MU1 – Mixed Use
<b>Development Standard Varied:</b>	Clause 7.4 – Building Separation in the Liverpool City Centre
<b>Justification of Variation:</b>	<p>The proposed variation to the Building Separation in the Liverpool City Centre development standard was considered acceptable in this instance. Given that the height of the adjoining mixed-use development to the eastern side boundary is 9-storeys, and is unlikely to be re-developed in the future, it was accepted that the development would not have any impact upon this eastern adjoining site.</p> <p>The Building Separation in the Liverpool City Centre development standard under the Liverpool LEP 2008 is 14m, as measured to the boundary. The approved building separation to boundary is 12m. This equates to a variation of 2m (14.26%) to the development standard.</p>
<b>Extent of Variation:</b>	2m / 14.26%
<b>Concurring Authority:</b>	Sydney Western City Planning Panel under assumed concurrence
<b>Date Determined:</b>	15 December 2023

<b>COM 01</b>	<b>Adoption of the amended Grants Donations and Community Sponsorship Policy and Endorsement of the Sport Grants and Donations Policy</b>
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<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Promote a harmonious community that celebrates its diversity
<b>File Ref</b>	405998.2023
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

## **EXECUTIVE SUMMARY**

The Grants, Donations and Community Sponsorship Policy (the Policy) represents a comprehensive funding program to ensure community groups, individuals, and not-for-profit organisations can access funding opportunities to deliver projects and events that build community capacity, encourage participation, and elevate Liverpool as a great place to live work and visit. The Policy provides a fair and transparent framework for the facilitation of Council's Grants, Donations and Community Sponsorship Program.

Several amendments were proposed for this Policy throughout 2023 to create a more robust and accessible grants program. This included changes to the Community Sponsorship, Community Grants, and Sporting Grants and Donations Programs. Specifically, these amendments included the separation of the Sporting Grants and Donations Programs from Council's broader Grants, Donations and Community Sponsorship Policy to reflect the best and most responsive mechanism to applications for financial support by community groups, organisations and individuals.

The suggested amendments to the Community Sponsorship and Community Grants Programs have been incorporated into the existing Policy. To better reflect the expanded Sporting Grants and Donations Program, a separate policy has been created for this program.

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## **RECOMMENDATION**

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That Council:

1. Adopt the amended Grants, Donations and Community Sponsorship Policy;
2. Endorse the new Sporting Grants and Donations Policy;
3. Place the Sporting Grants and Donations Policy on public exhibition for a period of 28 days; and
4. Following the exhibition period, receive a further report outlining any feedback or, if no significant community feedback is received, direct the CEO to adopt the Policy on behalf of Council.

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## **REPORT**

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### **Background**

The Grants, Donations and Community Sponsorship Policy (the Policy) represents a comprehensive funding program to ensure community groups, individuals, and not-for-profit organisations can access funding opportunities to deliver projects and events that build community capacity, encourage participation, and elevate Liverpool as a great place to live work and visit. The Policy provides a fair and transparent framework for the facilitation of Council's Grants, Donations and Community Sponsorship Program. In its current form, Council's Sporting Grants and Donations Programs are incorporated into the Grants, Donations and Community Sponsorship Policy.

Several amendments were proposed for this Policy throughout 2023 to create a more robust and accessible grants program. These amendments include:

- March 2023:
  - *Amend the Grants, Donations and Community Sponsorship Policy to allow Council to assess and approve retrospective funding for community events within a one-month timeframe from the date of the event.*
- June 2023:
  - *Add further category to section 4. Grants Overview. The new category, number 10, to be Community, Health, Education and Arts category and allocate up to 10k for that category;*
  - *rework the available funds in the Sporting Donations to be broader and increase the amount for sporting grants to individuals and report back to Council with a recommendation for amounts; and*

- *examine a points system to encourage businesses within the Liverpool LGA to open an office/business in the Liverpool LGA and report back to Council.*

A report outlining these changes was submitted to the 30 August 2023 Council meeting, where it was recommended that Council:

- Expand the existing Community Grants Program to incorporate Community Education, Arts, Health and Wellbeing programs;
- Increase the funding available in the Community Grants Program from \$5000 to \$10,000 per application; and
- Support the recommendations from the Liverpool Sports Committee to amend the eligibility criteria and funding model for the Sporting Donations Program.

On point 3 the Council recommended further insight and discussion on the proposed changes to the Sporting Donations Program. This recommendation was subsequently discussed at the next Sports Committee meeting and further amendments proposed. These amendments were tabled at the October Governance Committee and received Council support to proceed.

### **Changes to Sporting Grants and Donations Policy**

In examining the potential expansion of the Sporting Grants Program; it was identified that the grant-making processes and methodology of the Sporting Grants Program – including eligibility criteria, and the process of assessing and awarding grants is inconsistent with that of the broader Grants, Donations and Community Sponsorship Program. This may cause confusion for applicants and potentially limit applications to the Sporting Grants Program, as the Policy’s “General Eligibility” criteria may be interpreted as applying to the Sporting Grants Program, which is in fact not the case.

To circumvent this issue, and to better reflect the expanded Sporting Grants and Donations Program and its differences in eligibility and assessment criteria, it is recommended that the Sporting Grants and Donations Program be removed from the broader Policy and a standalone Sporting Grants and Donations Policy be created.

At the Governance Committee Meeting held 15 November 2023 a proposed change to the Sporting Donations programs was presented. The proposal sought to:

1. Support the Council Resolution from the meeting held July 2023 to review the financial support offered through the Sporting Donations Programs, and in doing so presented an amended model for financial assistance; and

2. Expand on the Sporting Donations program by establishing the Sports Affordability Program. The Sports Affordability program seeks to increase grassroots sporting participation by using funds available from within the operating budget to provide financial assistance to families that are living within the Liverpool LGA and experiencing financial hardship, and who seek to participate in a structured sporting program with a sporting club within the Liverpool LGA.

The recommendations proposed were supported by the Governance Committee for endorsement by Council.

### **Policy amendment**

To reflect the feedback from the November Governance meeting, the following changes to the Grants, Donations and Community Sponsorship Policy have now been executed:

- Amendment of the Community Sponsorship Program to allow Council to assess and approve retrospective funding for community events within a one-month timeframe from the date of the event;
- Expansion of the Community Grants Program to incorporate Community Arts, Health, Education and Wellbeing Programs;
- Increase of funding available in the Community Grants Program from \$5000 to \$10,000 per application. To facilitate this increase, funds have been redirected from the Matching Grants Program, which is historically underutilised; and
- The removal of the Sporting Grants Program to allow a separate, standalone policy be created for this program. A copy of the proposed Sports Donations and Grant Policy that reflects both the increases in financial support contained within the Sporting Donations program and the establishment of the Sport Affordability Program is attached to this report.

### **Conclusion**

The changes to the relevant programs have expanded the scope of projects which can be funded and highlight several key priority areas for funding, which align with Council's Community Strategic Plan.

Further, the creation of a standalone Sporting Grants and Donations Policy provides greater access to and transparency of the Sporting Grants and Donations Program, which is intended to encourage an increased uptake of these grants and ultimately improve participation in sport and physical activity for Liverpool residents.

## **FINANCIAL IMPLICATIONS**

The financial implications associated with this report have been included as part of Council's existing budget considerations.

## **CONSIDERATIONS**

<b>Economic</b>	The financial impacts are outlined in the report above.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Foster neighborhood pride and a sense of responsibility. Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
<b>Legislative</b>	Local Government Act 1993, including sections 24 and 356.  The council may by resolution contribute money or otherwise grant financial assistance to people for the purpose of exercising its functions. Council's grant programs are targeted to ensure a lawful and consistent approach to its contributions and financial assistance. Key functions that are supported are Council's functions of providing goods, services, and facilities, and conducting activities, appropriate to the current and future needs within the Liverpool local community and of the wider public, subject to the Local Government Act, the regulations, and any other law.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

1. Grants, Donations and Community Sponsorship Policy
2. Sport Grants and Donations Policy



## GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

Adopted xx

TRIM: 2016/2682, 410735.2023





**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****1. LEGISLATIVE REQUIREMENTS**

Local Government Act 1993, Section 356

**2. OBJECTIVE**

Council is committed to building strong and resilient communities within the Liverpool Local Government Area (LGA) and to increase social wellbeing for all residents. One way of achieving these goals is to provide financial assistance in the form of grants, donations, and sponsorships to individuals and groups to develop leadership skills, increase participation in community life and address identified social issues. Council seeks to support programs that can build or enhance the reputation and brand of Liverpool City in accordance with Council's Community Strategic Plan.

**3. DEFINITIONS**

<b>Acquittal</b>	Reporting on the activities of a project as set out in the funding agreement. This could take the form of providing financial reports, written reports, evidence of activity performance and where funding was spent
<b>Auspice</b>	An agreement where an incorporated organisation agrees to apply for funding or resources on behalf of an applicant that is not incorporated. If the application is successful, the auspicing organisation then administers the resources on behalf of the applicant, and is legally responsible for ensuring that the terms of the agreement are met
<b>Charity</b>	Listed on the Australian Charities and Not-for-profit Commission (ACNC) website as a registered charity
<b>Community Capacity Building</b>	Involves the provision of community activities that contribute to people developing their own capacity and resilience to maintain and build on their own resources and to manage future challenges
<b>Incorporated Association</b>	A legal entity (organisation) that provides legal protection to its members in legal transactions. Council verifies this using the ABN register and ASIC databases.

**4. GRANTS OVERVIEW**

Council seeks to enhance the use of public funds through effective grant processes. Clear grant program objectives are linked to the organisation's strategic goals, outlined in Council's Community Strategic Plan. Council's grant programs provide a coordinated and integrated approach to growing Liverpool socially, culturally, economically, and environmentally. Grants may be provided to individuals who reside in the LGA, or to community-based groups, organisations and services that operate within the Liverpool LGA and/or for the benefit of Liverpool residents. Council administers nine programs for the allocation of grants:

1. Kick-Starter Grants
2. Small Grants
3. Liverpool Young Achievers Awards
4. Community Grants
5. Sustainable Environment Grants
6. Matching Grants
7. Community Sponsorship

**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****4.1 Strategic Outcomes**

- **Community Strategic Plan.** Grant programs align with Council's Community Strategic Plan, and other social, economic, and environmental policies and plans.
- **Partnerships and collaboration.** Develop and maintain partnerships between Council and the community to achieve Council's strategic directions.
- **Capacity building.** Support community groups and organisations to function positively, develop skills and increase participation.
- **Social inclusion.** Liverpool is a diverse community and the grant programs facilitate provision of financial support to community groups in need.
- **Leveraging value.** Leverage community expertise, capacity, networks and resources to provide the best suite of grant programs.
- **Good governance.** Demonstrate integrity, professionalism and transparency in decision making and have strong governance structures in place to support this.
- **Reflection and learning.** Commitment to continuous improvement, Council will ensure there are evaluation mechanisms in place and opportunities for feedback on grant processes.

**5. GENERAL CONDITIONS****5.1 General Eligibility**

To be eligible for funding an applicant must:

- a) Acquit previous Council grants, donations or sponsorship and have no outstanding debts to Council;
- b) Be a resident of the LGA, or an organisation located in the LGA and/or principally providing services to the residents of Liverpool;
- c) Include all required supporting documentation with an application; and
- d) Meet all eligibility criteria specified for a specific grant program.

**5.2 Applications that are ineligible for funding include:**

- a) Projects that have already commenced or have been completed, except under circumstances where Council is in agreement with an organisation to deliver a community event or program as outlined in 6.2.10;
- b) Projects that directly contravene existing Council policies;
- c) Projects that duplicate existing Council services or programs or identical projects previously funded by Council;
- d) Projects that do not meet the identified priority needs of Liverpool in Council's Community Strategic Plan;
- e) Applications from government departments, political parties, or commercial/profit-making/private organisations (excluding Sponsorship which accepts applications from private organisations);
- f) Applications from charities for general donations;
- g) Application for funding to cover shortfalls from other government departments;
- h) Applications for general fundraising activities;
- i) Requests for funding general operational expenditure – which includes but is not limited to administration, insurance, office equipment, car parking, transport costs/petrol, or IT costs/equipment;
- j) Requests for funding employee salaries/wages or any direct employment costs;
- k) Projects that will rely on recurrent funding from Council; and
- l) Projects that charge people for participation, including charges to participants through an individual's NDIS funding plan.

## **GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY**

### **5.3 Further Conditions**

- 5.3.1 Council will not:
- a) Provide in-house design, printing, or distribution services;
  - b) Provide cleansing and waste services for events;
  - c) Support political activities or activities that could be perceived as benefiting a political party or political campaign;
  - d) Support religious activities or projects exclusive to religious based groups that could be perceived as divisive within the community; or
  - e) Support activities that deliberately exclude any individuals or groups from participating or attending.
- 5.3.2 For specific eligibility requirements and exclusions for each program, refer to Section 7 of this policy.

### **5.4 Ethics Framework**

Council will not support any activities or entities that:

- a) Pollute land, air or water, or destroy or waste non-recurring resources;
- b) Market or promote products/services in a misleading or deceitful manner;
- c) Produce, promote, or distribute products/services likely to be harmful to the community;
- d) Acquire land or commodities primarily for speculative gain;
- e) Create or encourage militarism or engage in the manufacture of armaments;
- f) Entice people into financial over-commitment;
- g) Exploit people through the payment of below award wages or poor working conditions;
- h) Discriminate by way of race, religion, or sex in employment, marketing, or advertising;  
or
- i) Contribute to the inhibition of human rights generally.

### **5.5 Conflicts of Interest**

- 5.5.1 Council staff assessing applications should identify and manage any potential conflicts of interest in accordance with Council's Code of Conduct and Ethical Governance: Conflicts of Interest Policy.
- 5.5.2 Council staff and Councillors must ensure that any affiliation between them and the applicant is appropriately managed when assessing applications for funding.

## **6. GRANTS MANAGEMENT PROCESS**

### **6.1 Applications**

All applicants must register with Council's online grants management system before applying. Applications must be submitted using the approved online application form on Council's online grants management system. Council will not accept any hard copy or emailed submissions, or any submissions after any applicable closing date or time.

### **6.2 Assessment and Recommendations**

- 6.2.1 All applications received by Council will be assessed by designated Council staff.

## **GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY**

- 6.2.2 Recommendations for funding of \$1,000 or less may be approved by the CEO or their delegate, provided the funding is in accordance with sections 356(3), 377(1A), and 378 of the Local Government Act 1993. Council will be notified of funded projects by Council report.
- 6.2.3 Recommendations for funding over \$1,000 will be made to Council for endorsement in accordance with Section 356 of the Local Government Act 1993.
- 6.2.4 For grant programs that are open for applications all year, recommendations will be made to the next available Council Meeting. For grant programs with specific funding rounds, recommendations will be made within three months of the closing date.
- 6.2.5 Unsuccessful applicants are encouraged to seek feedback from relevant Council staff on their application. Programs are highly competitive and even though an application may meet the program criteria it may not be competitive against other applications.
- 6.2.6 Council uses the Australian Business Register (ABN) as its sole source of truth to confirm an applicant's operating status as an incorporated not-for-profit or charitable organisation <http://www.abr.business.gov.au/>.
- 6.2.7 Council recognises the importance of financial and in-kind contributions. Applicants that demonstrate a commitment to the project through either financial or in-kind support are considered favourably.
- 6.2.8 For all applications, council will consider the criteria of: sustainability, value for money, appropriate project and evaluation process, evidence of a need for the project, the number of individuals participating in or benefiting from, and that the organisation has the capacity to deliver the project.
- 6.2.9 Under exceptional circumstances, an organisation that is partnering with Council may receive funding up to one (1) month after the delivery of an event or program, provided that the application for funding has been commenced prior to the delivery of the event.

### **6.3 Approval**

- 6.3.1 The elected Council has authority to approve grants, donations, and sponsorship. In some circumstances, specific delegation for this purpose is given to the CEO.
- 6.3.2 Approval of a grant, donation or sponsorship does not imply that Council has given any other consent. Applicants should note that events or any capital works require approvals and consents from Council, NSW Police, and other state government agencies.

### **6.4 Funding Agreements**

- 6.4.1 All successful applicants are required to enter into a funding agreement before funds are released and before a project can commence.
- 6.4.2 Council's support must be acknowledged on all promotional material. The Council logo should be used with the text "proudly supported by Liverpool City Council". All promotional material must be approved by Council prior to publication. Council also reserves the right to receive the following: joint media release opportunities, opportunity for Mayor to speak at the event or occasion, space at the event (table/stall), and tickets to attend the event or occasion.

## **GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY**

- 6.4.3 In exceptional circumstances as outlined in 6.2.10, any organisation that receives grant funding in retrospect/after the delivery of the event or program, must communicate with Council how it plans to promote Council's endorsement/partnership.

### **6.5 Reporting**

All grant recipients are required to acquit their project as detailed in their funding agreement. Reports are to be submitted using the approved online grants management system. Reports provide feedback on the success of the project in terms of the agreed outputs and outcomes, relevant data, and any lessons learnt. Funding recipients are required to submit detailed financial reports and may be requested to provide further documentation and evidence of expenditure. Council may audit recipients at any time. Previously funded applicants must receive an acknowledgement of a successful acquittal prior to applying for further funding. No further funding will be granted to any organisation who has failed to submit an acquittal report for previous funding from Council.

### **6.6 Minor changes to this policy**

Council authorises the CEO to make minor changes to this policy to reflect changes in legislation, expiry of or changes to grant programs, and changes in Council structure.

**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****7. FUNDING PROGRAMS****7.1 KICK-STARTER GRANTS | UP TO \$500 | OPEN ALL YEAR**

This program supports individuals or unincorporated community groups to establish a social enterprise aimed at addressing priorities in Council's Community Strategic Plan or a project which promotes social inclusion and increased community participation. Applications can be made for funding of up to \$500 per financial year. Repeated applications of the same project in subsequent years will not be accepted.

**7.1.1 Project outcomes must meet at least one of the below priorities:**

- a) Improve connections and social networks within the community;
- b) Increase participation in community activities, including by those experiencing social disadvantage;
- c) Facilitate access to education, training, or employment opportunities;
- d) Improve collaboration and coordination of community support and services; and/or
- e) Improve social and physical wellbeing through prevention and early intervention approaches.

**7.1.2 Program timeframe**

Applications can be made all year. Grants must be spent within 12 months of receiving them.

**7.1.3 Eligibility**

To be eligible for funding applicants must:

- a) Be an individual resident or unincorporated community group based within the Liverpool LGA;
- b) Be 100% volunteer run or operate as a not-for-profit; and
- c) Work with Council's Community Development Worker (Funding and Support) during the project or initiative.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

## GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

### 7.2 SMALL GRANTS | UP TO \$1,000 | OPEN ALL YEAR

This program supports a range of small-scale community initiatives.

#### 7.2.1 Initiatives and projects can contribute to one or more of the following outcomes:

- a) Develop trial community capacity building programs or facilitate small-scale community awareness events;
- b) Increase engagement of individuals in academic, cultural, and environmental fields;
- c) Improve relative equality, resilience, and capacity of Liverpool's diverse communities; and/or;
- d) Enhance positive social, cultural, or sustainability outcomes for local communities related to Council's strategic priorities.

#### 7.2.2 Available funding

Applications can be made for funding of up to \$1,000 per project. Repeated applications of the same project or initiative in subsequent years will not be accepted.

#### 7.2.3 Program timeframe

Applications can be made all year. Grants must be spent within 12 months of receiving them.

#### 7.2.4 Eligibility

To be eligible for funding applicants must:

- a) Be incorporated or auspiced by an incorporated organisation;
- b) Be a non-profit community service organisation or group providing programs to the residents of Liverpool; and
- c) Supply a copy of their most recent financial statements.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

## GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

### 7.3 LIVERPOOL YOUNG ACHIEVER AWARDS | OPEN ALL YEAR

The Liverpool Young Achiever Awards are prizes to students who have excelled in citizenship, academic studies, artistic endeavors, or sporting proficiency.

#### 7.3.1 Available funding

Under each applicable category there will be two prizes as follows:

<b><u>Citizenship:</u></b>  1x \$1,000 for a high school student  1x \$500 for a primary school student	<b><u>Artistic Endeavours:</u></b>  1x \$1,000 for a high school student  1x \$500 for a primary school student
<b><u>Academic Studies:</u></b>  1x \$1,000 for a high school student  1x \$500 for a primary school student	<b><u>Sporting Proficiency:</u></b>  1x \$1,000 for a high school student  1x \$500 for a primary school student

#### 7.3.2 Highly Commended

All eligible nominees who are not selected for the major prize will be awarded a \$200 student donation.

#### 7.3.3 Program timeframe

Applications will be accepted from the beginning of school Term 2 until the end of Term 3. A presentation ceremony will be held during Term 4.

#### 7.3.4 Eligibility

To be eligible for this award applicants must:

- a) Be a high school or primary school based in the Liverpool LGA;
- b) Be nominating a student attending either a high school or primary school based in the Liverpool LGA; and
- c) Supply a letter of support from the principal of the applying school for the nominated student.

- 7.3.5 Each high school and primary school are only eligible to submit one student nomination per year. For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.



**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****7.4 COMMUNITY HEALTH, EDUCATION & ARTS GRANT | UP TO \$10,000 | OPEN ALL YEAR**

This program provides financial assistance to community groups and organisations for projects that foster partnerships and collaboration, build capacity, promote social inclusion, and increase community participation. Funding will support projects that address one of the following categories:

<b>Partnership and Collaboration</b>	<ul style="list-style-type: none"> <li>a) Improve connections and build social networks within the community;</li> <li>b) Improve collaboration and coordination of community support and services; and</li> <li>c) Strengthen governance and accountability in community organisations.</li> </ul>
<b>Community Health, Wellbeing, and Inclusion</b>	<ul style="list-style-type: none"> <li>d) Improve social, physical, and mental wellbeing through prevention and early intervention health and safety programs;</li> <li>e) Increase participation of people in community health and wellbeing activities and programs, including members of the community who are experiencing social disadvantage; and</li> <li>f) Facilitate inclusion and access to facilities, services, open spaces, and activities.</li> </ul>
<b>Community Education &amp; skills Development</b>	<ul style="list-style-type: none"> <li>g) Facilitate access to education, training, and employment opportunities; and</li> <li>h) Improve opportunities for people to build confidence and develop their skills.</li> </ul>
<b>Connection to Local Heritage and Community Art Initiatives</b>	<ul style="list-style-type: none"> <li>i) Strengthen, promote, and preserve community connection to local heritage; and</li> <li>j) Facilitate creative art programs and initiatives that encourage self-expression and promote community place-making and artistic endeavors.</li> </ul>

**7.4.1 Expected program outcomes**

Initiatives and projects can contribute to one or more of the following outcomes:

- a) Increased involvement and engagement by communities in social activities;
- b) Increased number of people feeling a strong sense of social wellbeing;
- c) Strengthened maintenance, management or improvement of physical and mental health and wellbeing;
- d) Improved access to information and development of new skills;
- e) Increased numbers of people undertaking educational courses and gaining sustainable employment;
- f) Reduced financial hardship and social disadvantage, including food insecurity and homelessness; and/or
- g) Increased numbers of people connecting to local heritage through publications; and/or
- h) Increased number of people connecting to local communities and experiencing sense of belonging through arts and creative programs.

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### **7.4.2 Available funding**

Applications can be made for funding of up to \$5,000.

### **7.4.3 Program timeframe**

This program accepts applications all year. Applications must be submitted at least three months prior to the commencement of a project. In exceptional circumstances, an organisation that is partnering with Council may receive retrospect funding up to one (1) month after the delivery of an event or program. Grants must be spent within 12 months of receiving them.

### **7.4.4 Program eligibility and exclusions**

To be eligible for funding through the Community Grants Program applicants must:

- a) Be incorporated or auspiced by an incorporated organisation;
- b) Be a non-profit community service organisation or group providing programs/services to the residents of Liverpool;
- c) Have public liability insurance of at least \$10 million (must be active during the period of funding); and/or
- d) Supply a copy of their most recent annual report and/or financial statements.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Conditions.

**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****7.5 SUSTAINABLE ENVIRONMENT GRANTS | UP TO \$5,000 | TWO ROUNDS PER YEAR**

The Sustainable Environment Grants program provides financial assistance to support schools and community groups to play an active role in reducing their impact on the environment. Council invites projects focused on environmental improvement, sustainability education, and the promotion of sustainable living as a way of life that provides benefit to the natural environment and local community. Projects can include:

- **Waste Minimisation** – including reuse, recycling, litter reduction, composting and worm farming, waste education projects;
- **Sustainable Water Use** – including water efficiency, stormwater harvesting and water reuse, rain gardens, water quality improvements, and sustainable water use education programs;
- **Environmental Improvement** – including protection and enhancement of natural areas, habitat creation for native fauna, and natural environment education programs; and/or
- **Sustainable Living** – including establishment of vegetable or native display gardens, bush tucker or community gardens, and the keeping of chickens or native bees.

**7.5.1 Expected program outcomes**

Projects can contribute to one or more of the following outcomes:

- a) Build the capacity of schools and community groups to promote efficient resource use and improve the quality of the local environment;
- b) Encourage community members to become involved and take initiative in improving their behaviours for a more sustainable future;
- c) Encourage schools and community groups to identify and implement innovative approaches and positive solutions that protect and enhance Liverpool's unique natural environment;
- d) Improve the health of vegetation, water quality and healthy ecosystems contributing to cleaner waterways, air, and healthier native vegetation;
- e) Raise awareness and promote sustainable living as a way of life, including actively participating in Council's environmental programs and activities; and/or
- f) Generate positive community engagement (e.g. involvement of local businesses, environmental education centres or botanic gardens).

**7.5.2 Available funding**

Applications can be made for funding of up to \$5,000 per year by a school or an incorporated community group.

**7.5.3 Program timeframe**

This grants program has two rounds per year. Grants must be spent within 12 months of receiving them.

**7.5.4 Program eligibility and exclusions**

To be eligible applicants must have not received funding under this or another program for the same project (separate and additional stages of a previous project are eligible), must operate in the Liverpool LGA and:

- a) Be a registered NSW school, not-for profit pre-school or childcare centre; or
- b) An incorporated non-profit community organisation providing programs or services to residents of Liverpool; or
- c) A community group auspiced by an incorporated organisation.

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Applications will not be accepted by for profit organisations.

Funding cannot be used for overall project administration, capital works for major infrastructure or construction of buildings, or work being completed on land not owned by the applicant without evidence of approval from the landowner.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Conditions.

**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****7.6 MATCHING GRANTS | UP TO \$15,000 | OPEN ALL YEAR**

This program provides financial support to projects that build or strengthen communities within Liverpool. These projects should focus on supporting the development and implementation of community capacity building activities, , maintaining and conserving community assets, and providing opportunities for a broader cross section of the community to be involved in community and recreational activities.

7.6.1 Funding will support projects that address one of the following categories:

<b>Arts</b>	Contribute community art to a neighbourhood or work to increase the participation of residents within art-based programs/projects.
<b>Capacity Building</b>	Bring residents together and enhance participation in the community, including those who are experiencing social disadvantage, or provide benefits to address an identified community need.
<b>Domestic Violence (DV)</b>	Projects that increase awareness of DV, focus on prevention of DV or provide support to victims of DV in Liverpool.
<b>Youth Engagement</b>	Focus on increasing the ability of young people to obtain skills and qualifications or increase their active participation within the community.
<b>Accessibility</b>	Enhance and improve access options for the community, either through education, transport, disability access or connectivity.
<b>Environment</b>	Address environmental issues and concerns or contribute to environmental education and awareness.
<b>Infrastructure</b>	Projects that aim to upgrade, develop, or improve community infrastructure such as community centres, amenities buildings or sporting infrastructure. Note these grants cannot fund the improvement of privately owned facilities.
<b>Community Safety</b>	Address community safety and security issues. These projects can also include addressing perceptions of community safety.
<b>Public Space Activation</b>	Community activities that activate or diversify the night-time economy including pop up entertainment and night-time performances in public spaces
<b>Sport Development</b>	Contribute to the development of sporting groups or enhance participation in sporting and recreational activities.

## GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

### 7.6.2 Expected program outcomes

Grants from this program can contribute to one or more of the following outcomes:

- a) Develop social connections and partnerships within communities, or reinforcement of those that already exist;
- b) Increased participation in community activities and organisations by improving collaboration and coordination of community support and services;
- c) Strengthened opportunities for community members and others to build personal creativity and self-expression;
- d) Increased opportunities for community members to acquire or develop new skills and/or employment;
- e) Create, renew or revitalise places and spaces within the community;
- f) Strengthened community members' feelings of safety and sense of belonging within public spaces; and/or
- g) Improved condition and accessibility of community infrastructure

### 7.6.3 Available funding

The matching grants program recognises community contribution towards a project and can offer up to \$15,000 support to match this contribution. Contributions from the community can be made in cash or value-in-kind. Recognised in-kind community contributions include:

- a) Design services, professional services, trade services (such as plumbing), provision of trucks and plant, concreting and painting, donated supplies, materials, or venues;
- b) Volunteer time such as labour, set up and pack down, and meeting time to identify, plan and implement projects. The rate of volunteer time is calculated as \$25 per hour. For professional or contracted services, the rate is \$75 per hour' and/or
- c) Direct cash input to the project through donations or income generated.

The value of in-kind contributions should be verified by an independent quote, and where the value is in question, Council's assessment of the value of in-kind contributions will take precedence in the assessment of the matching grant given. The costs of Council and other approvals required by government agencies/authorities must also be considered when applying under this grants program.

#### Infrastructure and Capital Works

The matching grants program accepts applications from eligible community groups and organisations for Infrastructure upgrades and minor Capital Works towards maintaining, repairing, and improving community assets. In line with the grant assessment process, applicants must:

- a) Provide written consent from the landowner approving the capital works and/or infrastructure improvement in accordance with landowners' licence agreement;
- b) No part of funds can be used for improvements to privately owned facilities; and
- c) Where relevant, submit an approved Development Application (DA) with the applications.

Any in-kind contributions will need to meet Council's Work, Health, and Safety and insurance requirements as well as any relevant legislative requirements such as the Building Code of Australia and Building Sustainability Index. The value of in-kind contributions should be verified by an independent quote, and where the value is in question, Council's assessment of the value of in-kind contributions will take precedence in the assessment of the matching grant given. The costs of Council and other approvals required by government agencies/authorities must also be considered when applying

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under this grants program. Please note that Development Application costs can be included in the application.

**7.6.4 Program timeframe**

This program accepts applications all year. Applications must be submitted at least three months prior to a project commencing. Grants must be spent within 12 months of receiving them.

**7.6.5 Program eligibility and conditions**

To be eligible for the Matching Grants program applicants must:

- a) Be incorporated or auspiced by an incorporated organisation;
- b) A non-profit community service organisation or group providing programs/services to the residents of Liverpool;
- c) Have public liability insurance of at least \$20 million (must be active during the period of funding); and
- d) Supply a copy of their most recent annual report and/or financial statements.

Council reserves the right to defer consideration of a Matching Grant application where planning, leasing or ownership, statutory approvals, or appropriate development issues are raised by a project.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

**GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY****7.7 COMMUNITY SPONSORSHIP | UP TO \$10,000 | OPEN ALL YEAR**

Council may provide financial contributions of up to \$10,000 through Community Sponsorship to organisations that can support growth of the Liverpool community and enhance Council's reputation. Applications to Council for sponsorship must address at least one of the following:

**1. Economic benefit**

- a) Delivers significant economic benefit to the Liverpool LGA;
- b) Delivers benefit to tourism, hospitality, and retail sectors through the attendance of regional, national, or international delegates at events;
- c) Provides a platform for research, trade, and/or investment opportunities;
- d) Attracts national or international attention to Liverpool as a place to reside, visit, work and/or invest; and/or
- e) Creates employment opportunities within the Liverpool LGA.

**2. Community, cultural, and social benefit**

- a) Provides an innovative opportunity to meet community needs and promote Liverpool's cultural diversity and celebrate its uniqueness;
- b) Enhances Liverpool's profile and reputation as an outward looking, creative, and connected city;
- c) Creates opportunities for education and information exchange between Council, the community, and the sector;
- d) Supports the organisation and activation of a charity event with the Liverpool LGA. Sponsorship funds are not to be used for direct fundraising, including but not limited to the purchase of tickets or tables at a fundraising event; and/or
- e) Attracts a major program to Liverpool that has South West Sydney region, state, or national significance.

**3. Environmental benefit**

- a) Enhances Liverpool's reputation as a sustainable city through leadership in waste and environment management.

**7.7.1 Expected program outcomes**

Projects must contribute to one or more of the following outcomes:

- a) Provide an opportunity for measurable economic, social, environmental, or cultural benefit to Council and the Liverpool LGA;
- b) Provide opportunities for the community to participate and contribute to activities/events in the Liverpool LGA;
- c) Create a valuable strategic alliance for Council;
- d) Provide promotional/publicity opportunities across a range of media outlets; and
- e) Promote Liverpool's reputation as a great place to live, visit, work, and invest.

**7.7.2 Program timeframe**

- This program accepts applications all year;
- Applications for events must be submitted at least three months prior to an event taking place. Applications submitted with less than three months lead time will be deemed ineligible. In exceptional circumstances, an organisation that is partnering with Council may receive retrospect funding up to one (1) month after the delivery of an event or program; and
- Activities must take place within 12 months of sponsorship funding being received.



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### 7.7.3 Program eligibility and conditions:

To be eligible for the Community Sponsorship program applicants must:

- a) Be incorporated (or auspiced by an incorporated organisation) and hold a current ABN;
- b) Be a non-profit community service organisation or group providing programs/services to the residents of Liverpool;
- c) Have public liability insurance of at least \$10 million (must be current during the period of funding);
- d) Supply a copy of their most recent annual report and/or financial statements;
- e) Apply for sponsorship towards an event or activity in the Liverpool LGA that attracts a significantly high level of attendance from the community and provides direct benefits for Liverpool based organisations and/ or Liverpool residents;
- f) Ensure that attendance and participation is free for Liverpool residents; and
- g) Must be registered with the Australian Charities and Not-for-profits Commission if an application is for a local charity event.

### 7.7.4 Funding will not be provided to:

- a) Projects that do not address the identified directions of the Liverpool LGA as set out in Council's Community Strategic Plan;
- b) Charities for general donations including the purchase of tickets or fundraising tables at an event;
- c) More than one event within the Liverpool area in a two-month period that celebrates or marks a specific occasion or activity;
- d) Organisations whose activities are not aligned with the City's ethical framework;
- e) Previous recipients who have not fulfilled the conditions of a sponsorship;
- f) Organisations that are not registered in Australia;
- g) Activities or events that do not benefit the Liverpool LGA or its residents; and/or
- h) Underwrite events, programs or projects.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

### 7.7.5 Council's current standing sponsorship resolution:

Sponsorship Activity	Amount	Council Resolution
Police Officer of the Year	\$1,000	27/06/2011

- 7.7.6 Approval of sponsorship does not imply that Council has given any other consent. Applicants should note that many festivals and events require approvals and consents from Council, NSW Police, and other NSW Government agencies. For guidelines on applying to host an event in Liverpool, visit [www.liverpool.nsw.gov.au/whats-on/events/event-organisers-information-kit-guidelines](http://www.liverpool.nsw.gov.au/whats-on/events/event-organisers-information-kit-guidelines)

## GRANTS, DONATIONS, AND COMMUNITY SPONSORSHIP POLICY

### AUTHORISED BY

Council Resolution

### EFFECTIVE FROM

2021

### DEPARTMENT RESPONSIBLE

Community and Lifestyle (Community Development)

### REVIEW DATE

The policy will be reviewed every two years.

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	18 October 2010	158320.2014
2	Council Resolution	29 May 2013	097264.2013
3	Council Resolution	31 July 2013	150967.2014
4	Council Resolution	25 February 2014	026269.2014
5	Council Resolution	28 May 2014	126057.2014
6	Council Resolution	30 September 2015	227843.2015
7	Minor changes approved by CEO	12 July 2016	185151.2016
8	Council Resolution	26 April 2017	026648.2017
9	Council Resolution	29 May 2019	022779.2019
10	Council Resolution	28 July 2021	2016/2682
11	Council Resolution	16 November 2022	304915.2022-001
12	Council Resolution	28 June 2023	304915.2022-001
13	Council Resolution	13 December 2023	410735.2023

### THIS POLICY WAS DEVELOPED AFTER CONSULTATION WITH

Community and Culture, Governance, Legal and Procurement, and Infrastructure and Environment.

### REFERENCES

Australian Institute of Grants Management: Grant making Manifesto (2011)

Liverpool City Council: Council's Community Strategic Plan

Liverpool City Council: Code of Conduct Procedures

Liverpool City Council: Social Justice Policy and Ethical Governance, Conflicts of Interest Policy



## SPORT GRANTS AND DONATIONS POLICY

Adopted XXXXX

TRIM: 028481.2024



## SPORT GRANTS AND DONATIONS POLICY

### 1. LEGISLATIVE REQUIREMENTS

Local Government Act 1993, Section 356.

### 2. OBJECTIVE

The objective of Liverpool's Sport Grants and Donations Policy is to enhance accessibility to sports opportunities and promote active lifestyles among residents. This policy aims to allocate community funding effectively, supporting grassroots sports initiatives, encouraging youth participation, and investing in facilities and programs that contribute to the overall well-being and vitality of the Liverpool community.

### 3. DEFINITIONS

<b>Acquittal</b>	Reporting on the activities of a project as set out in the funding agreement. This could take the form of providing financial reports, written reports, evidence of activity performance and where funding was spent
<b>Auspice</b>	An agreement where an incorporated organisation agrees to apply for funding or resources on behalf of an applicant that is not incorporated. If the application is successful, the auspicing organisation then administers the resources on behalf of the applicant, and is legally responsible for ensuring that the terms of the agreement are met
<b>Charity</b>	Listed on the Australian Charities and Not-for-profit Commission (ACNC) website as a registered charity
<b>Community Capacity Building</b>	Involves the provision of community activities that contribute to people developing their own capacity and resilience to maintain and build on their own resources and to manage future challenges
<b>Incorporated Association</b>	A legal entity (organisation) that provides legal protection to its members in legal transactions. Council verifies this using the ABN register and ASIC databases.

### 4. GRANTS OVERVIEW

Council seeks to enhance the use of public funds through effective grant processes. Clear grant program objectives are linked to the organisation's strategic goals, outlined in Council's Community Strategic Plan. Council's grant programs provide a coordinated and integrated approach to growing Liverpool socially, culturally, economically, and environmentally. Council administers three programs for the allocation of grants:

1. Representative Sport Donations
2. Sport Affordability Donations
3. Sporting Grants

#### 4.1 Strategic Outcomes

- **Community Strategic Plan.** Grant programs align with Council's Community Strategic Plan, and other social, economic, and environmental policies and plans.
- **Partnerships and collaboration.** Develop and maintain partnerships between Council and the community to achieve Council's strategic directions.
- **Capacity building.** Support community groups and organisations to function positively, develop skills and increase participation.
- **Social inclusion.** Liverpool is a diverse community and the grant programs facilitate provision of financial support to community groups in need.
- **Leveraging value.** Leverage community expertise, capacity, networks and resources to provide the best suite of grant programs.

**SPORT GRANTS AND DONATIONS POLICY**

- **Good governance.** Demonstrate integrity, professionalism and transparency in decision making and have strong governance structures in place to support this.
- **Reflection and learning.** Commitment to continuous improvement, Council will ensure there are evaluation mechanisms in place and opportunities for feedback on grant processes.

**5. GENERAL CONDITIONS****5.1 General Eligibility**

To be eligible for funding an applicant must:

- a) Acquit previous Council grants, donations or sponsorship and have no outstanding debts to Council;
- b) Be a resident of the LGA, or an organisation located in the LGA and/or principally providing services to the residents of Liverpool;
- c) Include all required supporting documentation with an application; and
- d) Meet all eligibility criteria specified for a specific grant program.

**5.2 Applications that are ineligible for funding include:**

- a) Projects that have already commenced or have been completed, except under circumstances where Council is in agreement with an organisation to deliver a community event or program as outlined in 6.2.10;
- b) Projects that directly contravene existing Council policies;
- c) Projects that duplicate existing Council services or programs or identical projects previously funded by Council;
- d) Projects that do not meet the identified priority needs of Liverpool in Council's Community Strategic Plan;
- e) Applications from government departments, political parties, or commercial/profit-making/private organisations (excluding Sponsorship which accepts applications from private organisations);
- f) Applications from charities for general donations;
- g) Application for funding to cover shortfalls from other government departments;
- h) Applications for general fundraising activities;
- i) Requests for funding general operational expenditure – which includes but is not limited to administration, insurance, office equipment, car parking, transport costs/petrol, or IT costs/equipment;
- j) Requests for funding employee salaries/wages or any direct employment costs;
- k) Projects that will rely on recurrent funding from Council; and
- l) Projects that charge people for participation, including charges to participants through an individual's NDIS funding plan.

**5.3 Further Conditions****5.3.1 Council will not:**

- a) Provide in-house design, printing, or distribution services;
- b) Provide cleansing and waste services for events;
- c) Support political activities or activities that could be perceived as benefiting a political party or political campaign;
- d) Support religious activities or projects exclusive to religious based groups that could be perceived as divisive within the community; or
- e) Support activities that deliberately exclude any individuals or groups from participating or attending.

**5.3.2 For specific eligibility requirements and exclusions for each program, refer to Section 7 of this policy.**

## **SPORT GRANTS AND DONATIONS POLICY**

### **5.4 Ethics Framework**

Council will not support any activities or entities that:

- a) Pollute land, air or water, or destroy or waste non-recurring resources;
- b) Market or promote products/services in a misleading or deceitful manner;
- c) Produce, promote, or distribute products/services likely to be harmful to the community;
- d) Acquire land or commodities primarily for speculative gain;
- e) Create or encourage militarism or engage in the manufacture of armaments;
- f) Entice people into financial over-commitment;
- g) Exploit people through the payment of below award wages or poor working conditions;
- h) Discriminate by way of race, religion, or sex in employment, marketing, or advertising;  
or
- i) Contribute to the inhibition of human rights generally.

### **5.5 Conflicts of Interest**

- 5.5.1 Council staff assessing applications should identify and manage any potential conflicts of interest in accordance with Council's Code of Conduct and Ethical Governance: Conflicts of Interest Policy.
- 5.5.2 Council staff and Councillors must ensure that any affiliation between them and the applicant is appropriately managed when assessing applications for funding.

## **6. GRANTS MANAGEMENT PROCESS**

### **6.1 Applications**

All applicants must register with Council's online grants management system before applying. Applications must be submitted using the approved online application form on Council's online grants management system. Council will not accept any hard copy or emailed submissions, or any submissions after any applicable closing date or time.

### **6.2 Assessment and Recommendations**

- 6.2.1 All applications received by Council will be assessed by designated Council staff.
- 6.2.2 Sporting Grants and Donations will be sent to the Sports Committee for review.
- 6.2.3 Recommendations for funding of \$1,000 or less may be approved by the CEO or their delegate, provided the funding is in accordance with sections 356(3), 377(1A), and 378 of the Local Government Act 1993. Council will be notified of funded projects by Council report.
- 6.2.4 Recommendations for funding over \$1,000 will be made to Council for endorsement in accordance with Section 356 of the Local Government Act 1993.
- 6.2.5 For grant programs that are open for applications all year, recommendations will be made to the next available Council Meeting. For grant programs with specific funding rounds, recommendations will be made within three months of the closing date.
- 6.2.6 Unsuccessful applicants are encouraged to seek feedback from relevant Council staff on their application. Programs are highly competitive and even though an application may meet the program criteria it may not be competitive against other applications.

## SPORT GRANTS AND DONATIONS POLICY

- 6.2.7 Council uses the Australian Business Register (ABN) as its sole source of truth to confirm an applicant's operating status as an incorporated not-for-profit or charitable organisation <http://www.abr.business.gov.au/>.
- 6.2.8 Council recognises the importance of financial and in-kind contributions. Applicants that demonstrate a commitment to the project through either financial or in-kind support are considered favourably.
- 6.2.9 For all applications, council will consider the criteria of: sustainability, value for money, appropriate project and evaluation process, evidence of a need for the project, the number of individuals participating in or benefiting from, and that the organisation has the capacity to deliver the project.
- 6.2.10 Under exceptional circumstances, an organisation that is partnering with Council may receive funding up to one (1) month after the delivery of an event or program, provided that the application for funding has been commenced prior to the delivery of the event.

### 6.3 Approval

- 6.3.1 The elected Council has authority to approve grants, donations, and sponsorship. In some circumstances, specific delegation for this purpose is given to the CEO.
- 6.3.2 Approval of a grant, donation or sponsorship does not imply that Council has given any other consent. Applicants should note that events or any capital works require approvals and consents from Council, NSW Police, and other state government agencies.

### 6.4 Funding Agreements

- 6.4.1 All successful applicants are required to enter into a funding agreement before funds are released and before a project can commence.
- 6.4.2 Council's support must be acknowledged on all promotional material. The Council logo should be used with the text "proudly supported by Liverpool City Council". All promotional material must be approved by Council prior to publication. Council also reserves the right to receive the following: joint media release opportunities, opportunity for Mayor to speak at the event or occasion, space at the event (table/stall), and tickets to attend the event or occasion.
- 6.4.3 In exceptional circumstances as outlined in 6.2.10, any organisation that receives grant funding in retrospect/after the delivery of the event or program, must communicate with Council how it plans to promote Council's endorsement/partnership.

### 6.5 Reporting

All grant recipients are required to acquit their project as detailed in their funding agreement. Reports are to be submitted using the approved online grants management system. Reports provide feedback on the success of the project in terms of the agreed outputs and outcomes, relevant data, and any lessons learnt. Funding recipients are required to submit detailed financial reports and may be requested to provide further documentation and evidence of expenditure. Council may audit recipients at any time. Previously funded applicants must receive an acknowledgement of a successful acquittal prior to applying for further funding. No further funding will be granted to any organisation who has failed to submit an acquittal report for previous funding from Council.

### 6.6 Minor changes to this policy

**SPORT GRANTS AND DONATIONS POLICY**

Council authorises the CEO to make minor changes to this policy to reflect changes in legislation, expiry of or changes to grant programs, and changes in Council structure.

**7. FUNDING PROGRAMS****7.1 SPORT GRANTS | UP TO \$30,000 | ONE ROUND PER YEAR**

This program offers funding dedicated to support sporting clubs within our community by providing grant opportunities for capital works funding. Recognising the pivotal role sporting facilities play in nurturing talent, promoting physical health, and fostering a sense of community, this grant program is designed to empower local clubs to enhance their infrastructure.

Through targeted financial support, the Sport Grants Program aims to facilitate the development and renovation of sporting facilities, ensuring that clubs have the necessary resources to create spaces favorable to foster sporting growth and community engagement.

Applications for this grants program must meet the below criteria:

Existing Facility development Program	Capital improvements such as building renovations, footpath works, accessible changerooms/toilets, irrigation/drainage works in or around sporting fields and sport field floodlight upgrades.
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**7.1.1 Expected program outcomes**

Projects must contribute to one or more of the following outcomes:

- a) Increase opportunities for participation of the broader community in sporting and recreational activities; and/or
- b) Improve condition and functionality of sporting facilities;

**7.1.2 Available funding**

Grants of up to \$30,000 per sporting club are available. Clubs may submit applications for more than one project. Where possible eligible applications should support participants with a disability to encourage inclusive facilities.

