

COUNCIL AGENDA

ORDINARY COUNCIL MEETING

30 August 2023

BOOK 1



You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held at the **FRANCIS GREENWAY CENTRE, 170 GEORGE STREET, LIVERPOOL** on **Wednesday, 30 August 2023** commencing at 2.00pm. Doors to the Francis Greenway Centre will open at 1.50pm.

Liverpool City Council Meetings are livestreamed onto Council's website and remain on Council's website for a period of 12 months. If you have any enquiries, please contact Council and Executive Services on 8711 7441.

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 Proposed Acquisition of Lot 161 DP17134, 31 Rickard Road, Chipping Norton under the Moorebank Voluntary Acquisition Scheme

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

CONF 02 Liverpool Access Committee Member Nominations 2023 and amendments to the Liverpool Access Committee Charter

Reason: Item CONF 02 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 03 Dedication of the section of 'old' Kurrajong Road at Prestons as public road in accordance with the Roads Act 1993

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 Five (5) year approval to engage LinkedIn Learning as a library supplier

Reason: Item CONF 04 is confidential pursuant to the provisions of s10A(2)(d i) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CONF 05 Purchase of Lot 20 in Plan of Acquisition DP 1291309 (Part Lot 101 DP 1268824), 245 Wonga Road, Prestons for road widening

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 West Invest Program - Procurement Exemption for Specialist Scheduling and Control Services

Reason: Item CONF 06 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.

ORDER OF BUSINESS

CONF 07 Liverpool Civic Place Early Education and Care Centre Cost Benefit Report

Reason: Item CONF 07 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 08 Closing and Transfer of a Temporary Public Road between Ninth Avenue and Estoc Street in Austral being Lots 47 & 48 in DP 1223299.

Reason: Item CONF 08 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 09 Dedication of Part Lot 22 DP 1287246, 115 Croatia Avenue, Edmondson Park

Reason: Item CONF 09 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 10 Question with Notice - Clr Rhodes - Clarification of Dates

Reason: Item CONF 10 is confidential pursuant to the provisions of s10A(2)(g) of the Local Government Act because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

CONF 11 Liverpool Civic Place Project Update **(to be provided in Confidential Addendum Book later this week)**

Reason: Item CONF 11 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 26 JULY 2023

PRESENT:

Mayor Ned Mannoun
 Councillor Ammoun
 Councillor Goodman (online) arrived at 2.13pm
 Councillor Green
 Councillor Hadid
 Councillor Hagarty
 Councillor Harle
 Councillor Kaliyanda
 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 & Business Performance
 Ms Julie Scott, Acting Director City Futures
 Mr Jason Breton, Director Operations
 Mr David Galpin, General Counsel, Manager Governance, Legal and Procurement
 Mr Vishwa Nadan, Chief Financial Officer
 Mr Thomas Wheeler, Heritage Officer
 Mr Craig Lambeth, Manager Community Recreation
 Ms Jessica Saliba, Acting Manager Council and Executive Services
 Ms Melissa Wray, Committees Officer (minutes)

The meeting commenced at 2.02pm.

ACKNOWLEDGMENT OF COUNTRY, PRAYER OF COUNCIL AND AFFIRMATION

NATIONAL ANTHEM

COUNCILLORS ATTENDING REMOTELY

Motion:

Moved: Mayor Mannoun Seconded: Cllr Macnaught

APOLOGIES

Nil.

Clr Ammoun left the chambers at 2.06pm.

Clr Ammoun returned at 2.09pm

ITEM NO: COND 01

SUBJECT: Condolence Motion - Rale Rasic

Today we pay tribute to a remarkable individual that left an indelible mark on our community and the world of football.

The late Rale Rasic was a legendary figure in the world of sport and his contributions have forever shaped the landscape of football in Australia.

Born in an orphanage in the former Yugoslavia, Rale Rasic immigrated to Australia in the early 1960s, bringing with him a wealth of knowledge and experience in football.

He enjoyed imminent success – so much so, that he was appointed coach of the national team by 1970. In 1974, he led the "Socceroos," to their first-ever appearance in the FIFA World Cup. This historic achievement put Australia on the global football map – and was not repeated until 2006.

Rale was not just a coach; he was a visionary, a mentor, and a source of inspiration for generations of football enthusiasts. Through his coaching prowess and unwavering dedication, Rale Rasic not only impacted the lives of his players but also shaped the destiny of the sport in Australia.

Rale Rasic's contributions extended far beyond the football field. He was a tireless advocate for multiculturalism and social cohesion, using the beautiful game to unite people from diverse backgrounds. Rale embodied the spirit of Liverpool as a vibrant and multicultural community.

Rasic was inducted into the Sport Australia Hall of Fame in 1989, and in 2001 he was awarded the Australian Sports Medal and the Centenary Medal for "services to soccer". In 2004 he received the Medal of the Order of Australia.

His legacy lives on through the countless players who have gone on to achieve greatness and make a positive impact in the world of football.

Today, as we mourn the loss of Rale Rasic, let us also celebrate the incredible legacy he has left behind. His vision, leadership, and unwavering commitment to the game will continue to inspire generations to come. It is our duty to ensure that his contributions are never forgotten.

May he rest in peace.

Tony was a long-time local resident and dentist in Liverpool. He was loved and respected by the local community.

Born in Calabria, Italy in 1952 and migrated to Australia with his parents. He attended schooling in Australia and enrolled at the prestigious University of Sydney in 1970, and in 1975 he graduated with a Bachelor of Dentistry.

Tony's entrepreneurial spirit led him to open the doors of Liverpool Dental Centre on Memorial Avenue in 1979 and he was fondly known as 'The Boss'. Tony was also known for his kind and gentle nature. In 2019 he hung up his white coat after 40 years of serving the community. We were lucky to have him in our community.

Tony leaves behind his wife Maria, his children Marco, Robert and Lisa and their partners, his grandchildren, and a bereaved extended family.

I humbly express my deepest condolences to Dr Mosca's family, colleagues and friends.

Our thoughts and prayers are with his loved ones during this difficult time.

May he rest in peace.

COUNCIL DECISION

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

That Council writes to the families of Dr Tony Mosca expressing our condolences for their loss.

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

One minute silence was then observed for Dr Tony Mosca.

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

Councillor Hagarty left the meeting for the duration of this item.

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

Item: MAYOR 01 - Liverpool Olympic and Liverpool Rangers

Reason: Cllr Kaliyanda has provided grant funding to Liverpool Olympic and Liverpool Rangers in her capacity as State MP for Liverpool.

Councillor Kaliyanda decided to stay in the chambers for the duration of this item.

The Hon John Ajaka, Chief Executive Officer declared a non-pecuniary, but less than significant interest in the following item:

Item: PLAN 06 – Lot 6 Newbridge Road, Moorebank – Planning Investigations

Reason: He had previously assisted and advised in a former role and organisation.

The CEO left the meeting for the duration of this item.

Mr Farooq Portelli, Director Corporate Support, declared a non-pecuniary, but less than significant interest in the following item:

Item: CONF 06 - Legal Affairs Report - April to June 2023

Reason: Mr Portelli was a board member for an organisation named in the report until his resignation in September 2022.

PUBLIC FORUM

Presentation – items not on agenda

1. **Ms Emma Eldridge** (Aboriginal Consultant Committee Member), addressed Council on the following item:

Item – Declined wording on Gabrogal Welcome Sign.

Item – Liverpool Pioneers Memorial Park Stage 2, Park on Cemetery.

Motion: **Moved: Mayor Mannoun**

That a three minute extension of time be given to the speaker.

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

Representation – items on agenda

2. **Mr Brian Macdonald** addressed Council on the following item:

Item – PLAN02 – Update on the Interim Heritage Order for 124 Moore, Liverpool

Motion: **Moved: Mayor Mannoun**

That a three minute extension of time be given to the speaker.

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

Representation – items on agenda

3. **Ms Vicki Andrews** addressed Council on the following item:

Item – PLAN01 – Collingwood Activation Plan

Motion: **Moved: Mayor Mannoun**

That a three minute extension of time be given to the speaker.

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

MAYORAL MINUTE**ITEM: MAYOR 01****Subject: Liverpool Olympic FC and Liverpool Rangers FC****Report: Mayor Ned Mannoun****DATE: 26 July 2023**

Soccer is an integral part of the sporting landscape in South West Sydney, particularly in Liverpool. The region has long been a hotbed for football talent, producing numerous Socceroos who have represented Australia on the international stage.

That is why it is with great excitement that today I extend my congratulations to two local clubs who recently celebrated milestone anniversaries.

Liverpool Olympic Football Club (FC) was first formed in 1982, with a vision to unite the local community “through the beautiful game”. Initially, the club played at Liverpool Boys High School before finding a home at Phillips Park in Lurnea. In 1990 the club moved to its current location at Hoxton Park Reserve, where they have flourished ever since.

The club's rich Greek heritage has been an integral part of its identity, contributing to its vibrant spirit and strong sense of community. Over the past four decades, Liverpool Olympic has nurtured talent, fostered sportsmanship, and provided countless opportunities for players to grow both on and off the field.

On behalf of Liverpool City Council, I extend a heartfelt congratulations to the Liverpool Olympic FC on celebrating their 40th anniversary.

I would also like to acknowledge and congratulate the Liverpool Rangers Football Club on the momentous occasion of their 60th anniversary. This milestone is a testament to the club's enduring legacy, commitment to grassroots football, and contributions to our community.

Established in 1963, Liverpool Rangers holds the esteemed distinction of being one of the oldest clubs in the Southern Districts Soccer Football Association. Situated at Ireland Park, just 2.5km from the heart of Liverpool City Centre, the club boasts three full-sized fields, one mod field, and one mini field. The club's colours of royal blue and white pay homage to the esteemed Glasgow Rangers Football Club, a symbol of pride and inspiration.

Liverpool Rangers has been a beacon of grassroots football; providing male and female players of all ages with the opportunity to participate and grow in the sport they love. In 2022, the club achieved a record number of junior female teams and proudly fielded three senior female teams for the first time in its history, highlighting their commitment to gender equality in the sport.

I extend my warmest congratulations to the players, coaches, officials, and dedicated supporters of both Clubs on reaching these extraordinary milestones. The rich history and ongoing contributions of both Clubs to our community make us all immensely proud.

The dedication and contribution of Liverpool Olympic FC and Liverpool Rangers FC to the sporting landscape of our city are truly commendable and these milestones are a testament to their unwavering commitment to soccer and community building.

Motion: **Moved: Mayor Mannoun**

That Council receives and notes this Mayoral Minute.

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

MAYORAL MINUTE

ITEM: MAYOR 02
Subject: 2023 Australia Day and King's Birthday Honours
Report: Mayor Ned Mannoun
DATE: 26 July 2023

The Australia Day and King's Birthday Honours recognises and celebrates those who make a difference, those who achieve their best and those who serve others.

On behalf of Liverpool City Council, I would like to extend congratulations to the following members of our community who were honoured in the 2023 Australia Day and King's Birthday Honours:

- **Mr Phillip Coleman OAM – Director of the Liverpool Catholic Club** - awarded the Medal of the Order of Australia on Australia Day for service to the community through the Catholic Church, and to the club industry.
- **Lieutenant Colonel Christopher John Holcroft RFD (Retd) OAM of Hammondville** - awarded the Medal of the Order of Australia on Australia Day for service to youth, and to the community through Scouts Australia, the Australian Army Reserve and Australian Cadets.
- **Mr Robert Grimson OAM of Lurnea** - awarded the Medal of the Order of Australia on the King's Birthday for service to the community through a range of roles at Lions International, City of Liverpool Lions Club, Liverpool Hospital and other volunteer organisations.
- **Mrs Ruth Grimson OAM of Lurnea** - awarded the Medal of the Order of Australia on the King's Birthday for service to the community through a range of roles at Lions International, City of Liverpool Lions Club, Liverpool Hospital and other volunteer organisations.
- **Mr Vinod Daniel OAM of Wattle Grove** - awarded the Medal of the Order of Australia on the King's Birthday for service to conservation and the environment during his role of Chairman of AusHeritage, Head of Cultural Heritage and Science Initiative Branch at the Australian Museum and other executive roles at the Australia Museum and International Council of Museums.

MOTION OF URGENCY

ITEM NO: MOU 01
FILE NO: 240996.2023
SUBJECT: Request for Interim Heritage Order

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

In accordance with Clause 9.3 of Council's Code of Meeting Practice, the Chairperson Mayor Mannoun requested Council accept a Motion of Urgency relating to the request for Interim Heritage Order that was sent to Councillors confidentially (MOU 01) prior to the meeting and that it be dealt with later in the meeting in Closed Session pursuant to the provisions of s10A(2)(b)(c) of the *Local Government Act* because it contains matters concerning the personal hardship of any resident or ratepayer; AND information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

ITEM NO: PLAN 02
FILE NO: 192504.2023
SUBJECT: Update on the Interim Heritage Order for 124 Moore Street, Liverpool

COUNCIL DECISION

Motion: **Moved: Deputy Mayor Hadid** **Seconded: Cllr Harle**

That:

1. Council does not prepare a planning proposal to amend the Liverpool Local Environmental Plan 2008 to list 124 Moore Street, Liverpool under Schedule 5 – Environmental Heritage.
2. The Interim Heritage Order be lifted off the site.