**7.1.3 Program timeframe**

This program accepts applications once per year. Grants must be spent within 12 months of receiving them.

**7.1.4 Program eligibility and exclusions**

To be eligible for the Sporting Grants Program applicants must:

- a) Be incorporated or auspiced, a non-profit recreation or sporting organisation/club, providing programs/services to the residents of Liverpool;
- b) Have public liability insurance of up to \$10 million;
- c) Supply a copy of most recent annual report and/or financial statements; and/or
- d) Have not received funds from the Sporting Grants program in the previous year.
- e) Have a letter of support from Liverpool Council's Community Recreation Department for the proposed capital works project.

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.



**SPORT GRANTS AND DONATIONS POLICY****7.2 REPRESENTATIVE SPORT DONATIONS | UP TO \$800 | OPEN ALL YEAR**

This program enables Council to provide small amounts of funding to assist community members in their efforts to achieve excellence in sport at state and national representative levels. Individuals and teams based in the Liverpool LGA are eligible to apply for donations towards the cost of participating in representative sporting events for which they have qualified. Donations are based on the level of representation achieved and where events will be held.

**7.2.1 Donations from this program can contribute to one or more of the following outcomes:**

- a) Increased participation of individuals and coaches in representative sporting events;
- b) Improved accessibility to participation in representative sporting events;
- c) Improved confidence and capacity of local individuals by acknowledging and supporting participation at a representative level; and/or
- d) Enhanced positive social outcomes and opportunities for local communities.

**7.2.2 Available funding**

Donations are available for the following amounts:

- a) \$200 for state representation for competitors representing NSW in their chosen sport in competitions held in NSW;
- b) \$400 for state representation for competitors representing NSW in their chosen sport in competitions held outside of NSW;
- c) \$600 for national representation for competitors representing Australia in their chosen sport in competitions held in Australia and New Zealand;
- d) \$800 for national representation for competitors representing Australia in their chosen sport in competitions held outside of Australia and New Zealand;

**7.2.3 Program timeframe**

This program accepts applications all year and applicants are required to submit their application within 6 months of the event taking place. Applications are reviewed quarterly by an grants assessment panel. Activities must take place within 12 months from when the application was submitted. Information must be provided on the costs associated with participating in the representative events.

**7.2.4 Program eligibility and exclusions**

To be eligible for funding through the Representative Sport Donations Program the following criteria applies:

- a. Individual applicant must be a resident of the Liverpool LGA;
- b. Applicants must provide proof of selection for the event;

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

**7.3 SPORT AFFORDABILITY DONATIONS | UP TO \$100 | OPEN ALL YEAR**

## SPORT GRANTS AND DONATIONS POLICY

This program enables Council to provide small amounts of funding to assist local families experiencing financial hardship with the cost of children's sports registration. This program provides financial assistance to parents up to the value of \$100 per financial year per family.

7.3.1 Donations from this program can contribute to one or more of the following outcomes:

- a) Increased participation of children in sport;
- b) Improved accessibility to participation in local sporting organisations and the community; and/or
- c) Enhanced positive social outcomes and opportunities for local children and families.

7.3.2 Available funding

Donations are available for the following amounts:

- a) \$100 each financial year per family

7.3.3 Program timeframe

This program accepts applications all year and applicants are required to submit their application within 6 months of registering their child in their chosen sport. Activities must take place within 12 months from when the application was submitted.

7.3.4 Program eligibility and exclusions

To be eligible for funding through the Sport Affordability Donations Program, the following criteria applies:

- a) Individual applicant must be a resident of the Liverpool LGA;
- b) The applicant is 16 years of age or under;
- c) The application must be submitted by a parent or guardian of the applicant;
- e)d) The applicant must provide evidence of eligibility for a NSW Government 'Active Kids Voucher' for the current financial year;
- d)e) A limit of one (1) application per person per annum will be approved;
- e)f) The applicant must provide evidence of payment of registration fees to a Sporting Club located within the Liverpool LGA for the current financial year;

For more information on eligibility and exclusions refer to Section 5: General Eligibility and Exclusions.

### AUTHORISED BY

Council Resolution

### EFFECTIVE FROM

2024

### DEPARTMENT RESPONSIBLE

Community and Lifestyle (Community Recreation)

### REVIEW DATE

The policy will be reviewed every two years.

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	xxxxxx	xxxxxx

## **SPORT GRANTS AND DONATIONS POLICY**

**THIS POLICY WAS DEVELOPED AFTER CONSULTATION WITH**  
Community and Lifestyle (Community Development) and Governance.

### **REFERENCES**

Australian Institute of Grants Management: Grant making Manifesto (2011)  
Liverpool City Council: Council's Community Strategic Plan  
Liverpool City Council: Code of Conduct Procedures  
Liverpool City Council: Social Justice Policy and Ethical Governance, Conflicts of Interest Policy

## COM 02

**Grants Donations and Community Sponsorship  
Report**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Promote a harmonious community that celebrates its diversity
<b>File Ref</b>	029565.2024
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

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

This report provides a recommendation for endorsement of funding totalling **\$36,000** from the Community Grant Program, Matching Grant Program and Community Sponsorship Program.

**RECOMMENDATION**

That Council:

1. Endorses the funding recommendation of **\$15,000** (GST exclusive) under the **Community Grant Program** for the following projects:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Indian Senior Citizens Society	ISCS Program 2024	\$5,000
Association For Community Development Incorporated	Ramadan Shopping Festival	\$5,000
Iraqi Australian University Graduate Forum Incorporated	International Women's Day- Accelerating Gender Equality through Economic Empowerment	\$5,000

2. Endorses the funding recommendation of **\$11,000** (GST exclusive) under the **Matching Grant Program** for the following project:

Applicant	Project	Recommended
Preston Hornets Cricket Club	Whitlam Park Cricket Pitch Upgrade	\$11,000

3. Endorses the funding recommendation of **\$10,000** (GST exclusive) under the **Community Sponsorship Program** for the following project:

Applicant	Project	Recommended
Multicultural Festivals Australia Incorporated	Ramadan Eid Bazaar Festival	\$10,000

## **REPORT**

### **Community Grant Program**

The Community Grant Program received three applications which met the eligibility criteria and are recommended for funding as follows:

<b>Applicant</b>	Indian Senior Citizens Society		
<b>Project</b>	ISCS Program 2024		
<b>Amount Requested</b>	\$5,000	<b>Total Project Cost</b>	\$8,000
<b>Location</b>	Liverpool CBD, NSW 2170	<b>Date</b>	March 2024 to December 2024
<b>About the Applicant</b>	Indian Seniors Citizens Society (ISCS) is a multicultural community group with over 60 members from the Liverpool LGA. ISCS focuses on wellbeing programs for seniors experiencing social isolation through therapeutic group activities and events that encourage social connection and community participation.		

<b>Description</b>	<p><b>Objectives:</b> In partnership with local service providers and health care professionals, ISCS aims to deliver a 12-month group program targeting social isolation within the Indian Australian Senior community. Through workshops and activities addressing physical and mental health and wellbeing, ISCS aims to see seniors in Liverpool reconnect, build friendships, and gently access assistance services. The program aims to:</p> <ul style="list-style-type: none"> <li>• Provide an opportunity for seniors to connect socially and engage in wellbeing activities to overcome social isolation; and</li> <li>• Educate and encourage seniors to access services that focus on issues that specifically affect seniors, including health, financial management, and elders abuse.</li> </ul> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Improve social engagement and reduce social isolation amongst women in the Indian Australian community; and</li> <li>• Open pathways for Seniors to access medical and referral services that improve the quality of life.</li> </ul>
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• Liverpool LGA Seniors</li> </ul>
<b>Assessment</b>	<p><b>Recommended for Funding - \$5,000</b> The project aligns with the Community Strategic Plan Objective 1 - Healthy, Inclusive, Engaging, Objective 3 – Evolving, Prosperous, Innovative, and Objective 4 - Visionary, Leading, Responsible, and meets the Community Grants Program's funding priorities. <b>Expected program outcomes 7.4.1 a), b) c), and d).</b></p>

<b>Applicant</b>	Association For Community Development Incorporated		
<b>Project</b>	Ramadan Shopping Festival 2024		
<b>Amount Requested</b>	\$5,000	<b>Total Project Cost</b>	\$11,994.00
<b>Location</b>	Michael Clarke Recreation Centre, Carnes Hill NSW 2171	<b>Date</b>	30 March 2024
<b>About the Applicant</b>	Association for Community Development (ACD) is a volunteer-based organisation focused on fostering cohesion amongst community members. Founded by a group of immigrants who now call Australia home, ACD organises various multicultural events that celebrates Liverpool's diversity and encourages cultural exchange.		
<b>Description</b>	<p><b>Objective:</b> The Ramadan Shopping Festival 2023 is a cultural marketplace enabling local entrepreneurs and small businesses with an opportunity to promote their craftsmanship (traditional clothing, jewelry, and arts). The festival is free to attend and aims to promote business connections for local vendors while providing a social opportunity for the broader community to participate in a vibrant exchange of culture through stalls, food, and entertainment.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Increase community participation and promotion of Liverpool's rich cultural diversity through a marketplace; and</li> <li>• Improve brand exposure and opportunities for small businesses and local entrepreneurs in the Liverpool LGA;</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• Residents and multicultural groups of Liverpool LGA</li> <li>• Small businesses and local entrepreneurs</li> </ul>		
<b>Assessment</b>	<p><b>Recommended for Funding - \$5,000</b> The project aligns with the Community Strategic <i>Objective 1 - Healthy, Inclusive, Engaging</i>, <i>Objective 3 – Evolving, Prosperous, Innovative</i>, <i>Strategic Objective 4 – Visionary, Leading, Responsible</i>. <b>Expected program outcomes 7.4.1 a), b) and c).</b></p>		

<b>Applicant</b>	Iraqi Australian University Graduate Forum Incorporated		
<b>Project</b>	International Women's Day - Accelerating Gender Equality through Economic Empowerment		
<b>Amount Requested</b>	\$5,000	<b>Total Project Cost</b>	\$12,000
<b>Location</b>	Casula Powerhouse & Art Centre, Casula NSW 2170	<b>Date</b>	10 March 2024
<b>About the Applicant</b>	<p>The Iraqi Australian University Graduate Forum Incorporated (IAUGFI) is a non-for-profit community organisation which provides services to residents of the Liverpool and Fairfield LGAs and surrounding suburbs. The members of the organisation are volunteers, who will assist and support the local residents, new arrivals, refugees, and migrants to contribute to a harmonious and inclusive society.</p> <p>Programs are inclusive of cultural and educational activities such as Australia Day celebrations, International Women's Day, HSC students award presentation, Refugee Week activities, and cultural &amp; literature programs.</p>		
<b>Description</b>	<p><b>Objectives:</b> In celebration of International Women's Day 2024, IAUGFI (in partnership with CORE and Settlement Service International) aims to deliver a community event focusing on 'Accelerating Gender Equality through Economic Empowerment'. The event will be held at Casula Powerhouse Art Centre (CPAC) with a panel of inspiring women sharing advice around financial independence with women. The program also includes entertainment with cultural performances, and refreshments.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Increase participation of women in community activities and programs that promote social wellbeing and financial independence;</li> <li>• Enhance harmony and cross-cultural relations within a multicultural community (Liverpool LGA); and</li> <li>• Improve access to information that address economic empowerment and build social networks that build capacity.</li> </ul>		
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• 1,000 attendees from Liverpool LGA and surrounding LGAs; and</li> <li>• 30 volunteers, working together in planning and delivering the activities.</li> </ul>		



<b>Assessment</b>	<p><b>Recommended for Funding - \$5,000</b></p> <p>The project aligns with the Community Strategic Plan Objective 1 - Healthy, Inclusive, Engaging, Objective 3 – Evolving, Prosperous, Innovative, and Objective 4 - Visionary, Leading, Responsible, and meets the Community Grants Program’s funding priorities.</p> <p><b>Expected program outcomes 7.4.1 a), b) c), d), and f).</b></p>
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### Matching Grant Program

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

<b>Applicant</b>	Preston Hornets Cricket Club		
<b>Project</b>	Whitlam Park Cricket Pitch Upgrade		
<b>Amount Requested</b>	\$11,000	<b>Total Project Cost</b>	\$22,000
<b>Location</b>	Whitlam Park, 4 Recreation Place, Busby NSW 2168	<b>Date</b>	April 2024
<b>About the Applicant</b>	<p>Prestons Hornets Cricket Club (PHCC) has been one of the largest sporting organisations in the Liverpool LGA for over 50 years. The club displays a strong passion for developing junior cricket players while maintaining sportsmanship and integrity. PHCC takes pride in its distinct membership with 22 junior teams and 11 senior teams comprising of male and female players from diverse backgrounds.</p> <p>PHCC is seeking funding for cricket pitch upgrades at Whitlam Park, a Council owned sporting field located in Busby.</p>		
<b>Description</b>	<p><b>Objective:</b></p> <p>PHCC caters to over 200 members utilising the sporting field at Whitlam Park in Busby. Funding will be used to evenly resurface the existing synthetic cricket pitch and overcome water retention due to wet weather. The pitch upgrade aims to:</p> <ul style="list-style-type: none"> <li>• Provide a safer, more durable playing facility for members and sporting community; and</li> <li>• Improve club activity and continuity by reducing the number of ground closures due to extended wet weather through pitch and stump resurfacing with enhanced absorption.</li> </ul>		

	<b>Outcomes:</b> <ul style="list-style-type: none"> <li>Improve community infrastructure and beautification of sporting fields through cricket pitch surface upgrades; and</li> <li>Providing greater access to sporting groups and experience social and physical wellbeing.</li> </ul>
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>Sports players, sporting community and residents/visitors.</li> </ul>
<b>Assessment</b>	<p><b>Recommended for Funding - \$11,000</b></p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging, Objective 3 - Evolving, Prosperous, Innovative, Objective 4 - Visionary, Leading, Responsible.</i></p> <p><b>Expected Matching Grant Program Outcomes 7.6.2 e), f) and g).</b></p>

### **Community Sponsorship Program**

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

<b>Applicant</b>	Multicultural Festivals Australia Incorporated		
<b>Project</b>	Ramadan Eid Bazaar Festival		
<b>Amount Requested</b>	\$10,000	<b>Amount Requested</b>	\$29,000
<b>Location</b>	Whitlam Leisure Centre Liverpool	<b>Date</b>	6 April 2024
<b>About the Applicant</b>	Multicultural Festival Australia Incorporated (MFAI) is a volunteer organisation delivering large scale cultural events in the Liverpool LGA. MFAI aims to bring a variety of key Southeast Asian and Fijian celebrations to the Liverpool LGA in an effort to boost broader community participation.		
<b>Description</b>	<p><b>Objectives:</b></p> <p>The Ramadan Eid Bazaar is a festival celebrating the traditional end of Ramadan. The festival is free to enter and open to the broader community to experience food from around the world, multicultural community stalls, family friendly entertainment and activities. The event will take place at the Whitlam Leisure Centre attracting tens of thousands of visitors to the Liverpool LGA. The event brings together community members from all backgrounds to engage in cultural exchange.</p>		

	<b>Outcomes:</b> <ul style="list-style-type: none"> <li>Increased involvement and engagement by communities in social activities that celebrate Liverpool's cultural diversity;</li> <li>Economic benefit to local small businesses and opportunity to showcase their goods and services;</li> <li>Promote tourism into Liverpool through regional and national visitors; and</li> <li>Promote Liverpool as a multicultural hub providing Council with promotional and publicity opportunities.</li> </ul>
<b>Beneficiaries</b>	10,000 residents and visitors.
<b>Assessment</b>	<b>Recommended for Funding - \$10,000</b>  The project aligns with the Community Strategic Plan Objective 1 - <i>Healthy, Inclusive, Engaging</i> , Objective 2 - <i>Livable, Sustainable, Resilient</i> , and meets the Community Sponsorship funding priorities. <b>Expected program outcomes 7.7.1 a), b), c), d) and e).</b>

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation have been included in Council's budget for the current year and long-term financial plan. A full breakdown of operating budget is included below.

The budget allocation for the Community Sponsorship Program has now been exhausted for the 2023-2024 financial year. Any further successful applications received under Community Sponsorship will be supported through funds drawn from other grant programs for the remainder of this financial year.

<b>COMMUNITY SPONSORSHIP</b>			
Budget	Balance	<i>Recommended for funding in this report</i>	<b>Remaining</b>
\$100,000	<b>971</b>	\$10,000	<b>-\$9,029</b>
<b>COMMUNITY GRANTS</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
\$102,000	<b>\$21,439</b>	\$15,000	<b>\$6,439</b>
<b>MATCHING GRANTS</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
\$200,000	<b>\$160,282</b>	\$11,000	<b>\$149,282</b>
<b>SUSTAINABLE ENVIRONMENT GRANTS*</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>

\$75,000	\$50,000	Nil	\$50,000
<b>COMBINED FUNDING BALANCE</b>			
Combined Budget	Combined Balance	Total recommended funding in this report	Remaining
\$477,000	\$232,692	\$36,000	\$196,692

## **CONSIDERATIONS**

<b>Economic</b>	The financial impacts are outlined in the report above.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Foster neighborhood pride and a sense of responsibility. Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
<b>Legislative</b>	Local Government Act 1993, including sections 24 and 356.  The council may by resolution contribute money or otherwise grant financial assistance to people for the purpose of exercising its functions. Council's grant programs are targeted to ensure a lawful and consistent approach to its contributions and financial assistance. Key functions that are supported are Council's functions of providing goods, services, and facilities, and conducting activities, appropriate to the current and future needs within the Liverpool local community and of the wider public, subject to the Local Government Act, the regulations, and any other law.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

Nil

<b>COM 03</b>	<b>2024 National General Assembly of Local Government</b>
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<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	045325.2024
<b>Report By</b>	M'Leigh Brunetta - Civic & Executive Services Lead
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

## **EXECUTIVE SUMMARY**

The 2024 National General Assembly of Local Government (NGA) will be held in Canberra from Tuesday 2 July to Thursday 4 July 2024. The report seeks Council to resolve Councillor attendance and recommended motions.

## **RECOMMENDATION**

That:

1. Any Councillor who wishes to attend the 2024 National General Assembly of Local Government notify the Councillor Support by 15 March 2024;
2. Any Councillor who wishes to propose motion/s to be submitted to the NGA, provide the proposed motion/s to the Councillor Support by 15 March 2024.
3. Any proposed motions will be forwarded to all Councillors for any comment / feedback prior to CEO approval and submitting to the NGA by the 29 March 2024 deadline.

## **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.

As the national voice for local government, the Australian Local Government Association (ALGA) advocates on behalf of Australia's 537 Councils for funding and policy outcomes that support local governments to deliver better results for their communities.

The 2024 NGA will be held in Canberra from Tuesday 2 July to Thursday 4 July 2024.

This year's event will include a wide range of forums and opportunities to engage directly with the Federal Government, including:

- Regional Cooperation and Development Forum on Tuesday 2 July (from 9.00am);
- Sessions on national priorities, including housing, disaster resilience, and energy transition, on Tuesday 2 July (from 3.00pm);
- Federal Parliamentary, policy voting, and other sessions on Wednesday 3 and Thursday 4 July (9.00 - 5.00pm); and
- Australian Council of Local Government (ACLG) on Friday 5 July (8.00am – 4.00pm).

The theme for the 2024 NGA will be "Building Community Trust" and the ALGA is seeking motions to guide ALGA's Board, in particular, where they identify opportunities for new federal programs and policies that will support Councils to build trust, both in our communities and as a local delivery partner for the Australian Government.

The ALGA Discussion Paper (attached to this report) covers some of the critical national policy areas that the sector needs to consider now and into the future and will help with the preparation of any motions.

A notice of motion to this year's NGA should consider:

- How all levels of government in Australia can build trust in each other and earn greater trust from the community;
- Practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- Focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- New program ideas that would help the local government sector to deliver the Australian Government's objectives.

Motions should be concise, practical and able to be implemented.

They must also meet the guidelines for motions outlined in this paper.

## **FINANCIAL IMPLICATIONS**

There will be financial costs per delegate for registration, accommodation and meals. These are outlined in the Economic considerations below.

The costs have been included in Council's budget as they align to Council's Civic Expenses and Facilities Policy.

## **CONSIDERATIONS**

<b>Economic</b>	<p>The following costs will be incurred per delegate:</p> <p>Registration: Approximately \$1,000 per person.</p> <p>Accommodation: Approximately \$350 per night per person.</p> <p>Meals: Approximately total of \$350 for conference dinners on 2 and 3 July 2024.</p> <p><i>Note: Conference registration costs have not yet been released and are based on 2023 rates.</i></p>
<b>Environment</b>	<p>Raise community awareness and support action in relation to environmental issues.</p> <p>Promote an integrated and user friendly public transport service.</p> <p>Support the delivery of a range of transport options.</p>
<b>Social</b>	<p>Raise awareness in the community about the available services and facilities.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Facilitate the development of community leaders.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>

<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be low and is considered to be within Council's risk appetite.

## **ATTACHMENTS**

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1. Correspondence from Australian Local Government Association (Under separate cover)
2. Calls for Motions Discussion Paper (Under separate cover)



**COM 04****Community Forums**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	046444.2024
<b>Report By</b>	M'Leigh Brunetta - Civic & Executive Services Lead
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

The Community Forums (the Forums) are a key consultative mechanism for Council.

In the last quarter of 2023, Council conducted a series of community forums for the precincts Austral, Carnes Hill, Hoxton Park and Prestons, Warwick Farm / Liverpool, Wattle Grove Hammondville, Middleton Grange, Pleasure Point and Voyager Point, Edmondson Park, Ashcroft, Busby, Green Valley, Heckenberg, Hinchinbook and Sadleir .

These forums were an opportunity for the community to voice their concerns, ideas, and suggestions regarding their localised issues within their neighborhoods.

The Forums provide a platform for Council to engage with local communities and understand the perspectives and experiences to ensure effective governance and decision-making.

Council resolved at the 4 February 2024 meeting that:

*Council brings a report back to the February Meeting with an update on actions taken on the issues raised at the Community Forums*

This report outlines a summary of the key matters raised in each precinct and a Council response on matters to date.

Council will continue to value and integrate the insights gained from these forums, working collaboratively to bring about positive change that truly reflects the needs and aspirations of our community to better reflect Council's ongoing commitment to flexible, responsive, and meaningful community engagement.

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## **RECOMMENDATION**

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That the Council receive and note this report.

## **REPORT**

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### **Background**

The Forums were established to provide a consultative mechanism where the Council could engage with the community on key issues and matters such as Council program and services, initiatives, and planning and development. The Forums provide a platform for residents to express their thoughts directly to the Council. They also provided an opportunity for external bodies, including state and federal government agencies, to engage with the Liverpool community.

In November/December, the Council conducted a series of community forums for the suburbs of Austral, Carnes Hill, Hoxton Park and Prestons, Warwick Farm / Liverpool, Wattle Grove Hammondville, Middleton Grange, Pleasure Point and Voyager Point, Edmondson Park, Ashcroft, Busby, Green Valley, Heckenberg, Hinchinbrook and Sadleir.

These Forums were all driven by community feedback and requests for information about specific issues. They addressed known 'hot button' topics for residents based on previous conversations, social media posts and correspondence with Council.

The Forums was well attended, which represented a significant excellent return on investment and time by Council, and strengthens community engagement, as well as Council brand and reputation.

Council documented and has lodged feedback received and is committed to not only hearing but also acting upon, resolving issues, and ensuring that the community's concerns shape policies and initiatives.

In the first quarter in 2024, Council will conduct Forums in Chipping Norton/Moorebank, Cecil Hills, Wallacia, Greendale, Bringelly, Leppington, Kemps Creek, and Rossmore.

Council will then proceed to return to each precinct again to allow Council to report back to each precinct with information requested, as well as an update on action taken.

The returning Forums, will be in a structured program to allow:

- Council to update critical and strategic-based items, providing an opportunity for consultation with community on broad council projects and activities specific to their areas.

- Response presentation by Council Officers, driven by community feedback provided at the first round.
- Presentations by Council and/or other relevant stakeholders (such as Police, planning authorities, development updates) on 'hot topics' within the community if raised at previous session; and
- A 'Q&A' session with Councillors, and Council staff including networking opportunities before formal session commences.

### **Summary of Community Forums feedback**

#### **1. Summary – All Forums**

Below is a summary of top issues raised across all Forms.

A	Potholes
B	General maintenance and amenity across the LGA
C	New Park and amenity in newly established and growth areas
D	Lack of communication and activities in local neighborhoods
E	Council responsiveness to action requests

#### **2. Austral**

	<b>Issue or key themes</b>	<b>Council response</b>
A	Pedestrian safety on Fifteenth Avenue	Council rangers continue to use discretion for vehicles parked on nature strip with rolled kerbs. A review of fines issued in these areas shows that all fines have been issued to heavy vehicles, streets with straight kerb or vehicles causing a safety issue. (Planning and Compliance)
B	Improved playgrounds/parks for children	Austral is a growing suburb that is transitioning from the once rural farmlands to urban residential precincts.  Council includes a condition of consent on all developers to upgrade/implement pedestrian footpaths along all site frontages. This is the current mechanism being relied upon to facilitate the completion of the pedestrian network in this area. (Planning and Compliance)

		Based on the Masterplan currently being developed by Community Planning and at the consultation stage, Council will upgrade existing playground at Scott Park. It is anticipated that design will take 8 weeks, with site work to commence mid to late June 2024. (Operations)
C	Improved facilities at Craik Park	A Landscape Masterplan is being finalised for Craik Park to guide development and improvements over the next 10 years. A report will go to the March Council Meeting for Council's to consider adopting the Landscape Masterplan and placing it on public exhibition.
D	Relocation of Austral Soccer Club	Council has supported the request from Austral FC to access Craik Park Two (2) nights per week to support the increases in player numbers. The long master planning for Austral FC is yet to commence. However, it is envisaged that once land acquisition plans are finalised Austral FC will be engaged as a primary stakeholder to ensure the facility needs meet the future vision of the Club. (Community and Lifestyle)
E	Fifteenth Avenue traffic issues – daily congestion	<p>Fifteenth Avenue has been identified as a major route connecting Liverpool Council to the new Badgerys Creek Airport.</p> <p>As such, Transport for NSW has agreed and is in the process of upgrading Fifteenth Avenue to be a Fast Transit Corridor. Transport is currently finalising designs that will see additional lanes, and possible dedicated bus lanes. These upgrades are expected to improve the east-west movements and provide better connectivity to the state road network. (Planning and Compliance)</p>

F	Footpath concerns – lack of connectivity	<p>Austral is a growing suburb that is transitioning from the once rural farmlands to urban residential precincts.</p> <p>Council includes a condition of consent on all developers to upgrade/implement pedestrian footpaths along all site frontages. This is the current mechanism being relied upon to facilitate the completion of the pedestrian network in this area. (Planning and compliance)</p> <p>Council has proposed to provide temporary footpaths in Austral for the purpose of connectivity to key locations. (Operations)</p>
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### 3. Carnes Hill, Hoxton Park, and Prestons

	Issue or key themes	Council response
A	Update of delivery of Carne's Hill Swimming and pool	In February an architect was selected for the Carnes Hill Aquatic Centre. A development application will be lodged in mid-2024. (Planning and Compliance)
B	Traffic management around Carnes Hill Precinct	<p>Further clarification of the concerns is needed. In terms of development Traffic, Council reviews and endorses Construction Traffic Management Plans as well as Road Occupancy Permits which detail construction vehicle movements, appropriate times for these movements to occur and traffic management around the works.</p> <p>Council makes every effort to minimise the impacts of Construction activities on the local traffic network and keep the Community informed of relevant works.</p> <p>Current and future approved work activities can be located on Council's</p>

		Website via the E-Planning Portal. This will assist the local Community in making prior travel arrangements. (Planning and Compliance)
C	Council issued fines to residents living in areas with narrow streets	Council rangers continue to use discretion for vehicles parked on nature's trip with rolled kerbing. A review of fines issued in these areas shows that all fines have been issued to heavy vehicles, streets with straight kerb or vehicles causing a safety issue. (Planning and Compliance).
D	Extra buses required along Kurrajong Road	The concerns have been forwarded to the Bus Service Provider, Transit Systems, who will investigate patronage data and determine if any changes are required to their routes or frequency. (Planning and Compliance)
E	Excessive speeding of vehicles along Kurrajong Road	<p>The matter has been forwarded to Police and Crime Stoppers to undertake targeted enforcement and Community Education campaigns.</p> <p>The Community is encouraged to report any instances of poor driver behaviour to Crime Stoppers via their website. (Planning and Compliance)</p>
F	Periodic street sweeping required Horningsea Park	At this stage, the street sweeping cycle for the area is within the range of 12 to 16 weeks. Periodic street sweeping is an essential part of our maintenance program to ensure the cleanliness of the community. We are continuously evaluating and optimizing our resources to address the needs of each neighborhood, including Horningsea Park. (Operations)

**4. Warwick Farm / Liverpool**

	<b>Issue or key themes</b>	<b>Council response</b>
A	Maintenance of parks and grass in Warwick Farm	Warwick Farm has a dedicated parks team to service the area – the team will address concerns raised via Customer Service. (Operations)
B	Rodents and snakes on vacant land at Orange Grove	Please provide the address so that Council can inform the relevant owner to clear the vegetation. (Operations)
C	Improved communication by Council to residents	<p>Communications will be actively communicating in print (Liverpool Life), email (newsletters) and social media about Before/After's on all in-community feedback (potholes, general maintenance, new parks etc.)</p> <p>Communications will continue to actively monitor, respond to and report on activities in local neighborhoods and in support of Council responsiveness to community comments via social media.</p>
D	CBD Illegal waste and dumping including Light Horse Park and Squash land area	Action is being implemented. As a proactive step, we have already assigned dedicated staff to clean, maintain, and monitor the specified areas. This initiative has been incorporated into our ongoing program to ensure consistent oversight and timely resolution. (Operations)

**5. Wattle Grove / Hammondville**

	<b>Issue or key themes</b>	<b>Council response</b>
A	Update on current state - Hammondville Park Development Masterplan	A final masterplan design for Hammondville has been developed and is proposed to integrate it with the surrounding sporting facilities and maximise connections with the sporting recreation and open spaces. The Plan of Management Public hearing was conducted in December 2023 and exhibition of the Plan has closed. Further public consultation on a proposal to sell part of the site to Moorebank Sports Club will commence in February 2024.
B	Update on Marina development at Moorebank	<p>The Georges Cove Marina development application (DA-611/2018) was approved in May 2021. Construction is currently underway.</p> <p>There is a planning proposal to enable high density residential development to be built alongside the marina. This would involve the construction of approximately 21 terraces and 319 apartments. In December 2023, Council endorsed this proposal to progress to the Department of Planning and begin community consultation. Currently Council is working with the proponent and state agencies to resolve flooding issues in relation to this proposal. (Planning and Compliance)</p>
C	Building compliance, land clearing	<p>Compliance matters and land clearing are currently under investigation by Council. (Planning and compliance)</p> <p>Wattle Grove Youth Centre, building bathroom compliance works are planned in 2023/24 program year. (Operations)</p>



D	Presentation and maintenance of roundabouts in Wattle Grove	<p>Wattle Grove has a dedicated team to service the area – the team leader has a lot of interaction with the community and will address concerns raised via Customer Service.</p> <p>Compliance matters and land clearing are currently under investigation by Council. (Operations)</p>
E	Nuwarra Road roundabout and heavy vehicle access	<p><b>Heavy Vehicle Access:</b> Council has approved the implementation of a 5Tonne load limit along Nuwarra Road. Transport for NW is currently working with the National Heavy Vehicle Register (NHVR) to reclassify the road and update their database prior to the installation of the relevant signage. This is anticipated to be complete within the next 6-8 weeks (by the end of March 2024)</p> <p><b>RAB:</b> The RAB at Nuwarra Road and Marshall Avenue was installed to facilitate equitable access for vehicles exiting Marshall Avenue. The priority along Nuwarra Road has been observed to remain indicating that vehicles exiting Marshall Avenue generally are able to do so once traffic completely passes, or when vehicles are required to queue on the eastern leg of Nuwarra Road due to traffic 'banking up' from the traffic signals. In this regard the RAB is not identified as creating any additional traffic flow implications. (Planning and Compliance)</p>
F	Parking issues at Walder Road Medical Centre	<p>The car park at the Walder Rd Medical Centre was recently completed with observations by observations indicate that vehicles visiting the centre are well accommodated.</p>

		<p>Any complaints received by Council regarding illegal parking on Council roads are attended to by Council rangers with enforcement action taken.</p> <p>The car park at the Walder Rd Medical Centre was recently completed with observations by observations indicate that vehicles visiting the centre are well accommodated.</p> <p>Any complaints received by Council regarding illegal parking on Council roads are attended to by Council rangers with enforcement action taken. (Planning and Compliance)</p>
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## 6. Pleasure Point and Voyager Point

	Issue or key themes	Council response
A	DA's and planned zoning in Voyager Point	<p>The residential development potential in Voyager Point has nearly been reached. There remains only one undeveloped parcel west of The Avenue between the rail line and Heathcote Rd. A Development Application (DA-1056/2017) was approved in January 2020 to create 31 residential lots.</p> <p>No zoning changes are planned for Voyager Point. (Corporate Services)</p>
B	Lack of transportation in the area including bus route/services	<p>The concerns have been passed on to the Bus Service provider, Transit Systems, to consider the need for additional services in the area. (Planning and Compliance)</p>
C	Events and community facilities – lots in CBD but require activation in neighborhoods	<p>In 2023, Council established family fun-days that are delivered monthly in rotating suburban locations across the LGA. An activation is scheduled for Voyager Park, Voyager Point on 6 April. Promotion of these has been</p>

		largely across Council's social media channels, with a targeted letterbox drop for residents in proximity of the park or reserve within the month prior to its scheduled activation. (Community and Lifestyle)
D	Pedestrian amenity and safety – footpath maintenance	Council has recently completed several concrete footpath maintenance works in Voyager Point. Furthermore, residents are encouraged to contact Council with details of any defects on the footpath. Council can then inspect the footpath, prioritise repair works based on the severity of defects, and carry out the repairs according to the priority program. Meanwhile, if any areas are deemed unsafe, the maintenance crew will make them safe and maintain them in a safe condition until permanent repairs have been completed. (Operations)
E	Maintenance of trees, parks, and habitat	Post November meeting several issues were raised mostly relating to Trees, multiple CRMS have been addressed. 1550166 1550157 1550149 Matt M attending forum tonight 15/02/2023 at Voyager point. (Operations)

**7. Middleton Grange**

	<b>Issue or key themes</b>	<b>Council response</b>
A	Traffic issues, and transport infrastructure needed urgently (pedestrian safety and speed bumps/traffic calming)	(The community is encouraged to e-mail the Council with the locations of concern. Staff can then review and determine appropriate actions. (Planning and Compliance)
B	Increased police patrols – pedestrian safety	<p>Police Patrols: The matter has been forwarded to the Police with a request to provide additional patrols.</p> <p>A greater police presence has been noted to deter poor driver and pedestrian behaviour.</p> <p>Pedestrian Safety: The community is encouraged to e-mail the Council with the locations of concern. Staff can then review and determine appropriate actions. (Planning and Compliance)</p>
C	Southern Cross Drive renaming	A Council report was considered at the December 2023 Council meeting where a decision was deferred to “conduct door knocks of homes affected by the proposal”. This occurred on 8 February. A Council report will be considered at the March Council meeting to determine whether to rename this stretch of road and what name is to be used. (Planning and Compliance)
D	Lack of community facilities – community hall and hiring facilities	Middleton Grange does not currently have a dedicated community facility. A community facility was originally earmarked in the yet to be built town centre site in open space directly west of the existing primary school.

E	Update on Town Centre and zoning, density and allocation of social housing (too high)	<p>The Middleton Grange Town Centre was rezoned under Amendment 63 of the Liverpool Local Environmental Plan 2008 (LEP). Amendment 63 came into effect on 1 November 2022.</p> <p>There are no current plans for social housing within this development site. (Planning and Compliance)</p>
F	Community infrastructure - Affleck Gardens and more shade/seating at water park	Affleck Garden Park is currently out to tender, closing at the end of February. It is anticipated that work will commence at the end of April 2024 and take fourteen (14) weeks to complete. (Operations)

## 8. Edmondson Park

	Issue or key themes	Council response
A	Traffic and pedestrian safety, slowing down vehicles	The Community is encouraged to e-mail Council the locations of concern. Staff can then review and undertake any necessary action. (Planning and Compliance)
B	Accessible public toilets needed	Council will investigate the feasibility of installing an accessible amenities facility at the corner of Falkner Way and Buchan Avenue as a part of its 2024/25 Capital Improvement plan. (Planning and Compliance)
C	Residents desire to see 5 – 10-year plans for the area (vision)	<p>Edmondson Park is being developed under the current planning controls. These planning controls including the zoning and development standards applying to each part of the suburb will guide development over the next 5-10 years.</p> <p>For the Town Centre, both Landcom and Frasers Development have high density residential developments proposed. Council is working to ensure these developments are supported by sufficient</p>

		community and traffic infrastructure. (Planning and Compliance)
D	Illegal dumping and hygiene risks	Action is being implemented. As a proactive step, we have already assigned dedicated staff to clean, maintain, and monitor the specified areas. This initiative has been incorporated into our ongoing program to ensure consistent oversight and timely resolution. (Operations)
E	Parks and community placemaking required, Council plans for growth	Council has been working on further open space land acquisition in Edmondson Park for the remaining district parks. Council has also been working with the developers to plan and deliver additional functional open space with playgrounds, passive spaces, and recreational facilities.

**9. Ashcroft, Busby, Green Valley, Heckenberg, Hinchinbrook, Sadleir**

	<b>Issue or key themes</b>	<b>Council response</b>
A	No lights at Gard Park, Ashcroft, and requesting outside gym area	<p>Council is liaising with Endeavour Energy to determine what requirements should be met for the implementation of lighting in these locations.</p> <p>The process can take between 3-6 months to obtain approval and further implement any approved lighting design.</p> <p>Community patience is appreciated whilst Council progresses this matter. (Planning and Compliance)</p>
B	Flooding at Mannix Park Basin creating damage to resident's homes	Council's maintenance crew has re-formed the table drain along the back fence of the properties that had silted over time and cleared the drainage pits in Mannix Park. There are multiple stormwater pipes discharging water from

		Mannix Park onto the stormwater pipe network in Strickland Crescent. Inspection and cleaning of these pipes have been included in the maintenance program and will be carried out as soon as possible. (Operations)
C	Graffiti on shops along Celebration Road	Facilities will have this clean up this morning 15/2/24. (Operations)
D	Handrail request for 50m outdoor pool at Michael Wendon Centre	<p>Investigation and design underway, works are planned to be completed by June 2024. (Operations)</p> <p>Council has undertaken a review of access entry to the 50m pool and has in doing so has:</p> <ol style="list-style-type: none"> <li>1. Engaged International Quadratics to customise and install three (3) handrails to assist with entry to the 50m pool from the beach access points. These rails are currently being fabricated for a March 2024 installation.</li> <li>2. Engaged Para Mobility to design, fabricate and install customized easy access steps that will support access into the 50m pool from the shallow end. These steps will be implemented in March 2024 (Community and Lifestyle).</li> </ol>
E	Potholes along Gabo Road, Bobbin Road and Spica Street, Sadlier	The road pothole patching crew will inspect and repair potholes as required. Any isolated road failures will be included in the maintenance program, and repairs will be carried out to ensure the road remains in a safe condition for the public and motorists. (Operations)

## **FINANCIAL IMPLICATIONS**

Community Forum delivery budget has been included in Council's budget for the current year and long-term financial plan.

Matters raised for action because of the Forums are applied as follows:

- Council operational matters to be addressed within operational budget and delivery.
- Matters outside Council operational scoped to be referred to the appropriate authority.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	<p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Foster neighborhood pride and a sense of responsibility.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles, and decision-making processes.</p> <p>Deliver services that are customer focused.</p>
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

Nil



**CORP 01**

**Amendment to Civic Expenses and Facilities Policy**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	021438.2024
<b>Report By</b>	David Day - Head of Governance
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

Council's Civic Expenses and Facilities Policy provides for an allowance to be paid to Council Panel members and alternates who attend meetings of the Sydney Western City Planning Panel. The Policy currently provides for the following in paragraph 4.8.2:

- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.
- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as understudies have an allowance of \$275 (includes GST) per meeting.

The purpose of this report is to seek Council's support to maintain the daily cap on the fee paid to members who attend meetings of the Sydney Western City Planning Panel and to introduce such a cap on the fee paid to alternate panel members who attend Sydney Western City Planning Panel meetings for learning purposes.

**RECOMMENDATION**

That Council:

1. Endorse the draft 'Civic Expenses and Facilities Policy' at Attachment 1 for public exhibition for a period of not less than 28 days.
2. Agree that if no submissions are received, then the publicly exhibited policy should be adopted, subject to any non-significant amendments that the CEO may authorise.
3. Note that any submissions on the proposed policy will be reported to a subsequent meeting of Council.

## **REPORT**

Council has made several amendments to its Civic Expenses and Facilities Policy to provide for allowances to be paid to Council Panel members and alternate Council Panel members who attend Sydney Western City Planning Panel meetings. These amendments are summarised as follows:

June 2021	Provision for a payment of \$600 to Council Panel members who attend a Sydney Western City Planning Panel meeting
August 2022	Provision for a payment of \$1,100 to Council Panel members who attend a Sydney Western City Planning Panel meeting with a maximum daily limit of \$1,100
June 2023	Inclusion of a payment of \$275 per meeting for Alternate Council members who attend a Sydney Western City Planning Panel meeting

The daily cap on allowances for members attending the Sydney Western City Planning Panel was introduced because:

1. The Sydney Western City Planning Panel may deal with more than one development application on a day.
2. Each application that the Panel deals with is considered to be a separate meeting, even though they occur on the same day and may be separated only by a short break, for example of 15 minutes.
3. Council considered that an allowance of \$1,100 was sufficient remuneration for a Councillor to attend at the Sydney Western city Planning Panel on a given day, rather than allowing multiple allowances of \$1,100 for each meeting.

At its meeting on 26 April 2023, Council was asked to agree amendments to the Civic Expenses and Facilities Policy to retain the \$1,100 allowance for Councillors to attend the Sydney Western City Planning Panel and to introduce an additional allowance of \$275 for alternate Councillor members of the Sydney Western City Planning Panel to attend meetings as understudies. There was no reference in the proposed resolution to a daily cap on the allowance, either for Councillors attending as members or alternates attending as understudies. Council agreed the requested resolutions.

Following the Council meeting of 26 April 2023, the Civic Expenses and Facilities Policy was publicly exhibited with the following allowances in paragraph 4.8.2:

- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.

- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as an understudies has an allowance of \$275 (includes GST) per meeting.

There were no submissions received and the Civic Expenses and Facilities Policy was adopted with the above allowances. The Policy thus retains a daily cap on the allowance payable to members attending the panel but has no daily cap on the allowance payable to alternates attending the Sydney Western City Planning Panel.

Council is asked to agree to maintain the daily cap on the fee paid to members who attend meetings of the Sydney Western City Planning Panel and to introduce such a cap on the fee paid to alternate panel members who attend Sydney Western City Planning Panel meetings for learning purposes. If Council agrees to this position, the Civic Expenses and Facilities Policy will be publicly exhibited with the following allowances in paragraph 4.8.3:

- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.
- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as understudies has an allowance of \$275 (includes GST) per meeting to a maximum of \$275 per day.

There are no other amendments proposed to the Civic Expenses and Facilities Policy

## **FINANCIAL IMPLICATIONS**

The costs associated with this recommendation have been included in Council's budget for the current year and long-term financial plan.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>

<b>Legislative</b>	<p>Environmental Planning and Assessment Act 1979</p> <p>Section 220(1) of the Environmental Planning and Assessment Act 1979, together with clause 14 in Schedule 2 to the Act, provide that a member of a planning body (other than a full-time member of the Independent Planning Commission) is entitled to be paid such remuneration (including travelling and subsistence allowances) as the Minister may from time to time determine in respect of the member.</p> <p>The Minister wrote to councils in July 2009 advising that they were free to determine the fees paid to councillor members of Sydney District and Regional Planning Panels, subject to considering the following when setting fees:</p> <ul style="list-style-type: none"> <li>• Council staff members: No fees should be paid, as participation in the Sydney district Planning Panels would form part of the employee's regular duties, consistent with the Department of Premier and Cabinet Guidelines for NSW Board and Committee Members: Appointment and Remuneration ('the DPC Guidelines') on payment to Public Sector Employees.</li> <li>• Elected Councillors receive an annual fee set by the Local Government Remuneration Tribunal each year for performing their councillor duties. The additional per meeting fee is in recognition that membership of the Panel will bring additional responsibilities.</li> <li>• Community members: Each council may determine an appropriate level of remuneration for that person, by arrangement with that member, but that a meeting fee not exceeding \$1435 should be considered as a guide when determining appropriate remuneration rates. This is commensurate with the fee proposed for State appointed members.</li> </ul> <p>The Department has confirmed that the letter was sent (a copy of the letter has not been located in Council) and that the advice provided in 2009 remains current. The Department further advised that Councils are also advised to refer to the DPC Guidelines when calculating travel and subsistence allowances for their nominees.</p>
<b>Risk</b>	<p>The risk is deemed to be low and is considered to be within Council's risk appetite.</p>

## **ATTACHMENTS**

1. Draft Civic Expenses and Facilities Policy



## **DRAFT CIVIC EXPENSES AND FACILITIES POLICY**

Adopted: 29 June 2023

TRIM: 347882.2022-001



## CIVIC EXPENSES AND FACILITIES POLICY

**1. PURPOSE/ OBJECTIVES**

- 1.1 The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.
- 1.2 The objectives of this policy are to:
- a) Give guidance to the Mayor and Councillors as to what facilities and resources are available to them;
  - b) Provide a public statement as to how Council sets the payment of fees, and other support allowances, for the Mayor and Councillors when they carry out their role as an elected member; and
  - c) Implement Council's legislative responsibility in adopting a policy concerning the payment of expenses and the provision of facilities to the Mayor and Councillors.

**2. LEGISLATIVE AND GOVERNANCE REQUIREMENTS****2.1 Local Government Act 1993**

- 2.1.1 The *Local Government Act* 1993 (the Act) requires that Council adopt a policy concerning the payment of expenses and the provision of facilities to the Mayor and Councillors.
- 2.1.2 This policy is made in accordance with sections 252, 253 and 254 of the Act and clause 403 of the *Local Government (General) Regulation* 2021 (the Regulation).
- 2.1.3 Section 252 (1) of the Act requires that, within the first 12 months of each term of a council, that a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office.
- 2.1.4 Section 252(3) of the Act states, that a council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the Mayor, the Deputy Mayor (if there is one) or a Councillor otherwise than in accordance with a policy under this section.
- 2.1.5 Section 252 also provides for a Council to reduce the amount payable to the Mayor and Councillors by the amount representing any private benefit of a facility provided by the Council to them. It also requires that the policy be made under the provisions of the Act, the Regulation and any relevant guidelines issued under section 23A of the Act.
- 2.1.6 Section 253 specifies actions that Council must undertake before a policy concerning expenses and facilities can be adopted or amended. For the purposes of section 253 (3) Council has defined substantial as "a new allowance provision" or "a 10% increase to a current allowance".