Foreshadowed Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Green**

That Council:

1. Defer this item and refer this matter to a Governance Committee Meeting for further consultation with the landowners.
2. Discuss at the Governance Committee Meeting how we prevent this happening in the future.

On being put to the meeting the motion (moved by Deputy Mayor Hadid) was declared LOST

The Foreshadowed motion (moved by Cllr Rhodes) therefore became the motion and on being put to the meeting was declared CARRIED.

Councillors voted unanimously for this motion.

COUNCIL DECISION

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

1. Receives and notes this report;
2. Undertakes a Conservation Zones Study as part of the Principal LEP Review project;
3. Allocate funding to the LEP Review budget to complete this Study;
4. Further investigates the rezoning of 1 Sirius Road, Lot 68 Sirius Road and Lot 75 Sirius Road, Voyager Point along with other identified sites, as part of the broader Conservation Zones Study; and
5. Examine any other sources of funding outside of the budget, including any grants from State and/ or Federal Government.

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

Councillors voted unanimously for this motion.

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

1. Council adopt the Display of Goods on Footpaths – Local Approvals Policy.
2. All footpath displays must be retained within a perimeter marked by Council and be of neat and tidy appearance. The use of shopping trolleys, milk or bread crates is prohibited. The preference is for council approved style display containers.
3. Council to receive a further report considering an approval process for regular or temporary display of goods for sale in nearby covered areas along the Macquarie Mall. Such display must comply to this policy and be in return for a fee to Council.
4. Council direct the CEO to amend the policy under Section 7 to note:
“Any display will not be utilised for advertising, other than for advertising the goods being displayed for sale.”

Councillors voted unanimously for this motion

Motion: Moved: Mayor Mannoun Seconded: Deputy Mayor Hadid

1. Receives and notes this report; and
2. Express its extreme dissatisfaction with DA-221/2021 being granted a 14.4% variation in height which is an extra 2.6 metres.

Councillors voted unanimously for this motion.

COUNCIL DECISION

That Council:

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

Councillors voted unanimously for this motion

CEO returned to the chambers at 3.37pm

MOTION OF URGENCY

ITEM NO: MOU 01
FILE NO: 240996.2023
SUBJECT: Request for Interim Heritage Order

COUNCIL DECISION

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

Mayor Mannoun requested that this item be dealt with now in closed session pursuant to the provisions of s10A(2)(b)(c) of the Local Government Act because it contains matters concerning the personal hardship of any resident or ratepayer; AND information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

CLOSED SESSION

This matter was dealt with in closed session as shown below.

COUNCIL DECISION

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

That council does not proceed.

Foreshadow Motion: **Moved: Cllr Rhodes** **Seconded: Cllr Kaliyanda**

That Council:

1. Issue an Interim Heritage Order.
2. Allocate \$5,000 to engage an Independent Heritage Consultant to undertake a Heritage Significance Assessment.
3. Notify the landowner of the Council's decision.
4. Engage with the applicant of the DA detailed in the confidential report and to investigate opportunities to integrate the cottage at Interim Heritage Order into a revised development.

On being put to the meeting the motion moved by Mayor Mannoun was declared CARRIED and the foreshadowed motion (moved by Cllr Rhodes) therefore lapsed.

Vote for: Mayor Mannoun, Clr Ammoun, Clr Goodman, Clr Macnaught, Clr Karnib and Clr Hadid.

Vote against: Clr Green, Clr Hagarty, Clr Harle, Clr Kaliyanda and Clr Rhodes.

Recess at 3.58pm

Resumption of meeting at 4.20pm with all councillors present.

Except Clr Hagarty, Clr Kaliyanda and Clr Goodman.

COMMUNITY & LIFESTYLE REPORTS

ITEM NO: COM 01

FILE NO: 203043.2023

SUBJECT: Grants Donations and Community Sponsorship Report

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

That Council:

- Endorses the funding recommendation of **\$17,157** (GST exclusive) under the **Community Grant Program** for the following projects.

Applicant	Project	Recommended
Organisation Of Hindu Malayalees Inc NSW	PA system purchase	\$2,261
Good360 Australia	Bridging the Digital Divide in Liverpool LGA	\$5,000
Melkite Charitable Foundation	Stepping On Program for the Elderly	\$5,000
NSW Service for the Treatment and Rehabilitation of Torture and Trauma Survivors (STARTTS)	Arabic Women's Wellbeing Circle	\$4,896

2. Endorses the funding recommendation of **\$17,029** (GST exclusive) under the **Community Sponsorship Program** for the following projects.

Applicant	Project	Recommended
Southern District Soccer Football Association Inc	2023 SDSFA Liverpool Knockout Competition	\$7,029
International Sports Karate Association	ISKA World Cup	\$10,000

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

Clr Hagarty returned to the meeting at 4.20pm.
Clr Kaliyanda returned to the meeting at 4.24pm.

ITEM NO: COM 02
FILE NO: 227598.2023
SUBJECT: Community Shuttle Bus Service

COUNCIL DECISION

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

That Council:

1. Receives and notes this report;
2. Supports the continuation until further notice;
3. Defer to a Governance Committee meeting; and
4. Consider a marketing strategy to increase the patronage.

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

Councillors voted unanimously for this motion

COUNCIL DECISION

That Council:

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

Amendment Motion: **Moved: Cllr Hagarty** **Seconded: Cllr Kaliyanda**

That Council:

1. Endorse the proposed amalgamation of the District Forums into a one forum to commence in September/October 2023.
2. Promotion advising constituents of the amalgamation of current District Forums into one forum to be prominently displayed on all Council web and social media outlets as well as an unaddressed letter box delivery before the September/October start date.
3. Promotion before each forum to include the opportunity for constituents to raise issues to be included on the Agenda by submitting an agenda request form.
4. The Agenda and previous minutes for each meeting to be distributed no later than one week before the scheduled forum that includes the intended Council and or other authorised presentations and which Directors and or staff will be present together with issues submitted by the constituents.
5. All questions or issues raised by constituents to be addressed within a month of each meeting conclusion.
6. Specific forums and engagement opportunities can be delivered where appropriate.
7. The forum Constituent Agenda application form to be prominently presented on the Council websites for Constituents to submit requests for Agenda Items.

On being put to the meeting the amendment moved by Cllr Hagarty was declared LOST.

CORPORATE SUPPORT REPORTS

ITEM NO: CORP 01
FILE NO: 218837.2023
SUBJECT: Investment Report June 2023

COUNCIL DECISION

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

That Council receive and note this report.

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

ITEM NO: CORP 02
FILE NO: 219922.2023
SUBJECT: Governance Committee Pilot and Structure

COUNCIL DECISION

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

That Council:

1. Endorse to continue to operate the Governance Committees in line with the attached charter; and
2. Determines that the Governance Committees will convene once a month on the second Tuesday of every month and that the minutes go to the next Council meeting.

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

Motion: **Moved: Clr Macnaught** **Seconded: Clr Ammoun**

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

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

1. Any Councillors who wish to attend the LGNSW Conference at Rosehill Gardens Racecourse from Sunday 12 to Tuesday 14 November to notify the Councillor Support Officer by 15 September 2023.
2. Council receives a further report at the August 2023 Council meeting to consider motions to be submitted to the Conference.

Chairperson

OPERATIONS REPORTS

ITEM NO: OPER 01

FILE NO: 195943.2023

SUBJECT: Carnes Hill Community and Recreation Precinct - Facility Facade Rectification

COUNCIL DECISION

Motion:

Moved: Cllr Rhodes

Seconded: Cllr Ammoun

That Council allocate a budget of \$250,000 from General Funds for financial year 2023/24 to replace Aluminium Composite Panels present in the façade of the library and community centre building at the Carnes Hill Community and Recreation Precinct.

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

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

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

In accordance with section 10A 2(c) of the *Local Government Act 1993*, the Chairperson Mayor Mannoun, ruled the above matter as confidential and as such it was dealt with at the end of the meeting in closed session.

ITEM NO: CTTE 02
FILE NO: 218935.2023
SUBJECT: Minutes of Intermodal Precinct Committee 5 June 2023

COUNCIL DECISION

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

That Council receives and notes the Minutes of the Intermodal Precinct Committee 5 June 2023.

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

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

1. Receives and notes the Minutes of the Tourism and CBD Committee Meeting held on 27 June 2023.
2. Endorse the recommendations in the Minutes.

Minutes of the Ordinary Council Meeting held on Wednesday, 26 July 2023 and confirmed on Wednesday, 30 August 2023

Chairperson

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

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

ITEM NO: COM 04
FILE NO: 236527.2023
SUBJECT: Grants Donations and Community Sponsorship Report

COUNCIL DECISION

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

That Council:

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

Applicant	Project	Recommended
Macarthur Region Nepalese Community	Teej Festival 2023	\$10,000

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

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

1. Receives and notes the Minutes of the Governance Committee meeting held on 18 July 2023
2. Endorse the recommendations in the Minutes; and
3. Endorse the updated Councillor Access to Information and Interaction with Staff Policy.

Chairperson

QUESTIONS WITH NOTICE

ITEM NO: QWN 01

FILE NO: 227711.2023

SUBJECT: Question with Notice - Cllr Hagarty - Temporary Asphalt Paths

Background

Council has previously laid asphalt footpaths in growing suburbs and Camden Council have recently laid several kilometres in Leppington North.

These provide a satisfactory temporary solution for residents to walk or ride to school, shops, parks and public transport stops safely until permanent footpaths are constructed.

Please address the following:

1. Does Council have plans to construct temporary asphalt paths in our growing suburbs?
2. If so, when and where?

Response (provided by Operations Directorate)

Generally, council do not construct asphalt footpaths as the cost differences between an asphalt footpath and a concrete footpath are not significantly different. Asphalt footpaths can be up to approximately 20-30% less than a concrete footpath of equivalent width depending on the type and location of construction.

However, the majority of costs associated with footpath construction (both asphalt and concrete) comprises of site establishment, labour, traffic control and plant/ equipment costs, which are similar between both footpath types, resulting in limited cost savings.

Further to this, the useful life of asphalt vs concrete footpaths is significantly different, with concrete footpaths having a useful life of 75 to 100 years compared to asphalt footpaths which have a 10-to-20-year useful life at best.

This results in asphalt footpaths being an uneconomical solution in comparison to concrete footpaths for the medium to long term.

As such, asphalt footpaths are typically utilised as an ad-hoc and temporary solution in locations where footpaths are needed for a relatively short time frame, or to fill gaps in the footpath network temporarily until development works are completed and developers construct permanent concrete footpaths, such as in new release areas.

A recent example includes an asphalt footpath along the Southern side of Camden Valley Way, between Bernera Road and 2094 Camden Valley Way, to serve as temporary access until a permanent path can be constructed.

ITEM NO: QWN 02
FILE NO: 228184.2023
SUBJECT: Question with Notice - Clr Kaliyanda - Grants for Planning

Recently, the NSW Government announced grants of \$25,000 to fund tuition fees for planning cadets in order to ease the significant demand for planners across NSW and the impact of this on local governments. Liverpool City Council was not announced as one of the 64 applicants for this grant.

Please address the following:

1. Why did Liverpool City Council not put in an application for this funding, given the significant constraints on the capacity of the Planning Directorate and the ongoing issue of lack of staff?
2. How much did Liverpool City Council spend on the outsourcing of assessment of DAs, and other Planning and Compliance processes in the 2022/23 financial year?
3. How much is budgeted for such outsourcing in the 2023/24 financial year?
4. How much did Liverpool City Council spend on consultants and the development of reports specifically in relation to planning and development applications in the 2022/23 financial year?
5. How much is budgeted for expenditure on consultants and reports related to development applications in the 2023/24 financial year?

Responses (Provided by Corporate Support and Planning & Compliance Directorate)

- 1. Why did Liverpool City Council not put in an application for this funding, given the significant constraints on the capacity of the Planning Directorate and the ongoing issue of lack of staff?**

The strong start cadetship program funding of \$25,000 was not available for existing student planner positions which were filled recently in March and April 2023. The funding could only be applied to vacant positions and at the time, there were no vacancies in the existing student planner roles. The only provision for Council to apply for this funding is to employ new student planners. To facilitate this, an additional budget per Student Planner of \$57,654.90 plus super per year (based upon the salary figures for Financial Year 2022/23) would be required.