## CIVIC EXPENSES AND FACILITIES POLICY

### 2.1.7 Section 253 states:

- 1) *A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
- 2) *Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.*
- 3) *Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the Council is of the opinion that the proposed amendment is not substantial.*
- 4) *(Repealed)*
- 5) *A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.*

### 2.1.8 Section 254 requires that a part of a Council or committee meeting which considers the adopting or amending of such a policy must not be closed to the public.

### 2.1.9 The *Government Information (Public Access) Act 2009* provides that the public are able to inspect during office hours at Council, and at no charge, the current version and the immediately preceding version of Council's expenses and facilities policy. The public are also entitled to a copy of the policy, either free through Council's website, or on payment of a reasonable copying charge. (For details see Council's Agency Information Guide.)

### 2.1.10 Section 23A of the Act provides for the Chief Executive of the Office of Local Government to prepare, adopt or vary guidelines that relate to the exercise by a council of any of its functions. It also requires that a council must take the relevant guidelines into consideration before exercising any of its functions.

## 2.2 Local Government (General) Regulation 2021

### 2.2.1 Clause 217 (Additional information for inclusion in annual reports) states in part:

- (1) *For the purposes of section 428 (4(b)) of the Act, an annual report of a Council is to include the following information:*
  - (a) *Details (including the purpose) of overseas visits undertaken during the year by Councillors, council staff or other persons while representing the Council (including visits sponsored by other organisations):*
    - (a1) *Details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, Councillors in relation to their civic functions (as paid by the Council, reimbursed to the Councillor or reconciled with the Councillor), including separate details on the total cost of each of the following:*

## CIVIC EXPENSES AND FACILITIES POLICY

- i. *The provision during the year of dedicated office equipment allocated to Councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in Councillors' homes (including equipment and line rental costs and internet access costs but not including call costs):*
- ii. *Telephone calls made by Councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in Councillors' homes:*
- iii. *The attendance of Councillors at conferences and seminars:*
- iiia. *The provision of induction training for Councillors, supplementary induction training for mayors and professional development programs for mayors and other councillors*
- iv. *The training of Mayors and Councillors and the provision of skill development for Mayor and Councillors:*
- v. *Interstate visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*
- vi. *Overseas visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*
- vii. *The expenses of any spouse, partner or other person who accompanied a Councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayor and Councillors for local councils in NSW prepared by the Secretary from time to time; and*
- viii. *Expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor, to allow the Councillor to undertake his or her civic functions.*

## 2.2.2 Clause 403 (Payment of expenses and provision of facilities) states:

*A policy under section 252 of the Local Government Act 1993 must not include any provision enabling a council:*

- a) *To pay any Councillor an allowance in the nature of a general expense allowance; or*
- b) *To make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular Councillor other than a Mayor.*



CIVIC EXPENSES AND FACILITIES POLICY

**2.3 Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW**

- 2.3.1 In October 2009, the former Division of Local Government issued updated guidelines to assist councils review and prepare policies on the payment of expenses and provision of facilities for Mayors and Councillors in local councils in NSW.

**2.4. Guidelines issued by the Office (formerly Division) of Local Government**

- 2.4.1 This Policy takes into account the following Circulars:

- a) Circular 08/03 Findings from review of Councillor expenses and facilities policies;
- b) Circular 08/24 Misuse of council resources;
- c) Circular 08/37 Council decision making prior to ordinary elections;
- d) Circular 09/36 Release of revised Councillor expenses and facilities guidelines;
- e) Circular 10/26 Misuse of council resources.

**2.5 The Model Code of Conduct for Local Councils in NSW**

- 2.5.1 This policy is consistent with the Model Code of Conduct for Local Councils in NSW, Division of Local Government March 2013. The following clauses of Council's Code of Conduct are particularly relevant to section 252 policies:

**7.12** *You must use council resources ethically, effectively, efficiently and carefully in the course of your public or professional duties and must not use them for private purposes (except when supplied as part of a contract of employment) unless this use is lawfully authorised and proper payment is made where appropriate.*

**7.14** *You must be scrupulous in your use of council property including intellectual property, official services and facilities and should not permit their misuse by any other person or body.*

**7.15** *You must avoid any action or situation which could create the impression that council property, official services or public facilities are being improperly used for your own or any other person or body's private benefit or gain.*

**7.16** *You must not use Council resources, property or facilities for the purpose of assisting your election campaign or the election campaign of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.*

**7.17** *You must not use Council letterhead, Council crests and other information that could give the appearance it is official Council material for:*

- a) *The purpose of assisting your election campaign or the election campaign of others; or*
- b) *For other non-official purposes.*

**7.18** *You must not convert any property of the council to your own use unless properly authorised.*

## CIVIC EXPENSES AND FACILITIES POLICY

**2.6 ICAC Publication: No excuse for misuse, preventing the misuse of council resources**

- 2.6.1 This policy takes into account the Independent Commission Against Corruption (ICAC) publication, '*No excuse for misuse, preventing the misuse of council resources*' (Guidelines 2) November 2002. This publication is available on the ICAC website at [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)

**3. DEFINITIONS**

**Act** means the *Local Government Act 1993*.

**Guidelines** refer to the Office of Local Government Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW.

**Policy** means the Civic Expenses and Facilities Policy.

**Regulation** refers to the *Local Government (General) Regulation 2021*.

**Remuneration Tribunal** refers to the Local Government Remuneration Tribunal.

**IT Consumable:** Printer ink and toner / Copier supplies / Paper / Data storage, memory sticks and cards / Computer accessories /Cabling and connectors /-CDs, DVDs & Blu-ray.

**4. POLICY STATEMENT****4.1 Remuneration to Councillors and the Mayor**

- 4.1.1 All Councillors (including the Mayor) will be paid an annual fee according to determinations made by the Remuneration Tribunal. Under the Act, the Tribunal's role is limited to determining the categories of councils (section 239) and determining the minimum and maximum fee range for Councillors and Mayors in each of those categories.
- 4.1.2 In accordance with section 249 of the Act, the annual fee paid to the Mayor is in addition to the fee payable to the Mayor as a Councillor.
- 4.1.3 In accordance with Section 248 of the *Local Government Act 1993* and the determination by the Tribunal, the Council will determine on an annual basis the fee to be paid to the Mayor and Councillors.
- 4.1.4 In accordance with section 254A of the Act, Council may resolve that an annual fee will not be paid to a Councillor or that the Councillor will be paid a reduced annual fee determined by the Council:
- a) For any period for which the Councillor is absent with or without prior leave from an ordinary meeting or ordinary meetings of the Council; or
  - b) In any other circumstances prescribed by the regulations.
- 4.1.5 If a Councillor is absent with or without leave of Council, from ordinary meetings of Council for any period of more than three months, Council must not pay any annual fee, or part of an annual fee, to that Councillor that relates to the period of absence that is in excess of three months.

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- 4.1.6 In accordance with section 254B of the Act, a Council may if resolved by Council, make a payment as a contribution to a superannuation account nominated by a Councillor.
- 4.1.7 The amount of a superannuation contribution payment is the amount the Council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the Councillor were an employee of the Council.
- 4.1.8 The superannuation contribution payment for the Mayor and Councillors will be in addition to the annual allowance.
- 4.1.9 A Councillor who is endorsed as a candidate for federal and state election may choose to voluntarily take leave of absence from council during their candidacy.
- 4.1.10 A Councillor may choose to voluntarily donate their Councillor allowance back to Council whilst on leave of absence from Council during their candidacy.

**4.2 Dispute resolution**

- 4.2.1 Any disputes that arise in relation to this policy will be resolved as follows:

- a) With the Councillor and the CEO; if unresolved;
- b) With the Mayor, if unresolved; and
- c) The Full Council will be asked to review the dispute.

**4.3 General allowance**

- 4.3.1 It is not appropriate or lawful for Council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement Councillor's annual fees (DLG Guidelines 2009 page 6). All expenses provided under this policy will be for a purpose specific to the functions of holding civic office.

**4.4 Support to Mayor**

- 4.4.1 Council is recognised as the third regional city after Sydney and Parramatta. It is experiencing rapid growth and development and is being serviced by a full-time Mayor. In the light of these circumstances, Council will provide the Mayor with a range of support and resources, so the Office of the Mayor can function properly and the Mayor can adequately represent the City at policy, civic and ceremonial levels. In addition to payment of the Mayoral allowance, the following facilities are additional to those outlined elsewhere in this policy and provided to Councillors.
- 4.4.2 Council will provide to the Mayor at its cost:
- a) A dedicated vehicle of a type deemed suitable to the position of Mayor of Liverpool, which will be equivalent to the range of vehicles to which Council directors are entitled under Council's Fleet Management Policy:
    - i. The vehicle provided for the Mayor is for use on official duties and functions of the Office of Mayor and for private use in accordance with Council's Fleet Management Policy;
    - ii. Council shall meet the fortnightly cost of cleaning (wash and vacuum) the Mayoral vehicle;

## CIVIC EXPENSES AND FACILITIES POLICY

- iii. Council shall supply and meet the usage costs associated with an electronic tag in the Mayoral vehicle;
- b) An allotted parking space at 33 Moore Street Liverpool;
- c) A fully furnished Mayoral office;
- d) Dedicated personal assistant;
- e) Ceremonial clothing including Mayoral robes and chains of office to be worn at civic and ceremonial functions;
- f) Secretarial, research and public relations services relating to the discharge of his/her civic functions, including use of official stationery and postage of official correspondence;
- g) Administrative assistance associated with civic functions, meetings and the like;
- h) Office refreshments;
- i) Meals or refreshments in conjunction with Council related business;
- j) A credit card to facilitate payment of incidental expenses such as attendance at functions, parking and entertainment in conjunction with the discharging of the functions of the Mayoral office:
  - i. The credit card will have limit of \$5,000 per month;
  - ii. The account is to be in the name of Liverpool City Council;
  - iii. The credit card is not to be used for personal expenses; and
  - iv. The account is to be reconciled with receipts on a monthly basis.
- k) Computer and Multifunction device at Mayoral Office;
- l) An appropriate mobile phone including usage costs;
- m) Where required to attend civic functions (e.g. Business Awards, Mayoral Ball), as civic leader of the City, no charge to be incurred for attendance; and
- n) The use of the Council crest on Mayoral stationery, or other formats of communication such as email, website etc.

**4.5 Support to Councillors**

4.5.1 In addition to the payment of an annual fee, Council will provide Councillors with a range of support and benefits which allow Councillors to discharge their public duty. The Councillors, including the Deputy Mayor, are entitled to receive the following benefits:

- a) Use of the Councillor's Room, telephone and limited hospitality facilities;
- b) Meals or refreshments in conjunction with Council meetings, briefings sessions, committee meetings and planning and training sessions and non-alcoholic refreshments in the Councillor's room;
- c) Secretarial services subject to specific approval of the CEO;
- d) An allowance of \$1,000 per Councillor per calendar year for mailing and stationery to assist Councillors in performing their duties as per section 232 (2) of the *Local Government Act*. These duties include organisation of community meetings and responding to inquiries (This allowance is reduced to \$50 per month per Councillor for April-September prior to an election);
- e) Meeting room facilities at 33 Moore Street and 52 Scott Street Liverpool when meeting regarding Council business. The meeting room is to be booked through the CEO;
- f) When deputising for the Mayor (at his or her request), transport to official functions (if needed), together with the cost of attendance at such functions, where a fee is payable;

## CIVIC EXPENSES AND FACILITIES POLICY

- g) When required to attend functions as part of civic duties (e.g. Business Awards), the cost of attendance to be borne by Council. (Note this does not apply to attendance at the Mayoral Ball or other similar functions of a charitable nature.);
- h) Supply of name badges, business cards, diaries, memo books, compendium and official ties or scarves; and
- i) Car parking provision for Councillors at 33 Moore Street Liverpool when performing their duties as a Councillor.

**4.6 Access to information technology**

- 4.6.1 Council will provide all elected members with the necessary corporate software enabling access to key systems and communication networks using secure means. Council will set aside an amount for each elected member, as required, towards the purchase of "IT Hardware, this will provide access to council systems.". A technical standard will be specified for the hardware and the replacement of the IT hardware. Councillors may choose to obtain equipment of a higher cost at their own expense, as long as the hardware standard is observed.

**4.6.2 Hardware**

The options available to Councillors in respect of IT hardware are as follows:

- a) A tablet, Microsoft Surface or Laptop with internet capability;
- b) A fully maintained and council owned Multifunction Printer will be provided to Councillors'. The specification for such equipment will be determined by Council's Information Technology Team in consultation with Councillors based on likely business use requirements;
- c) Council will reimburse the cost of associated IT consumables for a Councillor's private computer and or printer, if used in the performance of their civic duties, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur;
- d) Council will reimburse the cost of associated IT consumables for council issued and owned equipment only in situations where Council is not able to provide the IT consumable, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur; and
- e) At the end of the four-year term, the equipment may be acquired by the Councillor at the current market value taking account of depreciation and the condition of the equipment. This value will be assessed by Council staff and advised to the Councillor.

**4.6.3 Software**

All Councillors will be provided with standard software including Microsoft 0365.

**4.6.4 Support**

- a) Councillors will be provided with training as required. The CEO can determine and approve funds for professional development activities;
- b) Council will also provide support services to assist Councillors in resolving operational problems. All support services provided to Councillors will relate only to Council related business and applications. Support will be provided during the Information Technology Team's normal support hours (currently 8.30am to 5.00pm weekdays). Support requests can be logged by calling the Information Technology Service Desk on 02 8711 7505 or by emailing servicedesk@liverpool.nsw.gov.au.; and
- c) In the event of hardware failure, equipment owned by Council will need to be returned to Council to enable a warranty call to be placed with the manufacturer.

## CIVIC EXPENSES AND FACILITIES POLICY

Turnaround time will vary depending upon the equipment involved and the availability of parts.

**4.7 Telephone expenses**

4.7.1 Councillors are required to use their own mobile phones and telephone lines for Council business. In recognition of this situation, Council will contribute towards each Councillor's telephone costs as follows:

a) Mobile phones and home telephone

Upon presentation of a copy of a Councillor's mobile phone and/or home telephone bill, Council will reimburse the cost of mobile phone and telephone calls up to a total maximum of \$120 per month. Reimbursement must be claimed within six months of the date of payment; and

b) Additional phone lines

The cost of installation and rental for any additional phone lines required by Councillors for connection will not be reimbursed by Council.

4.7.2 As an alternative to clause 4.7.1(a) above, Councillors will have an option to be provided with a mobile phone and service with email capability by Council.

**4.8 Attendance at conferences, seminars and courses**

4.8.1 Conferences, seminars and courses are an important means of learning and maintaining knowledge, as well as contributing to public policy development. Councillors may attend those conferences, seminars and courses listed below if there is a resolution of Council to do so, if Councillors are nominated by Council to attend and if there is a nominated budget. Councillors may attend training courses and seminars related to their duties as a Councillor at their own discretion provided that the cost can be met within Council's budget allocation and attendance at the course or seminar is organised through Council's CEO.

4.8.2 Conference Attendance

The conferences, seminars and workshops to which this policy applies and which require a resolution of Council to attend are the:

- a) Local Government Association Annual Conference;
- b) Australian Local Government Women's Association Annual Conference and Australian Local Government Women's Association meetings for the one year term;
- c) Special "one-off" conferences called by the Local Government Association on important issues or of an educational nature;
- d) Annual conferences and congresses of the major industry associations and professions in local government (such as LGMA or UDIA and subject to suitable agenda);
- e) Conferences and/or annual general meetings of organisations for which Council has appointed delegates; and
- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.
- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as understudies has an allowance of \$275 (includes GST) per meeting to a maximum of \$275 per day.

## CIVIC EXPENSES AND FACILITIES POLICY

4.8.3 Registration

The Council will pay all normal registration costs which are charged by organisers, including the costs of related official luncheons, dinners and tours which are relevant to the interests of the Council or assist Councillors to discharge the functions of their civic office.

4.8.4 Expenses Incurred

Payment or reimbursement of expenses incurred or to be incurred shall be subject to the requirements that:

- a) Only reasonable amounts are claimed or accepted towards necessary out-of-pocket expenses;
- b) Out-of-pocket expenses for which amounts are claimed relate only to the verified costs of meals, travel, registration fees, accommodation, stationery and the like;
- c) Any time occupied on other than Council business is not included in the calculation of expenses to be paid; and
- d) The claim is made not later than three months after the expenses were incurred, and upon a voucher form for payment.

4.8.5 Payment in advance

- a) Council will normally pay registration fees, accommodation deposits and airline tickets direct in advance. Where this is not appropriate or possible, a cash allowance or cheque equivalent will be paid to the attendee in advance; and
- b) Councillors may request payment in advance, up to a maximum of \$100 per day, in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advanced payment for the cost of any other service or facility covered by this policy. However, Councillors must fully reconcile all expenses against the costs of the advance when they return within ten days of the close of the conference, seminar or training etc. and repay any unexpended amount.

4.8.6 Categories of payment or reimbursement

Subject to nomination in accordance with the provisions of this clause, the categories of payment or reimbursement are as follows:

- a) Accommodation  
Reasonable accommodation costs (including meals), including the night before and/or after the conference where this is necessary, will be met by the Council;
- b) Out-of-pocket expenses  
Reasonable out-of-pocket expenses will be provided or reimbursed for costs associated with attending the conference, seminar, meeting or function including entertainment but excluding expenses of a normal private nature; and
- c) Spouse/Partner  
Where the attendee is accompanied by his or her spouse/partner, the attendee will be required to pay for any cost supplement involved in the accommodation (room only). All other costs for the spouse/partner (including travel and meals) are to be borne by the attendee.

- 4.8.7 Councillors may voluntarily choose to fund their own expenses for conference fees, accommodation, travel and meal expenses and not seek reimbursement from Council. This clause will take effect from 1 July 2023.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.9 Travel expenses**

4.9.1 All reasonable travel costs will be met by the Council where the expenses incurred are of the following nature:

- a) Attendance at conferences, seminars and workshops as specified in clause 6(a) of this policy;
- b) Council business such as Council, committee and other meetings where the Councillor is representing Council; and
- c) Authorised business, meetings and functions approved by the Mayor where the Councillor is representing the Council and/or the Mayor.

4.9.2 Subject to the approvals required for travel, as set out in clause 4.10 of this policy, economy class travel should be used for all travel within Australia and overseas by the Mayor and Councillors. However, official travel by the Mayor to Western Australia, the Northern Territory or overseas is permissible by premium economy or business class air travel.

Air travel within NSW must be approved by the CEO.

For flights within Australia, the lowest logical fare of the day must be used for all domestic flights. This is the cheapest fare available that meets the traveller's logistical needs.

4.9.3 Travel by motor vehicle may be undertaken by Council vehicle (where available), by private vehicle or by taxi. Persons using private vehicles will be paid the mileage allowance at the then current rate set by the appropriate Local Government State Award, but subject to any such payment not exceeding economy class air fares to and from the particular destination.

4.9.4 Costs to elected members of vehicle hire and/or taxi fares which are reasonably incurred in the performance of their duties will be met by the Council. Cabcharge vouchers will be made available when required. Provision of a wide variety of transport modes is in keeping with access and equity policies.

4.9.5 Any travel incurred, other than approved Council business, will not be included in the calculation of expenses to be paid.

4.9.6 The driver is personally responsible for all traffic or parking fines incurred while travelling in private or Council vehicles on Council business.

**4.10 Special requirements for interstate and overseas travel****4.10.1 Interstate travel**

Any interstate travel is to be approved by the CEO. This includes the reasonable costs of travel and accommodation to attend interstate Australian Local Government Women's Association meetings for the one year term. The application for approval should include full details of the travel, including itinerary, costs and reasons for the travel.

**4.10.2 Overseas travel**

Councillors should avoid international visits, unless direct and tangible benefits can be established for the Council and the local community.



## CIVIC EXPENSES AND FACILITIES POLICY

- 4.10.3 Overseas travel must be approved by a meeting of the full Council prior to a Councillor undertaking a trip. Travel must be approved on an individual trip basis. Council will not allow the retrospective reimbursement of overseas travel expenses, unless prior authorisation of the travel has been obtained. Travel proposals shall be included in the Council business papers. All Council business papers relating to travel requests by Councillors will need to include the purpose of the travel and that tangible benefits can be established for the Council and local Community.
- 4.10.4 After returning from overseas, Councillors must provide a detailed written account to Council on the aspects of the trip relevant to Council business and/or the local community.
- 4.10.5 Details of overseas travel must also be included in the Council's Annual Report.

**4.11 Sister City relationships**

- 4.11.1 The Council has a policy of sending a delegation to its Sister Cities every two years. Council will be represented at such visits by the Mayor (or Mayor's nominee), CEO (or CEO's nominee) and two other delegates as determined by the Council. Council will meet all reasonable costs associated with delegations to and from Sister Cities. Other Councillors may join official delegations (with Mayor's approval) but must meet all their own costs except accommodation or other expenses agreed to by the host Sister City.

**4.12 Insurance expenses and obligations**

- 4.12.1 Councillors are to receive the benefit of insurance cover for:

- a) Personal injury:  
Personal injury whilst ever on Council-endorsed business covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death total disability and temporary partial disability. The cover does not include medical expenses. Full details of Council's personal accident insurance are set out in Council's Insurance Policy.
- b) Professional indemnity:  
For matters arising out of Councillor's performance of civic duties or exercise of their functions as Councillors, provided the performance or exercise of the relevant civic duty or function is in the opinion of Council, bona fide and/or proper. This provision is subject to any limitations or conditions as set out in the Council's policy of insurance.
- c) Public liability:  
For matters arising out of Councillor's performance of civic duties or exercise of their functions as Councillors, within Australia, subject to any limitations or conditions as set out in the Council's policy of insurance.
- d) Councillor's and Council officers' insurance:  
Insurance will be provided, subject to the terms, conditions and exclusions of the policy of insurance, to cover defence costs relating to common law claims not otherwise insured and those relating to any other actual or alleged breach of trust, breach of duty, breach of contract, neglect, error, misstatement, misleading statement, omission or other act done or wrongfully attempted, provided that it is not a criminal act or a deliberately malicious act.

## CIVIC EXPENSES AND FACILITIES POLICY

4.12.2 In the event that a Councillor commences any legal defence or incurs legal fees before any claim under this insurance policy is lodged with the insurer, any subsequent claim for reimbursement will be rejected.

4.12.3 It is the responsibility of each Councillor to notify the Council or the Insurer of any circumstances that may give rise to a claim under this policy as soon as the Councillor becomes aware of any such circumstances. Circumstances that may give rise to a claim are considered to be any knowledge or intimation or any method of communication either within or outside of Council business that indicates that action may be taken against a Councillor, as a result of their conduct in the capacity as a Councillor.

#### **4.13 Legal expenses and obligations**

4.13.1 In the event of an enquiry, investigation or hearing into the conduct of a Councillor by:

- a) The Independent Commission Against Corruption;
- b) The NSW Ombudsman;
- c) The Office of Local Government;
- d) The NSW Police Force;
- e) The Director of Public Prosecutions;
- f) The Local Government Pecuniary Interest Tribunal; and
- g) Other legally constituted investigatory bodies having proper jurisdiction.

Or

In the event of legal proceedings being taken against a Councillor, arising out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor, Council by resolution shall determine whether or not it will reimburse such Councillor, prior to the commencement of the enquiry, investigation, hearing or proceeding, for legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/ client basis provided that:

- a) The amount of such reimbursement shall be reduced by the amount of any moneys that may be or are recouped by the Councillor on any basis;
- b) The Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper;
- c) The amount of such reimbursement be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's solicitors will be paid, i.e. any portion of the expenses representing any hourly charge rate higher than the hourly charge rate of Council's solicitors will not be reimbursed;
- d) Any payment for reimbursement of any legal expenses properly incurred is subject to the approval of the Council prior to payment;
- e) The Council may at its discretion, set a limit to the total amount of reimbursement it is prepared to approve in respect of any enquiry, investigation, hearing or proceedings being taken against a Councillor(s); and
- f) The Councillor had promptly notified the Council or Council's Insurer as required by any relevant Council Insurance Policy and that the Councillor adheres to the Insurer's requirements where applicable.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.14 Carer and related expenses**

- 4.14.1 Council endeavours to encourage and facilitate community involvement for persons nominating or holding the position of civic office. Accordingly, this policy allows for fair and reasonable reimbursement of carers' expenses in relation to attendance at Council and committee meetings, and other official civic functions. This applies to Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member. Childcare expenses may be claimed for children up until and including the age of 16 years.
- 4.14.2 Councillors who require access to childcare in order to attend Council meetings, events and activities will be provided with childcare through a registered and accredited childcare provider, at Council's expense.
- 4.14.3 Should Councillors wish to arrange their own childcare, this is permissible and reimbursement will be provided on completion of the appropriate claim form.
- 4.14.4 Councillors will need to provide suitable evidence to the CEO that reimbursement is applicable, such as advice from a medical practitioner in the event of caring for an adult person.
- 4.14.5 Upon submission of receipts and tax invoices and completion of a formal claim (Appendix A) to the CEO within three months of the expense being incurred, reasonable reimbursement may be available.

**4.15 Other matters**

- 4.15.1 Acquisition and returning of facilities and equipment by Councillors
- a) Councillors must return all equipment and other facilities owned or leased by the Council, to the Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.
  - b) The Council will consider the sale of such items to the Councillor at the cessation of their civic duties at an agreed fair market price or written down value. The CEO is authorised to approve all such requests.
- 4.15.2 **Reimbursement of expenses**
- a) All claims for reimbursement of expenses incurred must be submitted on the expense claim form in Appendix A to this policy – this form is available on the Councillor Intranet;
  - b) All claims must be signed by the Councillor and the box ticked declaring that all expenses have been incurred in the course of carrying out Councillor business;
  - c) All receipts must be attached and a brief description outlining the nature of the expenditure; and
  - d) All claims must be made within three months of the expenditure occurring.

**4.16 Expenses and facilities for Councillors with disabilities**

- 4.16.1 In addition to the above provisions, for any Councillor with a disability, Council may resolve to provide reasonable additional facilities and expenses, in order to allow that Councillor to perform their civic duties. Following verification, claims will be authorised by the Manager Financial Services.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.17 Voluntary contributions from the fees payable to the Mayor and Councillors to complying superannuation funds**

- 4.17.1 In accordance with the Australian Taxation Office Interpretative Decision 2007/205, Council may enter into an arrangement with the Mayor or any Councillor under which the Mayor or the Councillor agrees to forego all or part of their annual fee in exchange for Council making contributions to a complying superannuation fund on their behalf.

**4.18 Mobile offices**

So that the Mayor and Councillors can hold “mobile offices” at locations with a frequency at their discretion, the Mayor and Councillors are to be provided with the resources necessary to assist with holding such mobile offices including but not limited to staffing, mailing and advertising of the mobile office, tables, chairs etc. funded from the Councillor Reserve up to a maximum of \$30,000 per annum.

## CIVIC EXPENSES AND FACILITIES POLICY

**AUTHORISED BY**

Council Resolution

**EFFECTIVE FROM**

29 June 2023

**DEPARTMENT RESPONSIBLE**

Corporate Services (Governance)

**REVIEW DATE**

This policy is to be reviewed at the start of each new Council term.

**VERSIONS**

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	21 December 1993	Not applicable
2	Council Resolution	22 April 2002	Not applicable
3	Council Resolution	10 February 2003	Not applicable
4	Council Resolution	29 November 2006	Not applicable
5	Council Resolution	1 December 2008	005329.2009
6	Council Resolution	15 June 2009	099858.2009
7	Council Resolution	30 August 2010	111683.2010
8	Council Resolution	25 July 2011	128406.2011
9	Council Resolution	19 March 2012	221600.2012
10	Council Resolution	5 November 2012	231265.2012
11	Council Resolution	19 December 2012	301088.2012
12	Council Resolution	26 June 2013	185928.2013
13	Council Resolution	28 August 2013	201146.2013
14	Council Resolution	30 October 2013	260518.2013
15	Council Resolution	20 June 2014	121688.2014
16	Council Resolution	29 July 2015	115877.2015
17	Council Resolution	26 August 2015	202387.2015
18	Council Resolution	25 November 2015	288851.2015
19	Council Resolution	25 May 2016	113481.2016
20	Council Resolution	12 October 2016	180948.2016
21	Council Resolution	23 November 2016	277426.2016
22	Council Resolution	27 September 2017	319274.2016
23	Council Resolution	6 February 2019	066168.2019
24	Council Resolution	30 June 2021	214485.2021
25	Council Resolution	29 June 2022	098326.2022-001
26	Council Resolution	31 August 2022	347882.2022
27	Council Resolution	26 April 2023	347882.2022-001

**THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH**

Corporate Services (Financial Services)

Council Executive Services

Information Technology

## CIVIC EXPENSES AND FACILITIES POLICY

**REFERENCES**

## Office of Local Government:

- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW October 2009
- Circular 08/03 Findings from review of Councillor expenses and facilities policies
- Circular 08/24 Misuse of council resources
- Circular 08/37 Council decision making prior to ordinary elections
- Circular 09/36 Release of revised Councillor expenses and facilities guidelines
- Circular 10/26 Misuse of council resources
- Circular 05/08 Legal assistance for Councillors and council employees
- Circular 22-04/15 Payment of Councillor superannuation
- Independent Commission Against Corruption: No excuse for misuse, preventing the misuse of council resources (Guidelines No 2) November 2009
- Liverpool City Council: Agency Information Guide
- Liverpool City Council: Code of Conduct
- Liverpool City Council: Code of Conduct Procedures
- Liverpool City Council: Fleet Management Policy
- NSW Government Finance, Services & Innovation: NSW Government Travel and Transport
- Policy 28 September 2016

## REIMBURSEMENT OF EXPENSES – COUNCILLORS/ MAYOR (Appendix A)

TRIM 115877.2015-003

Name of Claimant .....

Details of Expense	GL Number	Date Incurred	Paid Yes / No	Receipt Attached Yes / No	Sub Amount	GST	Total Amount
Please reimburse me the total amount of \$ ..... for the					TOTALS:		
above expenses incurred whilst carrying out Council business.							

\* It is recognised that receipts may not be provided in all cases. If it can be demonstrated that expenditure was incurred and it is not general in nature, then it is acceptable for Councillors to certify that the expenditure was for the purpose intended.

☐ I hereby certify that the expenses outlined above were incurred by me for the purpose provided whilst carrying out Council business as approved above.

Signature of Claimant:

Date:

I have approved the total amount of \$

as reimbursement of expenses for Councillor (name)

Signed:

Manager Financial Services

Date:

CIVIC EXPENSES AND FACILITIES POLICY

Appendix B



**AUTHORITY TO PAY  
COUNCILLOR FEES TO COMPLYING SUPERANNUATION FUND**

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I Councillor/ Mayor.....hereby request and authorise Liverpool City Council to deduct \$.....monthly from Councillor Fees due to me and pay this amount into my nominated superannuation fund, the details of which are set below. I understand that the Council:

- (a) Will promptly pay the deducted amount into my superannuation account;
- (b) Will facilitate my application for membership to a new complying superannuation fund, if so required;
- (c) Is not in a position to provide any advice on my personal tax matters and will not be responsible for any tax losses and/ or gains that I may incur as a result of exercising this option;

Name of Superannuation fund: .....

Membership Number: ..... Account Number: .....  
(if different from membership number)

Tax File Number: .....

Signed: ..... Date.....

*Please note:*

1. *Councillors seeking new membership will be required to complete application forms and provide relevant documents that may be required by their Superannuation Fund.*
2. *The confidential information contained in this form will be used by Council only in accordance with the provisions of Council's Privacy Management Plan.*

TRIM 115877.2015-002



**CORP 02****Public Interest Disclosures Policy**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	031090.2024
<b>Report By</b>	David Day - Head of Governance
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

The Public Interest Disclosures Act 2022 (PID Act) took effect on 1 October 2023 and replaces the Public Interest Disclosures Act 1994 (NSW). The new legislation makes substantial changes to the framework in which public officials may report serious wrongdoing in the public sector.

Council is required to have a public interest disclosure policy that complies with the requirements of the PID Act. Council's previous policy was called the Internal Reporting Policy. It is proposed that Council undertakes extensive consultation on the attached draft Public Interest Disclosures Policy, which substantially amends the previous Internal Reporting Policy and reflects both legislative requirements and the Ombudsman's guidelines.

**RECOMMENDATION**

That Council:

1. Endorse the draft 'Public Interest Disclosures Policy' at Attachment 1 for public exhibition for a period of not less than 28 days.
2. Agree that if no submissions are received, then the publicly exhibited policy should be adopted, subject to any non-significant amendments that the CEO may authorise.
3. Agree that the Ethical Governance: Internal Reporting Policy be revoked upon adoption of the Public Interest Disclosures Policy.
4. Note that any submissions on the proposed policy will be reported to a subsequent meeting of Council.

## **REPORT**

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The PID Act makes changes to the framework in which public officials report serious wrongdoing in the public sector. Some of the key features of the new legislation are:

- differentiating between voluntary public interest disclosures (voluntary PIDs) and those made in response to an investigation or as part of a role or legal requirement;
- expanding the definition of public official to include a volunteer or a contractor or subcontractor providing services to Council or exercising Council functions;
- promoting a “speak up” culture in which public interest disclosure are encouraged;
- specifying that voluntary PIDs are made to disclosure officers identified by Council who must include the CEO and the most senior ongoing employee at each work site; and
- enhancing monitoring and reporting requirements.

The PID Act requires Council to adopt a public interest disclosure policy and specifies matters that the policy must contain. In accordance with the requirements of the PID Act, the proposed policy:

- identifies when a report will be a voluntary PID (section 8), giving relevant examples of serious wrongdoing, and describes how Council will respond (section 9);
- commits to acknowledging receipt of voluntary PIDs and to providing information to the makers of voluntary PIDs (section 9.1 and 9.7);
- acknowledges Council’s obligation to assess and minimise the risk of detrimental action as a result of voluntary PIDs being made and sets out a process for risk assessment and development of risk management plans (section 10);
- provides a process for dealing with allegations of detrimental action offence by or against a public official associated with Council (section 10.4);
- commits to maintaining confidentiality in relation to voluntary PIDs and protecting the identity of the makers of voluntary PIDs (section 10.3);
- states that Council will take appropriate corrective action in response to findings of serious wrongdoing or other misconduct (section 9.6);
- specifies that Council will securely keep full and complete records and provide annual returns to the Ombudsman (section 14);
- requires all PIDs to be reported to Council’s Governance team, which will provide support to disclosure officers and annual reports on compliance with the policy to the Audit Risk and Improvement Committee (section 14.3);
- describes the responsibilities imposed on the General Manager, managers, and disclosure officers by the Act (section 7);
- outlines the protections available to makers of disclosures (section 10.1)
- lists Council’s disclosure officers by position, name and class in the Attachment to the policy and provides contact information for those officers.

The NSW Ombudsman published guidance and training materials on the new PID Act. This includes a model policy to guide agencies in preparing policies in response to the Act. Council's draft Public Interest Disclosures Policy is compliant with the Ombudsman's Guidelines and promotes a "Speak Up Culture" in which public interest disclosures are encouraged.

Council will implement an eLearning module for disclosure officers and senior staff to ensure they understand their obligations under the PID Act. An awareness program will be developed and implemented following adoption of the Draft Public Interest Disclosures Policy, which includes:

- publication of the Policy on Council's Internet and Intranet;
- messages to staff on key aspects of PIDs and Council's Policy;
- updates to Council's contract terms and conditions and information included in procurement documents.

## **FINANCIAL IMPLICATIONS**

There will be an increase in the demand of existing staff resources in implementing the changes brought about by the new legislation, however it is proposed at this time, that they be met by the existing financial budget.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	<p>Public Interest Disclosures Act 2022</p> <p>Council is required by section 42 of the PID Act to have a public interest disclosure policy that:</p> <ul style="list-style-type: none"> <li>• specifies Council's procedures for dealing with matters identified in section 43(1) of the PID Act;</li> <li>• specifies the responsibilities of the CEO, disclosure officers and other managers;</li> <li>• includes information about the protections available to makes of voluntary PIDs and other PIDs;</li> </ul>

	<ul style="list-style-type: none"> <li>• prominently lists disclosure officers and how they can be contacted.</li> </ul> <p>Council must have regard to guidelines issued by the Ombudsman in preparing its public interest disclosure policy (PID Act, section 44). The policy must be published on Council's Internet and Intranet (section 47). Council must take steps to ensure public officials associated with Council are made aware of:</p> <p>(a) how to make a voluntary public interest disclosure, and</p> <p>(b) Council's public interest disclosure policy, and</p> <p>(c) the right of someone who is dissatisfied with the way in which a voluntary PID has been dealt to take further action (section 48).</p> <p>Council must ensure that training is provided to the CEO, disclosure officers and managers (section 48).</p>
<b>Risk</b>	The risk is deemed to be Low.

## **ATTACHMENTS**

1. Draft Public Interest Disclosures Policy



## PUBLIC INTEREST DISCLOSURES POLICY

Adopted: XXX

TRIM: XXX



## **1. WHAT IS CONTAINED IN THIS POLICY?**

### **1.1 This policy provides information on the following:**

- ways you can make a voluntary public interest disclosure (PID) to the Council under the Public Interest Disclosures Act 2023 (PID Act);
- the names and contact details for Council's nominated disclosure officers;
- the roles and responsibilities of people who hold particular roles under the PID Act and who are employees of the Council;
- what information you will receive once you have made a voluntary PID;
- protections available to people who make a report of serious wrongdoing under the PID Act and what we will do to protect you;
- the Council's procedures for dealing with disclosures;
- the Council's procedures for managing the risk of detrimental action and reporting detrimental action;
- the Council's record-keeping and reporting requirements; and
- how the Council will ensure it complies with the PID Act and this policy.

### **1.2 Further information about this policy, how public interest disclosures will be handled and the PID Act can be obtained by:**

- confidentially contacting a nominated disclosure officer within the Council;
- contacting the PID Advice Team within the NSW Ombudsman by phone: (02) 9286 1000 or email: [pidadvice@ombo.nsw.gov.au](mailto:pidadvice@ombo.nsw.gov.au); or
- accessing the NSW Ombudsman's PID guidelines which are available on its website.

### **1.3 If you require legal advice with respect to the PID Act or your obligations under the PID Act, you may need to seek independent legal advice.**

## **2. LEGISLATIVE FRAMEWORK**

Government Information (Public Access) Act 2009 (**GIPA**)  
Independent Commission Against Corruption Act 1988  
Local Government Act 1993  
Ombudsman Act 1974  
Privacy and Protection of Personal Information Act 1998  
Public Interest Disclosures Act 2022  
State Records Act 1998

## PUBLIC INTEREST DISCLOSURES POLICY

## 3. DEFINITIONS

- 3.1 This section sets out key definitions used in the policy. A word or expression used in this policy has the same meaning as it has in the PID Act. Some of those definitions are repeated in this policy for convenience, but in the case of any conflict the definition in the PID Act applies.

**Anonymous**, in relation to a disclosure, means that, taking into account the circumstances of the disclosure and the accompanying material, there is no reasonably practicable means of communicating with the maker of the disclosure about the disclosure, whether or not the maker's name is known.

**Breach of the GIPA Act** is a failure to properly fulfil functions under the *Government Information (Public Access) Act 2009* (the GIPA Act). For example, this could include:

- (a) Destroying, concealing or altering records to prevent them from being released;
- (b) Knowingly making decisions that are contrary to the GIPA Act;
- (c) Directing another person to make a decision that is contrary to the GIPA Act.

**CEO** means the Chief Executive Officer of Council.

**Corrective action** includes the following:

- (a) in relation to an employee, an action specified in section 69(4) of the *Government Sector Employment Act 2013*;
- (b) an action authorised by an Act, law, procedure or policy in accordance with which serious wrongdoing is investigated;
- (c) a formal apology by Council;
- (d) reform within Council, including—
  - i. improvements to relevant policies or procedures, or
  - ii. structural change, or
  - iii. the reallocation of resources, or
  - iv. additional training or educational measures;
- (e) the publication of a finding of serious wrongdoing or other misconduct and a report in support of the finding;
- (f) the payment of compensation to persons affected by serious wrongdoing or other misconduct.

**PUBLIC INTEREST DISCLOSURES POLICY**

**Corrupt conduct** is the dishonest or partial exercise of official functions by a public official. For example, this could include:

- a) The improper use of knowledge, power or position for personal gain or the advantage of others;
- b) Acting dishonestly or unfairly, or breaching public trust;
- c) A member of the public influencing or trying to influence a public official to use their position in a way that is dishonest, biased or breaches public trust.

**Council** means Liverpool City Council.

**Detriment** to a person means disadvantage to the person, including the following—

- (a) injury, damage or loss caused to the person,
- (b) damage caused to the person's property,
- (c) damage caused to the person's reputation,
- (d) intimidation, bullying or harassment,
- (e) unfavourable treatment in relation to the person's career, profession, employment or trade,
- (f) discrimination, prejudice or adverse treatment, whether in relation to employment or otherwise,
- (g) disciplinary proceedings or disciplinary action.

**Detrimental action** against a person means an act or omission causing, comprising, involving or encouraging –

- (a) detriment to the person, or
- (b) the threat of detriment to the person, whether express or implied,

but does not include –

- (a) lawful action taken by a person or body to investigate serious wrongdoing or other misconduct,
- (b) the lawful reporting or publication of a finding of serious wrongdoing or other misconduct, or the lawful making of adverse comment, resulting from investigative action mentioned in paragraph (a),
- (c) the prosecution of a person for a criminal offence

**Disclosure Officer** means a person responsible for receiving voluntary public interest disclosures on behalf of Council. A list of Disclosure Officers can be found in Annexure A to this policy and may be updated by the CEO.

**Disclosures Coordinator** means the Council's Head of Governance.

**Government information contravention** is a failure to exercise functions in accordance with:



**PUBLIC INTEREST DISCLOSURES POLICY**

- a) the Government Information (Information Commissioner) Act 2009 – in relation to working with the Information Commissioner; or
- b) the Government Information (Public Access) Act 2009 – in relation to releasing government information to the public; or
- c) the State Records Act 1998 – in relation to providing public access to Council records.

**ICAC** means the Independent Commission Against Corruption.

**Integrity agency** means one of the following:

- (h) the Ombudsman,
- (i) the Auditor-General,
- (j) the Independent Commission Against Corruption,
- (k) the Inspector of the Independent Commission Against Corruption,
- (l) the Law Enforcement Conduct Commission,
- (m) the Inspector of the Law Enforcement Conduct Commission,
- (n) the Privacy Commissioner,
- (o) the Information Commissioner,
- (p) the Secretary of the Department of Planning, Industry and Environment when exercising functions under the relevant provisions of the *Local Government Act* 1993,
- (q) a person or body declared by the regulations to be an integrity agency for the purposes of the PID Act.

**Local government pecuniary interest contravention** is a failure to fulfil certain functions under the *Local Government Act* 1993 relating to the management of pecuniary interests. These include obligations to submit disclosure of interests returns, submit written declarations and disclose pecuniary interests at Council and Council committee meetings. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. For example, this could include:

- a) A senior Council staff member recommending a family member for a Council contract and not declaring the relationship;
- b) A Councillor participating in consideration of a development application for a property in which they or their family have an interest.

**Manager** of a public official has the meaning given in the PID Act and includes:

- (a) a line manager, being a public official to whom a public official reports directly or indirectly;
- (b) a supervisor, being a public official who directly supervises a public official in the exercise of the public official's functions;
- (c) a contract manager, being the person responsible for overseeing the provision of services to Council or the exercise of Council functions.

## PUBLIC INTEREST DISCLOSURES POLICY

**Mandatory PID** means a disclosure about serious wrongdoing made by persons that this policy applies to in the ordinary requirements of their role or functions, or under their legal obligations.

**PID** means a public interest disclosure.

**PID Act** means the *Public Interest Disclosures Act 2022*.

**Public official** has the meaning given in the PID Act and includes:

- (a) the Mayor or a Councillor;
- (b) an employee of Council, whether full-time, part-time, temporary or casual;
- (c) a person providing services to Council or exercising Council functions, including a contractor, subcontractor or volunteer;
- (d) an employee, partner or officer of an entity that provides services on behalf of Council or exercises Council functions.

**Serious and substantial waste of public money** is the uneconomical, inefficient or ineffective use of resources that could result in losing or wasting of public money. For example, this could include:

- a) Not following a competitive tendering process for a large scale contract;
- b) Having bad or no processes in place for a system involving large amounts of public funds.

**Serious maladministration** is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives. For example, this could include:

- a) Making a decision and/ or taking action that is unlawful;
- b) Refusing to grant an approval for reasons that are not related to the merits of their application.

**Serious wrongdoing** means one or more of the following:

- (a) corrupt conduct,
- (b) a government information contravention,
- (c) a local government pecuniary interest contravention,
- (d) serious maladministration,
- (e) a privacy contravention,
- (f) a serious and substantial waste of public money.

**Voluntary PID** means a disclosure made honestly, and on reasonable grounds, by a public official about serious wrongdoing. The disclosure can be made anonymously, orally, or in writing.

**Witness PID** means a disclosure of information at the request of or in response to Council investigating a serious wrongdoing, whether or not the investigation is in relation to a voluntary PID.

**PUBLIC INTEREST DISCLOSURES POLICY****4. PURPOSE/ OBJECTIVES****4.1** The PID Act seeks to:

- (a) facilitate the disclosure by public officials of serious wrongdoing in or affecting the public sector,
- (b) promote a culture in which public interest disclosures are encouraged,
- (c) protect public officials, witnesses and other persons from detriment or liability that might arise as a result of public interest disclosures,
- (d) provide for the establishment and publication of policies and procedures for receiving and dealing with disclosures that are or may be voluntary public interest disclosures,
- (e) ensure the interests of all persons affected by public interest disclosures are taken into account in dealing with the disclosures,
- (f) provide for independent oversight of the public interest disclosure scheme established by this Act.

**4.2** This policy sets out how Council will implement the PID Act and seeks to:

- (a) Establish a reporting system for public officials to report wrongdoing without fear of reprisal;
- (b) Explain to whom public officials can report wrongdoing in Council, what can be reported and how reports of wrongdoing will be dealt with by Council;
- (c) Complement normal communication channels between public officials and disclosure officers who can receive reports of serious wrongdoing;
- (d) Ensure that Council will take all reasonable steps to support and protect public officials from detrimental action in response to a report of serious wrongdoing.

**5. COUNCIL COMMITMENT****5.1** Council is committed to acting in accordance with the PID Act by:

- (a) creating a culture of speaking up and a climate of trust, where any public official is comfortable and confident about reporting wrongdoing;
- (b) encouraging public officials to come forward, if they have witnessed what they consider to be serious wrongdoing within Council;
- (c) protecting public officials from detrimental action in response to a report of serious wrongdoing;
- (d) dealing with reports thoroughly and impartially and, if some form of wrongdoing has been found, taking corrective action;
- (e) keeping people who make reports and those who are the subject of reports informed of progress and outcomes;

## **PUBLIC INTEREST DISCLOSURES POLICY**

- (f) respecting decisions to disclose wrongdoing outside Council if the disclosure is made in accordance with the PID Act;
- (g) training disclosure officers and public officials and raising awareness of the PID Act and this policy;
- (h) making Council's public officials aware of their responsibility to report serious wrongdoing and act in the best interests of the public and Council by doing so;
- (i) providing adequate resources, both financial and human, to achieve these commitments.

### **6. WHO DOES THIS POLICY APPLY TO?**

6.1 This policy applies to, and for the benefit of all public officials, which in Council's context include:

- (a) the Mayor or a Councillor;
- (b) an employee of Council, whether full-time, part-time, temporary or casual;
- (c) a person providing services to Council or exercising Council functions, including a contractor, subcontractor or volunteer;
- (d) an employee, partner or officer of an entity that provides services on behalf of Council or exercises Council functions.

6.2 Public officials of another agency may use this policy if they want to report wrongdoing within Council.

6.3 This policy does not apply to people who want to complain about services provided by Council. Complaints that are not covered by this policy can be lodged by contacting Council's Customer Service Centre on 1300 36 2170 or via the online request service available at the following address on Council's website:

<https://mycouncil.liverpool.nsw.gov.au/ePathway/Production/web/mobility/citywatch/>

### **7. ROLES AND RESPONSIBILITIES**

#### **7.1 The role of Council**

7.1.1 Council is responsible for establishing and maintaining a working environment that encourages members of Council staff and Councillors to speak up and report serious wrongdoing and supporting them when they do. This includes keeping the identity of reporters confidential where practical and appropriate, and taking steps to protect reporters from reprisal and to manage workplace conflict.

**PUBLIC INTEREST DISCLOSURES POLICY**

- 7.1.2 Council will assess all reports of wrongdoing that it receives from members of Council staff and Councillors and deal with them appropriately. Once wrongdoing has been reported, Council takes “ownership” of the matter. This means it is up to Council to decide whether a report should be investigated, how it should be investigated and by whom. Council will deal with all reports of wrongdoing fairly and reasonably and respect the rights of any person the subject of a report.
- 7.1.3 Council must report on its obligations under the PID Act and provide statistical information about PIDs in its annual report and to the NSW Ombudsman every six months.
- 7.1.4 To ensure that Council complies with the PID Act and deals with all reports of wrongdoing properly, all members of Council staff and Councillors with roles outlined below and elsewhere in this policy will receive training on their responsibilities.
- 7.2 Mayor**
- 7.2.1 The Mayor can receive reports from members of Council staff and Councillors about the CEO. The Mayor is a Disclosure Officer in respect of such complaints.
- 7.3 Chief Executive Officer**
- 7.3.1 The CEO has responsibility for:
- (a) ensuring compliance with this policy and the PID Act;
  - (b) fostering a workplace culture where reporting is encouraged; and
  - (c) receiving reports of wrongdoing from public officials.
- 7.3.2 The CEO will ensure there are systems in place for:
- (a) assessing disclosures;
  - (b) overseeing internal compliance with the PID Act;
  - (c) supporting public officials who make voluntary PIDs, including by minimising the risk of detrimental action and managing workplace conflict that may arise in relation to a report;
  - (d) taking appropriate remedial action where serious wrongdoing is substantiated;
  - (e) complying with reporting obligations regarding allegations or findings of detrimental action, including reporting to ICAC where there is a reasonable suspicion of corrupt conduct;
  - (f) complying with yearly reporting obligations to the NSW Ombudsman.
- 7.3.3 The CEO is one of Council’s Disclosure Officers and will oversee the handling of reports alleging serious wrongdoing by the Mayor or Councillors.

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- 7.3.4 The CEO will appoint Disclosure Officers after consultation with the Disclosures Coordinator and may update Annexure A to the policy.

**7.4 Disclosures Coordinator**

- 7.4.1 The Disclosures Coordinator has a central role in Council's internal reporting system. The Disclosures Coordinator will coordinate Council's implementation of the PID Act and this policy, which will include:

- (a) developing and implementing systems that the CEO is required to ensure are in place;
- (b) supporting Council staff involved in the reporting or investigation process, including protecting the interests of any person the subject of a report;
- (c) updating this policy and developing processes that promote Council's compliance with the PID Act;
- (d) providing reports to the NSW Ombudsman in accordance with the PID Act.

- 7.4.2 The Disclosures Coordinator is also a Disclosures Officer and can receive and assess reports from members of Council staff and Councillors. The Disclosures Coordinator will deal with reports made under the Code of Conduct in accordance with the Code of Conduct Procedures.

**7.5 Disclosure Officers**

- 7.5.1 Disclosure Officers are responsible for:

- (a) receiving reports from public officials;
- (b) receiving reports passed to them by managers;
- (c) ensuring reports are dealt with appropriately under this policy;
- (d) referring complaints that should not be dealt with under this policy to the appropriate person or team under Council's complaints policy;
- (e) having oral reports recorded in writing.

- 7.5.2 Disclosures Officers should provide advice about the application of this policy and assist public officers to make reports.

**7.6 Managers**

- 7.6.1 The responsibilities of managers include:

- (a) receiving reports from people that report to them or that they supervise (in the case of project managers this includes reports from contractors, subcontractors or volunteers that they manage);
- (b) passing reports they receive to a disclosure officer.

**PUBLIC INTEREST DISCLOSURES POLICY**

7.6.2 Managers play an important role in managing the immediate workplace of those involved in or affected by the reporting of wrongdoing. They are responsible for creating a work environment where people are comfortable and confident about reporting wrongdoing. They have a responsibility to:

- (a) encourage members of Council staff to report known or suspected wrongdoing within Council and to support members of Council staff when they do so;
- (b) implement local management strategies, in consultation with the Disclosures Coordinator, to minimise the risk of reprisal or workplace conflict in relation to a report;
- (c) notify the Disclosures Coordinator or CEO immediately if they believe a Council staff member is being subjected to reprisal as a result of reporting wrongdoing, or in the case of suspected reprisal by the CEO, notify the Mayor.

**7.7 Council staff, Councillors, contractors and volunteers**

7.7.1 Paragraph 6.1 identifies who may be a public official in Council's operating environment.

7.7.2 All public officials, including Council staff, Councillors, contractors and volunteers play an important role in contributing to a workplace where serious wrongdoing is reported and dealt with appropriately. All public officials, are obliged to:

- (a) Report known or suspected serious wrongdoing and support those who have made reports of wrongdoing;
- (b) If requested, assist those dealing with a report, including supplying information on request, cooperating with any inquiry or investigation and maintaining confidentiality;
- (c) Treat any Council staff member or person dealing with a report of serious wrongdoing with courtesy and respect;
- (d) Respect the rights of any person the subject of a report.

7.7.3 A public official may take reasonable action in relation to a person who has made a report but must not engage in an act or omission that causes, comprises, involves or encourages detriment to the person or the threat of detriment. Detriment means disadvantage to the person and the PID Act gives examples of what may amount to detriment.

7.7.4 A public official must not make false or misleading reports of serious wrongdoing.

7.7.5 The behaviour of any member of Council staff and any Councillor involved in the internal reporting process must adhere to Council's Code of Conduct. A breach of the Code of Conduct can result in disciplinary action.

**PUBLIC INTEREST DISCLOSURES POLICY****8. HOW TO REPORT SERIOUS WRONGDOING****8.1 What should be reported?**

- 8.1.1 Public officials are required to report serious wrongdoing. Employees and other public officials should report any activities or incidents that they observe within Council that they believe are wrong, even if unsure whether they are serious wrongdoing.
- 8.1.2 This policy defines serious wrongdoing in accordance with the PID Act. Table 1 sets out examples of serious wrongdoing in Council's context and identifies potential categories of serious wrongdoing that may apply. These examples do not limit the scope of conduct that may constitute serious wrongdoing under the PID Act and the suggested categorisations are indicative and non-exclusive.

**Table 1: Examples of serious wrongdoing**

<b>Example conduct</b>	<b>Specific example</b>	<b>Potential wrongdoing</b>
Exercising a Council function without disclosing a conflict of interest	Awarding a contract, or granting an approval, when the person has a pecuniary interest	<ul style="list-style-type: none"><li>- Corrupt conduct</li><li>- Local government pecuniary interest contravention</li></ul>
Using Council resources for private gain	Selling Council's confidential or commercially sensitive information. Doing private jobs using Council resources.	<ul style="list-style-type: none"><li>- Corrupt conduct</li></ul>
Misusing, failing to use, or otherwise improperly exercising a Council function	Failing to issue penalty notices to friends when Council policy would require action.	<ul style="list-style-type: none"><li>- Serious maladministration</li></ul>
Preparing a false report or concealing information	Getting a project approved or continued by concealing the true cost or impact.	<ul style="list-style-type: none"><li>- Serious maladministration</li><li>- Serious and substantial waste of public money</li></ul>
Disclosing confidential, commercially sensitive or personal information held by Council in breach of legal or policy requirements.	Emailing personal information to an incorrect recipient and failing to report or mitigate the breach.	<ul style="list-style-type: none"><li>- Privacy contravention.</li></ul>



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<b>Example conduct</b>	<b>Specific example</b>	<b>Potential wrongdoing</b>
Withholding information requested under GIPA or failing to publish information required to be published proactively.	Failing to publish Council's register of government contracts or deliberately omitting contracts from the list.	- Government information contravention.
Awarding a contract or recruiting a person without due process or authority.	Failing to advertise or compete a contract or job opportunity without an appropriate exemption.	- Serious maladministration - Serious and substantial waste of public money

**8.2 When will a report be a PID?**

8.2.1 There are three types of PID under the PID Act:

- (a) voluntary PID;
- (b) mandatory PID; and
- (c) witness PID.

8.2.2 This policy is concerned with voluntary PIDs.

8.2.3 A report will be a voluntary PID if it has the following features:

- (a) a report is made by a public official;
- (b) the report is made to a person who can receive voluntary PIDs;
- (c) the public official honestly and reasonably believes the reported information shows or tends to show serious wrongdoing;
- (d) the report was made orally or in writing;
- (e) the report is voluntary, the person is not under a legal obligation to make the report, and it is not an ordinary part of the person's role to report such wrongdoing (meaning it is not a mandatory or witness PID).

8.2.4 The maker of the report is not expected to prove that what is being reported actually happened or is serious wrongdoing. The person need only have an honest belief, on reasonable grounds, that the information being reported shows or tends to show serious wrongdoing.

**8.3 Who can receive a report within Council?**

8.3.1 For a report to be a voluntary PID, it must be made to someone who can receive such disclosures. Within Council, the following positions are authorised to receive a PID:

- (a) CEO;
- (b) Mayor (for reports about the CEO only);
- (c) Disclosures Coordinator;
- (d) Disclosures Officers; and

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- (e) Manager or supervisor.

8.3.2 Contact details for disclosures officers are set out in Annexure A.

8.3.3 If a report involves a Councillor, it should be made to the CEO. If a report relates to the CEO, it should be made to the Mayor.

**8.4 Who can receive a report outside of Council?**

8.4.1 Council's public officials are encouraged to report wrongdoing within Council, but internal reporting is not their only option. They can also make a report to:

- (a) an integrity agency;
- (b) the head of any public service agency under the Government Sector Employment Act 2013;
- (c) disclosure officers for other agencies, whose details can be found in the agency's PID policy on the agency's website;
- (d) a Minister or a member of a Minister's staff, if made in writing;
- (e) an MP or a journalist, but only in the limited circumstances outlined below.

8.4.2 A report to an MP or journalist will only attract the protections of the PID Act if the following conditions are met:

- (a) the disclosure is substantially true;
- (b) the maker of the disclosure has previously made substantially the same voluntary public interest disclosure (the previous disclosure) to a person mentioned in 8.4.1(a) to (d);
- (c) the previous disclosure was not anonymous;
- (d) the maker of the previous disclosure did not waive, in writing, the right to receive information about the disclosure under the PID Act;
- (e) the maker of the previous disclosure has not received the required information at the end of the disclosure period or the agency has decided not to investigate or to cease investigating the disclosure.

8.4.3 The PID Act defines the integrity agencies who can receive reports about other agencies. The definition is repeated in this policy for convenience and includes ICAC, the Ombudsman, the Auditor General, the Privacy Commissioner and the Information Commissioner. Details of how to make a report to an integrity agency can be found in the agency's PID policy on the agency's website. A list of Integrity Agencies and their contact details is included at Annexure B

**PUBLIC INTEREST DISCLOSURES POLICY****8.5 How to make a report**

- 8.5.1 Public officials, including Council staff, can report wrongdoing in writing or verbally. Examples of how a report can be made include examples include by email, letter, private discussion, or call.
- 8.5.2 If a public official is concerned about being seen making a report, the person may ask to meet in a discreet location away from the workplace. A report can also be made anonymously.
- 8.5.3 Public officials are encouraged to make a report in writing as this can help to avoid any confusion or misinterpretation. A Public Interest Disclosure Form is available on the Forms tab of the Staff Intranet and can be used as a template for disclosures.
- 8.5.4 If a report is made verbally, the person receiving the report must make a comprehensive record of the disclosure and ask the person making the disclosure to sign this record. A copy of this record should be kept by the person making the report and by Council.

**8.6 Can a report be anonymous?**

- 8.6.1 There will be some situations where a member of Council staff making a report may not want to be identified or communicated with. An anonymous disclosure may still be voluntary PID if it has the features of a voluntary PID under the PID Act. For example, Council will need to be able to conclude that it is likely the disclosure was made by a public official.
- 8.6.2 Council urges public officials to identify themselves rather than making anonymous PIDs or at least provide a means of further communication. This will allow Council to:
  - (a) seek clarification or further information about the PID;
  - (b) update the reporter about the steps Council is taking to deal with the report, including providing regular updates if an investigation is conducted;
  - (c) better assess and minimise the risk of detrimental action.
- 8.6.3 Council will act on anonymous reports wherever possible in accordance with this policy, while recognising that it may be more difficult to investigate an anonymous PID. When dealing with an anonymous PID, Council will consider the available evidence and decide on the most appropriate action to take. Council will take care to afford procedural fairness to any person alleged to have engaged in serious wrongdoing.
- 8.6.4 Council will seek to protect the maker of an anonymous PID to the extent that it can. Council will not seek to identify or 'out' the maker of an anonymous PID but will conduct a risk assessment to determine whether:

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- (a) anyone has indicated an intention to report or has previously complained about the wrongdoing;
- (b) the information or issues can be readily attributed to a known official;
- (c) the reporter's identity may be inadvertently discovered when dealing with the PID;
- (d) other officials may speculate, correctly or otherwise, about who made the PID;
- (e) the persons alleged to have committed the wrongdoing or others may discover the reporter's identity, whether inadvertently or deliberately;
- (f) a person who did not make the report but who is believed to have done so may be at risk of detrimental action.

8.6.5 Council will take appropriate action based on its risk assessment.

**9. HOW WE WILL DEAL WITH PIDs****9.1 Acknowledgement of reports**

9.1.1 A disclosure officer who receives a report of a voluntary PID or a report that looks like a voluntary PID will provide an acknowledgment to the maker of the report which:

- (a) states that the report will be assessed to identify whether it is a PID;
- (b) states that the PID Act applies to how Council deals with the report;
- (c) indicates how to access this policy; and
- (d) provides details of a contact person and available support.

9.1.2 The Disclosure officer will notify Council's Disclosure Coordinator of the report.

**9.2 Assessment of reports**

9.2.1 Council will assess allegations of serious wrongdoing to determine:

- (a) whether they are voluntary PIDs; and
- (b) whether they relate to Council or another agency.

9.2.2 This initial assessment will be made by the person who receives the disclosure, provided they are a person to whom a PID may be made, with support as necessary from Council's Disclosures Coordinator. Until the assessment has been made, Council will treat an allegation of serious wrongdoing as if it were a voluntary PID.

**9.3 Deciding who should deal with a voluntary PID**

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- 9.3.1 Council's Disclosure Coordinator will allocate an appropriate person to lead Council's response to a voluntary PID. This may be the person to whom the disclosure is made but an alternative person may be nominated if they are better placed to respond. Unless otherwise specified in this Policy, the lead officer will be responsible for carrying out Council's actions. Council's Disclosures Coordinator will support the lead officer as needed.

**9.4 Responding to PIDs that relate to Council**

- 9.4.1 Council may respond to a voluntary PID in one of the following ways:
- (a) investigating the PID itself;
  - (b) referring the report to an integrity agency for action;
  - (c) referring the report to another agency with which Council has an arrangement in place; and
  - (d) referring the report to another agency to which it relates, if the disclosure relates to more than one agency.
- 9.4.2 A referral to another agency will be carried out in accordance with the requirements of the PID Act and relevant guidelines.

**9.5 Responding to PIDs that don't relate to Council**

- 9.5.1 A voluntary PID will not relate to Council if it:
- (a) alleges serious wrongdoing that is not committed by Council or a public official associate with Council; and
  - (b) does not otherwise affect the exercise of Council's functions.
- 9.5.2 Council will generally respond to a voluntary PID that does not relate to Council by referring the disclosure to one of the following:
- (a) an integrity agency;
  - (b) a person or body authorised by another Act or law to investigate the serious wrongdoing;
  - (c) the agency to which the disclosure relates.

**9.6 Investigating PIDs**

- 9.6.1 If Council investigates a PID, the investigator will generally be a different person from the person leading Council's response to the PID. The investigation will be carried out in accordance with this policy and the requirements of procedural fairness.

**9.7 Keeping the maker informed**

- 9.7.1 If the report is a voluntary PID, Council will advise the person who made the report how it is intended to deal with the report. This may include

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investigation, referral to a different agency (details of which will be provided), or a decision not to investigate. Reasons will be provided for a decision not to investigate and the NSW Ombudsman will be notified.

- 9.7.2 If Council investigates serious wrongdoing, appropriate updates on the investigation will be provided to the person who reported the voluntary PID. This will include updates at least every three months and additional updates may be provided if requested. There may be details of an investigation that cannot be provided, for example:

- (a) to ensure procedural fairness in the investigation; or
- (b) to comply with the information protection principles under the Privacy and Personal Information Protection Act 1998; or
- (c) to comply with other legal obligations.

- 9.7.3 When providing updates on an investigation, Council will balance its commitment to keep the person who made the report informed with its other legal obligations.

**9.8 Corrective action**

- 9.8.1 Council will take corrective action if an investigation finds that serious wrongdoing or misconduct occurred. The action taken should respond appropriately to the findings.

- 9.8.2 Council will provide the PID maker with a description of the results of an investigation. Council will provide the PID maker with details of corrective action taken or proposed to be taken.

**10. PROTECTION AND SUPPORT****10.1 Council's commitment and protection against detrimental action**

- 10.1.1 A person who makes a voluntary PID is protected from detrimental action in various ways. This includes:

- (a) protection against detrimental action;
- (b) a right to compensation for detrimental action;
- (c) the ability to seek injunction to prevent detrimental action;
- (d) immunity from civil and criminal liability for breaching a duty of secrecy or confidentiality while making a disclosure; and
- (e) on application by an integrity agency to the Attorney General, protection from liability for own past conduct which the disclosure comprises of.

- 10.1.2 Council recognises its obligation under the PID Act to assess and minimise the risk of detrimental action being taken against a person as a result of a PID. Council will not tolerate detrimental action.

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- 10.1.3 A person who takes detrimental action may commit an offence against the PID Act. Taking detrimental action may also breach the Code of Conduct and result in disciplinary action. In the case of Councillors, such disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

### 10.2 Risk assessment and risk management plan

- 10.2.1 When Council receives a voluntary PID, it will conduct a risk assessment and develop a risk management plan aimed at protecting:

- (a) the maker of the PID;
- (b) persons alleged to have engaged in serious wrongdoing; and
- (c) any other person who may be at risk (for example, a person who may be thought incorrectly to have made the disclosure).

- 10.2.2 The initial risk assessment must be conducted by the person to whom a voluntary PID is made. The risk assessment must be kept under review and the management plan kept up to date. The person responsible for managing Council's response to the PID will maintain the risk assessment and management plan. The investigator will generally not be responsible for the risk assessment and management plan.

- 10.2.3 When carrying out a risk assessment and developing a risk management plan, consideration will be given to relevant guidance, for example from the Ombudsman's office. The Disclosures Coordinator can assist with advice and supporting materials.

### 10.3 Maintaining confidentiality

- 10.3.1 The protection that Council provides to a PID maker includes keeping confidential information tending to identify them as the maker of a voluntary PID. This is a legal obligation on Council and all public officials associated with Council are expected to maintain confidentiality. Steps that may be taken include:

- (a) limiting the people who know the PID maker's identity or information that may identify them to those who strictly need to know; and
- (b) reminding those involved in dealing with a PID of their obligations to maintain confidentiality.

- 10.3.2 Council will only disclose identifying information about a PID maker in circumstances permitted under the PID Act. Such circumstances may include where:

- (a) the PID maker consents in writing;

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- (b) it is generally known that the PID maker made the PID because they have voluntarily self-identified;
- (c) disclosure is reasonably necessary to protect a person from detriment;
- (d) where it is necessary to disclose the information to a person whose interests are affected by the disclosure;
- (e) the information has previously been lawfully published;
- (f) disclosure is to a medical practitioner or psychologist for the purpose of providing care, treatment or counselling to the PID maker;
- (g) disclosure is for the purposes of court or tribunal proceedings;
- (h) disclosure is necessary to deal with the disclosure effectively; or
- (i) it is otherwise in the public interest to disclose.

10.3.3 If identifying information cannot be kept confidential, the PID maker must be advised and the risk assessment and risk management plan updated. Consideration will be given to what additional support may need to be provided to the PID maker.

#### **10.4 Responding to allegations of detrimental action**

10.4.1 If someone believes that detrimental action has been or is being taken against them or someone else in reprisal for reporting wrongdoing, they should inform one of the following:

- (a) CEO;
- (b) Mayor (for reports about the CEO only);
- (c) Disclosures Coordinator;
- (d) Disclosures Officers; and
- (e) a director, manager or supervisor.

10.4.2 All directors, managers and supervisors must notify the Disclosures Coordinator or the CEO if they suspect that reprisal against a Council staff member is occurring, or has occurred, or if any such allegations are made to them. In the case of an allegation of reprisal by the CEO, the Mayor can alternatively be notified.

10.4.3 If Council becomes aware of or suspects that reprisal is being or has been taken against a person who has made a disclosure, Council will:

- (a) Assess the allegation of reprisal to decide whether the report should be treated as a PID and whether the matter warrants an investigation or if other action should be taken to resolve the issue;
- (b) If the reprisal allegation warrants an investigation, ensure that this investigation is conducted by an external investigator in accordance with Council's Ethical Governance: Investigations Policy;



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- (c) If it is established that reprisal is occurring against someone who has made a report, take all steps possible to stop that activity and protect the reporter;
- (d) Take appropriate disciplinary action against anyone proven to have taken or threatened any action in reprisal for making a PID;
- (e) Refer any breach of Part 8 of the Code of Conduct (reprisal action) by a Councillor or the CEO to the Office of Local Government;
- (f) Refer any evidence of an offence under section 20 of the PID Act to the ICAC or NSW Police Force.

10.4.4 If a reporter has disclosed wrongdoing and is experiencing detrimental action which they believe is not being dealt with effectively, they should contact an appropriate Integrity Agency (depending on the type of wrongdoing that they have reported). The correct contact person for raising a matter at an Integrity Agency should be available on the agency's website.

#### **10.5 Protections for persons who make mandatory and witness PIDs**

10.5.1 A person who makes a mandatory or witness PID is also protected under the PID Act. The available protections include the following:

- (a) Protection against detrimental action;
- (b) Right to compensation for detrimental action;
- (c) Ability to seek injunction to prevent detrimental action; and
- (d) Immunity from civil and criminal liability for breaching a duty of secrecy or confidentiality while making a disclosure.

10.5.2 Council will carry out a general risk assessment for roles that involve the making of mandatory PIDs. The risk assessment will be conducted by or at the direction of the responsible director, manager or supervisor.

10.5.3 If Council is investigating serious wrongdoing, Council will inform witnesses if information provided constitutes a witness PID and will advise of associated protections. Council will maintain records regarding witness PIDs securely. The investigator should inform the Disclosures Coordinator of any witness PIDs so that arrangements can be made for a risk assessment.

10.5.4 A risk assessment and associated risk management plan in relation to role that involves making mandatory PIDs or a witness PID should be aimed at protecting:

- (a) the maker of the PID;
- (b) persons alleged to have engaged in serious wrongdoing; and
- (c) any other person who may be at risk (for example, a person who may be thought incorrectly to have made the disclosure).

**PUBLIC INTEREST DISCLOSURES POLICY****10.6 Support for those reporting wrongdoing**

- 10.6.1 Council will provide appropriate access to professional support to public officials who have reported serious wrongdoing. Examples of support that may be provided include stress management, counselling services, legal or career advice and the details of Council's EAP provider.
- 10.6.2 Access to support may also be available for other members of Council staff involved in the internal reporting process, where appropriate. Reporters and other members of Council staff involved in the process can discuss their support options with the Disclosures Coordinator.

**11. SANCTIONS FOR THOSE WHO MAKE FALSE OR MISLEADING DISCLOSURES**

- 11.1 A disclosure is not a public interest disclosure to the extent that the maker wilfully makes a false statement or misleads or attempts to mislead Council (or another agency or person to whom the disclosure is made) when making the disclosure. It is a criminal offence under the PID Act to wilfully make a false or misleading statement when reporting wrongdoing.
- 11.2 Council will not support public officials who wilfully make false or misleading reports. Such conduct may also be a breach of the Code of Conduct, resulting in disciplinary action. In the case of Councillors, disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

**12. THE RIGHTS OF PERSONS SUBJECT TO A REPORT**

- 12.1 Council is committed to treating public officials fairly and reasonably when it is alleged they have been involved in serious wrongdoing. If Council receives a PID, the person the subject of a report will be:
- (a) informed of the details of the allegation;
  - (b) informed of their rights and obligations under relevant and related Council policies and procedures;
  - (c) kept informed about the progress of any inquiry or investigation;
  - (d) given a reasonable opportunity to respond to any allegation made against them;
  - (e) informed in writing of the outcome of any inquiry or investigation, including any decision made about whether or not further action will be taken against them.
- 12.2 Council will determine what information to disclose to the person who is the subject of the report after considering what is necessary to protect the maker of the report.

## **PUBLIC INTEREST DISCLOSURES POLICY**

- 12.3 Where an allegation of serious wrongdoing is clearly wrong, or has been investigated and not substantiated, Council will support the person the subject of the allegation. The fact of any allegation and any inquiry or investigation relating to an allegation will be kept confidential, unless the person the subject of the allegation agrees that details may be disclosed.

### **13. REVIEW AND DISPUTE RESOLUTION**

- 13.1 A person who reported serious wrongdoing to Council may seek internal review of a decision by Council:
- (a) that a report of serious wrongdoing is not a voluntary PID;
  - (b) to not investigate serious wrongdoing;
  - (c) to cease investigating a voluntary PID without completing the investigation or referring the report to another agency for investigation.
- 13.2 Internal reviews will be conducted in compliance with the PID Act. Applications for internal review will need to be lodged through the Council intranet within 28 days after Council has notified the maker of the report of its decision.
- 13.3 Council may also request the NSW Ombudsman to conciliate a dispute between Council and the maker of the report that is, or may be, a voluntary PID. Conciliation is a voluntary process and will only be suitable for disputes where Council and the maker of the report are willing to resolve the dispute.

### **14. COMPLIANCE AND ACCOUNTABILITY**

#### **14.1 Updating the policy**

- 14.1.1 This policy will be reviewed by Council at least every two years.
- 14.1.2 The Disclosures Coordinator may make minor changes to this policy to reflect:
- (a) changes in Council positions or personnel;
  - (b) legislative changes; and
  - (c) relevant Guidelines issued by the NSW Ombudsman; and
  - (d) Integrity Agency information

#### **14.2 Record keeping requirements**

- 14.2.1 Council will keep records of information received in connection with the PID Act that:

## PUBLIC INTEREST DISCLOSURES POLICY

- (a) are full and complete;
- (b) comply with Council's obligations under the State Records Act 1998; and
- (c) are held securely and subject to appropriate controls on access.

14.2.2 Council will make a written record of oral disclosures. The written record will be made by the person to whom a disclosure is properly made under this policy.

### **14.3 Monitoring compliance and addressing non-compliance**

14.3.1 All PIDs must be reported to Council's Disclosures Coordinator, along with action taken in response to the PID. The Disclosures Coordinator will prepare an annual report on compliance with this policy, including to Council's Audit Risk and Improvement Committee.

14.3.2 Council will address non-compliance with this policy or the PID Act, which may include:

- (a) updating templates, guidance and procedures under the policy;
- (b) providing training to staff;
- (c) reviewing the risk assessment and risk management plan to prevent individuals being subjected to detriment in relation to a PID;
- (d) increasing the support and oversight of Council's response to a PID;
- (e) investigating the conduct of staff and taking appropriate action.

14.3.3 Council will report non-compliance with the policy and action taken to address non-compliance in its annual return to the NSW Ombudsman.

### **14.4 Annual returns to the NSW Ombudsman**

14.4.1 After 30 June each year, Council will provide an annual return to the NSW Ombudsman which includes information about voluntary PIDs received by Council during each period of 12 months ending on 30 June (the return period), and action taken by Council to deal with voluntary PIDs during the return period.

14.4.2 The Disclosures Officers and Disclosures Coordinator are responsible for collecting and storing this information. The Disclosures Coordinator will prepare the annual return.

## **15. MORE INFORMATION**

**PUBLIC INTEREST DISCLOSURES POLICY**

- 15.1 This policy is available on Council's publicly available website as well as on the Council intranet. A hard copy of the policy can be requested from Council's Governance team.
- 15.2 Council provides training material and other information about PIDs on its intranet at: The Public Interest Disclosures Act 2022 (sharepoint.com). Advice and guidance on this policy and the PID Act can also be accessed from Council's Disclosures Coordinator
- 15.3 The NSW Ombudsman's website provides a range of guidance material on PIDs and the operation of the PID Act at: [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au).

DRAFT

**PUBLIC INTEREST DISCLOSURES POLICY****AUTHORISED BY**

Council

**EFFECTIVE FROM**

XXX

**DIRECTORATE RESPONSIBLE**

Customer Support (Governance team)

**REVIEW DATE**

XXX

**VERSIONS**

Version	Amended by	Changes made	Date	TRIM Number
1	Adopted by Council	Not applicable	25 July 2011	037723.2011-003
2	Council	Minor changes in Ombudsman's Model Policy	21 November 2011	037723.2011-010
3	Chief Executive Officer (under delegation)	Changes in Council structure	2 February 2014	010852.2014
4	Chief Executive Officer (under delegation)	Changes in Council structure and policies	6 January 2015	310625.2014
5	Chief Executive Officer and the Mayor	Complete review based on NSW Ombudsman's Model Policy	15 February 2018	016359.2018
6	Disclosures Coordinator	Minor changes per clause 20.2	20 May 2020	128522.2020

**REFERENCES**

Liverpool City Council: Code of Conduct  
 Liverpool City Council: Code of Conduct Procedures  
 Liverpool City Council: Fraud and Corruption Prevention Policy  
 Liverpool City Council: Ethical Governance: Investigations Policy  
 NSW Ombudsman Guidance for Agencies

## Annexure A – Disclosures Officers

Position	In relation to:	Contact
Mayor	Allegations of serious wrongdoing by the CEO	Mayor Ned Mannoun, <a href="mailto:mayor@liverpool.nsw.gov.au">mayor@liverpool.nsw.gov.au</a>
Chief Executive Officer	All matters (except allegations of serious wrongdoing by the CEO), including as the most senior ongoing employee who ordinarily works at 33 Moore Street, Liverpool, NSW, 2170	Hon. John Ajaka, <a href="mailto:ajaka@liverpool.nsw.gov.au">ajaka@liverpool.nsw.gov.au</a>
Senior staff within the meaning of the Local Government Act 1993	All matters except allegations of serious wrongdoing by the CEO	Operations: Jason Breton, <a href="mailto:bretonj@liverpool.nsw.gov.au">bretonj@liverpool.nsw.gov.au</a> Customer Support: Farooq Portelli, <a href="mailto:portellif@liverpool.nsw.gov.au">portellif@liverpool.nsw.gov.au</a> Planning and Compliance: Lina Kakish <a href="mailto:kakishl@liverpool.nsw.gov.au">kakishl@liverpool.nsw.gov.au</a> Community and Lifestyles: Tina Bono, <a href="mailto:bonot@liverpool.nsw.gov.au">bonot@liverpool.nsw.gov.au</a> Customer Experience and Business Performance: Michelle McIlvenny, <a href="mailto:mclivennym@liverpool.nsw.gov.au">mclivennym@liverpool.nsw.gov.au</a> City Futures: Shayne Mallard, <a href="mailto:mallards@liverpool.nsw.gov.au">mallards@liverpool.nsw.gov.au</a>
Director Operations	Liverpool Community Recycling Centre, 99 Rose St, Liverpool NSW 2170 3 Hoxton Park Rd, Liverpool NSW 2170	Jason Breton, <a href="mailto:bretonj@liverpool.nsw.gov.au">bretonj@liverpool.nsw.gov.au</a>

## PUBLIC INTEREST DISCLOSURES POLICY

Position	In relation to:	Contact
	Other operations sites at which the Director Operations is regularly based	
Manager Resource Recovery	600 Cowpasture Rd, Len Waters Estate NSW 2171	Tim Pasley, <a href="mailto:pasleyt@liverpool.nsw.gov.au">pasleyt@liverpool.nsw.gov.au</a>
Manager Casula Powerhouse Arts Centre	Casula Powerhouse Arts Centre	Nikita Karvounis, <a href="mailto:karvounisn@liverpool.nsw.gov.au">karvounisn@liverpool.nsw.gov.au</a>
Manager Library and Museum Services	Liverpool City Library, Civic Place, 52 Scott Street, Liverpool, NSW, 2170	Elyse Dennis, <a href="mailto:dennise@liverpool.nsw.gov.au">dennise@liverpool.nsw.gov.au</a>
Branch Library Officer	Moorebank Library, Nuwarra Rd &, Maddecks Ave, Moorebank NSW 2170	Slobodanka Todorovic <a href="mailto:todorovics@liverpool.nsw.gov.au">todorovics@liverpool.nsw.gov.au</a> 8711 7167
Branch Library Officer	Carnes Hill Library 600 Kurrajong Rd, Carnes Hill NSW 2171	Annabelle Vimalachandra <a href="mailto:vimalachandraa@liverpool.nsw.gov.au">vimalachandraa@liverpool.nsw.gov.au</a> 8711 7247
Team Leader Museum Curator	Matters related to Liverpool Regional Museum, Cnr Congressional Drive and Hume Highway, Liverpool NSW, 2170	Tony Nolan <a href="mailto:nolant@liverpool.nsw.gov.au">nolant@liverpool.nsw.gov.au</a> 8711 7128
Manager Children's Services	Childcare centres	Karyn Worledge, <a href="mailto:worledgek@liverpool.nsw.gov.au">worledgek@liverpool.nsw.gov.au</a>



## PUBLIC INTEREST DISCLOSURES POLICY

Position	In relation to:	Contact
Supervisor	Casula Preschool	Heather Franshaw Thomas, <a href="mailto:franshawthomash@liverpool.nsw.gov.au">franshawthomash@liverpool.nsw.gov.au</a> , 8711 7325
Supervisor	Cecil Hills EECC	Sandra Pinto, <a href="mailto:pintos@liverpool.nsw.gov.au">pintos@liverpool.nsw.gov.au</a> , 8711 7325
Supervisor	Edmondson Park Preschool	Julie Kostrevski <a href="mailto:kostrevskij@liverpool.nsw.gov.au">kostrevskij@liverpool.nsw.gov.au</a> 8711 7337
Supervisor	Hinchinbrook EECC	Maree Cordova <a href="mailto:cordovam@liverpool.nsw.gov.au">cordovam@liverpool.nsw.gov.au</a> 8711 7446
Supervisor	Holsworthy EECC	Shahnaz Hoda, <a href="mailto:hodas@liverpool.nsw.gov.au">hodas@liverpool.nsw.gov.au</a> , 8711 7295
Supervisor	Prestons EECC	Adriana Sirol, <a href="mailto:sirola@liverpool.nsw.gov.au">sirola@liverpool.nsw.gov.au</a> , 8711 7275
Supervisor	Warwick Farm EECC	Riannan Ross, <a href="mailto:rossr@liverpool.nsw.gov.au">rossr@liverpool.nsw.gov.au</a> , 8711 7285
Supervisor	Wattle Grove EECC	Lorena Bruce, <a href="mailto:brucel@liverpool.nsw.gov.au">brucel@liverpool.nsw.gov.au</a> , 8711 7265
Director Community and Lifestyle	35 Scott Street, Liverpool, NSW, 2170	Tina Bono, <a href="mailto:bonot@liverpool.nsw.gov.au">bonot@liverpool.nsw.gov.au</a> 8711 7413
Head of Governance	All matters except allegations of serious wrongdoing by the CEO	David Day, <a href="mailto:dayd@liverpool.nsw.gov.au">dayd@liverpool.nsw.gov.au</a> 8711 7772

## PUBLIC INTEREST DISCLOSURES POLICY

## Annexure B – Integrity Agencies

Integrity agency	What they investigate	Contact information
The NSW Ombudsman	Most kinds of <b>serious maladministration</b> by most agencies and public officials (but not NSW Police, judicial officers or MPs)	<b>Telephone:</b> 1800 451 524 between 9am to 3pm Monday to Friday <b>Writing:</b> Level 24, 580 George Street, Sydney NSW 2000 <b>Email:</b> <a href="mailto:info@ombo.nsw.gov.au">info@ombo.nsw.gov.au</a>
The Auditor-General	<b>Serious and substantial waste of public money</b> by auditable agencies	<b>Telephone:</b> 02 9275 7100 <b>Writing:</b> GPO Box 12, Sydney NSW 2001 <b>Email:</b> <a href="mailto:governance@audit.nsw.gov.au">governance@audit.nsw.gov.au</a>
Independent Commission Against Corruption	<b>Corrupt conduct</b>	<b>Telephone:</b> 02 8281 5999 or toll free on 1800 463 909 (callers outside Sydney) between 9am and 3pm, Monday to Friday <b>Writing:</b> GPO Box 500, Sydney NSW 2001 or faxing 02 9264 5364 <b>Email:</b> <a href="mailto:icac@icac.nsw.gov.au">icac@icac.nsw.gov.au</a>
The Inspector of the Independent Commission Against Corruption	<b>Serious maladministration</b> by the ICAC or the ICAC officers	<b>Telephone:</b> 02 9228 3023 <b>Writing:</b> PO Box 5341, Sydney NSW 2001 <b>Email:</b> <a href="mailto:oiicac_executive@oiicac.nsw.gov.au">oiicac_executive@oiicac.nsw.gov.au</a>
The Law Enforcement Conduct Commission	<b>Serious maladministration</b> by the NSW Police Force or the NSW Crime Commission	<b>Telephone:</b> 02 9321 6700 or 1800 657 079 <b>Writing:</b> GPO Box 3880, Sydney NSW 2001 <b>Email:</b> <a href="mailto:contactus@lecc.nsw.gov.au">contactus@lecc.nsw.gov.au</a>

## PUBLIC INTEREST DISCLOSURES POLICY

<b>The Inspector of the Law Enforcement Conduct Commission</b>	<b>Serious maladministration</b> by the LECC and LECC officers	<b>Telephone:</b> 02 9228 3023 <b>Writing:</b> GPO Box 5341, Sydney NSW 2001 <b>Email:</b> <a href="mailto:olecc_executive@olecc.nsw.gov.au">olecc_executive@olecc.nsw.gov.au</a>
<b>Office of the Local Government</b>	<b>Local government pecuniary interest contraventions</b>	<b>Email:</b> <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>The Privacy Commissioner</b>	<b>Privacy contraventions</b>	<b>Telephone:</b> 1800 472 679 <b>Writing:</b> GPO Box 7011, Sydney NSW 2001 <b>Email:</b> <a href="mailto:ipcinfo@ipc.nsw.gov.au">ipcinfo@ipc.nsw.gov.au</a>
<b>The Information Commissioner</b>	<b>Government information contraventions</b>	<b>Telephone:</b> 1800 472 679 <b>Writing:</b> GPO Box 7011, Sydney NSW 2001 <b>Email:</b> <a href="mailto:ipcinfo@ipc.nsw.gov.au">ipcinfo@ipc.nsw.gov.au</a>

**CORP 03**

**2023/24 - Quarter 2, Budget Review**

<b>Strategic Direction</b>	Generating Opportunity Meet the challenges of Liverpool's growing population
<b>File Ref</b>	034876.2024
<b>Report By</b>	Vishwa Nadan - Chief Financial Officer
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

**Operating budget**

The table below provides a summary of Council's original 2023-24 operating budget and the revised operating budget as at 31 December 2023 (Q2).

	2023-24 Original Budget (\$m)	2023-24 Revotes (\$m)	2023-24 Resolution (\$m)	2023-24 Q1 Request (\$m)	2023-24 Q2 Request (\$m)	2023-24 Revised budget (\$m)	Original - Revised Budget favourable / (unfavourable) movement (\$m)
Rates	170.1	-	-	-	1.4	171.5	1.4
Other operating revenue	77.0	-	-	2.8	3.4	83.2	6.2
Capital grants and contributions	132.2	8.1	0.6	(2.5)	(5.2)	133.2	1.0
Expenditure	(250.8)	-	(0.2)	(7.2)	(4.9)	(263.1)	(12.2)
<b>Operating result</b>	<b>128.5</b>	<b>8.1</b>	<b>0.4</b>	<b>(6.9)</b>	<b>(5.3)</b>	<b>124.8</b>	<b>(3.6)</b>
Less: capital grants and contributions	(132.2)	(8.1)	(0.6)	2.5	5.2	(133.2)	(1.0)
<b>Net operating result excluding capital grants and contributions</b>	<b>(3.7)</b>	<b>-</b>	<b>(0.2)</b>	<b>(4.4)</b>	<b>(0.1)</b>	<b>(8.4)</b>	<b>(4.6)</b>

In June 2023 the Council adopted its 2023-24 operating budget with estimated revenue of \$379.3 million and expenditure of \$250.8 million. In terms of the net operating result before grants and contributions provided for capital purposes, Council budgeted for an operating deficit of \$3.7 million.

The proposed budget changes as part of Quarter 2 review will not change the projected operating deficit before grants and contributions for capital purposes. Details of budget adjustments are provided (Refer attachments 1 and 2 – Note D).

These projections were compiled after extensive consultation with key staff across the Council and are based on Council resolutions, program initiatives and market trends available at the time of reporting. The following significant assumption, however, have been made:

- That NSW Grants Commission will pay 100% of 2024-25 financial assistance grant in advance on or before 30 Jun 2024.

## Capital budget

The table below provides a summary of Council's original 2023/24 capital budget and the new revised capital budget as at 31 December 2023 (Q2).

	2023-24 Original Budget (\$m)	2023-24 Revotes (\$m)	2023-24 Resolution (\$m)	2023-24 Q1 Request (\$m)	2023-24 Q2 Request (\$m)	2023-24 Revised budget (\$m)	Original - Revised Budget favourable / (unfavourable) movement (\$m)
Operations	125.6	15.2	1.8	(26.1)	(22.2)	94.3	(31.3)
Corporate Support	64.4	-	18.7	19.9	14.7	117.7	53.3
Planning & Compliance	25.2	-	-	6.2	0.2	31.6	6.4
Other	12.4	55.5	-	24.7	(0.1)	92.5	80.1
<b>Capital expenditure</b>	<b>227.6</b>	<b>70.7</b>	<b>20.5</b>	<b>24.7</b>	<b>(7.4)</b>	<b>336.1</b>	<b>108.5</b>

The current Q2 review has resulted in a \$7.45 million overall decrease to \$328.5 million (Refer attachment 3 – Note E).

## Unrestricted cash

On 1 July 2023, Council had an unrestricted cash balance of \$25.6 million. This is projected to be \$25.3 million by 30 June 2024 (Refer attachment 6).

## Key financial indicators (refer attachment 7)

The table below provides a summary of Council's key financial indicators.

KPI	Indicator	Comment
Operating performance ratio		No material change. Requires Council to achieve a balanced budget before capital grants and contributions
Own source operating ratio		Council's 56% is close to the benchmark of 60%
Debt service ratio		

## RECOMMENDATION

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

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## REPORT

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### Legislative requirements

Section 203(1) of the *Local Government (General) Regulation 2021* requires the Responsible Accounting Officer to provide a quarterly budget review not later than two months after each quarter's end. This report provides an overview of the results on the financial review for the quarter ended 31 December 2023 (Q2).

### Operating budget

In June 2023 the Council adopted its 2023-24 operating budget with projected revenue of \$379.3 million and expenditure of \$250.8 million. In terms of the net operating result before grants and contributions provided for capital purposes, Council budgeted for an operating deficit of \$3.7 million.

A comprehensive budget review conducted for the quarter ending 31 December 2023 (Q2) has resulted in \$8.3 million net operating deficit before grants and contributions for capital purposes. A summary of the required adjustments is detailed in **Attachment 2**.

As part of the budget review, managers have conducted a review of their programs with a view to providing a revised forecast for the financial year ending 30 June 2024. Managers took into consideration events that have occurred to date and/or information that has become available since the adoption of the original budget and the impact of which provides the basis for the budget adjustments.

The review has resulted in a net \$0.353 million (refer attachment 1 – Note A) decrease in total revenue, mainly attributable to the following:

#### Increases:

- \$2.0 additional interest on investment holdings due to higher market rates;
- \$1.4m anticipated growth related increase in property rates & annual charges;
- \$1.0m forfeiture of engineering development bonds for works not completed by developers;
- \$0.6m anticipated increase in Café Sales and mattress shredding income; and
- \$0.5m anticipated capital gains on investments in FRN's

#### Decreases:

- \$5.2m capital grants resulting from variations in project delivery timelines and /or changes to funding arrangements

Total expenditure is projected to increase by net \$4.9 million (Refer attachment 1 – Note B), mainly comprising:

**Increases:**

- \$4.4 million interest on Civic Place loan expensed from Nov 2023 being practical completion of the base building; and
- \$1.5 million depreciation on Civic Place base building completed in Nov 2023

**Decreases:**

- \$1.3 million anticipated savings from disposal mattresses and other waste management initiatives.

These projections were compiled after extensive consultation with key staff across the Council and are based on Council resolutions, program initiatives and market trends available at the time of reporting. The following significant assumption, however, have been made:

- That NSW Grants Commission will pay 100% of 2024-25 financial assistance grant in advance on or before 30 Jun 2024.

**Capital budget**

As at 31 December 2023, Council has a capital expenditure program of \$328.5 million as detailed in **Attachment 3**.

The Q2 budget review has resulted in a \$7.45 million decrease to Council's capital expenditure program (Refer attachment 1 – Note E), mainly comprising of:

**Increases**

- \$14.2 million land acquisition for open spaces and community land
- \$2.9 million land acquisitions for drainage purposes

**Decreases**

- \$30.7 million various projects to be deferred to FY 2024-25

The year-to-date capital expenditure to 31 December 2023 was \$112.5 million.