In addition, engaging in the program requires a commitment of Council to employ the planning cadet for the duration of their study and the program funding must be

expended on tuition fees for a NSW university listed within the Strong Start Cadetship Program – Program Guidelines.

Based on the above, it was decided that this program was not financially sustainable for Council.

Notably, Liverpool Council has successfully been able to recruit student and entry level planners. The challenges mostly relate to the ability to recruit skilled senior planners to carry out the assessment of complex development applications.

2. How much did Liverpool City Council spend on the outsourcing of assessment of DAs, and other Planning and Compliance processes in the 2022/23 financial year?

Total expenditure on outsourcing assessment of DA's and other planning and compliance processes for 2022-23 was \$1,817,918. For the financial year 2022/23, 1.5 million was covered by salary savings.

3. How much is budgeted for such outsourcing in the 2023/24 financial year?

There is no budget allocated for outsourcing in 2023-24. Similar to last financial year if required savings from salaries will be utilized. Approximate salary savings for FY2021-22 and FY2020-21 were \$550,212 and \$88,152.

4. How much did Liverpool City Council spend on consultants and the development of reports specifically in relation to planning and development applications in the 2022/23 financial year?

Overall expenditure on outsourcing assessment of DA's for 2022-23 was \$1,817,918.

5. How much is budgeted for expenditure on consultants and reports related to development applications in the 2023/24 financial year?

There is no budget allocated for expenditure on consultants and reports related to development application in 2023-24. If required, savings from salaries can be utilised.

ITEM NO: QWN 03
FILE NO: 228307.2023
SUBJECT: Question with Notice - Cllr Hagarty - Schedule of Contracts Awarded

Background

At the June 2022 Council meeting the following motion was passed:

That Council direct the Acting Chief Executive Officer to:

- *Bring a report detailing all tenders awarded by Council for financial year 2021/22, regardless of dollar value, to the August Council Meeting; and*
- *Report subsequent tenders, regardless of dollar value, to Council on a quarterly basis*

An annual report was brought to the August 2022 meeting and a quarterly report was brought to the October 2022 meeting. Since then, this motion does not appear to have been fulfilled.

Please address the following:

1. Can an update be provided on the status of the quarterly Schedule of Contracts Awarded?

Response (provided by Corporate Support)

As a result of staff and structural changes, this was unintentionally overlooked.

Please find attached the 31 December 2023 quarter report, 31 March 2023 quarter report and 30 June 2023 quarter report for information.

NOTICES OF MOTION

ITEM NO: NOM 01
FILE NO: 226397.2023
SUBJECT: Governance Committee

NOTICE OF MOTION

Background

Council determined in March 2023 to establish and operate several strategic governance committees.

These Committees have been meeting since May 2023 with the stated Strategic Objective to "demonstrate a high standard of transparency and accountability through a comprehensive governance framework."

Over this period the minutes of the Governance Committees have been included as an addendum to the Council Agenda.

The current practice of placement of these Minutes as an addendum does not meet the stated objective or standards of transparency and accountability in good governance.

In the interest of reviewing and improving the operation of the governance committees, I move the following motion.

NOTICE OF MOTION

That Council:

1. Refer the minutes of the Governance Committees to a Council meeting where they can be included with other council reports that allow appropriate consideration time and not be provided as an addendum.
2. Refer the recommendations of each Governance Committee are included as standalone items to be presented and endorsed by Council.
3. Ensure the minutes of the Governance Committees are available on the Council website and consistent in format to the Council Meeting Business papers and minutes to ensure public accessibility.

Councillor Hagarty withdrew this item.

CONFIDENTIAL ITEMS**ITEM NO:** CONF 01**FILE NO:** 195757.2023**SUBJECT:** Purchase of Lot 1117 DP 2475, 265 Fifth Avenue, Austral for RE1 Public Recreation and SP2 Local Drainage**COUNCIL DECISION****Motion:** **Moved: Deputy Mayor Hadid** **Seconded: Cllr Harle**

That Council:

1. Purchase Lot 1117 DP 2475, 265 Fifth Avenue, Austral for the price and terms as outlined in this report.
2. Upon settlement classifies Lot 1117 DP 2475 as "Operational Land".
3. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the *Local Government Act 1993* as this information would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
4. Authorises the CEO or delegate to execute any documents necessary to give effect to this decision.

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

ITEM NO: CONF 02
FILE NO: 198457.2023
SUBJECT: Acquisition of a Drainage Easement from 275 Fifteenth Avenue, Austral, for Basin 29 Austral

COUNCIL DECISION

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

That Council defer this item to the 30 August 2023 Council Meeting.

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

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

1. Approves the acquisition and/or dedication of Pt Lot 82 in DP 740973, 85 Boyd Street, Austral, within the terms outlined in this confidential report;
2. Resolves to classify Pt Lot 82 in DP 740973, 85 Boyd Street, Austral as “Operational” land in accordance with the *Local Government Act* 1993;
3. Authorises the CEO or his delegated officer to execute any document, under Power of Attorney, necessary to give effect to this decision; and
4. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the *Local Government Act* 1993 as this information would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

Chairperson

Motion: **Moved: Clr Macnaught** **Seconded: Clr Ammoun**

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

This item was dealt with at the end of the meeting in closed session.

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

1. Agrees to contract with an Independent Property Analysts to continue to provide Tim Gavan as Council's representative and project director for the Liverpool Civic Place project for the next nine (9) months; and
2. Agrees that continuity is required in Council's representation and project direction to deliver the Liverpool Civic Place project and that, for the purposes of section 55(3)(i) of the *Local Government Act 1993*, these are extenuating circumstances such that a satisfactory result would not be achieved by inviting tenders.

Chairperson

Deputy Mayor Hadid and Cllr Ammoun returned to the meeting at 5.22pm.

COUNCIL DECISION

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

That Council:

- 1) Resolves to:
 - a) Not seek public tenders for procurement of the Assetic Works Planner Module, Migration of existing Assetic modules to a cloud-based platform; and Consulting services for refinement and implementation of the Assetic Works Planner and Maintenance modules.
 - b) Accept the fee proposal outlined the Statement of Works provided by the company in the report (Attached) and;
 - c) Delegate authority to the CEO to negotiate directly with the company in the report to extend their engagement with Council, for provision of annual software license renewals and maintenance of the Assetic system, for up to five (5) years (to 30 June 2028) in accordance with Section 55(3)(i) of the *Local Government Act 1993*, due to the proprietary nature of the Assetic system resulting in unavailability of competitive tenderers for this software and associated modules.
- 2) Resolves to approve operational expenditure of as stated in the report from general funds in the 2023-2024 Program Year, for the engagement of the company named in the report, and 2023-2024 Assetic subscription fee, in accordance with the Statement of Works provided by the company named in the report (Attached); with funding to be made immediately available for this engagement in the Operations Directorate budget following this resolution.

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

ITEM NO: CONF 04
FILE NO: 215654.2023
SUBJECT: Moorebank Intermodal Precinct Committee - appointments to vacant positions

COUNCIL DECISION

Motion: **Moved: Clr Macnaught** **Seconded: Clr Ammoun**

The Council make appointments for the vacant positions.

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

Division:

Vote for: Mayor Mannoun, Clr Ammoun, Clr Goodman, Clr Green, Clr Hagarty, Clr Kaliyanda, Clr Macnaught, Clr Karnib and Deputy Mayor Hadid.

Vote against: Clr Harle and Clr Rhodes.

The meeting went back into open session at 5:41pm and Mayor Mannoun read out the above resolution.

THE MEETING CLOSED AT 5.42pm

<Signature>

Name: Ned Mannoun

Title: Mayor

Date: 30 August 2023

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 26 July 2023. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

PLAN 01

Planning proposal to amend the Liverpool Local Environmental Plan 2008 at 93-145 Hoxton Park Road, 51 Maryvale Avenue & 260 Memorial Avenue, Liverpool.

Strategic Objective	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
File Ref	190451.2023
Report By	Stephen Peterson - Senior Strategic Planner
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

In July 2022, Council received planning proposal submitted by Mecone on behalf of ABA Estate Pty Ltd, to amend development standards within the *Liverpool Local Environmental Plan 2008* (LLEP 2008), for land at 93-145 Hoxton Park Road, 51 Maryvale Avenue and 260 Memorial Avenue, Liverpool, to facilitate the development of six residential flat buildings, with a maximum of 6 storeys.

Figure 1 below indicates an aerial view of subject site. The allotments subject to the planning proposal are highlighted blue and the two lots outlined in red form the proposed vehicular access points for a future development on the subject allotments however do not form part of the request to amended development standards.

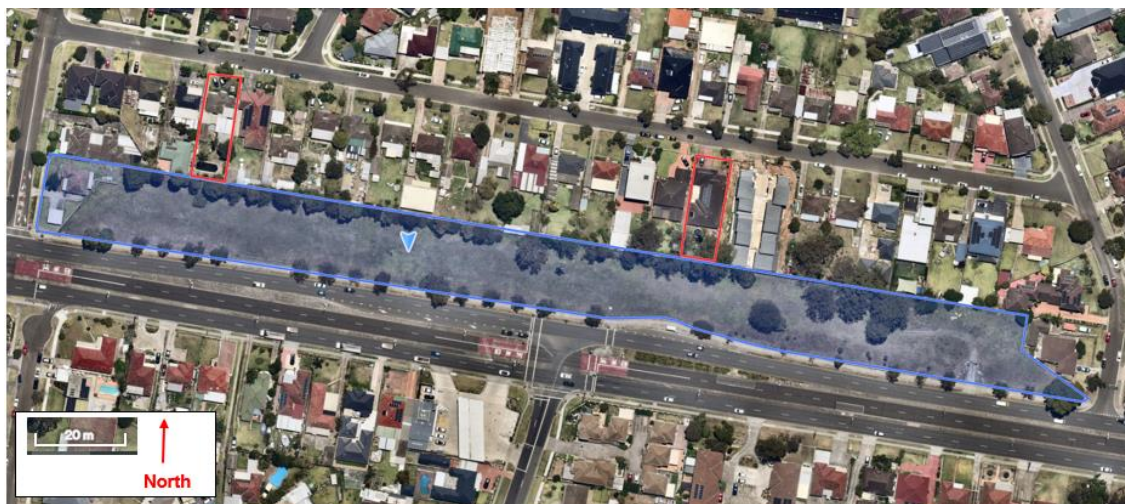


Figure 1: Aerial view of subject site. Source: Nearmap 18 January 2023.

The subject site is currently zoned R4 High Density Residential. The proposal as lodged sought to amend LLEP 2008 in the following manner:

1. Increase the maximum height of buildings from 15m to 21m (40% increase); and
2. Increase the floor space ratio control from 1:1 to 2:1 (100% increase).

Following review of the initial proposal by Council staff and consultation between Council staff, the proponent and landowners the proposed floor space ratio reviewed by the Local Planning Panel was reduced to 1.5:1 (50% increase) and the height of buildings was revised to be 20.5m (36.7% increase). To be consistent with other R4 zoned land within the Liverpool Local Government Area with a floor space ratio of 1.5:1, the maximum height of buildings has been amended post the Local Planning Panel meeting to be 21m (40% increase). In this regard and following recommendations from the Liverpool Local Planning Panel, the planning proposal is revised as follows:

1. Increase the maximum height of buildings from 15m to 21m (40% increase);
2. Increase the floor space ratio control from 1:1 to 1.5:1 (50% increase) and;
3. An amendment to Schedule 1 to allow for the land use of '*Retail Premises*' with a maximum gross floor area of 200m².

The planning proposal is supported by concept architectural plans, a draft site specific Development Control Plan (DCP) and a Letter of Offer for a Voluntary Planning Agreement (VPA). The planning proposal was referred to the Liverpool Local Planning Panel (LLPP) meeting on 29 May 2023, where it was deemed to demonstrate strategic and site specific merit, in accordance with Council staff recommendation. Following the LLPP meeting, the planning proposal and supporting documentation was required to be updated to reflect the amended development standards.

It is recommended that Council notes the advice of the LLPP, supports in principle the planning proposal request and submit a planning proposal to DPE seeking a Gateway determination and public exhibition.

RECOMMENDATION

That Council:

1. Notes the advice of the Liverpool Local Planning Panel.
2. Endorses in principle the planning proposal request to amend development standards to increase the maximum height of buildings to 21m, increase the floor space ratio to 1.5:1 and include an amendment to Schedule 1 to allow for the land use of '*Retail Premises*' with a maximum gross floor area of 200m² at 93-145 Hoxton Park Road, 51 Maryvale Avenue and 260 Memorial Avenue, Liverpool.