Details of the proposed budget changes are provided in the following attachments:

- **Attachment 1 – Summary Financial Results (Consolidated) – Q1 Budget Review Summary (QBRs):** This report presents a summary of Council's budgeted financial position at end of the quarter.
- **Attachment 2 – Operating Budget Adjustments:** This report provides details of operating budget adjustments
- **Attachment 3 – Capital Budget Adjustments:** This report provides details of capital budget adjustments
- **Attachments 4 & 5 – Grants Status Reports:** This has two components: 1. listing all annual grant submissions; 2. listing all grants that have been applied for during the quarter detailing the project title, amount sought, funding body and status of the application.

- **Attachment 6 – Forecast Cash and Investments:** Providing a reconciliation of restricted and unrestricted funds held as at 30 September 2023.
- **Attachment 7 – Key Performance Indicators**
- **Attachment 8 - Consultancy and Legal Expenses**
- **Attachment 9 – Contracts:** Contracts entered into during the quarter
- **Attachment 10 - City Development Fund and Environment Levy**

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

## **CONSIDERATIONS**

<b>Economic</b>	The revised budget net operating result before Grants and Contributions following Quarter 2 Budget Review and Council resolutions to 31 December 2023 will be a deficit of \$8.4 million.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Local Government (General) Regulation 2021, section 203 Local Government Code of Accounting Practice and Financial Reporting The responsible accounting officer (RAO) is required to provide a budget review statement complying with the Code not later than two months after each quarter's end, including – <ul style="list-style-type: none"> <li>• revised estimate of income and expenditure for the year by reference to the statement of Council's revenue policy in the operational plan;</li> <li>• RAO's report on whether the Council's financial position is satisfactory, having regard to the original estimate; and</li> <li>• remedial action if the position is not satisfactory.</li> </ul>
<b>Risk</b>	The risk is deemed to be low.



	The risk is considered within Council's risk appetite.
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## **ATTACHMENTS**

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

Liverpool City Council  
Summary Financial Results - Consolidated  
For the period 1 July 2023 to 30 June 2024

Attachment 1

	2022-23 Annual Actual	2023-24 Original Budget	2023-24 Revotes	2023-24 Resolutions	2023-24 Q1 Review	2023-24 Revised Budget	2023-24 Quarter 2 Request	2023-24 Proposed Budget
Net Operating Results Before Grants & Contributions for Capital Purposes	532,296	(3,743,183)	0	(214,996)	(4,329,027)	(8,287,206)	(103,895)	(8,391,101)
Revenue								
Rates & Annual Charges	156,678,212	170,067,438	0	0	0	170,067,438	1,400,000	171,467,438
User Charges & Fees	15,799,906	18,900,354	0	0	(132,000)	18,768,354	1,000,000	19,768,354
Interest & Investment Revenue	13,687,423	11,433,224	0	0	3,000,000	14,433,224	2,000,000	16,433,224
Grants & Contributions - Operating	31,685,306	28,323,585	0	0	(31,809)	28,291,776	(317,626)	27,974,150
Grants & Contributions - Capital (Others) *	85,488,202	82,227,319	8,148,946	600,000	(2,469,465)	88,506,800	(5,197,721)	83,309,079
Grants & Contributions - Capital (s711) *	59,842,631	50,000,000	0	0	0	50,000,000	0	50,000,000
Other Revenues	10,615,804	10,825,636	0	0	0	10,825,636	595,864	11,421,500
Rental Income	4,525,820	5,644,057	0	0	5,875	5,649,932	(333,929)	5,316,003
Net Gain from the Disposal of Assets	0	1,900,000	0	0	(1,900,000)	0	0	0
Fair value increment on Investments	631,159	0	0	0	0	0	500,000	500,000
Total Revenue	378,954,465	379,321,613	8,148,946	600,000	(1,527,399)	386,543,160	(353,412)	386,189,748
Expenses								
Employee Costs	80,440,146	94,043,486	0	100,496	0	94,143,982	220,337	94,364,319
Borrowing Costs	1,173,624	2,496,009	0	0	623,148	3,119,157	4,381,055	7,500,212
Materials & Sewrvices - Tipping & Waste Services	33,149,238	35,649,100	0	0	0	35,649,100	(1,402,974)	34,246,126
Materials & Services - Other	61,392,853	61,432,690	0	112,500	3,533,904	65,079,094	209,756	65,288,850
Legal Costs	2,121,517	1,447,945	0	0	199,669	1,647,614	173,640	1,821,254
Consultants	1,616,171	840,054	0	0	691,142	1,531,196	112,300	1,643,496
Depreciation	47,162,769	47,390,706	0	0	0	47,390,706	1,500,000	48,890,706
Other Expenses	3,335,121	5,037,487	0	2,000	223,230	5,262,717	(245,910)	5,016,807
Net Loss from the Disposal of Assets	2,699,896	2,500,000	0	0	0	2,500,000	0	2,500,000
Revaluation decrement / impairment of IPP&E	0	0	0	0	0	0	0	0
Total Expenses	233,091,335	250,837,477	0	214,996	5,271,093	256,323,566	4,948,204	261,271,770
Net Operating Result	145,863,129	128,484,136	8,148,946	385,004	(6,798,492)	130,219,594	(5,301,616)	124,917,978
Less: Grants & Contributions for Capital Purposes *	145,330,834	132,227,319	8,148,946	600,000	(2,469,465)	138,506,800	(5,197,721)	133,309,079
Net Operating Results Before Grants & Contributions for Capital Purposes	532,296	(3,743,183)	0	(214,996)	(4,329,027)	(8,287,206)	(103,895)	(8,391,101)
Add back: Grants & Contributions - Capital (s711)	59,842,631	50,000,000	0	0	0	50,000,000	0	50,000,000
Add back: Depreciation	47,162,769	47,390,706	0	0	0	47,390,706	1,500,000	48,890,706

Liverpool City Council  
Summary Financial Results - Consolidated  
For the period 1 July 2023 to 30 June 2024

Attachment 1

	2022-23 Annual Actual	2023-24 Original Budget	2023-24 Revotes	2023-24 Resolutions	2023-24 Q1 Review	2023-24 Revised Budget	2023-24 Quarter 2 Request	2023-24 Proposed Budget
Add back: Non-cash Borrowing Costs	0	0	0	0	0	0	0	0
Add back: Net Accrual of revenue & expenses	(18,616,083)	0	0	0	0	0	(500,000)	(500,000)
Add back: Asset Write-off / Revaluation decrement	3,680,741	2,500,000	0	0	0	2,500,000	0	2,500,000
Net changes in Operating Reserves	(148,577,565)	(65,810,556)	0	0	(1,973,557)	(67,784,113)	(1,636,236)	(69,420,349)
Surplus operating funds	(55,975,210)	30,336,967	0	(214,996)	(6,302,584)	23,819,387	(740,131)	23,079,256
Add back: Grants & Contributions - Capital (Others)	85,488,202	82,227,319	8,148,946	600,000	(2,469,465)	88,506,800	(5,197,721)	83,309,079
Net changes in Capital Reserves	154,217,603	110,301,498	43,008,272	19,305,000	6,209,837	178,824,607	1,958,654	180,783,261
Surplus operating and capital funds	183,730,596	222,865,784	51,157,218	19,690,004	(2,562,212)	291,150,794	(3,979,198)	287,171,596
Capital Expenditure								
Operations	52,397,950	125,593,097	15,246,290	1,767,000	(26,093,622)	116,512,765	(22,242,410)	94,270,355
Planning & Compliance	2,158,620	25,170,283	0	0	6,223,308	31,393,591	207,588	31,601,179
Community & Lifestyles	859,930	1,089,500	34,000	0	161,280	1,284,780	0	1,284,780
Corporate Support	128,257,344	64,431,300	0	18,705,000	19,874,295	103,010,595	14,657,305	117,667,900
Office of the CEO	0	0	0	0	0	0	0	0
City Futures	101,178,435	8,178,608	55,429,600	0	24,472,400	88,080,608	(75,000)	88,005,608
Customer & Business Performance	1,195,620	3,120,000	63,600	0	65,000	3,248,600	0	3,248,600
Capital Works Program	286,047,898	227,582,788	70,773,490	20,472,000	24,702,661	343,530,939	(7,452,517) E	336,078,422
Principal Loan Repayment	14,012,200	15,351,801	0	0	2,020,654	17,372,455	0	17,372,455
Borrowings	(74,600,000)	0	0	0	(24,500,000)	(24,500,000)	0	(24,500,000)
Book Value of Assets Disposed	(63)	(3,009,500)	0	0	2,600,000	(409,500)	0	(409,500)
Total Capital Expenditure	225,460,035	239,925,089	70,773,490	20,472,000	4,823,315	335,993,894	(7,452,517)	328,541,377
Net changes in cash reserves	(41,729,439)	(17,059,305)	(19,616,272)	(781,996)	(7,385,527)	(44,843,100)	3,473,319	(41,369,781)

Liverpool City Council  
Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Summary	Original Budget	Revised Budget	Post Budget Resolutions	New Grants Expense	New Grants Revenue	Transfers	New Requests	Total Request	Proposed Budget
Operations	116,781,273	116,877,205	95,932	0	5,018,615	442,868	(10,030,190)	(4,568,707)	112,308,498
Planning & Compliance	30,973,102	34,166,290	3,193,188	(100,000)	66,667	0	2,716,803	2,683,470	36,849,760
Community & Lifestyles	(13,999,080)	(15,966,135)	(1,967,055)	0	0	(117,817)	(3,326,465)	(3,444,282)	(19,410,417)
Corporate Support	(8,891,281)	(8,919,650)	(28,369)	0	0	(322,068)	405,766	83,698	(8,835,952)
Office of the CEO	9,940,091	9,944,537	4,446	0	0	0	0	0	9,944,537
City Futures	823,612	1,445,368	621,756	0	0	4,200	0	4,200	1,449,568
Customer & Business Performance	(7,143,581)	(7,328,020)	(184,439)	0	0	(7,183)	(52,812)	(59,995)	(7,388,015)
Net Operating Results	128,484,136	130,219,594	1,735,458	(100,000)	5,085,282	0	(10,286,898)	(5,301,616)	124,917,978
Less: Grants & Contributions for Capital Purposes	132,227,319	138,506,800	6,279,481	0	5,018,615	0	(10,216,336)	(5,197,721)	133,309,079
Net Operating Results before Grants & Contribution for Capital Purposes	(3,743,183)	(8,287,206)	(4,544,023)	(100,000)	66,667	0	(70,562)	(103,895) C	(8,391,101) D

Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Project	Project_Description	Comments	Total Request	Transfers	Grants & Contributions	External Reserves	FUNDING		General Fund	Total Funding
							Internal Reserves			
Rates & Annual Charges			1,400,000	0	0	0	0		1,400,000	1,400,000
301110	Rates	Anticipated increase in rates & annual charges due to growth	969,754	0	0	0	0		969,754	969,754
301056	Drainage and Floodplain	Anticipated increase in rates & annual charges due to growth	13,946	0	0	0	0		13,946	13,946
301144	Waste Planning & Policy	Anticipated increase in rates & annual charges due to growth	400,000	0	0	0	0		400,000	400,000
301153	Natural Environment Implementation	Anticipated increase in rates & annual charges due to growth	16,300	0	0	0	0		16,300	16,300
User Charges & Fees			1,000,000	0	0	0	0		1,000,000	1,000,000
301001	Accounting Administration	Release of bonds for engineering works	1,000,000	0	0	0	0		1,000,000	1,000,000
Interest & Investment Revenue			2,000,000	0	0	0	0		2,000,000	2,000,000
301001	Accounting Administration	Higher than anticipated interest on investment holdings	500,000	0	0	0	0		500,000	500,000
301121	S7.11 Admin	Higher than anticipated interest on investment holdings	1,500,000	0	0	0	0		1,500,000	1,500,000
Grants & Contributions - Operating			(317,626)	0	44,839	0	0		(362,465)	(317,626)
200484	Australia Day	Grant from National Australia Day Council	15,000	0	0	0	0		15,000	15,000
201780	Reserve Funding For Future Budget Adjustment - Operating	Identified savings as per ELT budget plan	(477,676)	0	0	0	0		(477,676)	(477,676)
201408	Education and Communication for CRC	Reversal of Better Waste Program as it ceased in August 2022	(5,990)	0	0	0	0		(5,990)	(5,990)
201632	Wianamatta South Creek Flood Study Update	Reversal of grant funding	(50,000)	0	0	0	0		(50,000)	(50,000)
201674	Species Hibbertia sp	Grant from Department of Planning and Environment	31,505	0	31,505	0	0		0	31,505
201756	Harris Creek Flood Study	Grant from Department of Planning and Environment	53,333	0	0	0	0		53,333	53,333
201782	WASM On-ground Litter Prevention Program	Grant from Environment Protection Agency	46,000	0	0	0	0		46,000	46,000
201802	Review of Liverpool Overland Flow Path Study Stage 1-	Flood study grant from Department of Planning and Environment	13,334	0	13,334	0	0		0	13,334
301120	Rural Fire Service	Additional grant from RFS	6,868	0	0	0	0		6,868	6,868
201799	Early Land Acquisition Schemes	WSPP contribution to fund early land acquisition scheme	50,000		0	0	0		50,000	50,000
Grants & Contributions - Capital (Others)			(5,197,721)	0	(4,547,721)	(650,000)	0		0	(5,197,721)
101512	Erosion Protection - Harris Creek & Helles Park	Reversal of duplicate funding	(250,000)		(250,000)					(250,000)
101965	Edmondson Ave - Detailed Design	Grants received in prior financial years	(650,000)	0	0	(650,000)	0		0	(650,000)
102434	Lighthorse Park Redevelopment – Design	WSIG grant	900,000	0	900,000	0	0		0	900,000
102606	Kurrajong Road / Lyn Pde Intersection Upgrade - Design	Reversal of grant as project timeframe is extended due to major service relocation works	(1,325,000)	0	(1,325,000)	0	0		0	(1,325,000)
102759	Edmondson Avenue Construction	Grant from Department of Planning and Environment	91,345	0	91,345	0	0		0	91,345
102762	Governor Macquarie Drive & Hume Highway Intersection	Project will not be completed this financial year	(3,000,000)	0	(3,000,000)	0	0		0	(3,000,000)
102873	Phase 1 Urban Forest Strategy – Greening City Tree planting	Final milestone grant payment from the Department of Planning and Environment under the 5M Trees Program	100,000	0	100,000	0	0		0	100,000
103028	Flood Detention Basin 14 Edmondson Park - Construction	Reversal of grant revenue as civil construction has been deferred to FY 2024-25	(960,000)	0	(960,000)	0	0		0	(960,000)
103058	Carnes Hill Recreation Precinct Stage 2 - Aquatic Centre	Grant adjustment based on revised project delivery schedule. Project to be delivered by 2028	(1,320,000)	0	(1,320,000)	0	0		0	(1,320,000)
103060	Denham Court Road Upgrade	Grant from Department of Planning and Environment	417,031	0	417,031	0	0		0	417,031
103089	Lighthorse Park Play Area and Open Space Construction	Grant adjustment based on revised project delivery schedule. Funds to be spent in FY 2024-25.	(2,000,000)	0	(2,000,000)	0	0		0	(2,000,000)
103148	Roundabout - Nuwarra Road and Marshall Avenue	Reversal of duplicate funding	(430,500)	0	(430,500)	0	0		0	(430,500)
103250	Pye Hill Reserve – Regional Trail Pathway	Grant from Department of Planning under Places to Roam Program	734,000	0	734,000	0	0		0	734,000
103259	Harris Creek Reserve Fairy Glen Garden	Grant from Department of Planning under Places to Roam Program	42,848	0	42,848	0	0		0	42,848
103274	Gurner Avenue - Fourth to Lee and Clark	Reversal of LRCI Phase 4 grant as project has been deferred to FY 2024-25	(825,269)	0	(825,269)	0	0		0	(825,269)
103302	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)	Roads to Recovery grant	660,000	0	660,000	0	0		0	660,000

Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Project	Project_Description	Comments	Total Request	Transfers	Grants & Contributions	External Reserves	FUNDING		General Fund	Total Funding
							Internal Reserves			
103327	Overett Ave - Western Rd - End	Reversal of Roads to Recovery grant as project has been deferred to FY 2024-25	(488,500)	0	(488,500)	0	0		0	(488,500)
103329	Governor Macquarie Dr Upgrade - Munday Street to ATC Access	Reversal of WSIP grant as project will not be completed this financial year	500,000	0	500,000	0	0		0	500,000
103729	Pye Hill Reserve - Public Spaces Legacy Program	Grant from Department of Planning and Environment	360,736	0	360,736	0	0		0	360,736
103770	Government Road between M7 and Cowpasture Road, Hinchinbrook	Grant from Transport NSW under the 2024-25 Get NSW Active program	355,000		355,000	0	0		0	355,000
103771	Newbridge road between Epsom road and Haigh Avenue Moorebank	Grant from Transport NSW under the 2024-25 Get NSW Active program	488,000		488,000	0	0		0	488,000
103772	Camden valley way between Guild Avenue and Old Cowpasture	Grant from Transport NSW under the 2024-25 Get NSW Active program	100,000		100,000	0	0		0	100,000
103808	Liverpool Koala Vehicle Strike	Grant from Department of Planning	95,000	0	95,000	0	0		0	95,000
103811	Power House Road - Georges River Erosion Protection works	Grant from the Department of Regional NSW Public Works under the Natural Disaster Restoration Grant Program	1,000,000	0	1,000,000	0	0		0	1,000,000
103209	Local Collector Road -CR1-Austral	Works-in-kind undertaken by developer	207,588	0	207,588	0	0		0	207,588
Grants & Contributions - Capital (s711)			0	0	0	0	0		0	0
Other Revenues			595,864	0	0	0	0		595,864	595,864
200996	Theatre	Higher than anticipated income from ticket sales	80,000	0	0	0	0		80,000	80,000
201308	CPAC Bar	Lower income from sales	(38,000)	0	0	0	0		(38,000)	(38,000)
301089	Bellbird Café	Higher than anticipated income from café sales	193,000	0	0	0	0		193,000	193,000
301174	Casula Powerhouse Outside Hire	Higher than anticipated income from ticket sales and other income	70,000	0	0	0	0		70,000	70,000
301197	Casula Powerhouse - Technical	Higher than anticipated income	20,000	0	0	0	0		20,000	20,000
301080	Legal Services	Additional legal fees recovery	25,601	0	0	0	0		25,601	25,601
301107	Property Services	Increased income for water charge reimbursements	15,263	0	0	0	0		15,263	15,263
201754	Cowpasture Savings and Revenue Opportunities	Revenue from mattresses shredding	230,000	0	0	0	0		230,000	230,000
Rental Income			(333,929)	0	0	352,866	0		(686,795)	(333,929)
201655	Liverpool City Library	Lease rental adjustment for the financial year. Lease agreement still to be finalised.	(707,795)	0	0	0	0		(707,795)	(707,795)
301379	Civic & Executive Services	Lease back vehicle for Civic and Executives Services Lead position	3,500	0	0	0	0		3,500	3,500
301107	Property Services	Higher than anticipated income from commercial rentals	17,500	0	0	0	0		17,500	17,500
201754	Cowpasture Savings and Revenue Opportunities	Rental from September 2023 to June 2024	352,866	0	0	352,866	0		0	352,866
Net Gain from the Disposal of Assets			0	0	0	0	0		0	0
Share of interests in Joint Ventures			500,000	0	0	0	0		500,000	500,000
301001	Accounting Administration	Anticipated increase in fair value of investments	500,000	0	0	0	0		500,000	500,000
Total Revenue			(353,412)	0	(4,502,882)	(297,134)	0		4,446,604	(353,412)
Employee Costs			220,337	0	0	0	0		220,337	220,337
201410	Tourism	Regrading of Pos 2156 - Visitor Economy Officer	6,201		0	0	0		6,201	6,201
201535	Liverpool Innovation Precinct	ATRP increase for pos 2273 - Director Investment and Innovation	2,600	0	0	0	0		2,600	2,600
301163	Corporate Planning & Reporting	0.2 FTE increase for 1562 - Project Officer Strategy and Performance (8 months)	14,366	0	0	0	0		14,366	14,366
301223	City Design and Public Domain	Superannuation correction for Pos 2466 - Heritage Project Officer	(90,000)	0	0	0	0		(90,000)	(90,000)
301255	Digital & Design	Restructure of Communications Marketing & Branding (2 new & 1 deleted positions)	82,097	0	0	0	0		82,097	82,097
301271	Engagement and Community	Restructure of Communications Marketing & Branding (deleted 2 positions)	(244,578)	0	0	0	0		(244,578)	(244,578)
301323	City Futures Office	Savings due to recruitment delay of various vacant positions	(385,000)	0	0	0	0		(385,000)	(385,000)
301360	Commercial Development Office	Adjustment to capitalised labour in Commercial Development	119,074	0	0	0	0		119,074	119,074

## Attachment 2

					FUNDING				
Project	Project_Description	Comments	Total Request	Transfers	Grants & Contributions	External Reserves	Internal Reserves	General Fund	Total Funding
301071	Hinchinbrook CCC	New position CCS18 - Childcare Worker Diploma Hinchinbrook (6 months)	36,794	0	0	0	0	36,794	36,794
301072	Holsworthy CCC	Deleted position - POS1289 - Trainee C/Care Holsworthy	(34,242)	0	0	0	0	(34,242)	(34,242)
301143	Warwick Farm CCC	New position CCS19 - Childcare Assistant Warwick Farm (6 months)	34,682	0	0	0	0	34,682	34,682
301379	Civic & Executive Services	Restructure of Civic & Executive Services (2 new positions)	140,712	0	0	0	0	140,712	140,712
201229	Recruitment of Executive Positions	Additional budget for recruitment of executive positions	27,211	0	0	0	0	27,211	27,211
201441	Council's Vision and Values	Expenditure not planned in this financial year	(8,570)	0	0	0	0	(8,570)	(8,570)
301043	Corporate Governance- Admin	Restructure of Governance (3 new and 1 deleted positions)	57,024	0	0	0	0	57,024	57,024
301044	Corporate Training	0.4 FTE increase, Regrading of 1 position, additional budget for course reimbursements offset by savings due to recruitment delay of 1 position	(23,171)	0	0	0	0	(23,171)	(23,171)
301064	Financial Reporting and Internal Control	Savings due to recruitment delay of 1 vacant position	(80,000)	0	0	0	0	(80,000)	(80,000)
301073	Human Resources	Additional 4.4 FTEs as part of restructure	489,306	0	0	0	0	489,306	489,306
301098	Payroll	Salary increase for Pos 1100 - Coordinator Payroll and Reporting and regrading of Pos 2593 - Payroll and Benefits Advisor	(21,508)	0	0	0	0	(21,508)	(21,508)
301104	Procurement - Admin	Restructure of Procurement (1 new position and regrading of 4 positions)	336,120	0	0	0	0	336,120	336,120
301078	IT and GIS Admin	Savings due to recruitment delay of 1 vacant position	(103,000)	0	0	0	0	(103,000)	(103,000)
301321	Business Performance	Capitalisation of salaries for Director Customer & Business Performance	(100,000)	0	0	0	0	(100,000)	(100,000)
301067	CEO's Office	Deleted position - CEO16 (net of 6 months temp POS2555)	(35,757)	0	0	0	0	(35,757)	(35,757)
201430	Corporate Training - Infrastructure Planning	Training budget not required as per review	(9,000)	0	0	0	0	(9,000)	(9,000)
201526	Corporate Training - Waste & Cleansing	Additional training for operatives including fire and sharps training	31,300	0	0	0	0	31,300	31,300
301085	Mechanical Services	Savings due to recruitment delay of 2 vacant positions	(150,000)	0	0	0	0	(150,000)	(150,000)
301144	Waste Planning & Policy	3 new FTEs requested	173,333	0	0	0	0	173,333	173,333
301211	Infrastructure Planning	Savings due to recruitment delay of various vacant positions	(248,402)	0	0	0	0	(248,402)	(248,402)
301303	Operations Office	Savings due to recruitment delay of various vacant positions	(175,000)	0	0	0	0	(175,000)	(175,000)
301307	City Infrastructure and Environment	Reversal capitalised labour and churn savings - previous I&E directorate	377,745	0	0	0	0	377,745	377,745
Borrowing Costs			4,381,055	0	0	0	0	4,381,055	4,381,055
201506	Civic Place Borrowings	Interest expense on LCP borrowings from November 2023 to June 2024	4,381,055	0	0	0	0	4,381,055	4,381,055
Materials & Services - Tipping & Waste Services			(1,402,974)	0	0	(136,974)	0	(1,266,000)	(1,402,974)
200563	Drainage Systems	Transfer to materials & services - other	(50,000)	0	0	0	0	(50,000)	(50,000)
201074	Community Sharps Programme	Reversal of Better Waste Program as it ceased in August 2022	(23,193)	0	0	(23,193)	0	0	(23,193)
201214	Traffic Facilities Maintenance-RMS	Transfer to materials & services - other	(3,000)	0	0	0	0	(3,000)	(3,000)
201403	Asbestos Collections	Reversal of Better Waste Program as it ceased in August 2022	(113,781)	0	0	(113,781)	0	0	(113,781)
301144	Waste Planning & Policy	Lower expenditure in mattress shredding and waste	(1,003,000)	0	0	0	0	(1,003,000)	(1,003,000)
301166	Litter and Waste Removal-Household Rubbish Collection	Reduction of tipping fees for mattress collection costs due to installation of mattress shredder	(210,000)	0	0	0	0	(210,000)	(210,000)
Materials & Services - Other			209,756	0	31,505	349,013	0	(170,762)	209,756
201379	Liverpool 2050	City Futures program funding for Liverpool 2050	200,000	0	0	0	0	200,000	200,000
201552	Plans of Management	To develop robust program of updating Plans of Management, aligning Council's plans and Local Government and Crown Land Acts	50,400	0	0	0	0	50,400	50,400
201655	Liverpool City Library	Outgoings based on lease agreement and commissions paid on completed lease contract	380,651	0	0	0	0	380,651	380,651
201793	Relocation Expense - 33 Moore Street	Funding required for staff relocation to Civic Place	100,000	0	0	0	0	100,000	100,000
201794	Relocation Expense - 35 Scott Street	Funding required for staff relocation to Civic Place	30,000	0	0	0	0	30,000	30,000
201795	Relocation Expense - 3 Hoxton Park Road	Funding required for staff relocation to Civic Place	50,000	0	0	0	0	50,000	50,000
201796	Relocation Expense - Old Library	Funding required for staff relocation to Civic Place	300,000	0	0	0	0	300,000	300,000
301163	Corporate Planning & Reporting	Funds not required as external promotion is managed by Communications team	(541)	0	0	0	0	(541)	(541)
301189	Liverpool Civic Place - 52 Scott Street Liverpool	Operating costs required for Civic Place	718,000	0	0	0	0	718,000	718,000
301189	Liverpool Civic Place - 52 Scott Street Liverpool	Promotion costs relating to LCP leasing	45,870	0	0	0	0	45,870	45,870
201660	Lurnea Hub Phillips Park	Lower expenditure forecasted on security contractor	(20,000)	0	0	0	0	(20,000)	(20,000)
301017	Casula Powerhouse - Admin	Lower expenditure forecasted on security contractor	(20,000)	0	0	0	0	(20,000)	(20,000)
301018	City Library	Reduction in operating expense due to relocation to Liverpool Civic Place	(230,000)	0	0	0	0	(230,000)	(230,000)
301379	Civic & Executive Services	Lease back vehicle for Civic and Executives Services Lead position	5,600	0	0	0	0	5,600	5,600



## Attachment 2

For the period 1 July 2023 to 30 June 2024					FUNDING				
Project	Project_Description	Comments	Total Request	Transfers	Grants & Contributions	External Reserves	Internal Reserves	General Fund	Total Funding
201382	Workforce Management Plan	Delayed commencement of workforce management plan	(335,000)	0	0	0	0	(335,000)	(335,000)
201441	Council's Vision and Values	Expenditure not planned in this financial year	(8,053)	0	0	0	0	(8,053)	(8,053)
201780	Reserve Funding For Future Budget Adjustment - Operating	Identified savings as per ELT budget plan	(1,275,517)	0	0	0	0	(1,275,517)	(1,275,517)
301043	Corporate Governance- Admin	Savings in Contract labour to fund additional requests	(145,600)	0	0	0	0	(145,600)	(145,600)
301073	Human Resources	LG NSW subscription / licence	2,000	0	0	0	0	2,000	2,000
301104	Procurement - Admin	Additional budget for financial viability assessments, LG membership & mobile devices	33,000	0	0	0	0	33,000	33,000
301107	Property Services	Reversal of capitalised material costs	45,000	0	0	0	0	45,000	45,000
301107	Property Services	Increased cost for water charges	15,050	0	0	0	0	15,050	15,050
301094	Network	No appointment of trainees planned for this year	(60,783)	0	0	0	0	(60,783)	(60,783)
301110	Rates	Property valuation for rating purpose	500,000	0	0	0	0	500,000	500,000
301122	Safety Programme	Gap analysis of the Management System will not occur in this financial year	(77,171)	0	0	0	0	(77,171)	(77,171)
301240	Customer Experience	Review of the Customer Request Management process	80,000	0	0	0	0	80,000	80,000
201250	Contingency	Funding of capital works for urgent installation of shade and awning at Wonderwood Eatery at Phillips Park	(35,550)	0	0	0	0	(35,550)	(35,550)
200036	Maintenance - Casula Powerhouse	Savings in CPAC maintenance as per ELT Budget Plan	(100,000)	0	0	0	0	(100,000)	(100,000)
200037	Maintenance - Macquarie St Mall	Savings in maintenance of Macquarie mall as per ELT Budget Plan	(40,000)	0	0	0	0	(40,000)	(40,000)
200150	Northumberland Street Carpark	Car park bollards - safety	257	0	0	0	0	257	257
200190	Warren Service Way Car Park	Cleaning undertaken by contractor	30,000	0	0	0	0	30,000	30,000
200196	Western Works Depot Office	Identified savings per ELT Budget Plan	(10,000)	0	0	0	0	(10,000)	(10,000)
200511	Parks General	Identified savings per ELT Budget Plan	(68,000)	0	0	0	0	(68,000)	(68,000)
200553	Graffiti Removal	Identified savings per ELT Budget Plan	(10,000)	0	0	0	0	(10,000)	(10,000)
200562	Street Furniture	Additional funds required to cover expenditure up to the end of financial year	70,000	0	0	0	0	70,000	70,000
200563	Drainage Systems	Additional funds required to cover expenditure up to the end of financial year	40,000	0	0	0	0	40,000	40,000
200563	Drainage Systems	Transfer from tipping & waste services	50,000	0	0	0	0	50,000	50,000
201074	Community Sharps Programme	Reversal of Better Waste Program ceased in August 2022	(26,916)	0	0	(26,916)	0	0	(26,916)
201103	Maintenance - Francis Greenway Centre (Council Chambers)	Identified savings per ELT Budget Plan	(10,000)	0	0	0	0	(10,000)	(10,000)
201214	Traffic Facilities Maintenance-RMS	Additional funds required to cover expenditure up to the end of financial year.	75,000	0	0	0	0	75,000	75,000
201214	Traffic Facilities Maintenance-RMS	Transfer from tipping & waste services	3,000	0	0	0	0	3,000	3,000
201297	Waste Remediation	Identified savings per ELT Budget Plan	(1,300,000)	0	0	0	0	(1,300,000)	(1,300,000)
201319	Carnes Hill Common Area	Identified savings per ELT Budget Plan	(100,000)	0	0	0	0	(100,000)	(100,000)
201403	Asbestos Collections	Reversal of Better Waste Program ceased in August 2022	(2,245)	0	0	(2,245)	0	0	(2,245)
201408	Education and Communication for CRC	Reversal of Better Waste Program ceased in August 2022	(5,990)	0	0	0	0	(5,990)	(5,990)
201458	Asset Revaluation - Transport and Drainage Asset	Identified savings per ELT Budget Plan	(80,000)	0	0	0	0	(80,000)	(80,000)
201542	Update of Council's Transport Asset Management Plan	Identified savings per ELT Budget Plan	(60,000)	0	0	0	0	(60,000)	(60,000)
201543	Strategic Maintenance Planning for Kerb & Gutter Assets	Funds towards task reporting and Assetic EAM Support	10,000	0	0	0	0	10,000	10,000
201624	Local Government Transition FOGO	FOGO workshops	105,000	0	0	9,785	0	95,215	105,000
201633	Facilities Painting	Identified savings per ELT Budget Plan	(10,000)	0	0	0	0	(10,000)	(10,000)
201674	Species Hibbertia sp	Management of transplanted threatened Hibbertia species	31,505	0	31,505	0	0	0	31,505
201754	Cowpasture Savings and Revenue Opportunities	Fitout and other operating expenses	368,389	0	0	368,389	0	0	368,389
201782	WASM On-ground Litter Prevention Program	Bin enclosures	46,000	0	0	0	0	46,000	46,000
301007	Asset Planning & Management	LCP valuation	100,000	0	0	0	0	100,000	100,000
301090	Sustainable Environment	IBIS management by contractor funded from consultant	38,700	0	0	0	0	38,700	38,700
301238	Operational Facilities	Transfer to Local Emergency Management	(20,000)	0	0	0	0	(20,000)	(20,000)
301261	Facilities Management	Identified savings per ELT Budget Plan	(70,000)	0	0	0	0	(70,000)	(70,000)
301262	Local Emergency Management	Materials and equipment required to be prepared for an emergency event (flood, fire and storm)	20,000	0	0	0	0	20,000	20,000
301303	Operations Office	Supply and installation of individual telematics devices (capital works funding)	190,000	0	0	0	0	190,000	190,000
301052	Development Application Assessment	Additional funds required for outsourcing of DA assessments	500,000	0	0	0	0	500,000	500,000
301140	Traffic Planning and Policy	Investigation of traffic conditions between Brickmakers Drive and Heathcote Road	97,700	0	0	0	0	97,700	97,700
Legal Costs			173,640	0	0	0	0	173,640	173,640
301189	Liverpool Civic Place - 52 Scott Street Liverpool	Legal expenses relating to LCP leasing	112,440	0	0	0	0	112,440	112,440
301073	Human Resources	DEED settlement	61,200	0	0	0	0	61,200	61,200



Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Project		Project_Description	Comments	Total Request	Transfers	Grants & Contributions	External Reserves	FUNDING Internal Reserves	General Fund	Total Funding
Consultants				112,300	0	13,334	21,000	0	77,966	112,300
	201589	Review of Dam Safety Emergency Plan and O&M Manual of	Funds towards additional works required by Dam Safety NSW	21,000	0	0	21,000	0	0	21,000
	201632	Wianamatta South Creek Flood Study Update	Reversal of grant funding	(30,000)	0	0	0	0	(30,000)	(30,000)
	201756	Harris Creek Flood Study	Consultants costs towards flood study	80,000	0	0	0	0	80,000	80,000
	201802	Review of Liverpool Overland Flow Path Study Stage 1-	Additional costs for flood study partly funded by grants	20,000	0	13,334	0	0	6,666	20,000
	301090	Sustainable Environment	Transfer of funds for IBIS management by contractor	(38,700)	0	0	0	0	(38,700)	(38,700)
	301303	Operations Office	To fund year correction actions of a 3-4 year Chain of Responsibility project plan (capital works funding)	60,000	0	0	0	0	60,000	60,000
Depreciation				1,500,000	0	0	0	0	1,500,000	1,500,000
	301189	Liverpool Civic Place - 52 Scott Street Liverpool	Estimated depreciation for LCP building and fittings	1,500,000	0	0	0	0	1,500,000	1,500,000
Other Expenses				(245,910)	0	0	0	0	(245,910)	(245,910)
	201655	Liverpool City Library	Reversal of lease incentives. Lease agreement still to be finalised.	(75,680)	0	0	0	0	(75,680)	(75,680)
	301029	Communications	Reversal of Q1 allocation of Aquatopia pass	(20,230)	0	0	0	0	(20,230)	(20,230)
	301191	City Economy	City Futures program cost transferred to fund Liverpool 2050	(200,000)	0	0	0	0	(200,000)	(200,000)
	301051	Developer Contributions Planning and Policy	WSPP contribution to fund early land acquisition scheme	50,000	0	0	0	0	50,000	50,000
Total Expenses				4,948,204	0	44,839	233,039	0	4,670,326	4,948,204
Net Operating Results				(5,301,616)	0	(4,547,721)	(530,173)	0	(223,722)	(5,301,616)
Less: Grants & Contributions for Capital Purposes				(5,197,721)	0	(4,547,721)	(650,000)	0	0	(5,197,721)
Net Operating Results Before Grants & Contributions for Capital Purposes				(103,895)	0	0	119,827	0	(223,722)	(103,895)

Liverpool City Council  
Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Original Budget	Revised Budget	Post Budget Resolutions	Deferred to 2024/25	Project Brought Forward	Budget Variations	New Grants / Contribution	Transfers	New Requests	Total Request	Proposed Budget
Operations	125,593,097	116,512,765	(9,080,332)	(25,231,030)	0	(3,046,500)	3,864,115	0	2,171,005	(22,242,410)	94,270,355
Planning & Compliance	25,170,283	31,393,591	6,223,308	0	0	207,588	0	0	0	207,588	31,601,179
Community & Lifestyles	1,089,500	1,284,780	195,280	0	0	0	0	0	0	0	1,284,780
Corporate Support	64,431,300	103,010,595	38,579,295	(2,489,300)	0	0	0	0	17,146,605	14,657,305	117,667,900
Office of the CEO	0	0	0	0	0	0	0	0	0	0	0
City Futures	8,178,608	88,080,608	79,902,000	(75,000)	0	0	0	0	0	(75,000)	88,005,608
Customer & Business Performance	3,120,000	3,248,600	128,600	0	0	0	0	0	0	0	3,248,600
Capital Expenditure before Loans & Disposal of Assets	227,582,788	343,530,939	115,948,151	(27,795,330)	0	(2,838,912)	3,864,115	0	19,317,610	(7,452,517) E	336,078,422
Loan Principal	15,351,801	17,372,455	2,020,654							0	17,372,455
Borrowings	0	(24,500,000)	(24,500,000)							0	(24,500,000)
Book Value of Assets Disposed	(3,009,500)	(409,500)	2,600,000							0	(409,500)
Total Capital Expenditure	239,925,089	335,993,894	96,068,805	(27,795,330)	0	(2,838,912)	3,864,115	0	19,317,610	(7,452,517)	328,541,377

Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Project	Project Description	Comment	Requests	Transfers	FUNDING					
						Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	Total Funding
Deferred Projects	103356	Lighthorse Park and Community Activation Program	Project will not be delivered in FY 2023-24.	(75,000)		0	0	0	0	(75,000)	(75,000)
Transfers	100095	Adult fiction	Transfer to CP.100096 Adult non-fiction		(2,000)					(2,000)	(2,000)
Transfers	100096	Adult non-fiction	Transfer from CP.101613 School Collection		2,000					2,000	2,000
Transfers	100096	Adult non-fiction	Transfer from CP.100095 Adult fiction		2,000					2,000	2,000
Transfers	100098	Children's resources Fiction	Transfer from CP.100105 Liverpool Heritage Library		2,500					2,500	2,500
Transfers	100098	Children's resources Fiction	Transfer from CP.100104 LIAC		1,500					1,500	1,500
Transfers	100101	Foreign language	Transfer to CP.100111 Young Adult Resources		(6,500)					(6,500)	(6,500)
Transfers	100101	Foreign language	Transfer to CP.102487 Reads on the Run		(11,000)					(11,000)	(11,000)
Transfers	100103	Large print books	Transfer to CP.101607 Children's Resources Non-Fiction		(1,000)					(1,000)	(1,000)
Transfers	100104	LIAC	Transfer to CP.100098 Children's Resources Fiction		(1,500)					(1,500)	(1,500)
Transfers	100105	Liverpool Heritage Library	Transfer to CP.100098 Children's Resources Fiction		(2,500)					(2,500)	(2,500)
Transfers	100111	Young adult resources	Transfer from CP.100101 Foreign Language		6,500					6,500	6,500
Transfers	101219	Junior Audio Visual Resources	Transfer to CP.101607 Children's Resources Non-Fiction		(5,000)					(5,000)	(5,000)
Transfers	101219	Junior Audio Visual Resources	Transfer to CP.101414 Computer Hardware for Library Network		(10,000)					(10,000)	(10,000)
Transfers	101414	Computer Hardware for Library Network	Transfer from CP.101219 Junior Audio Visual Resources		10,000					10,000	10,000
Transfers	101607	Children's Resources Non-Fiction	Transfer from CP.100103 Large Print Books		1,000					1,000	1,000
Transfers	101607	Children's Resources Non-Fiction	Transfer from CP.101219 Junior Audio Visual Resources		5,000					5,000	5,000
Transfers	101613	School Collection	Transfer to CP.100096 Adult non-fiction		(2,000)					(2,000)	(2,000)
Transfers	102487	Reads on the Run	Transfer from CP.100101 Foreign Language		11,000					11,000	11,000
New Requests	101126	Cabramatta Creek West Arm (2) - Passive Area - Edmondson Par	Land acquisition for open space	2,814,486			2,814,486				2,814,486
New Requests	101482	OS9-Park on Collector Street 3-Land	Land acquisition for open space	1,242,257			1,242,257				1,242,257
New Requests	101537	Cabramatta Creek (3) Edmondson Park	Land acquisition for community land	787,264			787,264				787,264
Deferred Projects	101592	Road Closure 24 Scott Street Liverpool	Project deferred to FY 2024-25	(2,489,300)					(2,489,300)		(2,489,300)
New Requests	102006	Men's Shed Relocation	Urgent building repairs	6,000						6,000	6,000
New Requests	102462	Trunk Drainage Channel – DC18- Austral	Land acquisition for drainage purposes	267,890			267,890				267,890
New Requests	102615	Trunk Drainage Channel-DC20-Austral	Land acquisition for drainage purposes	315,479			315,479				315,479
New Requests	102635	Local Sporting Field-LS9-Austral	Land acquisition for open space	3,964,526			3,964,526				3,964,526
New Requests	103004	Edmondson Park Basin 14 - Land Acquisition	Land acquisition for drainage purposes	2,348,817			2,348,817				2,348,817
New Requests	103087	District Passive Open Space "DP4" Austral	Land acquisition for open space	3,973,114			3,973,114				3,973,114
New Requests	103752	District Passive Open Space – DP2_ Austral	Land acquisition for open space	1,426,772			1,426,772				1,426,772
Transfers	100143	Implementation of Disability Action Plan	Increased scope of works due to latent condition. Budget transferred from CP.100404 Community Centre Rehabilitation Program.		100,000					100,000	100,000
Transfers	100404	Community Centre Rehabilitation Program	Kitchen, internal external upgrades to various community centres. Savings due to use of value engineering material selection. Transfer to CP.100143 Implementation of Disability Action Plan.		(100,000)					(100,000)	(100,000)
Transfers	100404	Community Centre Rehabilitation Program	Kitchen, internal external upgrades to various community centres. Savings due to use of value engineering material selection. Transfer to CP.101370 Casula Powerhouse Arts Centre Building Upgrades.		(20,000)					(20,000)	(20,000)
Transfers	100404	Community Centre Rehabilitation Program	Kitchen, internal external upgrades to various community centres. Savings due to use of value engineering material selection. Transfer to CP.102957 Moorebank Community Roof.		(40,000)					(40,000)	(40,000)
Transfers	101370	Casula Powerhouse Arts Centre Building Upgrades	Upgrade works and mechanical services investigation at the Powerhouse building. Budget transfer from CP.100404 Community Centre Rehabilitation Program.		20,000					20,000	20,000
Budget variation	101512	Erosion Protection - Harris Creek & Helles Park	Budget adjustment due to duplicate grant funding.	(250,000)		(250,000)					(250,000)
Transfers	101513	Gross Pollutant Trap	Scope increased during detail design resulting in tender price increase. Budget transfer from CP.103786 Georges River Continuous Shared Path.		287,000					287,000	287,000
Transfers	101528	Heritage Conservation Program	Renewal and restoration works at Collingwood House due to latent conditions. Budget transfer from CP.101546 Leisure Centre Upgrade Program - Michael Wenden.		100,000					100,000	100,000
Transfers	101546	Leisure Centre Upgrade Program - Michael Wenden	Major refurbishment is postponed pending Master Plan. Other compliance works are underway. Budget transfer to CP.101528 Heritage Conservation Program.		(100,000)					(100,000)	(100,000)
Transfers	101546	Leisure Centre Upgrade Program - Michael Wenden	Major refurbishment is postponed pending Master Plan. Other compliance works are underway. Budget transfer to CP.102432 CPAC Air Conditioning Upgrade - Switch Gallery.		(25,923)					(25,923)	(25,923)
Transfers	101546	Leisure Centre Upgrade Program - Michael Wenden	Major refurbishment is postponed pending Master Plan. Other compliance works are underway. Budget transfer to CP.103086 Heritage Conservation Program - Liverpool Court House.		(300,000)					(300,000)	(300,000)
Transfers	101718	Access Improvement Program	Priority footpath works to be completed due to safety reasons. Budget transfer from CP.103314 Ninth Avenue, Austral - Fourth to End.		100,000					100,000	100,000
New Requests	102093	Phillips Park -Redevelopment of Lurnea Community Hub	Funds required towards urgent installation of shade and awning at Wonderwood Eatery at Phillips Park funded from CEO contingency.	35,550						35,550	35,550
New Requests	102201	Warren Serviceway Carpark upgrades	Supply and installation of park equipment and software	415,000					415,000		415,000
Transfers	102432	CPAC Air Conditioning Upgrade - Switch Gallery	Air-condition upgrade at the Casula Powerhouse. Budget transfer from CP.101546 Leisure Centre Upgrade Program - Michael Wenden.		25,923					25,923	25,923
New Requests	102520	Flood Detention Basin 6 - Austral - Construction (staged)	Remediation works required post project completion.	96,355			96,355				96,355
Deferred Projects	102521	Flood Detention Basin 29 - Austral - Construction (staged)	Construction deferred to FY 2024-25.	(1,380,653)			(1,380,653)				(1,380,653)
Deferred Projects	102606	Kurrajong Road / Lyn Pde Intersection Upgrade - Design	Project timeframe extended due to major service relocation works.	(1,325,000)		(1,325,000)					(1,325,000)
Deferred Projects	102759	Edmondson Avenue Construction	Construction deferred to FY 2024-25.	(4,703,655)		(4,703,655)					(4,703,655)
Budget variation	102762	Governor Macquarie Drive & Hume Highway Intersection	Project will not be completed this program year.	(3,000,000)		(3,000,000)					(3,000,000)
Deferred Projects	102765	Middleton Drive - M7 Underpass - Construction	Construction deferred to FY 2024-25.	(2,830,688)			(2,830,688)				(2,830,688)
Budget variation	102785	Pye Hill Reserve - Key Suburb Park Program	Priority project providing regional play space as per NSW State Government Everyone Can Play Guidelines.	384,000			384,000				384,000
Transfers	102873	Phase 1 Urban Forest Strategy – Greening City Tree planting	Tree planting in the city centre. Budget transfer from CP.103314 Ninth Avenue, Austral - Fourth to End.		60,000					60,000	60,000
New Grants / Contributions	102873	Phase 1 Urban Forest Strategy – Greening City Tree planting	Tree planting in the city centre.	100,000		100,000					100,000

Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Project	Project Description	Comment	Requests	Transfers	FUNDING					
						Grants & Contribution	\$7.11	External Reserves	Internal Reserves	General Fund	Total Funding
Transfers	102957	Moorebank Community Centre Roof	Urgent roof replacement works required due to deteriorated condition of existing roof. Budget transfer from CP.100404 Community Centre Rehabilitation Program.		40,000					40,000	40,000
Transfers	102989	Traffic Facilities - Safety Related Projects	Construction of various traffic facilities for safety reasons. Budget transfer from CP.103314 Ninth Avenue, Austral - Fourth to End.		41,750					41,750	41,750
Transfers	102994	Phase 2 - Urban Forest Strategy	Tree planting in the city centre. Budget transfer from CP.103314 Ninth Avenue, Austral - Fourth to End.		9,500					9,500	9,500
Deferred Projects	103028	Flood Detention Basin 14 Edmondson Park - Construction	Civil construction deferred to FY 2024-25.	(3,562,440)		(960,000)	(1,102,440)	(1,500,000)			(3,562,440)
Deferred Projects	103058	Carnes Hill Recreation Precinct Stage 2 - Aquatic Centre	Budget adjustment based on revised project delivery schedule. Project to be delivered by 2028.	(1,320,000)		(1,320,000)					(1,320,000)
New Grants / Contributions	103060	Denham Court Road Upgrade	Undertake concept and detail design	417,031		417,031					417,031
Transfers	103086	Heritage Conservation Program - Liverpool Court House	Scope of works increased due to latent conditions and existing easement protection works. Budget transfer from CP.101546 Leisure Centre Upgrade Program - Michael Wenden.		300,000					300,000	300,000
Deferred Projects	103089	Lighthorse Park Play Area and Open Space Construction	Budget adjustment based on revised project delivery schedule. Project to be delivered in FY 2024-25.	(2,000,000)		(2,000,000)					(2,000,000)
Deferred Projects	103115	Yarrunga Street and Kookaburra Road North - Design	Project deferred to 2024 -25 program year due to delay caused in negotiations to obtain permission to divert stormwater flow through the stormwater basin within the developer's land.	(2,400,000)			(2,400,000)				(2,400,000)
Deferred Projects	103123	Anzac Road - Road Widening	Project deferred to 2024 -25 program year due to TfNSW undertaking major intersection improvements works at Moorebank Avenue.	(700,000)			(700,000)				(700,000)
Budget variation	103148	Roundabout - Nuwarra Road and Marshall Avenue	Works complete. Reversal grant funding.	(430,500)		(430,500)					(430,500)
New Requests	103169	Mattress Processing - Shredder	Additional industrial shredder and grab bucket excavator.	500,000				500,000			500,000
Budget variation	103185	Chain of Responsibility	Transfer to GL.301303 Operations Office.	(250,000)						(250,000)	(250,000)
Transfers	103249	Pye Hill Reserve – Regional Trail Pathway – Design	Savings in design budget. Transfer to CP.103250 Pye Hill Reserve Trail Pathway construction.		(76,000)	(76,000)					(76,000)
Transfers	103250	Pye Hill Reserve – Regional Trail Pathway	Construction planned to be completed. Transfer from CP.103249 Pye Hill Reserve - Regional Trail Pathway - Design.		76,000	76,000					76,000
New Grants / Contributions	103250	Pye Hill Reserve – Regional Trail Pathway	Construction planned to be completed.	734,000		734,000					734,000
New Grants / Contributions	103259	Harris Creek Reserve Fairy Glen Garden	Restoration and bush regeneration works.	42,848		42,848					42,848
Deferred Projects	103274	Gurner Avenue - Fourth to Lee and Clark	Project deferred to FY 2024-25 pending Sydney Water works.	(825,269)		(825,269)					(825,269)
Transfers	103291	Cherry Pl, Prestons - Skipton Ln to Cul-de-sac	Project deferred to FY 2024-25. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(40,500)					(40,500)	(40,500)
Transfers	103296	Turner Pl, Casula - Tucker Rd to Cul-de-sac	Project deferred to FY 2024-25. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(44,800)					(44,800)	(44,800)
Transfers	103297	Triabunna Avenue, West Hoxton - Swansea Pl to Cul-de-sac	Project deferred to FY 2024-25. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(44,800)					(44,800)	(44,800)
Transfers	103298	Mawbanna Close, West Hoxton - Triabunna Ave to Cul-de-sac	Project deferred to FY 2024-25. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(40,800)					(40,800)	(40,800)
Transfers	103299	Swansea Pl, West Hoxton - Carmichael Dr to Cul-de-sac	Project deferred to FY 2024-25. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(52,000)					(52,000)	(52,000)
Transfers	103302	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)	Scope of works increased due to subgrade conditions found poor than anticipated. Budget transfer from CP.103327 Overett Ave - Western Rd - End.		488,500	488,500					488,500
New Grants / Contributions	103302	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)	Scope of works increased due to subgrade conditions found poor than anticipated.	171,500		171,500					171,500
Transfers	103314	Ninth Avenue, Austral - Fourth to End	Works complete. Savings due to subgrade conditions better than anticipated. Budget transfer to CP.101718 Footpath Access Improvement.		(100,000)					(100,000)	(100,000)
Transfers	103314	Ninth Avenue, Austral - Fourth to End	Works complete. Savings due to subgrade conditions better than anticipated. Budget transfer to CP.102873 Phase 1 Urban Forest Strategy – Greening City Tree planting.		(60,000)					(60,000)	(60,000)
Transfers	103314	Ninth Avenue, Austral - Fourth to End	Works complete. Savings due to subgrade conditions better than anticipated. Budget transfer to CP.102994 Phase 2 - Urban Forest Strategy.		(9,500)					(9,500)	(9,500)
Transfers	103314	Ninth Avenue, Austral - Fourth to End	Works complete. Savings due to subgrade conditions better than anticipated. Budget transfer to CP.102989 Traffic Facilities - Safety Related Projects.		(41,750)					(41,750)	(41,750)
Transfers	103327	Overett Ave - Western Rd - End	Project deferred to 2024 -25 pending Sydney water works. Budget transfer to CP.103302 Cabramatta Avenue, Miller - Cartwright to Morgan (R2R).		(488,500)	(488,500)					(488,500)
Budget variation	103329	Governor Macquarie Dr Upgrade - Munday Street to ATC Access	Project will not be completed this program year.	500,000		500,000					500,000
Deferred Projects	103333	Various Regional Road and Culvert Upgrades - Design	Design of various regional road culvert to continue in FY 2024-25.	(250,000)			(250,000)				(250,000)
Deferred Projects	103340	Flood Detention Basin 5 - Construction	Project deferred to FY 2024 -25, land acquisition is underway.	(3,433,325)			(3,433,325)				(3,433,325)
Deferred Projects	103357	Carnes Hill Outdoor Sporting and Recreation Facilities	Project deferred to FY 2024 -25.	(500,000)			(500,000)				(500,000)
New Grants / Contributions	103729	Pye Hill Reserve - Public Spaces Legacy Program	Manufacture, supply and installation of playground equipment.	360,736		360,736					360,736
New Requests	103758	City Centre Parking sensors	Supply and installation of in-ground parking sensors.	58,100					58,100		58,100
New Requests	103759	CEC Cowpasture Rd Development	Concrete, DA fees and construction of car park.	400,000					400,000		400,000
New Grants / Contributions	103770	Government Road between M7 and Cowpasture Road, Hinchinbrook	Construction of a shared footpath	355,000		355,000					355,000
New Grants / Contributions	103771	Newbridge road between Epsom road and Haigh Avenue Moorebank	Construction of a shared footpath	488,000		488,000					488,000
New Grants / Contributions	103772	Camden valley way between Guild Avenue and Old Cowpasture	Design of a shared footpath	100,000		100,000					100,000
Transfers	103786	Georges River Continuous Shared Path	Project is progressing with resident consultation, detail design and Traffic Committee approval. Budget transfer to CP.101513 Gross Pollutant Trap.		(287,000)					(287,000)	(287,000)
Transfers	103786	Georges River Continuous Shared Path	Project is progressing with resident consultation, detail design and Traffic Committee approval. Budget transfer to CP.103805 Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral.		(55,000)					(55,000)	(55,000)
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103291 Cherry Pl, Prestons - Skipton Ln to Cul-de-sac.		40,500					40,500	40,500

Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Project	Project Description	Comment		Requests	Transfers	FUNDING					Total Funding
							Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103298 Mawbanna Close, West Hoxton - Triabunna Ave to Cul-de-sac.			40,800					40,800	40,800
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103299 Swansea Pl, West Hoxton - Carmichael Dr to Cul-de-sac.			52,000					52,000	52,000
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103296 Turner Pl, Casula - Tucker Rd to Cul-de-sac.			44,800					44,800	44,800
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103297 Triabunna Avenue, West Hoxton - Swansea Pl to Cul-de-sac.			44,800					44,800	44,800
Transfers	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Construction of temporary footpaths in Austral and Leppington to connect key locations such as station, schools etc. Budget transfer from CP.103786 Georges River Continuous Shared Path.			55,000					55,000	55,000
New Grants / Contributions	103808	Liverpool Koala Vehicle Strike	Purchase of Vehicle Activated Signs and one trailer mounted VMS.		95,000		95,000					95,000
New Requests	103809	Toilet upgrade works at Liverpool Court House	Priority demolition, reconstruction and upgrades of toilets.		470,000						470,000	470,000
New Requests	103810	Pye Hill Reserve Amenities Building	Construction of inclusive amenities building to support inclusive play space.		196,000			196,000				196,000
New Grants / Contributions	103811	Power House Road - Georges River Erosion Protection works	Erosion protection works and construction of a shared path along Georges River.		1,000,000		1,000,000					1,000,000
Budget variation	103209	Local Collector Road -CR1-Austral	Work-In-Kind undertaken by developer.		207,588			207,588				207,588
Capital Expenditure before Loans & Disposal of Assets				E	(7,452,517)	0	(10,450,309)	5,427,442	(1,000,000)	(1,616,200)	186,550	(7,452,517)
												0
								0	0	0		0
Total Book Value of Assets Disposed					0	0	0	0	0	0	0	0
												0
												0
Total Loan Borrowings & Repayments					0	0	0	0	0	0	0	0
Total Capital Expenditure					(7,452,517)	0	(10,450,309)	5,427,442	(1,000,000)	(1,616,200)	186,550	(7,452,517)
Summary:												
Budget variation					(2,838,912)	0						
Deferred Projects					(27,795,330)	0						
New Grants / Contributions					3,864,115	0						
New Requests					19,317,610	0						
Project brought forward					0	0						
Transfers					0	0						
Works in kind					0	0						
Total Requests					(7,452,517)	0						

## Attachment 4

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Grant Sought (\$)	September Status
Community & Lifestyles	Recreation & Community Outcomes	Deliver up to \$30,000 to Liverpool Council towards access pathway improvement and minor spectator shelters/seating at Greenway Park, West Hoxton.	LSCA Program - Leppington — LSCA386	State	Premier's Department	\$30,000	Pending
Community & Lifestyles	Recreation & Community Outcomes	Deliver up to \$250,000 to Liverpool Council's Hammondville Sporting Precinct Water Tank Repair.	LSCA Program - Holsworthy — LSCA666	State	Premier's Department	\$250,000	Pending
Operations	City Works	Werriwa Parks Project, which will include improvements to Cirillo Oval, Scott Memorial Park, Winnall Reserve, Blamfield Oval, and Whitlam Oval No. 2	Investing in Our Communities Grant	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$200,000	Successful
Community & Lifestyles	Recreation	\$2,255,985, which is comprised of \$1,430,716 for local roads and community infrastructure projects and \$825,269 for road projects in regional, rural and outer-urban areas	Local Roads and Community Infrastructure Grant	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$2,255,985	Successful
Operations	Project Delivery	Powerhouse Road Restoration, Casula	Natural Disaster Essential Public Asset Restoration Grant	State	Department of Regional NSW	\$7,874,400	Successful
Community & Lifestyles	Library and Museum Services	Women's Week 2024 event	NSW Women's Week	State	Women NSW	\$5,240	Unsuccessful
Operations	Project Delivery	Collimore Park Regional Play Space	Community Building Partnership	State	Department of Communities & Justice	\$150,000	Pending
Community & Lifestyles	Major Events	Australia Day 2024 event	Australia Day 2024 Community Grants	Federal	National Australia Day Council	\$15,000	Successful
Operations	Environment	Koala Vehicle Strike Mitigation Project	Koala Vehicle Strike funding	State	Department of Planning and Environment	\$95,000	Successful
Community & Lifestyles	Library and Museum Services	Liverpool Library - Mending and Making - Repairs and design workshops and talks for Seniors	Connecting Seniors Grant Program	State	Department of Communities & Justice	\$40,720	Unsuccessful
Operations	Project Delivery	Powerhouse Road, Casula - Georges River Embankment Stabilisation and Erosion Protection Works	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$830,000	Pending
Operations	Project Delivery	Thomas Moore Park, Chipping Norton - Georges River Embankment Restoration and Retaining Wall	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$598,500	Pending
Operations	Project Delivery	Honestead Park, Chipping Norton - Georges River Embankment Restoration and Retaining Wall	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$596,500	Pending
Operations	Operational Support	Liverpool Preparedness Disaster Response Plan	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$40,000	Pending
City Futures	City Design & Public Domain	Liverpool City Centre Cyclepaths for Moore Street and George Street	Get NSW Active	State	Transport for NSW	\$1,000,000	Pending

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS  
July 2023 - June 2024

Attachment 4

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Grant Sought (\$)	September Status
Operations	Project Delivery	Hume Highway Shared Pedestrian and Cyclepath	Get NSW Active	State	Transport for NSW	\$650,000	Pending
Operations	Project Delivery	First Avenue, Hoxton Park Shared Pedestrian and Cyclepath	Get NSW Active	State	Transport for NSW	\$275,000	Pending
			Total			\$14,906,345	

Total Grants applied for

\$14,906,345

Grant Status:

Successful

\$10,440,385

Pending

\$4,420,000

Unsuccessful

\$45,960

Total Grants applied for

\$14,906,345

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	
City Futures	Commercial Development	Construction of Liverpool Civic Place		State	Library Council of NSW	\$450,000
City Futures	Infrastructure Planning & Design	Collingwood Visitation Precinct Masterplan	Metropolitan Greenspace Program	State	Department of Planning and Environment	\$32,430
City Futures	Infrastructure Planning & Design	Bigge Park Liverpool Graffiti Management		State	Department of Community and Justice	\$64,898
City Futures	Infrastructure Planning & Design	Heritage Conservation	Community Heritage Program	State	Department of Planning and Environment	\$25,000
City Futures	Infrastructure Planning & Design	Liverpool Pioneers Memorial Park War Graves Archaeological I		Federal	Department of Veterans Affairs	\$18,379
City Futures	Infrastructure Planning & Design	Strategic Urban Tree Management Framework	Greener Neighbour	State	Department of Planning and Environment	\$14,050
City Futures	Infrastructure Planning & Design	Railway Street Shared Spaces Demonstration		State	Department of Planning and Environment	\$24,348
City Futures	Infrastructure Planning & Design	City Design and Public Domain	Senior Healthy Places	Other	South Western Sydney Local Health District	\$3,870
Community & Lifestyles	Casula Powerhouse Arts Centre	Culture Up Late		State	Department of Premier and Cabinet	\$15,628
Community & Lifestyles	Casula Powerhouse Arts Centre	Flight		State	Department of Premier and Cabinet	\$8,105
Community & Lifestyles	Casula Powerhouse Arts Centre	Creative Hybrids Lab		State	Department of Premier and Cabinet	\$15,689
Community & Lifestyles	Casula Powerhouse Arts Centre	Artist in Residency		State	Department of Premier and Cabinet	\$9,790
Community & Lifestyles	Casula Powerhouse Arts Centre	Artist Development - Generator		State	Department of Premier and Cabinet	\$1,472
Community & Lifestyles	Casula Powerhouse Arts Centre	Critical Disability Aesthetics		State	Department of Premier and Cabinet	\$1,764



Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency
Community & Lifestyles	Children's Services	Inclusion Support - Hinchinbrook CCC		Federal	Department of Education, Skills & Employment
Community & Lifestyles	Children's Services	Inclusion Support - Holsworthy CCC		Federal	Department of Education, Skills & Employment
Community & Lifestyles	Children's Services	Inclusion Support - Preston CCC		Federal	Department of Education, Skills & Employment
Community & Lifestyles	Children's Services	Inclusion Support - Warwick Farm CCC		Federal	Department of Education, Skills and Employment
Community & Lifestyles	Children's Services	Inclusion Support - Wattle Grove CCC		Federal	Department of Education, Skills and Employment
Community & Lifestyles	Children's Services	Inclusion Support - Casula Preschool		Federal	Department of Education, Skills and Employment
Community & Lifestyles	Children's Services	Start Strong for LDC - Holsworthy Early Education and Care		State	NSW Department of Education
Community & Lifestyles	Children's Services	StartStrong for LDC - Preston Early Education and Care		State	NSW Department of Education
Community & Lifestyles	Children's Services	Start Strong for LDC - Warwick Farm Early Education and Car		State	NSW Department of Education
Community & Lifestyles	Children's Services	StartStrong for LDC - Wattle Grove Early Education and Car		State	NSW Department of Education
Community & Lifestyles	Children's Services	StartStrong for LDC - Cecil Hill Early Education and Care		State	NSW Department of Education
Community & Lifestyles	Children's Services	Start Strong for LDC - Hinchinbrook Early Education and Car		State	NSW Department of Education
Community & Lifestyles	Children's Services	Quality & Participation - Hinchinbrook Early Education Centre		State	NSW Department of Education
Community & Lifestyles	Children's Services	Quality & Participation - Holsworthy Early Education Centre		State	NSW Department of Education

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	
Community & Lifestyles	Children's Services	Cecil Hills CCC	Childcare Benefits	Federal	Department of Education, Skills and Employment	\$348,148
Community & Lifestyles	Children's Services	Cecil Hills CCC	Subsidies	State	NSW Department of Education	\$16,353
Community & Lifestyles	Children's Services	Early Childhood Management		Federal	Department of Education, Skills and Employment	-\$84,500
Community & Lifestyles	Children's Services	Family and Children's Services Planning - salary subsidy		State	NSW Department of Education and Training	\$30,684
Community & Lifestyles	Children's Services	Hinchinbrook CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$541,541
Community & Lifestyles	Children's Services	Hinchinbrook CCC	Subsidies	State	NSW Department of Education and Training	\$16,353
Community & Lifestyles	Children's Services	Holsworthy CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$349,623
Community & Lifestyles	Children's Services	Holsworthy CCC	Subsidies	State	NSW Department of Education and Training	\$12,660
Community & Lifestyles	Children's Services	Prestons CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$342,961
Community & Lifestyles	Children's Services	Prestons CCC	Subsidies	State	NSW Department of Education and Training	\$12,660
Community & Lifestyles	Children's Services	Warwick Farm CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$367,630
Community & Lifestyles	Children's Services	Warwick Farm CCC	Subsidies	State	NSW Department of Education and Training	\$10,023
Community & Lifestyles	Children's Services	Wattle Grove CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$482,516
Community & Lifestyles	Children's Services	Wattle Grove CCC	Subsidies	State	NSW Department of Education and Training	\$14,243

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024  
Attachment 5

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	
Community & Lifestyles	Children's Services	Casula Preschool	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$258,251
Community & Lifestyles	Recreation and Community Outcomes	Synthetic Cricket Wicket Construction		Other	NSW Cricket Association	\$35,640
Community & Lifestyles	Recreation and Community Outcomes	2168 Strong Children and Families		Other	Mission Australia	\$32,098
Community & Lifestyles	Recreation and Community Outcomes	Community Hubs		Other	Community Hubs Australia	\$28,684
Community & Lifestyles	Recreation and Community Outcomes	Active Fest		State	Office of Sports	\$4,676
Community & Lifestyles	Recreation and Community Outcomes	Community Development & Planning Admin	Subsidies	State	NSW Department of Communities and Justice	\$23,263
Community & Lifestyles	Strategic Events	Australia Day		Federal	National Australia Day Council	\$12,000
Community & Lifestyles	Strategic Events	Primavera		State	Multicultural NSW	\$41,816
Community & Lifestyles	Strategic Events	Pacific Summer		State	Multicultural NSW	\$6,100
Corporate Support	Financial Management	Civic Place Borrowings	Low Cost Loans Initiative	State	Department of Planning and Environment	\$311,171
Corporate Support	Financial Management	LIRS Round2 Borrowings	Local Infrastructure Renewal Scheme Subsidy	State	NSW Office of Local Government	\$38,167
Corporate Support	Financial Management	Accounting Administration	Financial Assistance Grants - General purpose (80%)	Federal	Department of Planning and Environment	\$72,371
Corporate Support	Financial Management	Accounting Administration	Financial Assistance Grants - Road component (20%)	Federal	Department of Planning and Environment	\$37,239
Corporate Support	Financial Management	Accounting Administration	Local Infrastructure Renewal Scheme Subsidy	State	NSW Office of Local Government	\$11,450

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency
Corporate Support	Financial Management	Revenue and Treasury Operations	Low Cost Loans Initiative	State	Department of Planning and Environment
Corporate Support	Property Services	Men's Shed Relocation		State	NSW State Emergency Service
Corporate Support	Property Services	Chipping Norton Homestead	Community Heritage Program	State	Department of Planning and Environment
Customer & Business Performance	Information and Communication Technology	Cyber Security		Other	CivicRisk Mutual Limited
Operations	City Environment	Harris Creek Reserve Fairy Glen Garden		State	Department of Planning and Environment
Operations	City Environment	Species Hibbertia sp		State	Department of Planning and Environment
Operations	City Works - Civil Operations	Road Repairs - Regional and Local Roads Repair Program		State	Transport for NSW
Operations	City Works - Open Spaces	Noxious Weeds and Waterways		Other	Local Land Services
Operations	Engineering Services	Moorebank Voluntary Acquisition Scheme		State	Department of Planning and Environment
Operations	Engineering Services	Cabramatta Creek Flood Study		State	Department of Planning and Environment
Operations	Engineering Services	Harris Creek Flood Study		State	Department of Planning and Environment
Operations	Operational Support	Parking Sensor for Accessible Car Spaces		State	NSW Department of Customer Service
Operations	Project Delivery	Collingwood House Restoration	Community Heritage Program	State	Department of Planning and Environment
Operations	Project Delivery	Sports Amenity Building Upgrade Program	LRCI Phase 3	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	
Operations	Project Delivery	Access Improvement Program		Other	Various	\$3,907
Operations	Project Delivery	Wilson Road, Hinchinbrook - Flinders to Shops	Roads to Recovery	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$1,057
Operations	Project Delivery	Edmondson Avenue Construction		State	Department of Planning and Environment	\$42,755
Operations	Project Delivery	Governor Macquarie Drive & Hume Highway Intersection	Western Sydney Infrastructure Plan	State	Transport for NSW	\$480,002
Operations	Project Delivery	Pye Hill Reserve - Key Suburb Park Program	Local Roads and Community Infrastructure Round 3 (LRCI - R3) project	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$344,795
Operations	Project Delivery	Macquarie Street Streetscape Improvements - Moore to Scott		State	Department of Planning and Environment	\$290,031
Operations	Project Delivery	Phillimona Gardens - Public Spaces Legacy Program		State	Department of Planning and Environment	\$174,197
Operations	Project Delivery	Denham Court Road Upgrade		State	Department of Planning and Environment	\$9,844
Operations	Project Delivery	Liverpool City Centre Traffic Calming Proposal		State	Transport for NSW	\$54,424
Operations	Project Delivery	Heritage Conservation Program - Liverpool Court House	Community Heritage Program	State	Department of Planning and Environment	\$45,000
Operations	Project Delivery	North Liverpool Road - Elizabeth to Meadows		State	Transport for NSW	\$7,357
Operations	Project Delivery	Thomas Moore Reserve Retaining Wall - Chipping Norton		State	Department of Planning and Environment (Crown Lands)	\$195,000
Operations	Project Delivery	Pye Hill Reserve - Regional Trail Pathway - Design	Places to Roam Regional Trails Program	State	Department of Planning and Environment	\$13,430
Operations	Project Delivery	Gurner Avenue - Fourth to Lee and Clark	Roads to Recovery	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	-\$10,427

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency
Operations	Project Delivery	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)		State	NSW Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Operations	Project Delivery	Lyn Pk - Jedda to Enterprise	LRCI Phase 4	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Operations	Project Delivery	Pye Hill Reserve - Public Spaces Legacy Program		State	Department of Planning and Environment
Operations	Project Delivery	Shared Path Camden Valley Way, Edmondson Park		State	Department of Planning and Environment
Operations	Project Delivery	Fourth Avenue - Upgrade between Fifth Ave & Sixth Ave		State	Department of Planning and Environment
Operations	Resource Recovery	WASM On-ground Litter Prevention Program		State	Environment Protection Authority
Operations	Western Sydney Infrastructure Grants Program	Lighthouse Park Redevelopment - Design	Western Parkland City Liveability Grant	State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	Carnes Hill Recreation Precinct Stage 2 - Aquatic Centre	West Invest	State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	Lighthouse Park Play Area and Open Space Construction	West Invest	State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	Lighthouse Park Community Hub		State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	WSIGP Macquarie St, Streetscape Upgrade		State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	WSIGP Railway St. Streetscape Upgrade		State	Department of Regional NSW
Operations	Western Sydney Infrastructure Grants Program	WSIGP Scott St. Streetscape Upgrade		State	Department of Regional NSW

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency
Operations	Western Sydney Infrastructure Grants Program	Brickmakers Creek - Woodward Park Construction		State	Department of Regional NSW
Planning & Compliance	City Planning	Bernera Rd/Yarrunga St/Yato Rd, Prestons - Improvement works		Other	PC Infrastructure Pty Ltd
Planning & Compliance	City Planning	Miller Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW
Planning & Compliance	City Planning	Ed. Park Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW
Planning & Compliance	City Planning	Carnes Hill Shopping Precinct, Traffic Study & Detailed Design		Other	Fowler Homes Pty Ltd
Planning & Compliance	City Planning	Carnes Hill Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW
Planning & Compliance	City Planning	Bernera Road Upgrade at Yarrawa Street	Western Sydney Infrastructure Plan	State	Transport for NSW
Planning & Compliance	City Planning	Governor Macquarie Drive Upgrade - Munday Street to ATC Access	Western Sydney Infrastructure Plan	State	Transport for NSW
Planning & Compliance	City Planning	Governor Macquarie Drive Upgrade at Alfred Road and Childs R	Western Sydney Infrastructure Plan	State	Transport for NSW
Planning & Compliance	City Planning	Kurrajong Road Intersection Upgrade at Beech Rd and Lyn Pde	Western Sydney Infrastructure Plan	State	Transport for NSW
Planning & Compliance	City Planning	Choose Right Buckle Right		State	Transport for NSW
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		State	Department of Planning and Environment

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		State	Transport for NSW
					\$150,000
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		Other	Various Member Councils
					\$99,868
Planning & Compliance	Western Sydney Planning Partnership	Smart Infrastructure Specifications		Other	Various Member Councils
					\$35,582
Planning & Compliance	Western Sydney Planning Partnership	Metropolitan Rural Land Strategy		Other	Various Member Councils
					\$52,875
Planning & Compliance	Western Sydney Planning Partnership	Affordable Housing Strategy		Other	Various Member Councils
					\$82,370
Planning & Compliance	Western Sydney Planning Partnership	Early Land Acquisition Schemes		State	Transport for NSW
					\$241,086
Planning & Compliance	Western Sydney Planning Partnership	Early Land Acquisition Schemes		Other	Various Member Councils
					\$8,914
				Total Grants Received	\$35,433,801

Grants Received	\$35,433,801
Less Deferred Grants and Contributions	\$21,901,298
Less Invoices, Accruals and Adjustments	-\$19,844
Grants - Cash (recognised)	\$13,552,347
Add Works In Kind	\$912,338
Grants and Contributions 31 December 2023	\$14,464,685



**Liverpool City Council**  
**Quarter 2 Review 2023/24**  
**For the period 1 July 2023 to 30 June 2024**  
**Forecast Cash and Investments**

Attachment 6

	1 July 2023 Opening Balance	Projected Movements			30 June 2024 Projected Closing Balance
		Transfers IN	Transfers OUT	Net Transfers	
<b>Externally Restricted</b>					
S7.11 Contributions	280,969,884	58,052,643	(110,040,484)	(51,987,841)	228,982,043
City Development Fund	379,285	1,489,198	(1,857,195)	(367,997)	11,288
Domestic Waste Reserve	1,324,273	47,908,981	(47,131,951)	777,030	2,101,303
Environment Levy	5,928,977	2,229,429	(2,479,529)	(250,100)	5,678,877
Stormwater Reserve	868,572	1,781,924	(2,620,500)	(838,576)	29,996
Edmondson Park Reserve	2,859,276	77,776	0	77,776	2,937,052
Contribution Reserve	3,340,407	0	(74,800)	(74,800)	3,265,607
Grants Reserve	11,538,211	0	(884,000)	(884,000)	10,654,211
Better Waste & Recycling Reserve	1,861	0	(1,861)	(1,861)	(0)
Grants Reserve - Operating	413,756	0	(9,785)	(9,785)	403,971
Deferred Grants Reserve - Capital	36,932,973	0	0	0	36,932,973
Deferred Grants Reserve - Operating	7,169,256	0	0	0	7,169,256
Deferred WSIGP Interest	0	0	0	0	0
<b>Total Externally Restricted</b>	<b>351,726,732</b>	<b>111,539,951</b>	<b>(165,100,105)</b>	<b>(53,560,154)</b>	<b>298,166,578</b>
<b>Internally Restricted</b>					
Employee Leave Entitlement Reserve	4,484,000	0	0	0	4,484,000
Insurance Reserve	1,796,043	604,000	0	604,000	2,400,043
Parking Strategy Reserve	2,578,921	1,519,518	(4,098,439)	(2,578,921)	(0)
General Property Reserve	7,164,084	(975,658)	(2,048,771)	(3,024,429)	4,139,655
Loan Reserve	54,208,072	23,000,000	(77,208,072)	(54,208,072)	0
Carnes Hill Stage 2 Precinct Development Reserve	4,290,076	0	(160,800)	(160,800)	4,129,276
Moorebank Intermodal Company Ltd	524,796	1,396,897	(1,322,170)	74,727	599,523
<b>Total Internally Restricted</b>	<b>75,045,990</b>	<b>25,544,757</b>	<b>(84,838,252)</b>	<b>(59,293,495)</b>	<b>15,752,495</b>
<b>Total Restricted</b>	<b>426,772,722</b>	<b>137,084,708</b>	<b>(249,938,357)</b>	<b>(112,853,649)</b>	<b>313,919,073</b>
<b>Unrestricted Cash</b>	<b>25,640,191</b>			<b>(312,835)</b>	<b>25,327,356</b>
<b>Total Cash and Investments</b>	<b>452,412,913</b>				<b>339,246,429</b>

## Attachment 7

## Key Performance Indicators Budget Review Statement

Council is committed to maintaining critical financial performance indicators within acceptable benchmarks.

Current and targeted benchmarks are:

	Performance Indicator	2022/23 Actual	2023/24 Original Budget	2023/24 Budget Review September	2023/24 Budget Review December	Benchmark	Description
1	Operating Performance Ratio Benchmark: Greater than or equal to 0%	1.2%	-1.3%	-2.3%	-2.7%	≥0%	The Operating Performance Ratio measures Council's achievement of containing operating expenditure within operating revenue.
2	Own Source Operating Ratio Benchmark: Greater than 60%	53.2%	57.5%	57.0%	55.9%	>60%	This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.
3	Building and Infrastructure Renewals Ratio Benchmark: Greater than 100%	60%	103%	103%	103%	>100%	This indicator is used to assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.
4	Infrastructure Backlog Ratio Benchmark: Less than 2%	2.1%	1.5%	1.5%	1.5%	<2%	This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

	Performance Indicator	2022/23 Actual	2023/24 Original Budget	2023/24 Budget Review September	2023/24 Budget Review December	Benchmark	Description
5	Asset Maintenance Ratio Benchmark: Greater than 100%	112%	88%	88%	88%	>100%	This ratio compares actual against required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure backlog growing.
6	Debt Service Ratio Benchmark: Greater than 0% and less than or equal to 20%	6.5%	7.3%	8.3%	9.9%	>0% & ≤20%	This ratio measures the availability of operating cash to service debt including interest, principal, and lease payments.

**Liverpool City Council**  
**Quarterly Budget Review Statement**  
**For the period 01/10/23 to 31/12/23**  
**Consultancy & Legal Expenses**

**Attachment 8**

<b>Expense</b>	<b>YTD Expenditure (Actual Dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	1,088,824	Y
Legal Fees	1,031,694	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD actual but not budgeted includes:

**Details**

Installation and operation of new mattress shredding mobile equipment at Rose Street Depot	5,000
<b>Total</b>	<b>5,000</b>

Attachment 9

Liverpool City Council

## Contracts Budget Review Statement

For the period 01/10/2023 to 31/12/2023

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N)	Notes Comments
Civil Constructions Pty Ltd	VP3236 Remediation works and revegetation at Annall Park Flood Detention bas	\$588,850.00	05/12/2023	1 year	Y	
Prologic - Portion A \$119,995.12 & 4Park Pty Ltd T/A S Forpark AL	VP3277 Playground Replacement Program - Playground upgrades at Pull brook	\$479,879.15	21/11/2023	46 Weeks	Y	
West Avenue Building Pty Ltd T/A DML Group	PQ3278 Moorebank Community Centre Acoustic Upgrade	\$128,500.00	25/10/2023	12 weeks	Y	
The Trustee for Polite Enterprises International T/A Polite Enterpri	PQ2768 Supply and Deliver Council Owned Bus Shelter	\$79,200.00	18/12/2023	12 months	Y	
Premier Office Relocation (NSW) Pty Limited (Portion 1) \$73,625	PQ3287 Relocation to New Civic Place	\$73,625.00	23/10/2023	6 months	Y	
GPM Marine Constructions Pty Limited	WT3241 Development of Design & Construction - Lighthouse Park Kayak Launch	\$774,424.80	20/12/2023	3 years	Y	

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.

Attachment 10

Liverpool City Council  
Quarter 1 Review 2023/24  
For the period 1 July 2023 to 30 June 2024  
Detail Reserve Movement

	2023-24 Original Budget	2023-24 Revised Budget	2023-24 Current Review	2023-24 Proposed Budget
<b>City Development Fund</b>				
<b>Opening Balance</b>				
<i>Operating</i>	379,285	379,285		379,285
<i>Revenue</i>	1,477,910	1,477,910	11,288	1,489,198
City Development Fund Receipts/Interest	1,477,910	1,477,910	11,288	1,489,198
<i>Expenditure</i>	321,179	297,704	0	297,704
Facade Upgrade	30,000	30,000	-	30,000
CBD CCTV Operation & Maintenance	30,000	30,000	-	30,000
Christmas Tree Lighting	70,000	70,000	-	70,000
LIRS Round2 Borrowings	91,179	91,179	-	91,179
Most Blessed Nights	100,000	76,525	-	76,525
<i>Capital Expenditure</i>	1,559,491	1,559,491	0	1,559,491
LIRS Round2 Borrowings	1,111,491	1,111,491	-	1,111,491
Macquarie Mall Repayments	448,000	448,000	-	448,000
<b>Projected Closing Balance</b>	<b>(23,475)</b>	<b>(0)</b>	<b>11,288</b>	<b>11,288</b>

Attachment 10

Liverpool City Council  
Quarter 1 Review 2023/24  
For the period 1 July 2023 to 30 June 2024  
Detail Reserve Movement

	Original Budget	Revised Budget	Current Review	Proposed Budget
<b>Environment Levy</b>				
<b>Opening Balance</b>				
<i>Operating</i>	5,928,977	5,928,977		5,928,977
<i>Revenue</i>	2,171,515	2,213,129	16,300	2,229,429
Environment Levy Receipts/Interest	2,171,515	2,213,129	16,300	2,229,429
<i>Expenditure</i>	1,708,029	1,709,529	0	1,709,529
Bush Regeneration	741,095	741,095	-	741,095
Water Quality Monitoring	100,000	100,000	-	100,000
Natural Environment Implementation	719,830	721,330	-	721,330
Floodplain & Water Management	96,518	96,518	-	96,518
Environment Restoration Plan Delivery	50,586	50,586	-	50,586
<b>Capital Expenditure</b>	770,000	770,000	0	770,000
Bush Regeneration Program	770,000	770,000	-	770,000
<b>Projected Closing Balance</b>	5,622,463	5,662,577	16,300	5,678,877

## CORP 04

## Investment Report January 2024

<b>Strategic Objective</b>	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
<b>File Ref</b>	035121.2024
<b>Report By</b>	Vishwa Nadan - Chief Financial Officer
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

This report details Council's investment portfolio and its performance at 31 January 2024. Key highlights include:

- Council held investments with a market value of \$372 million.
- The Reserve Bank of Australia (RBA)'s official cash rate remains at 4.35 per cent.
- The portfolio yield (for the year to January 2024) was 6 basis points below the benchmark (AusBond Bank Bill Index)

	AusBond Bank Bill Index (ABBI)
Benchmark	3.99%
Portfolio yield	3.93%
<b>Performance below benchmark</b>	<b>-0.06%</b>

- The current ABBI benchmark reflects RBA aggressive action to lift the cash rate. The portfolio performance, as expected, is below ABBI benchmark and this trend will continue until such time low-yielding investments mature.
- Year-to-date, Council's investment income was \$4.55 million higher than the original budget. This is due to a combination of increase in market interest rates and unrealised gain in fair value of Floating Rate Notes (FRNs).
- Year-to-date, Council's investment in mortgage-backed securities (MBSs) is valued at \$399 thousand below face value. Council's investment advisor continues to review Council's investment in MBSs and recommends Council continue to hold its investments in the Class A and both Class C securities. There is significant uncertainty



associated with these investments, however presently Council's investment advisor believes there is, on balance, more upside opportunity than downside risk. This is subject to ongoing regular review. MBSs are no longer rated.

- Council's investments and reporting obligations fully complied with the requirements of section 625 of the *Local Government Act 1993* and section 212 of the *Local Government (General) Regulation 2021*.
- Council's portfolio also fully complied with limits set out in its current Investment Policy, noting the exception applicable to MBSs (as investment in them pre-dates the current Investment Policy).
- Council is committed to NSW TCorp's balanced investment framework and held 15.9 per cent of its portfolio in ADIs rated BBB and below.

## **RECOMMENDATION**

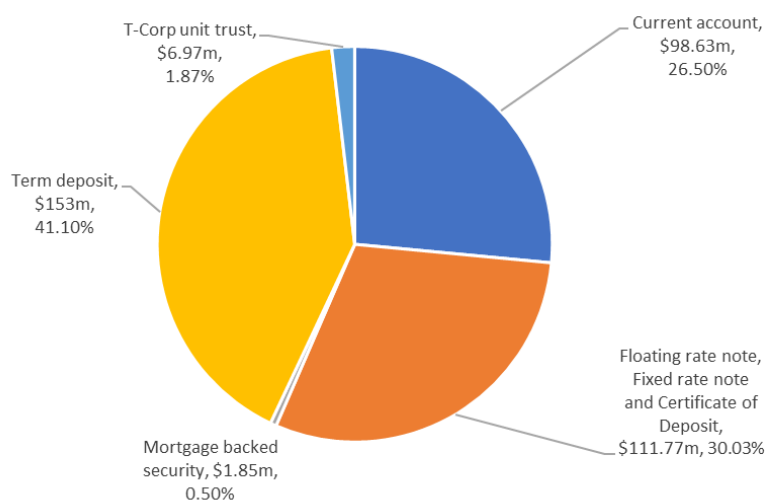
That Council receive and note this report.

## **REPORT**

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

### **Council's portfolio**

At 31 January 2024, Council held investments with a market value of \$372 million. Council's investment register detailing all its investments is provided as an attachment to this report. In summary, Council's portfolio consisted of investments in:



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

Asset class	Jan-24	Dec-23	Jun-23
Senior debts (FRNs ,TCDs & FRBs)*	98.69%	98.55%	98.25%
MBS (Reverse mortgage-backed securities)	82.26%	82.04%	82.02%
T-Corp unit trusts	113.85%	112.26%	107.38%

**\*Definition of terms**

- *FRN - Floating Rate Note - returns an aggregate of a fixed margin and a variable benchmark (usually the Bank Bill Swap Rate).*
- *FRB - Fixed Rate Bond – returns a fixed coupon (interest) rate and is tradeable before maturity.*
- *TCD - Transferrable Certificate of Deposit - security issued with the same characteristics as a term deposit, however it can be sold back (transferred) into the market prior to maturity. A floating TCD pays a coupon linked to a variable benchmark (90-day Bank Bill Swap Rate).*

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 15.9 per cent of its portfolio in ADIs rated BBB and below.

**Mortgaged-backed securities**

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

There is significant uncertainty associated with these investments, however presently the investment advisors believe there is, on balance, more upside opportunity than downside risk. Notwithstanding this recommendation, Council's investment advisor has assessed that both Class C securities are likely to eventually default. However, Council will continue to receive interest up until default which is likely to be many years in the future. Fitch Rating Agency has decided to withdraw its rating on MBSs and as a result, Council's investments in these securities are now classed as non-rated. Year-to-date, Council's investment in MBSs is valued at \$399 thousand below face value.

### Portfolio maturity profile

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

Term to maturity	Total	% Holdings	Term to maturity policy limit minimum	Term to maturity policy limit maximum	Complies to Investment policy "Yes/No"
Current account	98,626,088	26.50%			
Term deposits < 1 year	92,000,000	24.72%			
T-Corp unit trust	6,973,769	1.87%			
Tradeable securities	111,766,413	30.03%			
<b>Portfolio % &lt; 1 year ( Short term liquidity)</b>	<b>309,366,269</b>	<b>83.11%</b>	<b>30%</b>	<b>100%</b>	Yes
Term deposit > 1 year < 3 years	61,000,000	16.39%	0%	70%	Yes
Grand fathered securities	1,852,577	0.50%	N/A	N/A	Yes
<b>Portfolio % (Medium term liquidity)</b>	<b>62,852,577</b>	<b>16.89%</b>			Yes
<b>Total portfolio</b>	<b>372,218,846</b>	<b>100.00%</b>			

### Counterparty policy limit compliance

Issuer	Security rating	Market value	% Total value	Maximum Institutional policy limit % holdings	Complies to Investment policy "Yes/No"
AMP Bank Ltd	BBB	17,349,552	4.66%	15%	Yes
ANZ Banking Group Ltd	AA-	32,738,336	8.80%	35%	Yes
Auswide Bank	BBB+	3,000,000	0.81%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	2,692,264	0.72%	15%	Yes
Bank of Queensland Ltd	BBB+	14,323,837	3.85%	15%	Yes
Citibank Australia Ltd	A+	1,001,092	0.27%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	120,455,865	32.36%	35%	Yes
Emerald Reverse Mortgage Trust ( Class A)	Unrated	688,162	0.18%	5%	Yes
Emerald Reverse Mortgage Trust ( Class C)	Unrated	1,164,416	0.31%	5%	Yes
Great Southern Bank	BBB	8,501,778	2.28%	15%	Yes
G&C Mutual Bank	BBB	3,000,000	0.81%	15%	Yes
HSBC Sydney Branch	AA-	5,010,345	1.35%	35%	Yes
ING Direct	A	32,000,000	8.60%	25%	Yes
ING Direct	AAA	1,648,422	0.44%	35%	Yes
Macquarie Bank	A+	16,073,099	4.32%	25%	Yes
Mizuho Bank	A	3,498,191	0.94%	25%	Yes
National Australia Bank Ltd	AA-	38,295,273	10.29%	35%	Yes
Northern Territory Treasury	AA-	15,000,000	4.03%	35%	Yes
NSW Treasury Corporation	Unrated	6,973,769	1.87%	5%	Yes
Rabobank Australia Ltd	A+	4,201,164	1.13%	25%	Yes
RACQ Bank	BBB+	1,500,822	0.40%	15%	Yes
Sumitomo Mitsui Banking	A	8,993,282	2.42%	25%	Yes
Suncorp Bank	A+	9,219,552	2.48%	25%	Yes
UBS AG	A+	4,377,035	1.18%	25%	Yes
Westpac Banking Corporation Ltd	AA-	20,512,593	5.51%	35%	Yes
<b>Portfolio Total</b>		<b>372,218,846</b>	<b>100.00%</b>		

### Credit rating policy limit compliance

Credit rating	Market value	% Portfolio	Maximum policy limit	Complies to Investment policy "Yes/No"
AAA Category	1,648,422	0.44%	100%	Yes
AA Category	232,012,413	62.33%	100%	Yes
A Category	79,363,414	21.32%	60%	Yes
BBB Category	50,368,252	13.53%	45%	Yes
Unrated	8,826,346	2.37%	10%	Yes
<b>Total Portfolio</b>	<b>372,218,846</b>	<b>100.00%</b>		

### Compliance with Investment policy – In summary

Legislative requirements	✓	Fully compliant, noting exception applicable to grandfathered mortgaged-backed investments.
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Overall portfolio credit limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

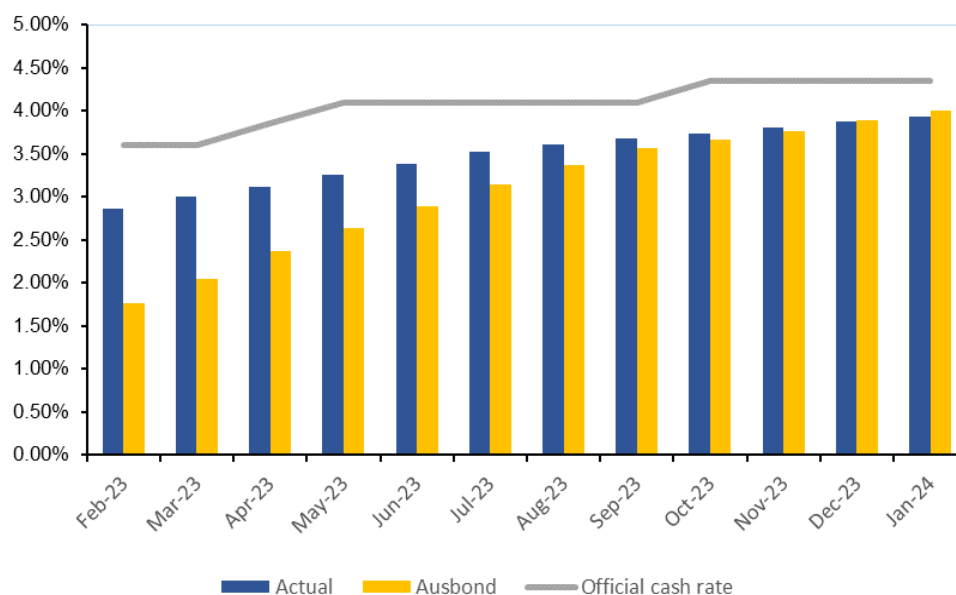
### Portfolio performance against relevant market benchmark

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 current ABBI benchmark reflects RBA actions to aggressively lift the cash rate. The portfolio performance is expected to be below ABBI benchmark in coming months and this trend will continue until such time low-yielding investments mature.

The portfolio yield for the year to January 2024 was below the ABBI index by 6 basis points (portfolio yield: 3.93%; ABBI: 3.99%).