3. Delegates to the CEO authority to prepare the formal planning proposal including any typographical or other editing amendments if required.
4. Forwards the planning proposal to the Department of Planning and Environment pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*, seeking a Gateway determination.
5. Endorses in principle the draft amendments of the Liverpool Development Control Plan 2008.
6. Delegates to the CEO Authority to negotiate a Voluntary Planning Agreement with the proponent, agree the terms of the offer with the proponent, and report back to Council the details of a draft VPA prior to exhibition of the planning proposal, consistent with the Council's Planning Agreements Policy.
7. Subject to Gateway determination and endorsement of the VPA, undertake community consultation for the planning proposal, VPA, and the site-specific Development Control Plan (DCP) in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan 2022.
8. As part of the community consultation period, present the site-specific Development Control Plan to the Design Excellence Panel (DEP), in accordance with clause 15 of *Environmental Planning and Assessment Regulations 2021*.
9. Receives a further report on the outcomes of public exhibition and community consultation.

REPORT

The site

The development site comprises 31 lots and the planning proposal relates to 29 lots which are located at 93-145 Hoxton Park Road, 51 Maryvale Avenue and 260 Memorial Avenue. The lots at 20 and 48 Dale Avenue (marked red in the image below) will only be used to provide access to the proposed development site, therefore are not subject to the planning proposal. The area of the total development site is approximately 14,889.23m², with the planning proposal applying to approximately 13,498.03m² of land, referred to as the subject site. Refer to Figure 2 below.



Figure 2: Aerial view of subject site, blue indicates land subject the planning proposal and red indicates proposed vehicular access. Source Nearmap: 18 January 2023.

The subject site has an approximate frontage of 440.09m to Hoxton Park Road, with a cross slope from east (93 Hoxton Park Road) to west (145 Hoxton Park Road) of approximately 8.4m.

With the exception of 260 Memorial Avenue and the proposed access sites (which contain dwellings and ancillary structures), the remaining allotments fronting Hoxton Park Road are vacant with the majority containing large mature trees (59 trees ranging in height from 5m to 23m) towards the rear boundary (north) and front boundary on Hoxton Park Road (south).



Figure 3: The site as viewed looking northwest on Hoxton Park Road. Source: Google Maps.

The subject site is currently zoned R4 High Density Residential, with a Floor Space Ratio (FSR) of 1:1, Height of Buildings (HOB) of 15m and Minimum Lot Size of 1,000sqm. It is noted

that the access sites, and the other adjoining sites to the north (currently containing low and medium density residential dwellings fronting Dale Street) are also zoned R4 High Density Residential. However, these sites have an FSR of 0.75:1 and HOB of 12m.

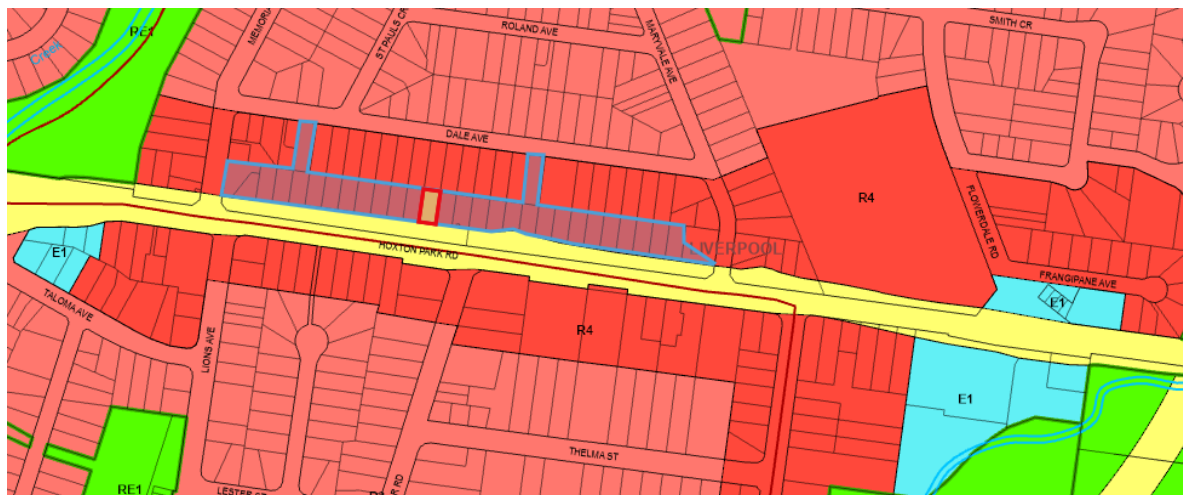


Figure 4: Land Use Zone Map, LLEP 2008.

The Locality

The site is located in an area which is currently undergoing transition from low density residential to medium and high-density residential typologies, in accordance with the current R4 High Density Residential and R3 Medium Density Residential zones. A five story residential flat building is located to the east at 42-50 Hoxton Park Road and a 4 - 5 storey residential flat building located to the west at 153 Hoxton Park Road.

The site is located 3.2km east of the M7 Motorway northbound and southbound on ramps and 3.9km northwest of the M5 Motorway eastbound and westbound on ramps. The Liverpool CBD and Train Station are located approximately 2.2km to the east.

The site has a frontage to Hoxton Park Road, which is a major public transport corridor with multiple bus services providing frequent services into the Liverpool CBD and surrounding town centres, as well as the rapid bus T-Way service providing transport connection between Liverpool and Parramatta.

Due to existing traffic arrangements for westbound traffic on Hoxton Park Road, which does not permit right turns onto either Maryvale Avenue or Memorial Avenue at any given time, westbound vehicles are required to turn right approximately 270m to the east of the subject site from Hoxton Park Road onto Flowerdale Road.

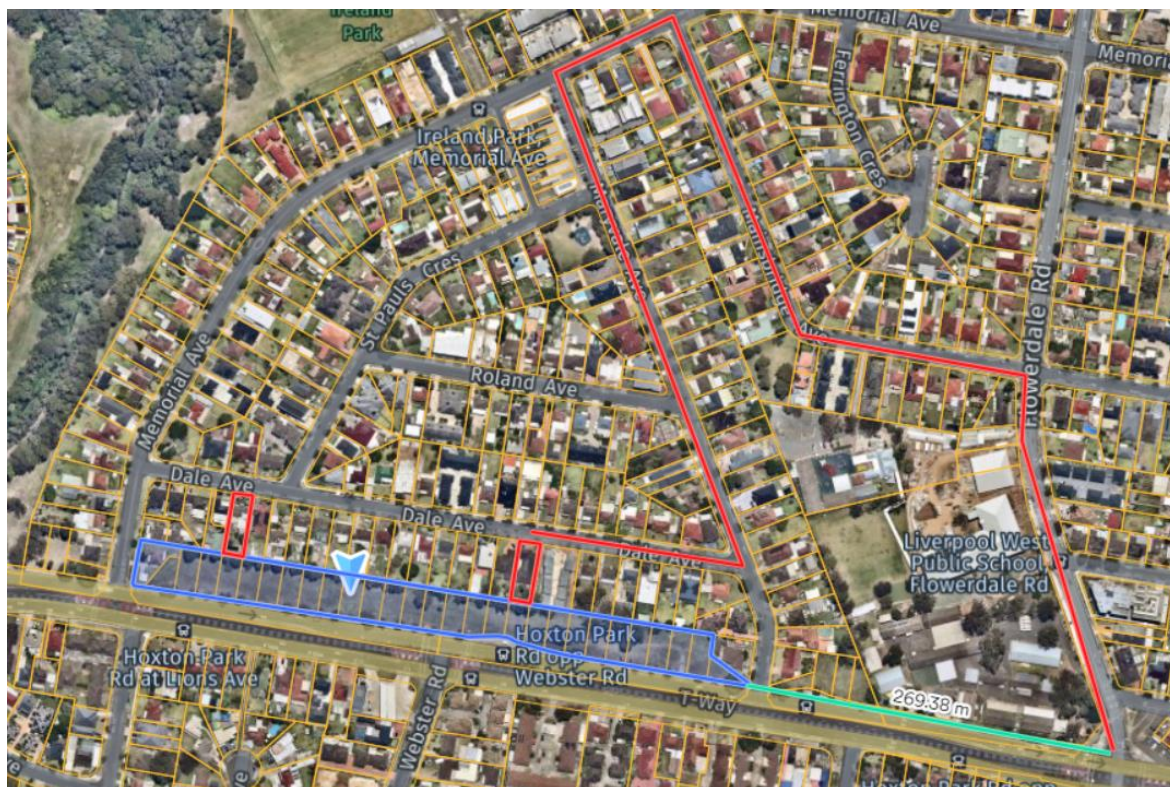


Figure 5: Aerial view of subject site. Red line indicating the route of how vehicles travelling westbound on Hoxton Park Road are required to access the site on Dale Avenue.

Background

Two pre-lodgment meetings were held with Council staff regarding a future planning proposal for the subject sites. Advice was provided by Council in December 2020 (seeking HOB of 18m and FSR of 2:1) and December 2021 (seeking HOB of 21m and FSR of 2:1). The proposal was lodged in July 2022 seeking a HOB of 21m and an FSR of 2:1.

Various meetings have been held between Council, the proponent and landowners and in this regard the proposal has been amended a number of times. This has included amendments to the concept architectural plans, the introduction of additional commercial uses, the submission of a draft site specific DCP, and the submission of a draft VPA Letter of Offer.

The proposal, as amended by Council, was referred to the LLPP in May 2023 nominating to:

- Increase the maximum HOB from 15m to 20.5m (36.7% increase); and
- Increase the FSR control from 1:1 to 1.5:1 (50% increase).

The LLPP supported Council's recommended reduced development standards as above and recommended that a Schedule 1 Additional Permitted Use clause be included to permit the use of small scale 'Retail' and 'Food and Drink premises' to service the precinct only, as the concept architectural plans indicate 19 ground floor commercial/neighbourhood shops between 67.5sqm and 187sqm.

Proposed Amendments to the Liverpool Local Environmental Plan 2008

The current planning proposal request, amended post referral to the May 2023 Local Planning Panel meeting, seeks to amend LLEP 2008 in the following manner:

1. Increase the maximum height of buildings from 15m to 21m (40% increase);
2. Increase the floor space ratio control from 1:1 to 1.5:1 (50% increase); and
3. An amendment to Schedule 1 to allow for the land use of '*Retail premises*' with a maximum gross floor area of 200m².

Planning Assessment

The Local Planning Panel Report (**Attachment 2**) includes detailed assessment of the merits of the proposal against the District and Region Plans and the Department of Planning's 'Guide to Preparing Planning Proposals'.

Consistency with Strategies

The proposal has been assessed against the Region Plan (Greater Sydney Regional Plan - A Metropolis of Three Cities), District Plan (Western City District Plan) and relevant strategies including Council's adopted Local Strategic Planning Statement (LSPS) and the Liverpool Local Housing Strategy 2020.

The Local Planning Panel report outlines a detailed assessment against these strategies, and outlines that the planning proposal has strategic and site-specific merit and should proceed to a Gateway determination.

The proposal was found to be generally consistent with the relevant planning priorities contained within the LSPS, particularly Planning Priorities 1 and 2 regarding connectivity and Planning Priority 7 regarding Livability, as it is providing housing in the vicinity of the City Centre and along a major corridor.

Site Specific Development Control Plan (DCP), Arborist Report & Concept Architectural Plans

The planning proposal contains Concept Architectural Plans (**Attachment 5**) which demonstrate what a proposed development could entail.

The Local Planning Panel (LPP) recommended for an Arborist Report to be submitted at the planning proposal stage and that the site specific DCP include controls to ensure a future development on the subject site, including any basement, do not significantly impact upon the existing significant trees predominantly located towards the northern and southern (front and rear) setbacks.

An Arborist Report was submitted to Council post LPP meeting based on the latest concept architectural plans which demonstrate that the concept basement design exceeds the building envelope. The concept developments front and rear setbacks do not comply with the existing setback controls contained within part 3.7 of LDCP 2008 nor does a portion of the building separation comply with the required building separation as per the Apartment Design Guide (ADG).

The Arborist Report identifies a total of 64 trees on site which are predominantly located on the front (Southern Hoxton Park Road) frontage and rear (Northern elevation fronting residential allotments). Of these 64 trees, 26 trees are proposed to be removed and 28 trees are to be retained.

Of the 26 trees recommended to be removed and replaced, 20 trees are *Eucalyptus trees being either* Grey Box, Spotted Gum or Forest Red Gum trees ranging in height from 9m to 25m, in fair to good health and are only recommended to be removed and replaced due to the concept basement location.

The architectural plans submitted at the planning proposal stage are concept plans only. Any tree removal or variation to the existing controls within the ADG, existing controls including setback controls contained within LDCP 2008 or any variation to the site specific DCP will be subject to review with detailed plans at the development application stage either via a pre lodgment meeting, design excellence panel meeting or justification for review with a lodged development application.

The planning proposal is supported by a Site Specific Development Control Plan (**Attachment 6**) which was updated following the LPP meeting. This is to incorporate the advice of the LPP and to ensure that the proposed HOB and FSR development standards maintain amenity, including solar access, and privacy of the residential land to the rear (north) and vicinity.

Further the site specific DCP ensures that a future development on the subject site is designed to:

- Not significantly impact upon the streetscape;
- Minimises bulk and scale;
- Ensures security and safety of pedestrians and vehicles and ensures traffic impacts are minimised;
- Ensures a high level of amenity for future occupants of the subject site; and
- Ensures a future development including any basement on the subject site does not significantly impact upon the existing significant trees located towards the southern and northern boundaries and that tree retention is maximised.

Letter of Offer - Voluntary Planning Agreement

The planning proposal is supported by a Voluntary Planning Agreement (VPA) letter of offer. The VPA letter of offer nominates the following items to be negotiated with Council:

- 5% of residential accommodation provided on site to be affordable housing being a mix of 1, 2 and 3 bedroom apartments located on all levels of the proposed buildings and predominantly orientated towards the north and east with at least 1 allocated car space per affordable apartment. The affordable housing is to be dedicated to a registered community housing provider, which will manage the affordable apartments in perpetuity.
- The creation of two through-site pedestrian links secured by a pedestrian access easement. The ongoing maintenance of such easements are not to be the responsibility of Council.
- Upgrade of an existing bus stop in front of the site on Hoxton Park Road to meet Council and relevant disability standards for accessible public transport.
- Upgrade of an existing shared pedestrian/bicycle pathway within Hoxton Park Road (Between Memorial Avenue and Maryvale Avenue) with improved signage and line-marking.

The upgrade of the existing shared pedestrian/bicycle pathway within Hoxton Park Road and upgrade of the existing bus stop in front of the site on Hoxton Park Road are to be noted within the draft VPA. However, they should simply form part of a condition of consent for a future development application. The draft VPA agreement will be reported to Council and exhibited concurrently with the Planning Proposal post Gateway.

Advice of the Liverpool Local Planning Panel

Pursuant to Clause 2.19(1)(b) of the Environmental Planning and Assessment Act 1979, a planning proposal must be submitted to the Local Planning Panel (LPP) for their advice prior to consideration by the Council.

At its meeting on 29 May 2023, the Liverpool LPP considered the planning proposal request and agreed that the proposal demonstrates strategic and site-specific merit and supported the planning proposal proceeding to a Gateway determination.

Advice from the LLPP is at **Attachment 3**, in summary:

- The Panel considers that a site-specific DCP is critical to ensure that the site is developed in a form that minimizes bulk and scale when viewed from Hoxton Park Rd, conserves existing vegetation and minimizes impact on the amenity of the adjoining

low density residential development to the north. The Panel recommended that the Site Specific DCP be updated prior to the Council meeting to include the provisions outlined within the Panel report.

- Encourage consolidation with 49 Maryvale Avenue, and if consolidation occurs, consider vehicle access from Maryvale Avenue.
- The existing mature trees along the northern boundary of the site are an important feature of the site that must be largely retained in any redevelopment of the land.
- Permit small scale retail and food and drink premises on the site to encourage activation of the central community space within the site.

Updated documentation post Local Planning Panel Advice

At the Local Planning Panel meeting, a proposed height of buildings of 20.5m (36.7% increase) and a floor space ratio of 1.5:1 (50% increase) was considered. In order for the height of buildings to be consistent with other R4 zoned land within the Liverpool Local Government Area with a floor space ratio of 1.5:1, the maximum height of buildings has been amended post the Local Planning Panel meeting to be 21m (40% increase).

The Planning proposal documentation including inclusion of small scale retail and food and drink premises on the site, the Site Specific Development Control Plan & Concept Architectural Plans were updated following the LPP meeting. Additionally, an Arborist Report was submitted.

Alternative Options for Development Uplift

Current Opportunities

Currently, if a development proposes at least 20% of the gross floor area of a building to be used for the purposes of affordable housing, *State Environmental Planning Policy (Housing) 2021* (SEPP Housing 2021), permits a floor space ratio bonus above the permitted development standard for in-fill development. For sites with a FSR of 2.5:1 or less the FSR bonus is either:

- a. If at least 50% of the gross floor area of the building resulting from the development will be used for affordable housing—0.5:1, or
- b. If less than 50% of the gross floor area of the building will be used for affordable housing— $Y:1$,
where—
AH is the percentage of the gross floor area of the building that is used for affordable housing.
 $Y = AH \div 100$

In this regard, based on the FSR development standard proposed as per the planning proposal, should a future development application nominate 50% of the development as affordable housing, an FSR of 2:1 would apply. If for example, a future development application nominates 30% of the development as affordable housing, an FSR of 1.8:1 would apply.

Future Opportunities

The State Government earlier this year announced new measures to boost the supply of affordable and social housing in NSW by way of proposed amendments including:

- Residential development valued at more than \$75 million will be eligible for a new state significant development (SSD) pathway, providing it includes at least 15 per cent of the total gross floor area as affordable housing; and
- Introduce a new floor space bonus of 30 per cent and a height bonus of 30 per cent for residential developments with at least 15 per cent affordable housing (Note: affordable housing gross floor area is required to be used for affordable housing purposes for a minimum period of 15 years).

If these changes are implemented by the State Government, an uplift from the planning proposal development standards from 20.5m to 26.65m for HOB and from 1.5:1 to 1.95:1 for FSR would apply on the site. It is noted that the above provisions under future opportunities are not currently implemented and that there is no commencement date announced.

Council staff have assessed the planning proposal in the context of the current planning legislative framework and have recommended it proceed to a Gateway determination. However, if these announced policy changes are enacted, an assessment of alternate outcomes should be made given the potential adverse impacts on neighbouring properties and the surrounding locality.

Next Steps

If Council supports the planning proposal request, a formal planning proposal will be prepared and submitted to the Department of Planning and Environment (DPE) seeking a Gateway determination.

Following a Gateway determination in support of the planning proposal, there will be public agency and community consultation in accordance with the Gateway determination and Councils Community Participation Plan. The Site-Specific DCP and VPA (once endorsed) will also be exhibited alongside the planning proposal. The DCP will also be referred to the Design Excellence Panel in accordance with clause 15 of environmental Planning and Assessment Regulations 2021.

Following consultation, a further report will be prepared for Council prior to proceeding with the making of any amendment to the LLEP 2008, LDGP 2008 and the VPA.

Conclusion

It is considered that the planning proposal has sufficient strategic and site-specific merit to proceed. It is recommended that Council endorses the planning proposal to proceed to a Gateway determination.

CONSIDERATIONS

Economic	Facilitate economic development.
Environment	Manage air, water, noise and chemical pollution. Enhance the environmental performance of buildings and homes.
Social	Regulate for a mix of housing types that responds to different population groups such as young families and older people.
Civic Leadership	Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes.
Legislative	Environmental Planning and Assessment Act 1979.
Risk	The risk is deemed to be Low. If Council does not support the planning proposal request, there is a risk that the landowner will seek a review of Council's decision by the Sydney Western City Planning Panel. The risk is considered within Council's risk appetite.

ATTACHMENTS

1. Planning Proposal (Under separate cover)
2. Local Planning Panel Report 29 May 2023 (Under separate cover)
3. Final Liverpool Local Planning Panel Determination Minutes - 29th May 2023 (Under separate cover)
4. Survey Plans (Under separate cover)
5. Concept Architectural Plans (Under separate cover)
6. Draft Site Specific DCP (Under separate cover)
7. VPA Letter of Offer (Under separate cover)
8. Arborist Report (Under separate cover)

9. Landscape Design Report (Under separate cover)
10. Acoustic Impact Assessment (Under separate cover)
11. Traffic Impact Assessment and Green Travel Plan (Under separate cover)
12. Proponents Traffic Consultant Response to RFI dated 24 February 2023
(Under separate cover)
13. Addendum Traffic Statement - Response to LLPP Meeting (Under separate
cover)
14. Social Impact Assessment (Under separate cover)
15. Operational Waste Management Plan (Under separate cover)
16. Preliminary Geotechnical Assessment (Under separate cover)
17. Preliminary Site Investigation (Under separate cover)
18. Desktop Flood Assessment (Under separate cover)
19. Quantity Surveyors Report (Under separate cover)
20. ASIC (Under separate cover) - **Confidential**

PLAN 02**Provisions for Electric Vehicle Infrastructure in various Development Control Plans**

Strategic Objective	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
File Ref	237800.2023
Report By	Danielle Hijazi - Strategic Planner
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

This report seeks endorsement to amend relevant Development Control Plans (DCPs) to incorporate requirements for electric vehicle (EV) charging infrastructure in new dwellings. The amendments aim to align with existing state government policies, including the Electric and Hybrid Vehicle Plan and the Electric Vehicle Charging Infrastructure Guidelines, the State Environmental Planning Policy (Transport and Infrastructure) 2021 and the National Construction Code (NCC).

The State Environmental Planning Policy (Transport and Infrastructure) 2021 (Transport SEPP) and the National Construction Code (NCC) already contain provisions for EV infrastructure. The Transport SEPP categorises EV charging infrastructure as complying, exempt, or consented development based on specific criteria, while the NCC sets requirements for the construction of electrical infrastructure in various building types. At present, EV charging infrastructure is required under this legislation for Class 2-9 buildings. The attached DCP amendments seek to ensure EV charging infrastructure is also required in Class 1 buildings (low-density residential).

To ensure compliance with the NCC and Transport SEPP, the proposed amendments focus on the Carparking and Access section of relevant DCPs. The amendments include a new objective to promote sustainable transportation practices through the integration of EV charging infrastructure in all new dwellings. Additionally, a new control specifies the provision of a dedicated 32-amp circuit and a minimum 7 kW (32 A) type 2 EV charger in the garage, carport, or parking area of new dwellings.

By implementing these amendments, Council aims to support the adoption of sustainable transportation practices and contribute to the NSW government's targets of increasing the number of EVs on the road.

It is proposed that the draft DCP amendments be exhibited for a period of 28 days. If no objections are received, Council will delegate authority to the CEO to adopt the changes. If any submissions are received from the community, a report will be prepared for the next available Council meeting, with a recommendation based on the received submissions.

RECOMMENDATION

That Council:

1. Endorses the draft amendments of the Liverpool Development Control Plan 2008, Liverpool Growth Centre Precinct Development Control Plan, and Edmondson Park South Development Control Plan 2012 to include controls for EV charging stations;
2. Place the draft amendments to the Liverpool Development Control Plan 2008, Liverpool Growth Centre Precinct Development Control Plan and Edmondson Park South Development Control Plan 2012 on public exhibition for a minimum period of 28 days; and
3. Delegates to the CEO the finalisation of the draft Development Control Plans should no objections be received; or receive a report summarising the details of the submissions upon conclusion of the exhibition period.

REPORT

At the 29 September 2022 Council meeting, Council resolved to:

1. *Investigate suitable planning controls that will require new development in Liverpool to make provision for electric vehicle charging infrastructure.*

Subsequently, at the 29 March 2023 Council meeting, Council resolved to endorse the *Climate Change Policy* and *Liverpool Climate Action Plan*. The Liverpool Climate Action Plan identifies the key actions and priorities Council must undertake to achieve emissions reduction pathways for Liverpool Council Operations and the Community.

One of the key actions detailed in the *Liverpool Climate Action Plan* is for electric vehicle planning provisions to be made in all new buildings.

Action	Council Role	Detail	Feasibility Commentary	Time frame	External Stakeholders	Next Steps	Council lead agency (To be confirmed)
EV provision in all new buildings Key Move 5	Regulator	<ul style="list-style-type: none"> Future proof all new development in Liverpool to plan for community uptake of electric vehicles. 	<p>High feasibility</p> <ul style="list-style-type: none"> Estimated at approximately \$750 per space. Average Liverpool's household can save approximately \$1,100 per annum in fuel costs. 	Short	<ul style="list-style-type: none"> TINSW regarding NSW Electric Vehicle Strategy WSROC Endeavour Energy 	<ul style="list-style-type: none"> Amend LEP/DCP to mandate EV charging outlets and infrastructure in all new development. An example clause for provision of EV charging in new buildings is outlined in the Waverley Development Control Plan. Engage with WSROC and Endeavour to discuss the expected growth in Electric Vehicles and provision of necessary electricity infrastructure requirements. 	Planning Team Transport Team

Figure 1: Excerpt from the Liverpool City Council Climate Action Plan detailing action to amend relevant planning controls to mandate EV charging infrastructure.

Electric Vehicle State Government Policies

The NSW government has introduced several initiatives to encourage the adoption of EVs and support the development of infrastructure. One of the key initiatives is the Electric and Hybrid Vehicle Plan, which aims to increase the number of EVs on the road in NSW and support the development of charging infrastructure. The plan includes targets to increase the number of EVs on the road to 400,000 by 2025 and 1 million by 2030.

The government has also established the Electric Vehicle Charging Infrastructure Guidelines, which provide guidance on the design, installation, and operation of EV charging infrastructure. The guidelines cover various aspects of charging infrastructure, including charging station locations, charging speed, and payment methods.