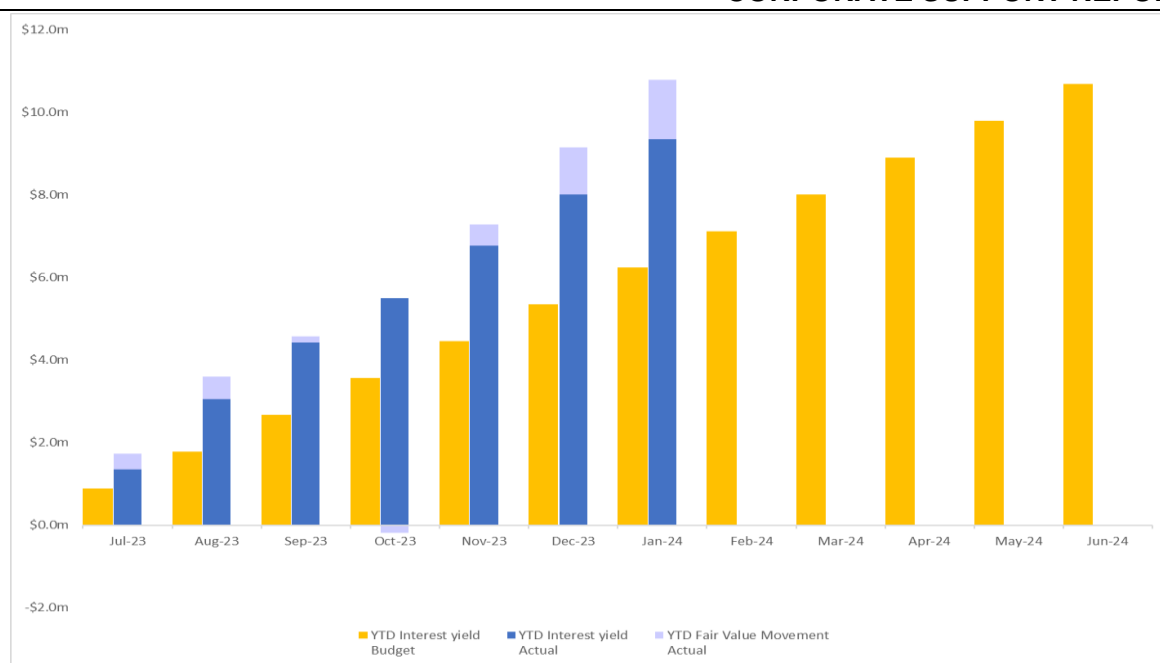
Comparative yields for the previous months are charted below:



### Performance of portfolio returns against budget

Year-to-date, Council's investment income was \$4.55 million higher than the original budget. This is due to a combination of increase in market interest rate and unrealised gain in fair value of Floating Rate Notes (FRNs).

	YTD Budget	YTD Actuals	Budget Variance
Interest yield on cash holdings	\$6.23m	\$9.34m	\$3.11m
Fair value market movement	\$0.00m	\$1.44m	\$1.44m
<b>Total</b>	<b>\$6.23m</b>	<b>\$10.78m</b>	<b>\$4.55m</b>



### Economic outlook – Reserve Bank of Australia

The Reserve Bank of Australia has kept the official cash rate at 4.35 per cent in its meeting on 06 February 2023.

### Certificate of Responsible Accounting Officer

The Chief Financial Officer, as Responsible Accounting Officer, certifies that the investments listed in the attached report have been made in accordance with section 625 of the *Local Government Act 1993*, section 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy at the time of their placement. The previous investments are covered by the grandfathering clauses of the current investment guidelines issued by the Minister for Local Government.

### CONSIDERATIONS

<b>Economic</b>	Council's investment income was \$4.55 million higher than the original budget at 31 January 2024.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Local Government Act 1993, section 625 Local Government (General) Regulation 2021, section 212

	As required by the Local Government Act, Council is fully compliant with the ministerial requirements specified in the <i>Local Government Act 1993 – Investment Order</i> (relating to investments by councils) and with reporting requirements under section 212 of the <i>Local Government (General) Regulation 2021</i> .
<b>Risk</b>	The capital value and return-on-investment is subject to market risks. Investment limits prescribed in Council's policy framework is aimed to mitigate these risks.

## **ATTACHMENTS**

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1. Investment Portfolio January 2024



## Portfolio Valuation As At 31 January 2024

Fixed Interest Security	Maturity Date	Rating	Current	Market Value	Total	Yield
<b>Current Account</b>						
CBA Business Saver		AA-	79,391,791.99	79,391,791.99	21.33%	4.20%
CBA General Account		AA-	1,854,115.39	1,854,115.39	0.50%	0.00%
AMP Business Saver		BBB	2,046,562.18	2,046,562.18	0.55%	3.30%
AMP Notice Account		BBB	15,302,989.68	15,302,989.68	4.11%	5.20%
Macquarie Bank Accelerator Account		A+	29,038.63	29,038.63	0.01%	3.91%
Macquarie Bank Account		A+	1,589.70	1,589.70	0.00%	3.91%
			98,626,087.57	98,626,087.57	26.50%	
<b>Fixed Rate Bond</b>						
Commonwealth Bank	14/01/2027	AA-	5,000,000.00	4,703,350.00	1.26%	2.40%
Bank of Queensland	29/10/2025	BBB+	4,000,000.00	3,932,856.00	1.06%	4.00%
Bank of Queensland	27/10/2026	BBB+	4,750,000.00	4,390,980.75	1.18%	2.10%
Bendigo & Adelaide Bank	17/03/2025	BBB+	2,750,000.00	2,692,263.75	0.72%	3.00%
UBS AG	26/02/2026	A+	2,550,000.00	2,358,793.35	0.63%	1.10%
ING Direct	19/08/2026	A	1,800,000.00	1,648,422.00	0.44%	1.10%
Macquarie Bank	14/09/2026	A+	4,200,000.00	4,230,832.20	1.14%	4.95%
NAB	25/02/2027	AA-	4,500,000.00	4,285,908.00	1.15%	2.90%
Suncorp	25/01/2027	A+	4,500,000.00	4,215,226.50	1.13%	2.50%
			34,050,000.00	32,458,632.55	8.72%	
<b>Floating Rate Note</b>						
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,010,380.00	1.35%	5.16%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,008,097.00	0.81%	5.11%
ANZ Bank	31/03/2028	AA-	2,500,000.00	2,516,482.50	0.68%	5.42%
ANZ Bank	11/09/2028	AA-	4,200,000.00	4,203,376.80	1.13%	5.29%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,001,092.00	0.27%	5.29%
Commonwealth Bank	17/08/2028	AA-	3,500,000.00	3,506,608.00	0.94%	5.33%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,501,777.50	0.67%	5.47%
HSBC	27/09/2024	AA-	3,000,000.00	3,006,207.00	0.81%	5.20%
HSBC	27/09/2024	AA-	2,000,000.00	2,004,138.00	0.54%	5.20%
Macquarie Bank	07/08/2024	A+	4,000,000.00	4,005,784.00	1.08%	5.17%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,006,963.00	0.81%	5.26%
Macquarie Bank	14/09/2026	A+	4,800,000.00	4,798,891.20	1.29%	5.20%
Mizuho Bank	18/01/2027	A	3,500,000.00	3,498,190.50	0.94%	5.23%
NAB	26/02/2024	AA-	5,000,000.00	5,001,385.00	1.34%	5.42%
NAB	19/06/2024	AA-	4,000,000.00	4,007,980.00	1.08%	5.29%
Rabobank Australia Branch	27/01/2027	A+	2,700,000.00	2,688,919.20	0.72%	5.09%
Rabobank Australia Branch	19/01/2028	A+	1,500,000.00	1,512,244.50	0.41%	5.52%
RACQ Bank	24/02/2026	BBB+	1,500,000.00	1,500,822.00	0.40%	5.88%
Suncorp	30/07/2024	A+	3,000,000.00	3,002,595.00	0.81%	5.12%
Suncorp	30/07/2024	A+	2,000,000.00	2,001,730.00	0.54%	5.12%
Sumitomo Mitsui Banking	23/10/2026	A	5,000,000.00	5,002,870.00	1.34%	5.25%
Sumitomo Mitsui Banking	20/01/2027	A	4,000,000.00	3,990,412.00	1.07%	5.13%
UBS AG	24/11/2028	A+	2,000,000.00	2,018,242.00	0.54%	5.83%
Westpac	24/04/2024	AA-	4,000,000.00	4,006,348.00	1.08%	5.49%
Westpac	16/08/2024	AA-	2,500,000.00	2,506,245.00	0.67%	5.27%
			79,200,000.00	79,307,780.20	21.31%	



**Mortgage Backed Security**

EmeraldMBS2006-1A	21/08/2051	Unrated	752,048.84	688,161.54	0.18%	4.83%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	794,726.00	0.21%	5.58%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	369,689.50	0.10%	5.30%
			2,252,048.84	1,852,577.04	0.50%	

**Term Deposit**

ANZ	30/04/2024	AA-	5,000,000.00	5,000,000.00	1.34%	5.09%
ANZ	01/07/2024	AA-	5,000,000.00	5,000,000.00	1.34%	5.13%
ANZ	30/07/2024	AA-	5,000,000.00	5,000,000.00	1.34%	5.15%
ANZ	26/10/2026	AA-	3,000,000.00	3,000,000.00	0.81%	5.35%
Auswide Bank	07/02/2024	BBB	3,000,000.00	3,000,000.00	0.81%	5.45%
Bank of Queensland	28/03/2024	BBB+	3,000,000.00	3,000,000.00	0.81%	2.40%
Bank of Queensland	31/05/2024	BBB+	3,000,000.00	3,000,000.00	0.81%	3.72%
Commonwealth Bank	28/03/2024	AA-	3,000,000.00	3,000,000.00	0.81%	2.43%
Commonwealth Bank	15/08/2024	AA-	3,000,000.00	3,000,000.00	0.81%	5.57%
Commonwealth Bank	12/12/2024	AA-	10,000,000.00	10,000,000.00	2.69%	4.63%
Commonwealth Bank	13/01/2025	AA-	5,000,000.00	5,000,000.00	1.34%	4.63%
Commonwealth Bank	27/11/2025	AA-	10,000,000.00	10,000,000.00	2.69%	4.60%
ING Bank	15/01/2025	A	5,000,000.00	5,000,000.00	1.34%	5.26%
ING Bank	05/08/2025	A	3,000,000.00	3,000,000.00	0.81%	5.30%
ING Bank	01/09/2025	A	3,000,000.00	3,000,000.00	0.81%	5.37%
ING Bank	24/09/2025	A	5,000,000.00	5,000,000.00	1.34%	5.20%
ING Bank	15/01/2026	A	5,000,000.00	5,000,000.00	1.34%	5.04%
ING Bank	25/09/2026	A	5,000,000.00	5,000,000.00	1.34%	5.15%
ING Bank	10/10/2028	A	3,000,000.00	3,000,000.00	0.81%	5.30%
ING Bank	20/11/2028	A	3,000,000.00	3,000,000.00	0.81%	5.40%
G & C Mutual Bank	17/09/2025	BBB	3,000,000.00	3,000,000.00	0.81%	5.20%
Great Southern Bank	23/04/2024	BBB	3,000,000.00	3,000,000.00	0.81%	5.12%
Great Southern Bank	29/07/2024	BBB	3,000,000.00	3,000,000.00	0.81%	5.24%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.34%	5.02%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.34%	3.49%
NAB	25/06/2024	AA-	5,000,000.00	5,000,000.00	1.34%	5.20%
NAB	13/09/2024	AA-	5,000,000.00	5,000,000.00	1.34%	1.10%
NAB	08/09/2025	AA-	5,000,000.00	5,000,000.00	1.34%	0.82%
Northern Territory Treasury	16/12/2024	AA-	5,000,000.00	5,000,000.00	1.34%	1.00%
Northern Territory Treasury	15/12/2025	AA-	5,000,000.00	5,000,000.00	1.34%	1.20%
Northern Territory Treasury	15/12/2026	AA-	5,000,000.00	5,000,000.00	1.34%	1.50%
Westpac	25/03/2024	AA-	3,000,000.00	3,000,000.00	0.81%	2.39%
Westpac	31/05/2024	AA-	5,000,000.00	5,000,000.00	1.34%	3.54%
Westpac	28/10/2024	AA-	3,000,000.00	3,000,000.00	0.81%	5.42%
Westpac	27/10/2025	AA-	3,000,000.00	3,000,000.00	0.81%	5.37%
			153,000,000.00	153,000,000.00	41.10%	
<b>Total</b>			367,128,136.41	365,245,077.36	98.13%	

**T-Corp**

NSWTC IM Long Term Growth Fund	Unrated	6,125,337.88	6,973,768.69	1.87%
		6,125,337.88	6,973,768.69	1.87%
<b>Total</b>		367,128,136.41	365,245,077.36	98.13%
<b>Portfolio Total</b>		373,253,474.29	372,218,846.05	100.00%

**CFD 01****Biannual Progress Report - December 2023**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	006178.2024
<b>Report By</b>	Hiba Soueid - Manager City Strategy and Performance
<b>Approved By</b>	Shayne Mallard - Director City Futures

**EXECUTIVE SUMMARY**

The Biannual Progress Report provides an overview of Council's performance and achievements against the Principal Activities that were scheduled from July to December 2023. This is reported against the Delivery Program 2022-2026 and Operational Plan 2023-2024.

This is the first progress report for the 2023-2024 financial year and has been prepared in accordance with the Office of Local Government Integrated Planning and Reporting Guidelines and Section 404 of the *Local Government Act* (1993).

**RECOMMENDATION**

That Council notes and receives the Biannual Progress Report July to December 2023 which outlines the progress of Principal Activities detailed in the Delivery Program 2022-2026 and Operational Plan 2023-2024.

**REPORT**

On 29 June 2022, Council adopted the Community Strategic Plan 2022-2032. The Community Strategic Plan outlines the community's vision and priorities for Liverpool. The Plan was developed after extensive engagement with the community and contains four strategic objectives for the future of Liverpool. The strategic objectives are underpinned by the quadruple bottom line and guide Council's operations and service delivery for the next ten years.

Council's Delivery Program 2022-2026 and Operational Plan 2023-2024 outline Council's commitment to the community. The combined document details the principal activities and services that Council has committed to delivering.

Essential Element 4.9 of the Integrated Planning and Reporting Guidelines state the General Manager must ensure that progress reports are provided to the Council, with respect to the principal activities detailed in the Delivery Program, at least every six months.

By the end of December 2023, a total of 20 service areas inclusive of principal activities in the Delivery Program and Operational Plan were reported as on track and two needed attention. An overview has been included in the attached report.

## FINANCIAL IMPLICATIONS

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There are no financial implications relating to this recommendation.

## CONSIDERATIONS

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<b>Governance</b>	The Delivery Program and Operational Plan sets the direction for Council's strategic agenda, including all economic, environmental, social and civic leadership requirements.
<b>Legislative</b>	<p>The Delivery Program and Operational Plan have been developed in line with the <i>Local Government Act 1993</i>. In particular Section 404 of the <i>Local Government Act</i> states:</p> <p><i>"A council must have a Delivery Program detailing the principal activities to be undertaken by the council to perform its functions (including implementing the strategies set out in the Community Strategic Plan) within the limits of the resources available under the Resourcing Strategy"</i>.</p> <p>Essential Element 4.9 of the Integrated Planning and Reporting Guidelines states:</p> <p><i>"The general manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months"</i>.</p>
<b>Risk</b>	The risk is deemed to be high. Failure to provide regular progress reports to the council with respect to the principal activities detailed in its delivery program at least every 6 months may result in non-compliance with the above legislation and may result in enforceable action by the Office of Local Government.

## ATTACHMENTS

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1. Biannual Progress Report - December 2023 (Under separate cover)

<b>OPER 01</b>	<b>Temporary Asphalt Footpaths - Austral, Leppington</b>
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<b>Strategic Objective</b>	Evolving, Prosperous, Innovative Continue to invest in improving and maintaining Liverpool's road networks and infrastructure
<b>File Ref</b>	442616.2023
<b>Report By</b>	Jay Vaidya - Acting Manager Project Delivery
<b>Approved By</b>	Jason Breton - Director Operations

## **EXECUTIVE SUMMARY**

This Report provides the proposed works program for temporary asphalt footpaths in Austral and Leppington and the proposed budget allocation within Council's 10-year financial plan.

All missing footpaths to access key locations in Austral and Leppington have been identified and listed in the attached works program.

In addition, Council Officers are investigating new planning controls that could require the provision of temporary footpaths where new subdivisions are isolated from the footpath network.

## **RECOMMENDATION**

That Council:

1. Receive the proposed works program of Temporary Asphalt Footpaths in Austral and Leppington.
2. Allocates budget in Council's 10-year financial plan.
3. Endorse Council officers to investigate new planning controls to provide for temporary footpaths.

## **REPORT**

At Council meeting on 22 November 2023, Councillor Hagarty raised the Austral residents' concerns regarding the lack of footpaths in Austral. It is unsafe for the residents to walk on

the existing road shoulder and road due to lack of continuous footpaths to access schools, parks, shops, and public transport.

In Greenfield areas, Developers typically provide, or contribute to the necessary infrastructure as part of the Development Conditions.

Austral was a rural area, progressively being upgraded as part of proposed subdivisions and urban development to a new urban standard. New footpaths and bike paths will be constructed as part of these upgrades and construction of new roads will continue as developments are completed.

As a temporary solution, it is proposed to provide asphalt footpaths for the residents to safely access schools, shops, parks, and public transport until the area is developed to an urban standard. This will provide safe access in the interim.

Council at its meeting on 22 November 2023 resolved as follows:

That Council direct the CEO:

1. To examine the allocation of funds towards the construction of temporary footpaths in Austral.
2. To examine the prioritising of missing links to major pedestrian areas such as Leppington Station, local schools, shops, and parks.
3. That a report come back to Council by the end of February 2024 Council meeting identifying proposed sites where temporary footpaths in Austral could be put in and the report to include financial implications and timing.
4. To open to the community for their suggestions on where they see the priorities.

Council Officers have investigated key locations and identified missing footpath links in Austral and Leppington. The proposed works program has been developed for consideration.

Council Officers are also considering making changes to the Growth Centres DCP to facilitate better pedestrian infrastructure. These changes could include controls to require the provision of temporary footpaths when a residential subdivision will be isolated from the broader footpath network.

Connection of footpath missing links at the subdivision stage has the potential to ensure that residents have safe access to local schools, parks, shops, and public transport. This change will be reported to Council as part of a broader house-keeping amendment in the coming months.

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation have been included in Council's budget for the next five years as follows.

	2024/25	2025/26	2026/27	2028/29	2029/30
<b>Capital budget impact</b>	200,000	200,000	200,000	150,000	150,000
<b>Funding source</b>	General Fund	General Fund	General Fund	General Fund	General Fund

## **CONSIDERATIONS**

<b>Economic</b>	<p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p>
<b>Environment</b>	Support the delivery of a range of transport options.
<b>Social</b>	Support access and services for people with a disability.
<b>Civic Leadership</b>	Deliver services that are customer focused.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	<p>The risk is deemed to be Medium / Low.</p> <p>There is no risk associated with this report.</p>

## **ATTACHMENTS**

1. Temporary Asphalt Footpath Program

**Proposed Temporary Asphalt Footpath Program**

Road	Road From	Road To	Suburb	Access To
Twenty Eighth Avenue	Sixteenth Avenue	Fifteenth Avenue	Austral	Shops
Heath Road	Camden Valley Way	Kontista Road	Leppington	School and Bus stop
Ingleburn Road	Rickard Road	115 Ingleburn Road	Leppington	Shops and Bus stop
Edmondson Avenue	Bringelly Road	78 Edmondson Avenue	Leppington	Leppington Station and Park
Fourth Avenue	Bringelly Road	Fifth Avenue	Austral	Unity Grammar School to main Bus stop
Eighth Avenue	119 Eighth Avenue	Edmondson Avenue	Austral	Footpath to bowling club
Sixth Avenue	151 Sixth Avenue	Browns Avenue	Austral	Connection to Main Road
Byron Road	Heath Road	Messenger Rd	Leppington	Bus Stop to Oval
Fifteenth Avenue	Edmondson Avenue	Fourth Avenue	Austral	Shops and Bus Stop
Fifteenth Avenue	Edmondson Avenue	240 Fifteenth Avenue	Austral	Shops, Temple and Bus stop
Eighth Avenue	Edmondson Avenue	175 Eighth Avenue	Austral	Church to Bus Stop
Tenth Avenue	150 Tenth Avenue	Fourth Avenue	Austral	Medical Centre to Bus Stop
Seventh Avenue	Browns Avenue	41 Seventh Avenue	Austral	Connects existing footpath
Seventh Avenue	92 Seventh Avenue	Edmondson Avenue	Austral	Bus stop
Gurner Avenue	59 Gurner Avenue	Al Faisal College	Austral	School to Main road and Bus stop
Denham Court Road	335 Denham Court	Wing Circuit	Leppington	Connects existing footpath
Eastwood Road	Ingleburn Road	Anthony Road	Leppington	Bus stop to main road

**OPER 02****Brickmakers Creek Master Plan**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Improve liveability and quality of life for the community by delivering vibrant parks, places and facilities
<b>File Ref</b>	027971.2024
<b>Report By</b>	Jill Summers - Project Officer
<b>Approved By</b>	Jason Breton - Director Operations

**EXECUTIVE SUMMARY**

This report seeks Council's endorsement of the Brickmakers Creek portion of the Woodward Place Master Plan.

On 27th October 2020 Council endorsed the Woodward Place Master Plan (File No: 263698.2020) *for further agency and community engagements*, with an action to provide a separate report to Council for the Woodward Place Master Plan adoption.

Since then, Brickmakers Creek was announced as a recipient of the Western Sydney Infrastructure Grant Program (WSIGP), (formerly WestInvest), with a requirement to deliver the project by 30 September 2027.

Project planning for Brickmakers Creek is under way. To satisfy the terms of the WSIGP funding Deed and to progress with project development, this report is seeking Council endorsement of the Brickmakers Creek portion of the Woodward Place Master Plan.

Community engagement took place resulting in an updated master plan in 2021 that supersedes the previous 2020 master plan. The *Woodward Place Master Plan October 2021* is attached to this report for Council's information.

Following Council endorsement, detailed design plans of Brickmakers Creek will be developed and presented to Council at Development Application (DA) stage.

**RECOMMENDATION**

That Council adopts the Brickmakers Creek portion of the Woodward Place Master Plan.



## REPORT

### BACKGROUND

On 27 October 2020 the Woodward Place Master Plan was submitted to Council. Council resolved to exhibit the plan for *further agency and community engagements* and requested the Master Plan return to Council for adoption.

The revitalisation of Brickmakers Creek is a project within the Woodward Place Masterplan. The project envisions Liverpool's first regional play space and the naturalisation of Brickmakers Creek. It will deliver attractive open space, recreation, and water sensitive urban design. See the area of the project in relation to the whole site below.



As a result of Amendment 52 of the Liverpool Local Environmental Plan, the population in Liverpool is substantially increasing, creating demand for quality green and open space. The growing city centre will have a residential density similar to Pyrmont (at 154.3 persons per hectare) and there is currently an under-supply of social, cultural and recreational infrastructure to service the needs of the population.

Woodward Park is a heat island with little greenery, with asphalt for parking and netball courts, and Brickmakers Creek - a concrete drain. Heat island measurements from the park found it is hotter than the nearby CBD.

The Brickmakers Creek revitalisation project aims to transform the existing concrete drain and surrounding bare earth to restore the natural vegetation, add a water retention basin, reinstate a naturalised creek, and plant 1,000 more trees alongside native landscaping to provide amenity and help cool the parkland setting while providing active open space to city dwellers in the summer. The project will establish new trees and indigenous plants, within a naturalised creek, utilising water sensitive design treatment systems for the park. See below.



In addition, the project will deliver a new regional play space which will be designed to cater for multi-generational and multicultural groups. The play space will include a sensory garden, water play and adventure equipment within a water-sensitive urban designed environment.



Considerable community engagement has been undertaken for the master plan, including engagement with First Nations knowledge holders, local community members, the local Youth Leadership Council and Councillors through the following forums:

- Liverpool City Centre Public Domain Master Plan, 2020. Priority needs captured:
  - Lit walkways
  - Evening exercise
  - Utilise creek
  - Sculptures
  - Trails
- Design Jam No. 2 - Aboriginal Stakeholder Engagement Design Jam, 2021. Priority needs captured:
  - Place for cultural education/exchange
  - Indigenous gardens
  - Ceremonial garden with views – ancient and contemporary cultures, all-inclusive ongoing custodianship – Indigenous Rangers Elders to create scar trees, guided tours
  - Places for groups to sit/picnic, toilets, accessibility
  - Play and educational space for children with connection to Country
- Survey WestInvest – Improving Liveability in Liverpool, 2020. Priority needs captured:
  - Better parks
  - Cycleways
  - Walkways

- Woodward Park Councillor design Workshop, 2020. Priority needs captured:
  - Connecting the site with the Central Business District
  - A lively, activated site, engaged by the public
  - Multi-purpose usage onsite
- Youth Parliament Consultation Workshop, 2021.

The community's input was incorporated into the revised Woodward Place Master Plan October 2021 and feeds into the conceptual design of Brickmakers Creek.

The adoption of the Brickmakers Creek portion of the Woodward Place Master Plan 2021 will allow Council to progress with the project delivery of Brickmakers Creek and meet the requirements of the WISGP Deed for Brickmakers Creek. It will continue the community momentum generated by the co-design and master plan work of the past four years which engaged with hundreds of residents and many community groups.

A further report will be brought to the Council which details the concept design of Brickmakers Creek at Development Application stage.

## **FINANCIAL IMPLICATIONS**

There are no financial implications for Council in adopting the Brickmakers Creek portion of the Woodward Place Master Plan 2021, as the project is funded by the Western Sydney Infrastructure Grants Program.

## **CONSIDERATIONS**

<b>Economic</b>	The financial impacts are outlined in the report above.
<b>Environment</b>	Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.
<b>Social</b>	Deliver high quality services for children and their families.
<b>Civic Leadership</b>	Foster neighbourhood pride and a sense of responsibility. Deliver services that are customer focused.
<b>Legislative</b>	Local Government Act 1993



<b>Risk</b>	The risk to the project is considered low if Council adopts the Brickmakers Creek portion of the revised master plan. If Council chooses not to adopt the recommendation, the risk is considered high as the project cannot adhere to its timelines and proceed in accordance with the conditions of the funding Deed.
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## **ATTACHMENTS**

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1. Woodward Place Masterplan September 2021 (Under separate cover)

<b>OPER 03</b>	<b>Liverpool Growth Centre Biodiversity Offset Strategy for Water Cycle Management Infrastructure</b>
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<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Manage stormwater and drainage infrastructure to mitigate risk to the environment and the community
<b>File Ref</b>	039751.2024
<b>Report By</b>	Maruf Hossain - Coordinator Floodplain and Water Management
<b>Approved By</b>	Jason Breton - Director Operations

## **EXECUTIVE SUMMARY**

The Department of Planning and Environment (DP&E) (now Department of Planning, Housing and Infrastructure) developed a Water Cycle Management Strategy (WCMS) for Austral, Leppington North and East Leppington precincts. The purpose of the WCMS was to mitigate the adverse impacts of flooding resulting from development of lands in these areas. However, there was inconsistencies between the NSW Government's mapping. Whilst the footprints of the basins and drainage channels are zoned SP2 in the Precinct Plan, the biodiversity certification of the State Environmental Planning Policy (Sydney Region Growth Centres) 2006 did not certify the entire extent of the required infrastructure. Some of these non-certified areas were also mapped as Existing Native Vegetation (ENV) under the SEPP, resulting in the application of strict clearing controls.

To address the issues outlined above, Council officers held extensive discussions with the Department of Planning and Environment (DP&E). Given the issue is caused by inconsistencies between Growth Centres SEPP maps and the Biodiversity Certification map, Council requested the Department to revise the biodiversity certification maps for Austral, Leppington North and East Leppington precincts, to allow for the construction on the required stormwater infrastructure. The Department declined Council's request, advising that all Growth Centre Councils and State agencies are required to offset infrastructure works that impact on ENV, in accordance with the associated Biodiversity Certification Order.

To comply with the requirements of offsetting ENV, Council engaged expert consultancy firm Eco Logical Australia (ELA) to develop a Biodiversity Offset Strategy (BOS).

The offset strategies considered were as follows:

1. Protection and management of ENV, within Liverpool LGA;
2. Revegetation of ENV in riparian corridors, within the Liverpool LGA;
3. Purchase of biodiversity credits generated from ENV, elsewhere in the Growth Centres; and
4. Protection of ENV on certified land in other precincts, that have not yet been released.

It was found that the purchase and retirement of biodiversity credits from a stewardship site within the Growth Centres would be the most cost-effective offset strategy. It's proposed that the required 31 credits would be generated by the Middleton Grange stewardship site, which is managed by the Western Sydney Parklands Trust (WSPT). The Department of Planning, Housing and Infrastructure has accepted this offsetting method.

As such, it is recommended that Council adopt the recommended offset strategy and allocate funding for the purchase of 31 credits from the WSPT to facilitate the delivery of the required stormwater infrastructure. The quoted price for WSPT credits is \$35,000 per credit, with a total cost of \$1.085M for the required 31 credits.

The impact of not purchasing the credits is also outlined within this report.

## **RECOMMENDATION**

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That Council:

1. Adopt the offset strategy of purchasing biodiversity credits from a stewardship site within the Growth Centres;
2. Authorise Director Operations to finalise an agreement with the Western Sydney Parkland Trust for the purchase of the credits;
3. Allocate funds for the purchase of the credits from the WSPT; and
4. The CEO writes to the NSW Minister for planning seeking compensatory funding or another means of assistance to reduce Council's financial burden in relation to off-sets.

## **REPORT**

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### **1. Background and context**

As part of the development of the Precinct Plans for Austral, Leppington North and East Leppington, the Department of Planning and Environment (DP&E) developed a Water Cycle Management Strategy (WCMS) to mitigate adverse impacts of flooding and improve water quality. Among others, the WCMS involves construction of twenty two (22) flood detention basins, raingardens and associated trunk drainage channels. Whilst the footprints of the

basins and drainage channels are zoned SP2 in the Precinct Plan, the biodiversity certification of the State Environmental Planning Policy (Sydney Region Growth Centres) 2006 did not certify the entire extent of the required infrastructure. Some of these non-certified areas were also mapped as Existing Native Vegetation (ENV) under the SEPP, resulting in the application of strict clearing controls.

The area of non-certified land affected by the proposed stormwater infrastructure is 5.46 hectares. The location of stormwater infrastructure within ENV mapped land is shown in Figure1 below.

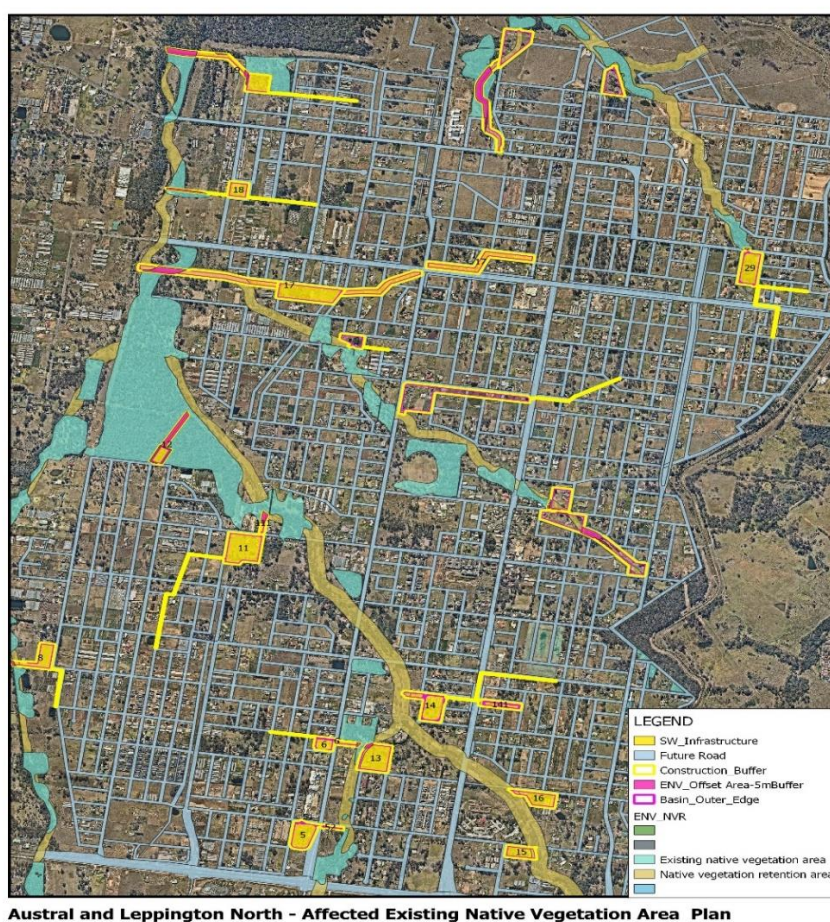


Figure1: Austral and Leppington North – Affected Existing Native Vegetation Area Plan

To address the issues outlined above, Council officers held extensive discussions with the Department of Planning and Environment (DP&E). Given the issue is caused by inconsistencies between Growth Centres SEPP maps and the biodiversity certification map, Council requested the Department to revise the biodiversity certification maps for Austral, Leppington North and East Leppington precincts, to allow for the construction on the required stormwater infrastructure.



The Department declined Council's request, advising that all Growth Centre Councils and State agencies are required to offset infrastructure works that impact on ENV, in accordance with the associated Biodiversity Certification Order.

Subsequently, Council has explored the option of relocating the proposed stormwater infrastructure outside the ENV protection area. However, this option was found to be technically difficult due to the topography of the area to meet hydraulic requirements and cost prohibitive due to the high land value of adjacent biodiversity certified lands, as they are zoned for residential development. The offsetting requirements are therefore considered necessary to facilitate the delivery of the required stormwater infrastructure.

## **2. Potential Offset Options**

To comply with the requirements of offsetting ENV, Council engaged expert consultancy firm Eco Logical Australia (ELA) to develop a Biodiversity Offset Strategy (BOS).

The offset strategies considered were as follows:

1. Protection and management of ENV, within Liverpool LGA;
2. Revegetation of ENV in riparian corridors, within the Liverpool LGA;
3. Purchase of biodiversity credits generated from ENV, elsewhere in the Growth Centres; and
4. Protection of ENV on certified land in other precincts, that have not yet been released.

Approaches for securing offsets at potential sites within the Growth Centres were investigated, and an optimal offset approach recommended. It was found that the purchase and retirement of biodiversity credits from a stewardship site within the Growth Centres would be the most cost-effective offset strategy. This offsetting method meets the requirements of the Biocertification Order for the Growth Centres SEPP as well as clause 18A of the Growth Centres SEPP (now clause 3.24 of the Western Parkland City SEPP). The Department of Planning, Housing and Infrastructure has accepted this offsetting method.

As such, it is recommended that Council adopt the recommended offset strategy and allocate funding for the purchase of 31 credits from the Western Sydney Parkland Trust (WSPT) to facilitate the delivery of the required stormwater infrastructure. The quoted price for WSPT credits is \$35,000 per credit, with a total cost of \$1.085M for the required 31 credits.

## **3. Impacts of Not Delivering ENV Offset**

Not delivering the offsetting may not be in accordance with the following:

- A. Clause 3.24 of the State Environmental Planning Policy (Precincts—Western Parkland City) 2021, which requires Council to take into consideration the response received from the Department of Planning Housing and Infrastructure.

- B. May also be considered a breach of the Council's duty to consider environmental impacts under s5.5 of the Environmental Planning & Assessment Act 1979.
- C. The conditions of the biocertification order associated with the State Environmental Planning Policy (Sydney Region Growth Centres) 2006, which may trigger the minister issuing required actions to rectify the failure to comply with the approved measures under s8.13 of the Biodiversity Conservation Act 2016.

Furthermore, if Council delays purchasing these credits there is a high likelihood that credits may not be available for purchase, and/or the cost to purchase them will be significantly higher, which will be an increased cost to Council.

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation are not included within Council's current budget and long-term financial plan. To minimize the financial impact on Council, it is proposed to stage the purchase of the credits over four financial years, as they are required. Details are provided in the table below.

	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Operating budget / LTFP impact</b>		\$270,000	\$270,000	\$270,000	\$275,000
<b>Capital budget impact</b>					
<b>Ongoing unbudgeted impact to opex from capital expenditure</b>					
<b>Unbudgeted impact to unrestricted cash</b>					
<b>Funding source</b>		General Fund	General Fund	General Fund	General Fund

## **CONSIDERATIONS**

<b>Economic</b>	Adopting the offset strategy and purchase of credits will have a financial impact on the Council. Other offsetting options were considered but were anticipated to be more expensive than the recommended option.
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<b>Environment</b>	<p>Providing the community with increased confidence in relation to flood mitigation and development of their properties.</p> <p>Ensuring that impacts to biodiversity are appropriately offset.</p>
<b>Social</b>	<p>Preserving and maintaining social welfare and minimising public risk, associated with floods.</p>
<b>Civic Leadership</b>	<p>Encouraging the community to engage in Council projects and initiatives.</p>
<b>Legislative</b>	<p>Ensuring compliance with the State Environmental Planning Policy (Precincts—Western Parkland City) 2021.</p> <p>Ensuring compliance with Relevant Biodiversity Measure 8 Order to confer biodiversity certification on the State Environmental Planning Policy (Sydney Region Growth Centres) 2006.</p>
<b>Risk</b>	<p>Ensuring the most accurate and up to date information is used, to responsibly protect existing native vegetation and mitigate adverse impacts of development.</p>

## **ATTACHMENTS**

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Nil

## CTTE 01

**Minutes of the Liverpool Local Traffic meeting  
held on 31 January 2024**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
<b>File Ref</b>	034504.2024
<b>Report By</b>	Charles Wiafe - Principal Transport Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

This report presents the recommendations from the Liverpool Local Traffic Committee meeting held on 31 January 2024. At the meeting, the Committee considered 12 Agenda Items and 14 General Business Items.

Item 2 of the agenda deals with the traffic aspects of the proposed new Edmondson Park High School, south of Buchan Avenue, Edmondson Park, adjacent to the recently opened Edmondson Park Public primary School. School Infrastructure NSW (SINSW) is managing the construction of the High School on behalf of the State Government.

The Committee previously provided comments on the proposed traffic facilities including additional marked pedestrian crossings, new bus zones, kiss and ride zones and a roundabout at the intersection of Buchan Avenue/East Road, for SINSW to address.

There are still outstanding issues to be addressed and the SINSW consultants have been requested to modify the designs and resubmit to the Committee.

Council is requested to approve the recommendations of the Committee meeting. A copy of the meeting minutes along with an Attachment Booklet are included in **Attachments 1, 2 and 3**.

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**RECOMMENDATION**

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Council approves Liverpool Local Traffic Committee recommendations for items 1-12 outlined in the Report.

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**REPORT**

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This report presents the recommendations from the Liverpool Local Traffic Committee meeting held on 31 January 2024. At the meeting, the Committee considered 12 Agenda Items and 14 General Business Items. A copy of the meeting minutes along with an Attachment Booklet are included in **Attachments 1, 2 and 3**

**Item 1 - Request for Bus Zones along Moore Street, Liverpool and Airfield Drive, Len Waters Estate**

- Recommendation: The installation of two bus zone signs along Airfield Drive, Len Waters Estate and a combined public/shuttle bus zone along Moore Street, Liverpool as shown in Attachments 1.1 to 1.3.

**Item 2 – Edmondson Park High School – Proposed Traffic Facilities**

- Recommendation: In-principle support a roundabout at the East Road and Buchan Avenue intersection, median island in Buchan Avenue fronting the school, parking bays along East Road and the parking restrictions along the northern side of South Road, as shown in the Attachment Booklet.
- Note: Additional proposed traffic facilities including cycle lanes will be resubmitted to a future LTC meeting for further consideration and support.

**Item 3 – Hart Street, Warwick Farm – Request for timed parking restrictions**

- Recommendation: In-principle support for a timed parking restriction (2P, 7.00AM - 6.00 PM, Mon-Fri) along the western side of Hart Street (between Remembrance Avenue and Lachlan Street), as shown in the Attachment Booklet.
- Recommendation: Council to carry out community consultation and present findings to a future LTC meeting. Timed parking restriction to be implemented subject to community support.

**Item 4 – McKay Street, Moorebank – Proposed Indented Parking Bays**

- Recommendation: Installation of 10 indented parking bays (within a localised road widening) with parking restrictions during school time (Mon-Fri 8.30-9.30am and 2.30-3.30), fronting Nuwarra Public School in McKay Avenue, as shown in the Attachment Booklet.
- Recommendation: Installation of 8 indented parking bays with 2P parking restriction along southern kerb side verge, behind the shopping center, as shown in the Attachment Booklet.
- Recommendation: Council to carry out community consultation prior to implementation.

**Item 5 – Liverpool City Centre Special Event - Festival of Chariots**

- Recommendation: In-principle support for Festival of Chariots Street parade through the Liverpool City Centre on 13 July 2024.
- Recommendation: classification of the street parade event as a Class 2 Special Event with the required associated conditions.
- Recommendation: Council to liaise with the event organisers, Police, and local bus companies to minimise traffic impacts of the event.
- Recommendation: Council to request organisers to update the Special Event Traffic Management Plan and submit to TfNSW for endorsement. Plan to include time management to minimise impact on traffic within the CBD, placement of Variable Messaging Signs, provision of information on Council's website approximately 7-10 days prior to the event and possible changes to the route to minimise impact on bus services.

**Item 6 - Twenty Seventh Avenue, Austral – Proposed Shared Path**

- Recommendation: Localised road widening and sealing of the existing road shoulder and installation of a 3m shared path and associated signs and linemarking along the eastern side of Twenty Seventh Avenue, as shown in the Attachment Booklet.

**Item 7 – Changes to Designated Heavy Vehicle Routes along Local Streets in the LGA**

- Recommendation: decommissioning of the existing B-Double and PBS Class 2A routes and inclusion of new routes as pre-approved PBS Class 2A routes as indicated in Tables 1 and 2 of the meeting minutes.

- Recommendation: Council to request endorsement of the recommendation from TfNSW as part of the request to NHVR to update heavy vehicle maps.
- Recommendation: Council to publish the decommissioning and approved routes, including information on its website.

**Item 8 – Grove Street and Hume Highway intersection, Casula – Revision of Approved Road Closure**

- Recommendation: the road closure of Grove Street at its intersection with Hume Highway, whilst maintaining access to the adjoining IBIS Hotel driveway as shown in the Attachment Booklet.
- Recommendation: design for the road closure is to be submitted to TfNSW for its review prior to implementation.
- Note: subject to TfNSW endorsement of the required updated Transport Management Plan for the closure.

**Item 9 – Edmondson Park Commuter Carpark Directional Signs**

- Recommendation: installation of eight proposed Edmondson Park Commuter Carpark directional signs along sections of Buchan Avenue, Soldiers Parade, Henderson Road and MacDonald Road close to the Edmondson Park Town Centre, as shown in the Attachment Booklet.

**Item 10 – Government Road, Hinchinbrook – Proposed Shared Path**

- Recommendation: installation of a 3m wide shared path approximately 550m along the southern side of Government Road, a raised threshold and a marked pedestrian crossing with textured on-road bicycle path and associated signs and line marking scheme as shown in the Attachment Booklet.

**Item 11 – Newbridge Road, Bridges Road to Lewins Bridge – Proposed Shared Path**

- Recommendation: installation of a Shared Path along the northern side of Newbridge Road between Bridges Road to Lewins Bridge and associated signs and linemarking as shown in the Attachment Booklet.

**Item 12 – Items Approved Under Delegated Authority**

- Recommendation: Council notes the Approved Items Under Delegated Authority approved by the NSW Police Force and TfNSW representatives during December 2023 and January 2024
- 

Item 2 of the agenda deals with the traffic aspects of the proposed new Edmondson Park High School, south of Buchan Avenue, Edmondson Park, adjacent to the recently opened Edmondson Park Public primary School. School Infrastructure NSW (SINSW) is managing the construction of the High School on behalf of the State Government.

The Committee previously provided comments on the proposed traffic facilities including additional marked pedestrian crossings, new bus zones, kiss and ride zones and a roundabout at the intersection of Buchan Avenue/East Road, for SINSW to address.

There are still outstanding issues to be addressed and the SINSW consultants have been requested to address and modify the designs and resubmit to the Committee for its support.

**General Business Items**

As indicated above, the Committee considered 15 General Business Items. Comments on the General Business Items with recommended actions are as follows:

**GB1 - Request for Raised Threshold on the Fifteenth Avenue Approaches to Kingsford Smith and Second Avenue and Kingsford Smith Avenue and Flynn Avenue, Middleton Grange**

Council would monitor traffic conditions at the two roundabouts after the above installations. After a period of six to nine months, if required the request for additional thresholds would be reassessed.

The outcome of the investigation be reported to a future LTC meeting.

**GB2 – Hoxton Park Road into Maryvale Avenue, Liverpool – Request for No Left Turn into Maryvale Avenue during morning peak hours**

Council would undertake traffic counts after the school holidays, if required a TMP would be prepared for a report to be presented to the March LTC meeting.

**GB3 - Woodbrook Road, Casula – Update on Road Reopening**

Council to note that at the meeting, Councillor Harle advised that the heavy vehicle is no longer parking in front of House No. 30 Napier Avenue and further investigation is not required.



**GB4 - 48 Hill Road, Lurnea – Request to remove concrete bollard on the nature strip**

Council's maintenance team would be requested to remove the concrete block.

**GB5 – Changes to concrete vehicle driveway standard affecting road safety**

Council would review the changes with reference to its standard driveway design and provide a written response to Councillor Harle.

**GB6 – Tenth Avenue, in front of Austral Public School, Austral - Request for Raised Marked Combined Crossing**

Council would investigate and carry out pedestrian and traffic counts for a layout to be prepared and presented at the March LTC meeting.

The design is to investigate increasing Kiss and Drop along the section of Tenth Avenue fronting the school in consultation with SINSW.

**GB7 – Buckland Road, Casula – Heavy Vehicle Parking**

Council rangers have been requested to inspect the truck and enforce parking contrary to the road rule requirement.

Investigation would be carried out in consultation with TfNSW to identify whether a load limit would prohibit the truck movement and parking.

**GB8 – 171 Elizabeth Drive, Liverpool - Traffic speeding**

Council would request TfNSW to review and address the speeding and crash history concern along Elizabeth Drive.

**GB9 – Maxwells Avenue and Devlin Street, Ashcroft - Traffic speeding**

Council would carry out speed classification along Maxwells Avenue and Devlin Street and provide an update at a future meeting.

**GB10 - Parking on Shepherd Street and Atkinson Street, Liverpool**

Council would investigate whether parking restrictions are required to improve sight distance.

**GB11 – Newcombe Place, Lurnea – Concern about on-street parking**

Council will request Transit Systems to sign post the stop appropriately.

Council would investigate and consult with the resident to identify whether parking restrictions or enforcement are required to address their concerns.

**GB12 – Request for roundtable discussion concerning speeding and illegal heavy vehicle movements/parking on the local road network**

Council to organise a Roundtable discussion with stakeholders including the Police, TfNSW representatives (Road Safety, Mobile Speed Cameras and Network and Safety) and report the outcome to the March LTC meeting.