State Environmental Planning Policy (Transport and Infrastructure) 2021

The State Environmental Planning Policy (Infrastructure) 2007 (the Transport SEPP) sets out the rules for the development of transport infrastructure in NSW, including EV charging infrastructure. The Transport SEPP allows for EV charging infrastructure to be developed as complying, exempt, or consented development, depending on the circumstances.

Complying development is a streamlined planning process that allows certain types of development, including EV charging infrastructure, to be approved without the need for a full planning application. To be eligible for complying development, the proposed development must meet certain criteria, such as being located in a certain zone or having a specific design.

Exempt development is development that is considered to have minimal environmental impact and can be carried out without the need for planning approval. The Transport SEPP allows for certain types of EV charging infrastructure, such as wall-mounted charging units, to be developed as exempt development.

Consented development is development that requires a development application and approval from the relevant authority. EV charging infrastructure that does not meet the criteria for complying or exempt development will require development consent.

National Construction Code

The National Construction Code (NCC) is Australia's primary set of technical design and construction provisions for buildings. As a performance-based code, it sets the minimum required level for the safety, health, amenity, accessibility and sustainability of certain buildings. Building work in Australia must conform and comply with NCC, relevant technical standards, and local laws.

The Building Code of Australia (BCA) Volume 1 and Volume 2 (of the NCC) provides technical requirements for the design and construction of buildings in Australia.

Effective from the 1 May 2023 Part J9 Energy monitoring and on-site distributed energy resource was introduced and includes provisions for EV infrastructure.

Section *JD94 Facilities for Electric Vehicle Charging Equipment* of the BCA sets out the requirements for electrical infrastructure for EV charging in new Class 2 to 9 buildings (e.g. apartments, offices, shopping centres, etc.). These requirements include provisions for electrical capacity, location and installation of EV charging stations, and the provision of adequate space for EV charging infrastructure.

All stakeholders involved in the construction or renovation of buildings must ensure that electric vehicle infrastructure is built in accordance with the BCA requirements.

Development type and Planning Policy Table

The table below details different types of development and the planning legislation that applies.

Table 1: Development type and planning policy that applies for EV infrastructure requirements.

Type of Development	Planning Policy
Residential – Dwelling/Semi-detached/Duplex	Transport SEPP (considered exempt development) <i>*If installed adjacent to property on public land development consent is required.</i>
Residential – Townhouse	NCC
Residential – Residential Flat Building	NCC
Commercial – Office Buildings	NCC
Commercial – Retail/Shopping centre	NCC
Commercial – Local Centre	NCC
Commercial - Misc	NCC
Industrial – Warehouse/Factory/Storage	NCC
Industrial - Heavy	NCC
Mixed use development	NCC
Public Buildings – Hospital, School, Sporting Facility, Places of Public Worship	Transport SEPP (considered exempt development)
Public Carpark	Transport SEPP (considered exempt development)

Both the Transport SEPP and the NCC have planning controls and requirements for electric vehicle infrastructure. Therefore, any amendments to Council's Development Control Plan (DCP) will only apply to *new dwellings* so that they are constructed to accommodate EV charging infrastructure.

At present, EV charging infrastructure is required under this legislation for Class 2-9 buildings. The attached DCP amendments seek to ensure EV charging infrastructure is also required in Class 1 buildings (low-density residential).

Proposed Amendments

Council staff have undertaken investigations into the relevant planning controls as noted above and have proposed amendments to various DCPs, ensuring the amendments made do not contradict or hinder what is already legislated by the Transport SEPP and the NCC.

The Carparking and Access section of the following Council DCP's are proposed to be amended:

- Liverpool Development Control Plan 2008 Part 2.11 Land Subdivision and Development in Edmondson Park;
- Liverpool Development Control Plan 2008 Part 3.2 Dwelling houses on Lots greater than 400sqm in the R2, R3 and R4 zones;
- Liverpool Development Control Plan 2008 Part 3.3 Dwelling houses on Hatched Shaped Lots;
- Liverpool Development Control Plan 2008 Part 3.4 Semi Detached and Attached Dwellings (Duplexes and Terraces) in the R2, R3 and R4* zones;
- Liverpool Development Control Plan 2008 Part 3.5 Dwelling houses on Lots less than 400sqm in the R2, R3 and R4 Zone;
- Edmondson Park South Development Control Plan 2012 and;
- Liverpool Growth Centre Precincts Development Control Plan

The Proposed amendments are as follows:

Objective added:

- a) *To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.*

Control added:

1. *Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:*
 - a. *A minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or*
 - b. *That the electrical distribution board is adjacent to the garage, carport or other parking area, Or*
 - c. *In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.*

All changes are shown in attachment 1 to this report, where any additions are highlighted green.

Next Steps

If supported by Council, the proposed amendments to the abovementioned Development Control Plans will be placed on public exhibition for 28 days. Council officers will consider all submissions during the public notification period and the following two potential scenarios are likely to arise:

No objections received

Council delegates authority to the CEO to adopt the changes to the abovementioned Development Control Plans as outlined in attachment 1 of this report.

Submissions received from the community

If there is community objection, or reason to reconsider the proposed amendments, a report will be prepared for the next available Council meeting outlining a recommendation based on the submissions received.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	Enhance the environmental performance of buildings and homes.
Social	There are no social and cultural considerations.
Civic Leadership	Act as an environmental leader in the community.
Legislative	Environmental Planning and Assessment Act 1979 Environmental Planning and Assessment Regulation 2021
Risk	The risk is deemed to Low. There is a low risk that if not implemented, new dwellings will continue to be constructed without necessary electric vehicle charging infrastructure. The risk is considered within Council's risk appetite.

ATTACHMENTS

1. Draft All Council DCPs (amended EV clause included)
2. Transport SEPP Part 2.3 Development Requirements (Subdivision 3) Electric vehicle charging units requirements
3. NCC Section J9D4 Facilities for electric vehicle charging equipment requirements

Liverpool Development Control Plan 2008

Part 2.11

Land Subdivision and Development in Edmondson Park

May 2020

Part 2.11 must be read in conjunction with Part 1

**LIVERPOOL
CITY
COUNCIL**



Dwelling Houses, Attached dwellings or Semi-detached dwellings**Objectives**

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- b) To minimise the need for on street car parking from new dwellings.
- c) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

- 1. Two car parking spaces shall be provided for each dwelling.
- 2. At least one car parking space must be provided behind the front setback.
- 3. A car parking space is to have a minimum dimension of 2.5 x 5.5m.
- 4. A single garage is to be a minimum of 3 m wide internally and unobstructed.
- 5. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

3.7 Amenity and Environmental Impact**Overshadowing****Objective**

To minimise overshadowing of neighbouring dwellings and their private open space.

Controls

Adjoining properties must receive a minimum of three hours of sunlight between 9am and 5pm on 21 June to at least:

- One living, rumpus room or the like; and
- 50% of the private open space.

Privacy**Objectives**

- a) To locate and design buildings to meet projected user requirements for visual and acoustic privacy and to protect privacy of nearby residents.

- b) To avoid any external impacts of a development, such as overlooking of adjoining sites.
- c) To provide reasonable levels of visual privacy externally and internally, during the day and at night.
- d) To maximise outlook and views from principal rooms and private open space.

Controls

1. Building siting, window location, balconies and fencing should take account of the importance of the privacy of on site and adjoining buildings and outdoor spaces.
2. Windows to habitable rooms should be located so they do not overlook such windows in adjoining properties, other dwellings within the development or areas of private open space.
3. Landscaping should be used where possible to increase visual privacy between dwellings and adjoining properties.
4. Where possible the ground floor dwellings should be located above ground level to ensure privacy for occupants of the dwellings.

Design building layouts to minimise direct overlooking of rooms and private open spaces adjacent to dwellings by:

- Balconies to screen other balconies and any ground level private open space.
 - Separating communal open space, common areas and access routes through the development from the windows of rooms, particularly habitable rooms.
 - Changing the level between ground floor dwellings with their associated private open space, and the public domain or communal open space.
5. Use detailed site and building design elements to increase privacy without compromising access to light and air by:
 - Offsetting windows of dwellings in new development and adjacent development windows.
 - Recessed balconies and/or vertical fins between adjacent balconies.
 - Solid or semi-solid balustrades to balconies - louvres or screen panels to windows and/or balconies.
 - Fencing.
 - Vegetation as a screen between spaces.
 - Incorporating planter boxes into walls or balustrades to increase the visual separation between areas.
 - Utilising pergolas or shading devices to limit overlooking of lower dwellings or private open space.



Figure 33: Screening and lower level balconies

Acoustic Impact**Objective**

To ensure a high level of amenity by protecting the privacy of residents within residential flat buildings.

Controls

1. Noise attenuation measures should be incorporated into building design to ensure acoustic privacy between on-site and adjoining buildings.
2. Buildings having frontage to a Classified Road or a railway and impacted upon by rail or traffic related noises must incorporate the appropriate noise and vibration mitigation measures into the design in terms of the site layout, building materials and design, orientation of the buildings and location of sleeping and recreation areas.
3. The proposed buildings must comply with the Environment Protection Authority criteria and the current relevant Australian Standards for noise and vibration and quality assurance.
4. Arrange dwellings within a development to minimise noise transition between dwellings by:
 - Locating busy, noisy areas next to each other and quieter areas next to other quiet areas, for example, living rooms with living rooms, bedrooms with bedrooms.
 - Using storage or circulation zones within a dwelling to buffer noise from adjacent dwellings, mechanical services or corridors and lobby areas.
 - Minimising the amount of common walls with other dwellings.
 - Design the internal dwelling layout to separate noisier spaces from quieter spaces by grouping uses within an dwelling - bedrooms with bedrooms and service areas like kitchen, bathroom, and laundry together.

3.8 Site Services**Objectives**

- a) To ensure that the required services are provided.
- b) To ensure that the services provided are easily protected or maintained.

Controls**Letterboxes**

1. Letterboxes shall to be provided for each dwelling on site, easily accessible from the street, able to be securely locked and provided in accordance with Australia Post's requirements.
2. Freestanding letterbox structures should be designed and constructed of materials that relate to the main building.
3. Residential numbering should be attached to the letterbox so that it is clearly visible from the street frontage. Numbers should be 75mm in height, reflective and in contrast to the backing material.

3. Promote equity by:
 - Ensuring the main building entrance is accessible for all from the street and from car parking areas.
 - Integrating ramps into the overall building and landscape design.
4. Maximise the number of accessible and adaptable dwellings in a building by:
 - Providing more than one accessible entrance where a development contains clusters of buildings.
 - Separating and clearly distinguish between pedestrian accessways and vehicle accessways.
 - Locating vehicle entries away from main pedestrian entries and on secondary frontages.

Dwelling Houses, Attached dwellings and Semi-detached dwellings

Objectives

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- b) To minimise the need for on street car parking from new dwellings.
- c) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

1. Two car parking spaces shall be provided for each dwelling.
2. At least one car parking space must be provided behind the front setback.
3. A car parking space is to have a minimum dimension of 2.5 x 5.5m.
4. A single garage is to be a minimum of 3 m wide internally and unobstructed.
- d) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- e) To minimise the need for on street car parking from new dwellings.
- f) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

6. Two car parking spaces shall be provided for each dwelling.
7. At least one car parking space must be provided behind the front setback.
8. A car parking space is to have a minimum dimension of 2.5 x 5.5m.
9. A single garage is to be a minimum of 3 m wide internally and unobstructed.
10. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or

- c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

4.7 Landscaping and Fencing

Landscaping

Objectives

- a) To retain existing mature trees within the site in a way which ensures their ongoing health and vitality.
- b) To provide privacy, summer shade and allow winter sun.
- c) To enhance the existing streetscape and visual appearance of dwellings.
- d) To encourage landscaping that is appropriate to the natural, cultural and heritage characteristics of its locality.
- e) To ensure the visual impact of development is minimised and integrated into the streetscape.

Controls

1. The front and rear setback areas of development are to be utilised for canopy tree planting. The landscape design for all development must include canopy trees that will achieve a minimum 8m height at maturity within the front and rear setback areas.
2. At least one tree shall be planted in the landscaped areas. The tree must reach a mature height of over 8m.
3. Landscape planting should be principally comprised of native species to maintain the character of Liverpool and provide an integrated streetscape appearance. However, Council will consider the use of deciduous trees in small private open space areas such as courtyards for control of local microclimate and to improve solar access.
4. Any tree with a mature height over 8m should be planted a minimum distance of 3m from the building or utility services.

Note: It is important to retain significant vegetation to maintain an existing streetscape and enhance the visual appearance of new dwellings.

Fencing

Objectives

- a) To provide a clear transition between public and private areas.
- b) To provide a visual element within the streetscape.
- c) To ensure fencing enhances the streetscape.

Controls

1. Wall finishes must have low reflectivity.
2. Where noise insulation is required, consider the installation of double-glazing or other noise attenuation measures at the front of the building rather than construction of a high solid form fence.

Primary Frontage

1. The maximum height of a front fence is 1.2m.



Liverpool Development Control Plan 2008
Part 3.2
Dwelling Houses on Lots greater than 400sqm
in the R2, R3 and R4 zones

19 February 2014

Part 3.2 must be read in conjunction with Part 1
Check if any Locality Parts also apply

7. Car Parking and Access

Objectives

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- b) To minimise the need for on street car parking from new dwellings.
- c) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

1. Two car parking spaces shall be provided for each dwelling.
2. At least one car parking space must be provided behind the front setback.
3. A car parking space is to have a minimum dimension of 2.5 x 5.5m.
4. A single garage is to be a minimum of 3 m wide internally and unobstructed.
5. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

8. Amenity and Environmental Impact

Overshadowing

Objective

To minimise overshadowing of neighbouring dwellings and their private open space.

Controls

1. Adjoining properties must receive a minimum of three hours of sunlight between 9am and 5pm on 21 June to at least:
 - One living room, rumpus room or the like.
 - 50% of the private open space.

Privacy

Objective

To site and design buildings in a manner which protects the visual privacy of adjoining dwellings and their private open space.

Controls

1. Habitable room windows facing side boundaries are to be offset by at least 1m from any habitable room windows in an adjoining dwelling (See Figure 7)



Liverpool Development Control Plan 2008
Part 3.3
Dwelling Houses on Hatchet Shaped Lots
in the R2, R3 and R4 zones

19 February 2014

Part 3.3 must be read in conjunction with Part 1
Check if any Locality Parts also apply

7. Car Parking and Access

Objectives

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability.
- b) All vehicles must be able to enter and exit the driveway in a forward direction.
- c) To minimise the need for on street car parking from new dwellings.
- d) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

1. Two car parking spaces shall be provided for each dwelling.
2. All dwellings on hatchet shaped lots must provide a turning area to allow cars to enter and exit in a forward direction (See Figure 7).
3. A car parking space is to have a minimum dimension of 2.5 x 5.5m.
4. A single garage is to be a minimum of 3 m wide internally and unobstructed.
5. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor



Liverpool Development Control Plan 2008
Part 3.4
Semi-Detached and Attached Dwellings
(Duplexes and Terraces) in the R2, R3 and R4* zones

19 February 2014

Part 3.4 must be read in conjunction with Part 1

Check if any Locality Parts also apply

***R4 permits Attached Dwellings**

7. Car Parking and Access

Objectives

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- b) To minimise the need on street parking from new dwellings.
- c) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

- 1. Two car parking spaces shall be provided for each dwelling.
- 2. One space per dwelling is permitted in front of the setback from the street frontage.
- 3. A car parking space is to be a minimum dimension of 2.5 x 5.5m.
- 4. A single garage is to be a minimum of 3 m wide internally and unobstructed.
- 5. Kerbs shall be provided along the edge of all internal driveways.
- 6. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.



Liverpool Development Control Plan 2008 Part 3.5

Dwelling houses on Lots less than 400sqm in the R2, R3 and R4 Zone

19 February 2014

Part 3.5 must be read in conjunction with Part 1

Check if any Locality Parts also apply

7. Car Parking and Access

Objectives

- a) To provide car parking facilities on site that are convenient, safe and have sufficient space for vehicular manoeuvrability, whilst being visually unobtrusive.
- b) To minimise the need for on street parking from new dwellings.
- c) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

- 1. Two car parking spaces shall be provided for each dwelling.
- 2. At least one car parking must be provided behind the front setback.
- 3. A parking space is to be a minimum of 2.5 x 5.5m.
- 4. A single garage is to be a minimum of 3m wide internally and unobstructed.
- 5. Kerbs shall be provided along the edge of all internal driveways.
- 6. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

Edmondson Park South

Development Control Plan 2012

November 2012

6.9 Car Parking and Vehicular Access

Objectives

- 1) To reduce the visual impact of garages, carports and parking areas on the streetscape and improve dwelling presentation.
- 2) To minimise the impact of vehicle access points and driveway crossovers on the quality and safety of the public domain.
- 3) To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings

Controls

- 1) Each dwelling may provide a maximum of two on-site car parking spaces. At least one car parking space must be provided behind the front building line.
- 2) A single front access garage is only permitted on lots 12.0m wide or greater and a double front access garage is only permitted on lots 12.0m wide or greater.
- 3) For lots less than 8m in width (as measured at the front building line), vehicular access is to be provided from a rear laneway or secondary street. However, lots down to 7.5m may have vehicular access from the primary street frontage if the dwelling is attached and
 - a) is approved in principle in the BSEP, and
 - b) is two storey at the front facade, and
 - c) has a habitable room on the ground floor, and
 - d) the proposed design, form and detailing reduces the visual dominance of the garages in

	4.5-9m	9-12m	12m+
Maximum Width	0m	3.2m	6m

- 4) On single garages in rear lanes, the minimum width of the opening is 3.3m to allow for sweep paths.
- 5) Garages are required to be setback at least 5.5m from the street boundary and at least 1 m behind the building line of the dwelling house. On a corner lot in Small Lot Housing Areas, a detached rear garage that fronts a secondary street is to be setback a minimum of 0.5m from the street boundary. The garage setback to a rear laneway is also to be a minimum of 0.5m.
- 6) The design of garages is to be consistent with the following principles:
 - a) be a minor element of the facade and should be articulated with features such as overhanging verandahs and pergolas etc, and
 - b) be compatible with the building design in terms of height, roof form, detail, materials and colours.
- 7) The conversion of garages to living space may only be permitted if:
 - a) At least one car parking space is provided behind the front setback.
 - b) The additional living area does not result in the building exceeding the maximum permitted floor space ratio.
- 8) All parking spaces must comply with AS 2890.1—2004, Parking Facilities—Off-street car parking.
- 9) An open hard stand car parking space must measure at least 2.6m wide and 5.4m long when unobstructed on both sides. 0.3m shall be added to the width where one side is obstructed and 0.6m added to the width where both sides are obstructed.
- 10) A driveway on a lot and its access must be constructed in accordance with AS 2890.1—2004, Parking Facilities—Off-street car parking.
- 11) A lot on which an off-street car parking space is provided or retained must have a driveway to a public road.
- 12) Planting and walls adjacent to driveways must not block lines of sight for pedestrians, cyclists and vehicles. For corner lots, off street car parking should be located on the secondary frontage wherever possible.
- 13) The location of driveways is to be determined with regard to dwelling design and orientation, street gully pits and tree bays and is to maximise the availability of on-street parking.
- 14) The driveway crossing the verge between the property boundary and the kerb is to have a maximum width of 5.5m.
- 15) Driveways are not to be within 0.5m of any drainage facilities on the kerb and gutter.
- 16) Driveways are to have soft landscaped areas on either side, suitable for infiltration.
- 17) In Small Lot Housing Areas, access to corner lot is preferred from the lesser order street or rear lane.
- 18) Driveways are not to be within 6m of the tangent to the kerb return, except on laneways.
- 19) Access to allotments in the vicinity of roundabouts and associated splinter islands shall not be provided within 10m of the roundabout.
- 20) Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:

- a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
- b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
- c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

Liverpool Growth Centre Precincts

Development Control Plan

18 June 2021



Planning &
Environment



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4.2.7 Private Open Space

Objectives

- a. To provide a high level of residential amenity with opportunities for outdoor recreation and relaxation.
- b. To enhance the spatial quality, outlook, and usability of private open space.
- c. To facilitate solar access to the living areas and private open spaces of the dwelling.

Controls

1. Each dwelling is to be provided with an area of Principal Private Open Space (PPOS) consistent with the requirements of the relevant **Tables Table 4-2 to Table 4-6**.
2. The location of PPOS is to be determined having regard to dwelling design, allotment orientation, adjoining dwellings, landscape features, topography.
3. The PPOS is required to be conveniently accessible from the main living area of a dwelling or alfresco room and have a maximum gradient of 1:10. Where part or all of the PPOS is permitted as a semi-private patio, balcony or rooftop area, it must be directly accessible from a living area.
4. Open space at the front of the dwelling can only be defined as PPOS where this is the only means of achieving the solar access requirements of control 1 above. PPOS at the front of a dwelling must be designed to maintain appropriate privacy (for example raised level above footpath or fencing or hedging) and be consistent with the streetscape design controls in **clause 4.2.2**.

4.2.8 Garages, Storage, Site Access and Parking

Objectives

- a. To control the number, dimensions and location of vehicle access points. To reduce the visual impact of garages, carports, and parking areas on the streetscape.
- b. To provide safe, secure and convenient access to parking within garages, carports and parking areas, with casual surveillance of private driveways from dwellings and from the street.
- c. To minimise conflict between pedestrians and vehicles at the junction of driveways and footpaths.
- d. To provide predominantly on-site parking for residents.
- e. To ensure the adoption of sustainable transportation practices by the integration of electric vehicle charging infrastructure in all new dwellings.

Controls

1. 1-2 bedroom dwellings will provide at least 1 car space.
2. 3 bedroom or more dwellings will provide at least 2 car spaces.
3. At least one car parking space must be located behind the building façade line where the car parking space is accessed from the street on the front property boundary.
4. Any new dwelling shall be provided with a dedicated 32-amp circuit provided in the electricity distribution board for the purpose of vehicle charging, and:
 - a. a minimum of 1, 7 kW (32 A) type 2 electric vehicle charger located in the garage, carport or other parking area, Or
 - b. That the electrical distribution board is adjacent to the garage, carport or other parking area, Or
 - c. In instances where the electrical distribution board is not on the wall adjacent to a garage, carport or other parking area, an electrical conduit, pull-string and cover-plate is provided between the electrical distribution board and the vehicle parking area in a manner which permits a vehicle charger to be installed without penetrating any wall, ceiling or floor.

Note: A car space may include a garage, carport or other hard stand area constructed of materials suitable for car parking and access. The required car parking spaces specified above may be provided using a combination of these facilities, including use of the driveway (within the property boundary only) as a parking space.

5. Vehicular access is to be integrated with site planning from the earliest stages of the project to eliminate/reduce potential conflicts with the streetscape requirements and traffic patterns, and to minimise potential conflicts with pedestrians.
6. Driveways are to have the smallest configuration possible (particularly within the road verge) to serve the required parking facilities and vehicle turning movements and shall comply with AS2890.
7. The location of driveways is to be determined with regard to dwelling design and orientation, street gully pits and trees and is to maximise the availability of on-street parking.

Notes: Clause 3.2 requires plans of subdivision to nominate driveway locations and preferred building envelopes. The design of dwellings should refer to the approved subdivision plans and be consistent with the nominated driveway locations to the greatest practical extent.

Controls for driveways and access to corner lots are contained in **Section 3.2** and **Figure 3-7**.

7. Driveways are not to be within 1m of any drainage facilities on the kerb and gutter.
8. Planting and walls adjacent to driveways must not block lines of sight for pedestrians, cyclists and motorists.
9. Driveways are to have soft landscaped areas on either side, suitable for water infiltration.
10. Garages are to be designed and located in accordance with the controls in relevant **Tables Table 4-2 to Table 4-6**.
11. Garage design and materials are to be consistent with the dwelling design.

For front loaded garages:

12. The external wall, which includes the garage door, associated with a dwelling is to have a maximum width of:
 - 3m for a single car space (including those in a tandem arrangement), or
 - 6m for a two car wide space.
13. Minimum internal dimensions for a single garage are 3m wide by 5.5m deep and for a double garage 5.6m wide by 5.5m deep.
14. Garage doors are to be visually recessive through use of materials, colours, and overhangs such as second storey balconies.
15. Three car garages are only permitted in the Environmental Living and Large Lot Residential zones where:
 - At least one of the garage doors is not directly visible from a public road; or
 - One of the car spaces is in a stacked configuration; or
 - The total width of the garage is not more than 50% of the length of the building facade.

For garages accessed from a laneway or shared driveway:

16. Minimum garage door width of 2.4m (single) and 4.8m (double).

Subdivision 3 Electric vehicle charging units

2.123 Definitions

In this Subdivision—

advertising-enabled EV charging unit means an EV charging unit that includes a screen or other display capable of displaying advertisements.

electricity supply authority and ***electricity transmission or distribution network*** have the same meanings as in this Part, Division 5.

EV charging unit means electric vehicle supply equipment intended to be used to deliver electricity to charge the battery of an electric vehicle.

installation includes construction or erection.

street furniture—

- (a) includes parking meters, telephone booths, rubbish bins or recycling bins, planter boxes, street signs, benches and bollards, and
- (b) does not include electricity or lighting poles or bus stops.