**GB13 – Request for an update on the pedestrian crossing across Fourth Avenue in front of Unity Grammar College**

Council to provide a written response to the Member for Leppington and a report to be presented to a future LTC meeting.

**GB14 – Request for an update on the approved pedestrian crossing across Flynn Avenue in front of Thomas Hassell College**

Council to provide a written response to the Member for Leppington and a report to be presented to a future LTC meeting.

**FINANCIAL IMPLICATIONS**

The actions contained in the minutes will be funded as outlined in the table below:

Item	Description	Funding, Indicative Cost and Timing
1	Request for Bus Zones along Moore Street, Liverpool and Airfield Drive, Len Waters Estate	<b>Funding</b> – Block Grant Funding <b>Indicative Cost</b> – \$5,000 <b>Timing</b> – May 2024
2	Edmondson Park High School – Proposed Traffic Facilities	<b>Funding</b> – SINSW funded. <b>Indicative Cost</b> – No cost to Council <b>Timing</b> – Dependent on SINSW's construction program.
3	Hart Street, Warwick Farm – Request for timed parking restrictions	<b>Funding</b> – Block Grant Funding <b>Indicative Cost</b> – \$5,000 <b>Timing</b> – May 2024
4	McKay Street, Moorebank – Proposed Indented Parking Bays	<b>Funding</b> – Council's Capital Budget Program <b>Indicative Cost</b> – \$65,000 <b>Timing</b> – December 2024

5	Liverpool City Centre Special Event - Festival of Chariots	<b>Funding</b> – Event Organisers <b>Indicative Cost</b> – No cost to Council. <b>Timing</b> – July 2024
6	Twenty Seventh Avenue, Austral – Proposed Shared Path	<b>Funding</b> – Council's Capital Budget <b>Indicative Cost</b> – \$150,000 <b>Timing</b> – May 2025
7	Changes to Designated Heavy Vehicle Routes along Local Streets in the LGA	No cost to Council
8	Grove Street and Hume Highway intersection, Casula – Revision of Approved Road Closure	<b>Funding</b> – Council's Capital Budget <b>Indicative Cost</b> – Cost estimate to be prepared as part of the detailed design. <b>Timing</b> – Subject to funding allocation
9	Edmondson Park Commuter Carpark Directional Signs	<b>Funding</b> – TfNSW as part of the Edmonson Park Commuter Carpark Construction <b>Indicative Cost</b> – No Cost to Council <b>Timing</b> – Subject to TfNSW schedule
10	Government Road, Hinchinbrook – Proposed Shared Path	<b>Funding</b> – TfNSW Active Transport Grant Funding <b>Indicative Cost</b> – \$355,000 <b>Timing</b> – June 2024
	Newbridge Road, Bridges Road to Lewins Bridge – Proposed Shared Path	<b>Funding</b> – TfNSW Active Transport Grant Funding <b>Indicative Cost</b> – \$560,000 <b>Timing</b> – June 2024
	Items Approved Under Delegated Authority	<b>Funding</b> – TfNSW block grant to Council <b>Indicative Cost</b> – \$2,000 <b>Timing</b> – January 2024

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic considerations.
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<b>Environment</b>	Promote an integrated and user friendly public transport service. Support the delivery of a range of transport options. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
<b>Social</b>	There are no social and cultural considerations.
<b>Legislative</b>	NSW Roads Act 1993 and Traffic Management Act.
<b>Risk</b>	The risk is deemed to be Low.

**ATTACHMENTS**

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1. Minutes - Liverpool Local Traffic Committee Meeting - January 2024 (Under separate cover)
2. Attachment Booklet 1 of 2 - JAN 2024 LTC Meeting (Under separate cover)
3. Attachment Booklet 2 of 2 - JAN 2024 LTC Meeting (Under separate cover)

## CTTE 02

**Minutes of the Companion Animals Advisory  
Committee meeting held on 5 December 2023**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	036336.2024
<b>Report By</b>	Noelle Warwar - Manager Community Standards
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Companion Animals Advisory Committee Meeting held on 5 December 2023.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Companion Animals Advisory Committee Meeting held on 5 December 2023.

**REPORT**

The Minutes of the Companion Animals Advisory Committee held on 5 December 2023 are attached for the information of Council.

The Committee also passed the following motion at the meeting:

**Motion:** Committee recommends that Council staff amend the Terms of Reference to include more community members.

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

Council staff are currently investigating the process for amending the Terms of Reference with an update on this will be provided in a future report.

**FINANCIAL IMPLICATIONS**

None of the actions contained in the minutes will have a financial impact on Council.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

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1. Minutes of the Companion Animals Advisory Committee Meeting held on 5 December 2023



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

## MINUTES FROM COMPANION ANIMALS ADVISORY COMMITTEE MEETING 5 DECEMBER 2023

### COUNCILLORS:

Karress Rhodes

Committee Member

### COMMITTEE MEMBERS:

Stephen Dobell-Brown  
Claudia Jones (online)  
Nathan McCredie (online)

Community Member  
RSPCA, Welfare  
Dog Gone Mad, Behavioural & Training Specialist

### COUNCIL ATTENDEES:

Noelle Warwar  
Belinda Navas  
Clara McGuirk  
Leanne Bourne

Manager Community Standards  
A/Coordinator Regulatory Services  
Strategic Events Lead  
Business Support Officer (Minutes)

### GUESTS:

Marsha Kozlova  
Marie Saliba

Executive Assistant to Dai Le  
Community Engagement Dai Le's Office

### APOLOGIES:

Rosalyn Faddy  
Edward Humphries  
Fiona Macnaught

Community Member  
Veterinary  
Deputy Mayor



## OPEN

Meeting opened at 4:39 pm.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Rhodes opened the meeting and noted the apologies. Clr Rhodes also welcomed the guests from Dai Le MP's office.

### 2. DECLARATIONS OF INTEREST

Nil

### 3. PREVIOUS MINUTES

The Committee was informed of the completed actions from the previous minutes.

**Motion:** That the minutes from the previous meeting held on 5 September 2023 be endorsed by the Committee.

**Moved:** Stephen Dobell-Brown

**Seconded:** Clr Rhodes

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

#### **Actions from Previous Minutes**

**Action:** Clr Rhodes asked to bring to the Committee some information on what the City of Sydney Council is doing and how it is funded. Information is provided as follows:.

A/Coordinator Regulatory Services advised that City of Sydney Council has a street cat rehoming program that has been in effect since 2019. In that time, City of Sydney has rescued over 230 kittens and rehomed them through rehoming organisations, and is paying for the vet treatment, desexing and then rehoming of these kittens. City of Sydney are yet to provide the budget details for this program. These cats are not impounded but, the Council are collaborating with the local rescue group and colony feeders, and is funding the program.

**Motion:** Committee recommends that Council staff investigate opportunities for fostering dogs from the Liverpool Animal Shelter based on procedures from the RSPCA and provide information on a general costing and any other issues with providing this service.

A/Coordinator Regulatory Services stated contact has been made with the RSPCA and Animal Welfare League, and these organisations are expected to provide further information.

**Action:** A/Coordinator to confirm status of the dogs that do not have rehomed or reclaimed entered on the list. Updated list provided at meeting 5 December 2023.





A/Coordinator Regulatory Services advised there has been an increase in numbers, and currently 40 dogs are in the shelter.

Clr Rhodes enquired how many dogs are microchipped and registered in the shelter and whether the increase is due to financial hardship?

A/Coordinator Regulatory Services stated she would provide this information at the next meeting. Assistance is given by Animal Rescue Co-operative which are supporting Councils and the RSPCA by donating free pet food for the community.

**Action:** Council to provide data on repeat offenders and dogs that are returned to their owner without going to the Shelter for the period 1 January 2023 to present. Updated list provided at December 2023 meeting.

Clr Rhodes queried the possibility of using volunteers under Council supervision to assist the community in fixing backyards to keep their animals in the yard.

Manager Community Standards stated that Council powers of entry pertain to enforcement action. Staff or members of the public entering private property for the purpose of carrying out errands could expose Council to risk of potential liability. Such an initiative would need to be referred to Council's Legal and Risk sections for review.

#### **Queries & Discussion**

Stephen Dobell Brown asked about the membership and further expressions of interest for the Committee.

Manager Community Standards advised that the Terms of Reference document provides for a term of four (4) years that is to be dissolved/renewed in line with the electoral term of Council. Community participation is to have five (5) community members (which will include a representative of the veterinary industry, one animal welfare representative, one animal behaviourist and two residents). Therefore, Council would need to change the Terms of Reference before further expressions of interest could be called.

**Motion:** Committee recommends that Council staff amend the Terms of Reference to include more community members.

**Moved:** Stephen Dobell-Brown

**Seconded:** Clr Rhodes

#### **4. ENGAGEMENT ANIMAL EDUCATION INITIATIVE**

Presentation provided by Marie Saliba, Coordinator Community Engagement and Marsha Kozlova, Executive Assistant in Dai Le's office. Presentation and discussion included a possible collaboration in an event regarding education targeting families and wellness of animals in the community.

A/Coordinator Regulatory Services advised of current programs that Liverpool City Council organises. These include Healthy Pet Day which is in conjunction with the RSPCA providing free health checks/vaccination/microchipping to pension card holders. Other community events are the desexing program, Stores for Paws and Pet Pantry.



Clr Rhodes asked what current plans Council has for the Chipping Norton area?

A/Coordinator Regulatory Services stated a Community Day could possibly be incorporated with the proposed animal education initiative.

Strategic Events Lead advised that a previous event which Council held was the Spring Expo in 2017 which was very successful. This involved a celebrity drawcard providing a show and a talk to residents whilst Council's Regulatory Services team was providing free microchipping and advising on pet care.

**Action: By consensus, the Committee agreed that further consideration the proposed joint event be undertaken by appropriate members of Council staff. A follow up meeting conducted 20 December 2023.**

## 5. URBAN CAT MANAGEMENT PLAN

Companion Animals Liaison Officer provided an update on Council's Urban Cat Management Plan.

Council's desexing program from October to December Council desexed 98 cats. The RSPCA assisted Council with this program. Council staff transport the cats to the vet and return them home after surgery.

Stephen Dobell-Brown queried if there was a waiting list?

A/Coordinator Regulatory Services advised that a waiting list is maintained, and the desexing program is advertised on social media targeting specific areas of Liverpool LGA. Residents register their interest, and then Council staff will contact those residents to advise of available sessions for the desexing to take place.

## 6. STATISTICS

The quarterly statistics for the period June to September 2023 were discussed with the Committee. The statistics attached to the agenda were discussed regarding the dogs entering the Shelter from 1 January to the current date and the outcomes. The statistics provide a useful summary and are very transparent for the community.

Clr Rhodes queried about the Christmas period coming up and the expectation of more dogs coming into the shelter.

Manager Community Standards stated Council is always proactively advertising and rehoming and there is a continual turnaround of adoptions.

## 7. GENERAL BUSINESS

Stephen Dobell-Brown thanked Rossmore Vet staff for saving his daughter's dog Bella after a snake bite. Rossmore Vet provided excellent service and Bella survived.



Stephen Dobell-Brown asked for an update on the new Liverpool Animal Shelter.

Cllr Rhodes stated that an announcement cannot be made as this matter is still in negotiation stage but possibly in March next year Council may be able to confirm the direction in which Council is heading. Funding is the biggest issue and the budget is tight. The land at Rossmore Grange has been rezoned ready for a shelter to be built.

**Action: Concept plans to come to the next Committee meeting.**

Stephen Dobell-Brown asked if the actions of Council staff who enforce animal regulations are affected by the proposal before Council regarding discretion in matters of compliance?

Manager Community Standards advised that animal compliance does not have a risk-based approach and is always a priority.

**CLOSE**

**Meeting closed at 6.12 pm.**

**CTTE 03**

**Audit, Risk and Improvement Committee minutes  
2 February 2024**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	045071.2024
<b>Report By</b>	George Hampouris - Head of Audit, Risk and Improvement
<b>Approved By</b>	Michelle Mcilvenny - Director Customer & Business Performance

**EXECUTIVE SUMMARY**

This report is tabled to present the Minutes of the Audit, Risk and Improvement Committee Meetings held on 2 February 2024.

**RECOMMENDATION**

That Council approves the Minutes of the Audit, Risk and Improvement Committee Meeting held on 2 February 2024

**REPORT**

The Minutes of the Audit, Risk and Improvement Committee held on 2 February 2024 are attached for the approval of Council.

**FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.

<b>Civic Leadership</b>	<p>Provide information about Council's services, roles, and decision-making processes.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.</p>
<b>Legislative</b>	<p>Local Government Act 1993, sections 428A and 428B</p> <p>Local Government (General) Regulation 2021, Section 216</p>
<b>Risk</b>	<p>The committee reviewed several reports, including Council's Top 10 strategic risks, the full risk register, chain of responsibility program and Liverpool Civic Place.</p>

## **ATTACHMENTS**

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1. ARIC minutes- 2 Feb 2024



## Audit, Risk and Improvement Committee Minutes

2 February 2024 - Level 6 - Boardroom, 35 Scott Street, Liverpool - 9.30am

### Committee Members Present:

Andrew McLeod	Chairperson, Independent Member
Sheridan Dudley	Independent Member
Robert Lagaida	Independent Member
Fiona Macnaught	Deputy Mayor (online)
Karress Rhodes	Councillor

### Attendees:

Jason Breton	Acting Chief Executive Officer (A/CEO)
Michelle McIlvenny	Director Customer and Business Performance
George Hampouris	Head of Audit, Risk and Improvement (HARI)
Hany Kamel	Audit & Risk Coordinator
Farooq Portelli	Director Corporate Support
Vishwa Nadan	Chief Financial Officer
Jessica Saliba	Manager Procurement (online)
Tina Bono	Director Community and Lifestyle
Shayne Mallard	Director City Futures
Tim Gavin	Strategic Property Officer
Natalie Camilleri	Executive Director WPCA
Matt Sherb	WPCA
Christian Knight	WPCA
Hiba Soueid	Manager City Strategy and Performance (online)
Julie Scott	Manager City Economy
Susana Freitas	Acting Lead Officer Innovation and Grants
Tony Hadchiti	Austral Delivery Unit Manager
David Galpin	General Counsel
David Day	Head of Governance
Lawrissa Chan	Director, Financial Audit Services, NSW Audit Office (online)
Craig Thomason	Audit Partner, PWC (online)
Min Lee	Director, Financial Audit Services, NSW Audit Office (online)

## 1. WELCOME / OPENING

The Chairperson welcomed attendees and opened the meeting at 9.31am.

Councillor Rhodes entered the room at 9.33am.

## 2. APOLOGIES

Nil

## 3. DECLARATIONS OF INTEREST

Nil

## 4. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the Audit, Risk & Improvement Committee Meeting held on 24 October 2023 are confirmed as a true record of that meeting.

## 5. CEO UPDATE

### 5.1 CEO quarterly update

The A/CEO advised John Ajaka (Council's CEO) is scheduled back from leave on 7<sup>th</sup> February 2024.

Key points from the A/CEO's update are as follows;

- All West Invest (Western Suburbs Infrastructure Grants) deeds have now been signed at circa \$163m. A Delivery Team is now in place located within the Delivery Management Office in the Operations Directorate;
- Liverpool Civic Place has been handed over with the Library fully functional with floors 8-11 inclusive to be fitted out by 1 March 2024;
- One pre-lease has been signed for L5 Civic Place (St George Housing) with some NSW Government clients in final negotiations. Expected to have 100% tenancy of non-council floorspace shortly;

Council have resolved to include and run the Childcare Facility at the Liverpool Civic Place.

## ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes the update from the A/CEO.

## 6. ACTION TRACKING FROM MINUTES

### 6.4 Western Sydney Aerotropolis Risk and Opportunities Overview (item brought forward)

Note: during this item Deputy Mayor Fiona Macnaught entered the meeting 9.49am (online)

The Chair brought forward this item as 3 external guests (Natalie Camilleri, Matt Sherb, Christian Knight) from the Western Sydney Planning Authority (WPCA) had arrived to present to this item.

The Director City Futures introduced this item and handed it to the Executive Director WPCA for her presentation;

Key points from the Executive Director WPCA's presentation were;

- An overview of Bradfield City Centre was provided, including the WPCA's business model and scope of involvement in its development.
- The WPCA's primary objectives are economic development, investment attraction and the development of Bradfield. A lot of the planning and coordination work is provided by Infrastructure NSW.
- The Executive Director WPCA provided an update on its key projects which included:
  - Building 1 Advanced Manufacturing Research Facility (AMRF) (12,000 square metre building),
  - Building 2 AMRF (12,000 square metre building),
  - Stage 2 Civil works (Construction of ~4km of roads and infrastructure to service the first phase of development) and
  - Central Park (a 2 hectare park in the middle of Bradfield City).

The Director Corporate Support raised concerns that a number of these assets which will be handed over to Council will result in expensive maintenance characteristics which are unfunded. The Executive Director WPCA acknowledged Council's concerns and advised the Committee that the WPCA will be working with State and Local level agencies on contribution regimes to resolve this and other concerns.

It was clarified that State Significant Pathway Development Application is the main means of how the WPCA obtains development approval for its key projects. This goes through the NSW Department of Planning.

The A/CEO requested early visibility of asset handover including detailed maintenance schedules be provided to Council to assist with asset and maintenance planning.

The A/CEO advised the Committee that securing Council Rates equivalency for the airport area to assist in funding its surrounding maintenance is still a work in progress. The methodology and timing is yet to be confirmed.



The Committee asked management if the Workforce Management Plan and the Long Term Financial Plan factors in the future growth and asset handover resulting from Bradfield City. The A/CEO advised that Council is being as agile as possible when it comes to updating its assumptions as new information is known.

The Committee stressed that the WPCA needs to understand unique urban design objectives at the local Council level to ensure that its infrastructure and design blends in nicely within its environment. The A/CEO agreed with this comment and made it clear that Council's Mayor has been asking that Liverpool City Council has a seat at the right table at early stages for appropriate consultation prior to decision making.

### **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee thanks the representatives of the WPCA for attending, and receives and notes this report.

#### **6.1 Reconciliation to work plan**

Note this comment was made in 6.1 however related to item 6.2- The Committee advised that the minutes reflect every improvement suggestion made at ARIC meetings as an action point. The Committee made clear that a number of these are purely business improvement related suggestions and Council has every right not to pursue these.

The Director Corporate Support clarified that Ref 1 of page 11 (task- Financial performance and risks) is in red however this refers to the budget which is tabled and therefore should have been reflected in green.

The Committee requested that the annual workplan be reflected over a four year period. There also needs to be clear linkage between the workplan and the new guidelines so that the Committee can be assured that all guideline and legislative requirement areas are covered. This will also help the CEO gain sufficient comfort to sign off on the attestation statement.

The Committee highlighted that Ref 4 of the work plan "Annual Financial Statements" identifies that the ARIC reviews compliance to its financial statements prior to adoption by Council. The OLG's guidelines however identified that the ARIC review these prior to them going to Audit. Therefore Ref 4 of the work plan will need to be revised.

**Action:** Revise Ref 4 of the work plan "Annual Financial Statements" to make consistent with the new OLG guidelines.

The work plan uses the word "oversight" however this word is not reflected in the new OLG guidelines. The Committee noted that a revised work plan should use terminology consistent with the new OLG guidelines.

**Action:** The wording of the work plan to be amended to ensure consistency with the OLG guidelines.

**ARIC RESOLUTION**

1. That the Audit, Risk & Improvement Committee receives and notes the reconciliation to the work plan including a four year outlook and requests a clear linkage between the workplan and the new guidelines to ensure all legislative requirements are covered.
2. Item 36 – “Partnership & Joint Ventures” be deleted from the work plan.
3. Item 24 - Note that cyber security is explicit within the work plan.
4. A further report be provided to the April 2024 ARIC meeting with a gap analysis of the work plan with the new guidelines and Regulations.

**6.2 ARIC action tracking and improvement register**

The Committee commended management for the progress made and the clear layout of these registers.

The HARI clarified that the 4 items assigned to the CFO within the “improvement recommendations for management” register are in red as management have now decided to incorporate the Committee’s suggestions in the upcoming iteration of the Long Term Financial Plan (LTFP) rather than amend the 2023 (previous version) of the LTFP.

**ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receives and notes the progress made on:

- 1 The implementation of resolutions on the ARIC resolution register
- 2 Management’s progress in considering/actioning the recommendations in the improvement register
- 3 That given the structural change process Council is embarking on that a Council culture review is not the right timing and therefore action 19/21-22 “culture review” be deleted and the Committee writes to Council providing a rationale for its decision.

**6.3 Grant Management Processes and Applications Made**

The Committee noted it is critical that the Assets, Finance and the Grants teams work closely together as the additional asset delivery resulting from capital grants also contribute to additional asset maintenance costs and staff capacity strains.

**ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receives and notes the report.

## 7. FINANCIAL & PERFORMANCE MANAGEMENT

### 7.1 2023/24 Budget Performance Update

The Director Corporate Support provided an update to the 2023/24 budget variation which is anticipated to be approximately a \$8M deficit from an initial budget position of \$3.7M. Management clarified that a number of these adjustment items are book entry only and will not have an effect on Council's cash flow position.

The Committee suggested that the narrative of budget adjustments should be changed and this should be communicated as forecasts rather than budget changes. Management may see budget adjustment as a means for additional funds where the original budget should be the benchmark indicator. As such it is clear to management where purchases are in fact additional funds spent on a budget line item already over budget.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes this report.

### 7.2 Final Audit Management Letter - FY 2022/23

Lawrissa Chan introduced Min Lee as the replacement Financial Audit Director Audit Office New South Wales (AONSW) for Liverpool Council. The Audit Partner PWC went through each line item of current and prior year matters.

The Committee asked why Issue 4: Long outstanding open purchase orders, was given a low risk assessment by the AO as it may also be a fraud risk.

The Committee also noted that Item 4 had been unresolved since 2021 and Item 2 since 2018 and that the proposed action dates for three of the four "Prior year matters not resolved by management" would mean these matters would again be raised as unresolved in the 2024 Audit. The Committee suggested that the dates be brought forward to 30 June 2024 to ensure they were not repeated again.

Action: Management consider bringing forward long outstanding prior year matter action dates to 30 June if possible so that they do not appear in next year's management letter.

The Committee requested that the Audit Office (PWC) provides guidance on expectations formally to Councils in relation to the asset valuation process so that management are clear on what is required. This would help form part of Council's market specifications. Financial Audit Director AONSW (Lawrissa) acknowledged that this would be useful and said that this would be considered.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee notes audit observations, recommendations and management comments on matters raised for discussion.

## 8. GOVERNANCE, COMPLIANCE AND INTERNAL CONTROL

### 8.1 Governance report - July 2023 - December 2023

The Committee recommended that insights into the type of GIPA requests are provided rather than merely a number as this may provide visibility into trends.

Page 108 figure 4, provides the number of legislative obligations that Council “partially comply” with, however there is no further details into which legislation Council partially complies with, what Council is doing about it and what risks it exposes.

**Action:** The Committee asked management to consider the above feedback next time it reports on legislative compliance.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes this report.

### 8.2 Procurement report

The Committee asked whether Council has a system in place to have visibility of contracts and their expiry. The Manager Procurement advised that a contracts specialist will be recruited which will help resolve this matter.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes this report.

## 9. RISK MANAGEMENT

### 9.1 Enterprise Risk Management report

The Committee suggested that a number of these risks are overstated which results in unnecessary risk actions being created for the organisation. The HARI has acknowledged that further work to these risks are required and that further workshops will be conducted to ensure that the Council's risks appropriately reflect its risk profile.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee:

1. Receives and notes the progress to date with relation to Enterprise Risk Management (ERM)
2. Endorses the LCC ERM risk plan (1/1/24-30/6/25)
3. Receives an update to its risks once risk actions are re-reviewed.

### 9.2 Chain of Responsibility - Project update

The Committee confirmed that a stand-alone reporting item on this matter be maintained given that it is a big program of works and a major risk to Council if not implemented appropriately.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes the progress made in this report.

### 9.3 Liverpool Civic Place (LCP) Update

Council's Strategic Property Officer provided an overview of Council's LCP project, leasing status and risks.

Management confirmed that T-Corp funding has been approved.

The Committee advised that Council need to consider background checking tenants and for Council to consider how its choice of tenants may have a reputation risk for Council.

### RECOMMENDATION

That the Audit, Risk & Improvement Committee receives and notes the LCP Project update.

## 10. INTERNAL AUDIT

### 10.1 Revised Internal Audit Plan 1/1/24-30/6/25

The Committee suggested that this appears overly ambitious and the Internal Audit unit need to consider their capacity to deliver on this plan. A high volume of audits also impacts the business as it takes time away from their core work.

It was clarified that bush regeneration will be one of the 4-5 contracts being sampled rather than the only contract being sampled as part of the contract management audit.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee endorses the 18-month schedule of audits for the period 1 Jan 2024-30 June 2025.

### 10.2 Internal Audit Activities Report

With relation to the Fire Safety report, the Committee believe that the outcomes of the Audit should be "needs improvement" rather than "Satisfactory" given the risks identified in this audit. The Committee suggested that management pay urgent attention to the buildings which their annual fire certification remains overdue as indicated on the report.

In relation to the status of overdue actions protocols, requests for extensions for high risk action should escalate much faster than lower risk actions.

**Action:** High risk or extreme risk overdue actions go straight to the Director for approval (i.e. skip step 1) identified on p305.

**Action:** Management pay urgent attention to the buildings which their annual fire certification remains overdue as indicated on the report.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee notes the audit activities report and outcomes from audits undertaken.

## 11. SERVICE REVIEWS & IMPROVEMENT

### 11.1 Service Review Progress Update

The Director Community and Lifestyle confirmed that the Library review and Childcare review scheduled are both conducted by an external consultant.

The Committee asked whether the progress on management actions in response to the DA report are having a positive impact on Council. The Manager Austral Delivery Unit confirmed the number of DAs outstanding has reduced to 354. The workload per planner has also been reduced resulting in less turnaround time.

#### ARIC RESOLUTION

That the Audit, Risk and Improvement Committee notes the progress of Council's service reviews being undertaken.

### 11.2 Outstanding and overdue customer requests

The Committee asked how many outstanding requests are considered satisfactory for Council and how Council measures success.

**Action:** Future outstanding and overdue customer requests report should provide measurement benchmarks against the data.

The Director Customer Experience and Business Performance confirmed that defining KPIs, improving measures and reporting regularly is something that is currently being looked at as part of the Customer Experience Program.

#### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes this report.

## 12. GENERAL BUSINESS (FOR INFORMATION)

### 12.1 Adopted regulations ARIC

There was acknowledgement that a further report in April 2024 would provide the Committee with visibility of Council's compliance to the new requirements.

#### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee notes the update with respect to the OLG regulations which prescribe requirements for Audit, Risk and Improvement Committees, as well as internal audit and risk management units.

**13. CLOSE**

The Chairperson closed the meeting at 12:35pm.

**14. NEXT MEETING**

The next meeting will be held on Friday, 12 April 2024, Level 6 - Boardroom, 35 Scott Street, Liverpool, 9:30 am – 12:30 pm.



**Minutes of the Governance Committee meeting  
held on 13 February 2024**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	047079.2024
<b>Report By</b>	Melissa Wray - Council and Executive Support Officer
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

A Governance Committee Meeting was held on 13 February 2024.

This report attaches a copy of the minutes of the meeting for Council endorsement.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Governance Committee meeting held on 13 February 2024; and
2. Endorse the recommendations in the Minutes.

**REPORT**

The Minutes of the Governance Committee meeting held on 13 February 2024 are attached to this report.

The minutes contain the following actions or Committee recommendations:

**Item No. 01 – Draft Regional Affordable Housing Scheme - Response to Questions on Notice**

**Action Items:**

- Cllr Rhodes asked council staff to investigate a way of keeping the housing affordable forever through a current system that Council has already in place.
- Director Western Sydney Planning Partnership to confirm the rate for Liverpool and to investigate the taxes imposed for a knock down and rebuild infrastructure and to report back to the committee.
- Western Sydney Planning Partnership to circulate a list of LGA's that have already signed up to the scheme.

**Item No. 04 - Draft Compliance and Enforcement Policy**

**Action item:**

Policy discussed at length with amendments and changes to be incorporated by Council Officers.

**Item No. 05 - Review of Council's Financial progress, forecasts, and assumptions**

**Action Item:**

- Investigate replacing streetlights with LED options. Initiate discussion for costing to go against capital works.
- A Budget workshop is to be scheduled within a months' time, to give an opportunity for all Councillors to discuss the new budget along with the long-term financial plans.
- Budget workshop to be organised in May 2024.
- Councillors to address questions or speak to Director Corporate Support so preparation can be made in addressing issues prior to workshop.
- Mayor asked about more sustainable energy sources for council buildings and what can be accomplished. Council Officers to investigate with feedback provided back the committee.

## **FINANCIAL IMPLICATIONS**

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None of the actions contained in the minutes will have a financial impact on Council.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision-making processes. Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be low and is within Council's risk appetite.

## **ATTACHMENTS**

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1. Minutes of the Governance Committee Meeting held on 13 February 2024



## MINUTES OF THE GOVERNANCE COMMITTEE MEETING HELD ON 13 FEBRUARY 2024

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**PRESENT:**

Mayor Ned Mannoun

Deputy Mayor Macnaught

Councillor Ammoun, retired at 11.35am.

Councillor Goodman, retired at 11.35am.

Councillor Green

Councillor Hadid, retired during recess.

Councillor Harle

Councillor Rhodes

Hon John Ajaka, Chief Executive Officer

Mr Farooq Portelli, Director Corporate Support

Ms Tina Bono, Director Community & Lifestyle

Ms Lina Kakish, Director Planning & Compliance

Ms Michelle McIlvenny, Director Customer Experience & Business Performance

Mr Shayne Mallard, Director City Futures

Mr Jason Breton, Director Operations

Mr Vishwa Nadan, Chief Financial Officer

Mr Earl Paradeza, Senior Management Accountant

Mr Luke Oste, Coordinator Strategic Planning

Mr Mark Hannan, Manager City Planning

Mr Michael Oliveri, Coordinator Development Assessment

Ms Claire Scott, Contributions Reform Project Manager

Ms Noelle Warwar, Manager Community Standards

Ms M'Leigh Brunetta, Civic and Executive Services Lead

Ms Susan Ranieri, Coordinator Council and Executive Services

Ms Melissa Wray, Councillor Executive and Support Officer (Minutes)

**External Guests**

Mr Luke Nicholls, Director Western Sydney Planning Partnership

Mr Toney Hallahan, Associate Director Planning Policy (Online)

**2**

The meeting commenced at 10.07am

**APOLOGIES**

Councillor Kaliyanda and Councillor Karnib

**DECLARATIONS OF INTEREST**

Nil

**INFRASTRUCTURE AND PLANNING COMMITTEE**

**ITEM NO:** ITEM 01  
**FILE NO:** 023540.2024  
**SUBJECT:** Draft Regional Affordable Housing Scheme - Response to Questions on Notice

**COMMITTEE DECISION**

**Motion:**                      **Moved: Mayor Mannoun**                      **Second: Deputy Mayor Macnaught**

That the Governance Committee recommends that all:

1. Action Items be resolved
2. Following Action Items resolved, matter to go to Council Meeting for consideration.

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

**Action Item**

- Cllr Rhodes asked council staff to investigate a way of keeping the housing affordable forever through a current system that Council has already in place.
- Mr Nichols to confirm the rate for Liverpool and to investigate the taxes imposed for a knock down and rebuild infrastructure and to report back to the committee.
- Western Sydney Planning Partnership to circulate a list of LGA's that have already signed up to the scheme.

**ITEM NO:** ITEM 02  
**FILE NO:** 334374.2023  
**SUBJECT:** Voluntary Planning Agreement Monthly Status Report

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Goodman**                      **Second: Cllr Hadid**

That the Governance Committee receives and notes this report

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

Clr Ammoun left the meeting at 11.00am and returned at 11.13am.  
Clr Goodman left the meeting at 11.13am and returned at 11.15am.  
Recess at 11.18am.

**ITEM NO:** ITEM 03  
**FILE NO:** 017770.2024  
**SUBJECT:** Development Assessment

## COMMITTEE DECISION

**Motion:**                      **Moved: Clr Hadid**                      **Second: Clr Goodman**

That the Governance Committee receives and notes the Development Assessment report.

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



## 6

Clr Goodman and Clr Ammoun retired from the meeting during the break.  
Resumption of meeting at 11.37am.  
Clr Hadid left the meeting at 12.02pm and returned at 12.05pm.

**ITEM NO:** ITEM 04  
**FILE NO:** 022153.2024  
**SUBJECT:** Draft Compliance and Enforcement Policy

**COMMITTEE DECISION**

**Motion:** **Moved: Deputy Mayor Macnaught** **Second: Clr Hadid**

That the Governance Committee recommends Council:

1. Endorse the draft 'Compliance & Enforcement Policy' for public exhibition for a period of not less than 28 days (Attachment 1).
2. Delegates to the CEO the finalisation of the 'Compliance & Enforcement Policy', should no submissions be received; or report back to Council the details of the submissions upon conclusion of the exhibition period.

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

**Action Item**

- Policy discussed at length with amendments and changes to be incorporated by Council Officers

## 7

The Committee resumed the meeting at 11.37am.  
Clr Rhodes left the meeting at 12.12pm  
Clr Rhodes returned to the meeting at 12.20pm.

**BUDGET COMMITTEE**

**ITEM NO:** ITEM 05  
**FILE NO:** 033873.2024  
**SUBJECT:** Review of Council's Financial progress, forecasts and assumptions

**COMMITTEE DECISION**

**Motion:**                      **Moved:**    **Clr Hadid**                      **Second:** **Clr Green**

That the Governance Committee receives and notes the report.

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

**Action Items**

Investigate replacing street lights with LED lightening. Initiate discussion for costing to go against capital works.

- A Budget workshop is to be scheduled within a months' time, to give an opportunity for all councillors to discuss the new budget with long term financial plan.
- Budget workshop to be organised during May 2024.
- Councillors to address questions or speak to Director Corporate Support so preparation can be made in addressing issues prior to workshop.
- Mayor asked about more sustainable energy sources for council buildings and what can be accomplished. Staff to investigate with feedback provided back the committee.

**8**

Recess at 12.30pm, resumption of the meeting at 1.30pm.  
Clr Hadid retired from the meeting during recess.

**STRATEGIC PRIORITIES COMMITTEE**

**ITEM NO:** ITEM 06  
**FILE NO:** 017176.2024  
**SUBJECT:** Disability Inclusion Action Plan 2024 – 2028

**COMMITTEE DECISION**

**Motion:**                      **Moved:**      **Clr Green**                      **Second:** **Clr Rhodes**

That the Committee defer this item to a later Governance Committee Meeting.

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

**GENERAL BUSINESS**

An update was provided on the Liverpool Civic Place and when Council Staff was expected to move in.

**An update was provided in relation to Contaminated Mulch that has been in the media recently.**

Correspondence was received by the Department of Education, one of our public schools in the area. They found only a very small piece of asbestos loose, no one knows how it got there. The Department of Education has locked up the contaminated mulch and are currently examining it. The Director Operations has also examined the contaminated mulch and found only a single piece of asbestos. We have obtained an Certificate of Compliance and have acquired dip samplings of various sites and are planning to action six more dip samples to ensure that there is no more contaminated mulch.

**A Submission to our part on Cost shifting from State to Local Government.**

Clr Green enquired if council will be preparing a submission to our part on cost shifting from state to local government. The response was yes, council is preparing a submission.

**Liverpool's Stance on the engagement with South Western Sydney and Western Sydney.**

Clr Rhodes enquired about Liverpool's stance with our engagement as South Western Sydney or Western Sydney. The council staff are currently working on an opportunity on how to tie and market Liverpool's identity as being South Western Sydney, instead of Western Sydney. With the opportunity arising with the election, it would probably be more for the new council to assess again and take action.

**THE MEETING CLOSED AT 1.48PM.**

**CTTE 05**

**Minutes of the Project Control Advisory  
Committee Meeting held on 13 February 2024**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	047254.2024
<b>Report By</b>	Melissa Wray - Council and Executive Support Officer
<b>Approved By</b>	Shayne Mallard - Director City Futures

**EXECUTIVE SUMMARY**

A Project Control Advisory Committee Meeting was held on 13 February 2024.

This report attaches a copy of the minutes of the meeting for Council endorsement.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Project Control Advisory Committee meeting held on 13 February 2024; and
2. Endorse the recommendations in the Minutes.

**REPORT**

The Minutes of the Project Control Advisory Committee meeting held on 13 February 2024 are attached to this report.

The minutes contain the following actions or Committee recommendations:

**Action Items:**

- For the Director Operations to allocate appropriate staff to fix the drainage problem at Parkland park. The flood zone is located between the gym set and the road.
- The Masterplan for Michael Wendon will need to be re-looked at.

- Councils Coordinator Contributions Planning to report back to the committee in relation to the financial and funding status for each precinct and the contributions sponsors which are involved. Also, to investigate the formulas behind the plans.
- To liaise with an architect and prepare concept designs, which then will be directed to the community.
- Councils Coordinator Contributions Planning to investigate the cash land value and update the spreadsheet.
- Councils Coordinator Contributions Planning to demonstrate a nexus relationship with development build. Then the upgrade will benefit a wider precinct. How can this be justified.
- The Director Planning and Compliance has requested a side note that every point receives input from the directorates. About the status of the plans and/or strategies that are in place for each precinct point and to forward those documents onto Councils Coordinator Contributions Planning.
- At the next meeting a timeline of all projects will be provided to all committee members.
- Councils Coordinator Contributions Planning to investigate and examine the strategic plans, which are currently outdated and investigate aligning them with the current IPART practice or the department practice notes and perhaps redo the plans in detail.
- For council staff to locate and circulate the current motion in relation to the granny flats and the financial implications that are associated with that motion.

## **FINANCIAL IMPLICATIONS**

Financial implications are as contained in the relevant contributions plans.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Social implications are as contained in the relevant contributions plans.

<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>There are no legislative considerations relating to this report.</p>
<b>Risk</b>	<p>There is no risk associated with this report.</p>

## **ATTACHMENTS**

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1. Minutes of the Project Control Advisory Committee Meeting held on 13 February 2024



## **MINUTES OF THE PROJECT CONTROL ADVISORY COMMITTEE MEETING**

**13 February 2024**

### **PRESENT:**

Mayor Ned Mannoun  
Deputy Mayor Macnaught  
Councillor Harle  
Councillor Green  
Councillor Rhodes  
Hon John Ajaka, Chief Executive Officer  
Ms Tina Bono, Director Community & Lifestyle  
Mr Jason Breton, Director Operations  
Ms Lina Kakish, Director Planning & Compliance  
Ms Michelle Mcilvenny, Director Customer & Business Performance  
Mr Shayne Mallard, Director City Futures  
Ms Betty Boustani, Senior Advisor  
Ms Claire Scott, Coordinator Contributions Planning  
Mr Tony Hadchiti, Austral Delivery Unit Manager  
Ms M'Leigh Brunetta, Manager Council and Executive  
Ms Susan Ranieri, Council and Executive Services Coordinator  
Ms Melissa Wray, Council and Executive Support Officer (minutes)





## OPEN

Meeting opened at 1.49pm.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Apologise for Cllr Ammoun, Cllr Goodman, Cllr Hadid, Cllr Karnib and Cllr Kaliyanda.

### 2. DECLARATIONS OF INTEREST

Nil.

### 3. UPDATE OF CONTRIBUTIONS PLAN / ADVISORY WORKSHOP

Councils Coordinator Contributions Planning presented Attachment 1: The Contribution Funded Projects and Embellished Areas Project Status to the committee.

The Committee and Council staff will work to resolve the below action items that are associated with the Liverpool Contributions Plan 2009.

#### **ACTION ITEMS**

##### **Liverpool Contributions Plan 2009**

- 2168 Facilities
- Chipping Norton
- Hammondville
- Moorebank
- Middleton Grange
- Hinchinbrook Green Valley, Greenfield Area
- Miller
- Casula
- Cecil Hills
- Carnes Hills
- Prestons
- City Wide Facilities



The Committee and Council staff will work to resolve the following action items that are associated with the Established Areas Contributions Plan.

#### **ACTION ITEMS**

##### **Established Areas Contributions Plan**

- 2018
- Chipping Norton Lakes
- Austral

The Council staff is committed to working to resolve the following actions items that are associated with the delivery of all of the Contributions Plans.

#### **ACTION ITEMS**

- For the Director Operations to allocate appropriate staff to fix the drainage problem at Parkland park. The flood zone is located between the gym set and the road.
- The Masterplan for Michael Wendon will need to be re-looked at.
- Councils Coordinator Contributions Planning to report back to the committee in relation to the financial and funding status for each precinct and the contributions sponsors which are involved. Also, to investigate the formulas behind the plans.
- To liaise with an architect and prepare concept designs, which then will be directed to the community.
- Councils Coordinator Contributions Planning to investigate the cash land value and update the spreadsheet.
- Councils Coordinator Contributions Planning to demonstrate a nexus relationship with development build. Then the upgrade will benefit a wider precinct. How can this be justified.
- The Director Planning and Compliance has requested a side note that every point receives input from the directorates. About the status of the plans and/or strategies that are in place for each precinct point and to forward those documents onto Councils Coordinator Contributions Planning.
- At the next meeting a timeline of all projects will be provided to all committee members.
- Councils Coordinator Contributions Planning to investigate and examine the strategic plans, which are currently outdated and investigate aligning them with the current IPART practice or the department practice notes and perhaps redo the plans in detail.
- For council staff to locate and circulate the current motion in relation to the granny flats and the financial implications that are associated with that motion.



#### 4. GENERAL BUSINESS

Nil

#### CLOSE

Meeting closed at 3.50pm

<b>QWN 01</b>	<b>Question with Notice - Cllr Rhodes - How did neighbouring councils clean up their illegal drug related issues and why has Liverpool not done the same</b>
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<b>Strategic Objective</b>	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
<b>File Ref</b>	046791.2024

## **QUESTION WITH NOTICE**

Liverpool has long suffered the stigma of being the city of drug related issues and this is not the first time that this issue has been raised at this Council, I myself along with other Councillors have raised it many times.

The question I am asking is if other neighbouring LGAs have been successful in cleaning up their drug related issues, why can't Liverpool?

I propose possibly moving the following motion:

That Council:

- a) Include as a priority, action by Council to clean up the Liverpool CBD of its illegal drug related issues; and
- b) Direct the CEO to provide a report back to the March Council Meeting 2024, based on how neighbouring Councils addressed the drug issues that once plagued areas such as Cabramatta and how it was reportedly clean up.

## **Response (Provided by Community and Lifestyle)**

The management of drug and alcohol-related issues in public spaces is complex and multifaced, requiring a collaborative approach across multiple government and non-government agencies. Council works closely with the statutory agencies responsible for crime prevention and health, NSW Police and NSW Health, as well as various charities and community organisations delivering awareness, support and harm minimisation programs and services to the community. Together, these agencies are working to develop strategies to build community awareness and deliver prevention initiatives which support the management of drug and alcohol related concerns. These matters are regularly discussed at the Liverpool Community Safety and Crime Prevention Advisory Committee, the Liverpool Community Drug

Action Team (CDAT) and in direct consultation with community organisations, Liverpool City Police Area Command (LPAC) and SWSLHD.

Council has implemented several measures to address the immediate dangers surrounding drug and alcohol-related crime in Liverpool. This includes the implementation of Alcohol-Free Zones in various public spaces, reduced opening hours of public amenities (such as those in Bigge Park), the use of CCTV and increased security. Further, Council has employed initiatives which aim to positively activate public spaces, such as Macquarie Mall, through the delivery of events and programs which encourage greater community engagement with the spaces and increase passive observation. Critical to the success in delivering these measures would involve collective responses from all levels of government.

It is acknowledged that neighbouring councils have had some success in addressing drug and alcohol-related crime in certain localities. Should this motion be endorsed at the February meeting, Council officers will engage with colleagues at neighbouring councils to understand the initiatives undertaken to address these concerns and investigate whether similar actions would be effective in Liverpool. A report on these findings and an assessment of their potential efficacy for Liverpool will be brought to a future council meeting.

## **ATTACHMENTS**

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Nil

**NOM 01**

**The Need for a Public Monument Policy**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	046414.2024
<b>Author</b>	Karress Rhodes - Councillor

**BACKGROUND**

One of the responsibilities of Council is to operate a fair and equal platform of Governance that maintains consistency in decision making. Council often has policies to assist the consideration of Council where it will be required on numerous different occasions, a recommendation which requests some desired same action from Council.

Such a policy does not diminish the decisions making capabilities Councillors, it does not diminish the opportunities for recommendations to be made by a Councillor or any member of the public. It is a manner of governance that will ensure all recommendations are considered in an equal, fair and consistent way.

Liverpool Council is in need of a Public Monument Policy that will maintain consistent, fair and equal considerations in regards to all requests for Public Monuments.

**NOTICE OF MOTION**

That Council:

1. Prepare a Public Monument Policy and bring it back to Council at the April Council meeting for consideration of Councillors; and
2. Provide the necessary funds for cost of preparing the Policy from general revenue.

**CHIEF EXECUTIVE OFFICER'S COMMENT**

Should this motion be adopted, a draft Policy will be brought back to the 23 April 2024 Council meeting.

Normal operational budget would be able to cover the cost of any policy creation, unless Governance require additional expertise in collecting relevant information to write the policy.

### **FINANCIAL IMPLICATIONS**

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There are no financial implications relating to this recommendation.

### **ATTACHMENTS**

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Nil

**NOM 02**

**Notice of Motion – Memorial for Alina Kauffman  
& Ernesto Salazar**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	048551.2024
<b>Author</b>	Charishma Kaliyanda - Councillor

**BACKGROUND**

Background

On 1 September 2023, our community was left in shock when Alina Kauffman, 24, and her younger brother Ernesto Salazar, 15, were killed in a horrific collision.

Alina was a student nurse and worked with the elderly, while Ernesto had only recently started working at Kmart. These two beautiful lights in our community were taken well before they should have.

This senseless tragedy ignited our community to rally around the Kauffman family and friends, especially Alina and Ernesto's mum Angelina. There has been a makeshift memorial established by the community, at Sadleir Ave, Heckenberg.

It is a stark reminder that the choices of some can have lifelong impacts on others, and on our broader community.

**NOTICE OF MOTION**

That Council:

1. Install a bench, fruit tree and memorial at Sadleir Ave, Heckenberg, where Alina and Ernesto were killed. This memorial will serve as a lasting tribute to their lives and a reminder of the impact that senseless violence can have on individuals and communities. The fruit tree has specifically been requested so that any young person who is hungry can help themselves to fruit from the tree; and
2. Consult with the Kauffman Family to design a plaque installation at that location.



### **CHIEF EXECUTIVE OFFICER'S COMMENT**

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Should this motion be supported, then Council staff will make contact with Angela Kauffman, mother of the late Alina Kauffman and Ernesto Salazar, to discuss her preferences on seat, plaque and suitability of an appropriate tree.

Costs associated would be approximately \$3500 for the establishment of Mrs Kaufmann's request.

### **FINANCIAL IMPLICATIONS**

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Costs associated with this recommendation have been included in Council's budget for the current year and long-term financial plan.

### **ATTACHMENTS**

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Nil