2.124 Development permitted without consent—public authorities

Development for the purposes of installing an EV charging unit may be carried out by or on behalf of a public authority without consent if—

- (a) the unit is installed on land owned or controlled by a public authority, and
- (b) the unit is installed on a footpath adjacent to an area where a motor vehicle may lawfully be parked, and
- (c) the unit is installed—
 - (i) if installed near a kerb—at least 30cm behind the face of the kerb, or
 - (ii) otherwise—at least 1m from a public road, and
- (d) the unit is not installed on, or attached to, an existing building, including—
 - (i) an electricity substation, or
 - (ii) an electricity or lighting pole, or
 - (iii) street furniture, and
- (e) the unit is installed in accordance with specifications or instructions issued by the manufacturer of the unit, and
- (f) the unit complies with the following standards—
 - (i) AS/NZS 3000:2018, *Electrical installations*,
 - (ii) AS/NZS 4417.2:2020, *Regulatory compliance mark for electrical and electronic equipment, Part 2: Specific requirements for particular regulatory applications*, and
- (g) the unit does not obstruct the following—
 - (i) vehicular, cyclist or pedestrian access to or from, or entry into, a building,
 - (ii) cyclist or pedestrian movement along a cycleway or footpath, and

- (h) the unit does not obstruct access to, or interfere with, a structure, device, fixture or equipment used for firefighting or fire protection, including a fire hydrant, and
- (i) for an advertising-enabled EV charging unit—the screen or display of the unit—
- (i) is integrated within the frame of the unit, and
- (ii) complies with AS/NZS 4282:2019, *Control of the obtrusive effects of outdoor lighting*, and
- (iii) if illuminated—is not animated, flashing or moving.

2.124A Development permitted with consent—electricity supply authorities and public authorities

- (1) Development for the purposes of installing an EV charging unit may be carried out by or on behalf of an electricity supply authority or public authority with consent if—
 - (a) the unit does not obstruct the following—
 - (i) vehicular, cyclist or pedestrian access to or from, or entry into, a building,
 - (ii) cyclist or pedestrian movement along a cycleway or footpath, and
 - (b) the unit does not obstruct access to, or interfere with, a structure, device, fixture or equipment used for firefighting or fire protection, including a fire hydrant.
- (2) This section does not apply to an advertising-enabled EV charging unit.

2.124B Development permitted with consent—residential premises

- (1) Development for the purposes of installing an EV charging unit may be carried out with consent on relevant public land if—
 - (a) the unit is installed adjacent to an area where a motor vehicle may lawfully be parked, and
 - (b) the consent authority is satisfied the unit is—
 - (i) for the non-commercial use of an owner or occupier of the adjacent residential premises, and
 - (ii) connected to the electricity meter of the owner or occupier, and
 - (c) all cables providing electrical power to the unit are located underground, and
 - (d) the unit is able to be fully retracted underground when not in use, and
 - (e) the unit is installed in accordance with specifications or instructions issued by the manufacturer of the unit.
- (2) This section does not apply to an advertising-enabled EV charging unit.
- (3) In this section—
 - relevant public land*** means public land that—
 - (a) immediately adjoins a public road, and
 - (b) is adjacent to residential premises.

2.124C Development permitted with consent—buildings used for recharging or exchanging batteries

Development involving the erection of a building used for the purposes of recharging or exchanging the batteries of electric vehicles may be carried out with consent on land adjoining a public road—

- (a) in a prescribed zone, or
- (b) on which there is an existing service station, highway service centre or car washing facility.

2.124D Exempt development—certain premises

Development for the purposes of installing an EV charging unit is exempt development if—

- (a) the development complies with section 2.20, and
- (b) the unit is installed in one of the following—
 - (i) a bus depot,
 - (ii) a car park,
 - (iii) a car washing facility,
 - (iv) a highway service centre,
 - (v) a public administration building,
 - (vi) a road maintenance depot,
 - (vii) a service station, and
- (c) the unit is installed adjacent to an area where a motor vehicle may lawfully be parked, and
- (d) the unit complies with the following standards—
 - (i) AS/NZS 3000:2018, *Electrical installations*,
 - (ii) AS/NZS 4417.2:2020, *Regulatory compliance mark for electrical and electronic equipment, Part 2: Specific requirements for particular regulatory applications*,
 - (iii) if the unit is installed in a service station or highway service centre—AS/NZS IEC 60079.10.1:2022, *Explosive atmospheres, Part 10.1: Classification of areas—Explosive gas atmospheres*, and
- (e) the unit does not obstruct vehicular or pedestrian access to or from, or entry into, a building, and
- (f) the unit does not extend onto or above a public road, and
- (g) the unit is not installed on an electricity or lighting pole, and
- (h) for an advertising-enabled EV charging unit—the screen or display of the unit—
 - (i) is integrated within the frame of the unit, and
 - (ii) does not have a surface area greater than 3m², and
 - (iii) complies with AS/NZS 4282:2019, *Control of the obtrusive effects of outdoor lighting*, and

- (iv) if illuminated—is not animated, flashing or moving.

2.124E Exempt development—existing electricity or lighting poles

Development for the purposes of installing an EV charging unit on an existing electricity or lighting pole carried out by or on behalf of an electricity supply authority or public authority is exempt development if—

- (a) the development complies with section 2.20, and
- (b) the unit is installed on, or attached to, an existing electricity or lighting pole that is—
 - (i) not a pole to which a transformer is attached, and
 - (ii) part of an electricity transmission or distribution network, and
 - (iii) adjacent to an area where a motor vehicle may lawfully be parked, and
- (c) the unit does not contain batteries capable of storing a total of more than 1kWh of energy, and
- (d) the unit does not obstruct the following—
 - (i) vehicular, cyclist or pedestrian access to or from, or entry into, a building,
 - (ii) cyclist or pedestrian movement along a cycleway or footpath, and
- (e) the unit does not obstruct access to, or interfere with, a structure, device, fixture or equipment used for firefighting or fire protection, including a fire hydrant, and
- (f) the charging cables of the unit are able to be fully contained within the unit when the unit is not in use, and
- (g) when the charging cables of the unit are fully contained within the unit—
 - (i) the unit does not extend more than 300mm beyond the surface of the pole, and
 - (ii) no part of the unit extends onto or above a public road, and
- (h) for an advertising-enabled EV charging unit—the screen or display of the unit—
 - (i) is integrated within the frame of the unit, and
 - (ii) does not have a surface area greater than 3m², and
- (iii) complies with AS/NZS 4282:2019, *Control of the obtrusive effects of outdoor lighting*, and
- (iv) if illuminated—is not animated, flashing or moving.

2.124F Exempt development—existing street furniture

Development for the purposes of installing an EV charging unit carried out by or on behalf of a public authority is exempt development if—

- (a) the development complies with section 2.20, and
- (b) the unit is installed on, or attached to, an existing piece of street furniture, and
- (c) the unit is installed adjacent to an area where a motor vehicle may lawfully be parked, and
- (d) the unit complies with the following standards—
 - (i) AS/NZS 3000:2018, *Electrical installations*,

- (ii) AS/NZS 4417.2:2020, *Regulatory compliance mark for electrical and electronic equipment, Part 2: Specific requirements for particular regulatory applications*, and
- (e) the unit does not obstruct the following—
 - (i) vehicular, cyclist or pedestrian access to or from, or entry into, a building,
 - (ii) cyclist or pedestrian movement along a cycleway or footpath, and
- (f) the unit does not obstruct access to, or interfere with, a structure, device, fixture or equipment used for firefighting or fire protection, including a fire hydrant, and
- (g) the charging cables of the unit are able to be fully contained within the unit when the unit is not in use, and
- (h) when the charging cables of the unit are fully contained within the unit, no part of the unit extends onto or above a public road, and
- (i) for an advertising-enabled EV charging unit—the screen or display of the unit—
 - (i) is integrated within the frame of the unit, and
 - (ii) does not have a surface area greater than 3m², and
- (iii) complies with AS/NZS 4282:2019, *Control of the obtrusive effects of outdoor lighting*, and
- (iv) if illuminated—is not animated, flashing or moving.

J9D4 Facilities for electric vehicle charging equipment

(1) Subject to (2), a [carpark](#) associated with a Class 2, 3, 5, 6, 7b, 8 or 9 building must be provided with electrical distribution boards dedicated to electric vehicle charging—

1. in accordance with [Table J9D4](#) in each [storey](#) of the [carpark](#); and
2. labelled to indicate use for electric vehicle charging equipment.

(2) Electrical distribution boards dedicated to serving electric vehicle charging in a [carpark](#) must—

1. be fitted with a charging control system with the ability to manage and schedule charging of electric vehicles in response to total building demand; and
2. when associated with a Class 2 building, have capacity for each circuit to support an electric vehicle charger able to deliver a minimum of 12 kWh from 11:00 pm to 7:00 am daily; and
3. when associated with a Class 5 to 9 building, have capacity for each circuit to support an electric vehicle charger able to deliver a minimum of 12 kWh from 9:00 am to 5:00 pm daily; and
4. when associated with a Class 3 building, have capacity for each circuit to support an electric vehicle charger able to deliver a minimum of 48 kWh from 11:00 pm to 7:00 am daily; and
5. be sized to support the future installation of a 7 kW (32 A) type 2 electric vehicle charger in—
 1. 100% of the car parking spaces associated with a Class 2 building; or
 2. 10% of car parking spaces associated with a Class 5 or 6 building; or
 3. 20% of car parking spaces associated with a Class 3, 7b, 8 or 9 building; and
6. contain space of at least 36 mm width of DIN rail per outgoing circuit for individual sub-circuit electricity metering to record electricity use of electric vehicle charging equipment; and
7. be labelled to indicate the use of the space [required](#) by (f) is for the future installation of metering equipment.

Limitations

J9D4 does not apply to a stand-alone Class 7a building.

Table J9D4 Electric vehicle distribution board requirement for each storey of a carpark

Carpark spaces per storey for electric vehicles	Electrical distribution boards for electric vehicle charging per storey
0 - 9	0
10 - 24	1
25 - 48	2
49 - 72	3
73 - 96	4

<u>Carpark</u> spaces per <u>storey</u> for electric vehicles	Electrical distribution boards for electric vehicle charging per <u>storey</u>
97 - 120	5
121 - 144	6
145 - 168	7
Table Notes	

Where there are more than 168 carpark spaces per storey, one additional distribution board must be provided for each additional 24 spaces or part thereof.

PLAN 03

Moorebank Intermodal Street Naming

Strategic Objective	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
File Ref	242404.2023
Report By	Danielle Hijazi - Strategic Planner
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

This report seeks Council endorsement for twelve (12) proposed street names to be located within the Moorebank intermodal precinct.

The street naming theme for the locality is 'military'. There is a duplication of the 'military' theme within the LGA in suburbs including Moorebank, Holsworthy, Edmondson Park, and parts of Middleton Grange. The military theme is also used outside of the Liverpool LGA in surrounding suburbs such as Bardia and Ingleburn. Therefore, it has become increasingly difficult for both staff and applicants to meet the requirements of section 6.7.4 *Uniqueness* Duplication of the NSW Addressing Policy Manual.

At the 27 July 2022 meeting, Council resolved to *develop a process for first nations naming, renaming and co-naming of places and spaces in Liverpool*. The applicant contacted various Aboriginal stakeholders to assist in the naming of the precinct and despite numerous requests, guidance has not been received.

The street sections are required to be named as a matter of urgency as they are currently in operation and open for public access. This report seeks to propose seven (7) names that align with the current and future use of the precinct and have a logistics and transport themed name. Additionally, five (5) of the proposed names have a military theme honoring war dogs that were historically trained at the Ingleburn infantry camp and served Australia in the Vietnam war (1969-1971).

The proposed names are:

<u>Transport/Logistic theme</u>	<u>Military War Dogs theme</u>
<ul style="list-style-type: none"> • Cargo Street • Consignment Place • Container Place • Dispatch Loop • Distribution Street • Logistic Street • Transport Street 	<ul style="list-style-type: none"> • Demi Street • Marcus Street • Tank Lane • Tiber Place • Trajan Place

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

RECOMMENDATION

That Council:

1. Supports the war dogs and transportation and logistics theme names, including: Cargo Street, Consignment Place, Container Place, Dispatch Loop, Distribution Street, Logistic Street, Transport Street, Demi Street, Marcus Street, Tank Lane, Tiber Place and Trajan Place;
2. Forwards the names to the Geographical Names Board, seeking formal approval;
3. Publicly exhibits the names in accordance with Council's Naming Convention Policy, for a period of 28 days, following formal approval from the GNB; and
4. Authorises the Chief Executive Officer to undertake the process of gazettal, if there are no objections received during public exhibition.

REPORT

Background

In November 2022 Council staff were contacted by Logos Property to name several Street sections within the Moorebank Intermodal Precinct.



Figure 1: Aerial view render of the Moorebank Intermodal Precinct: Logos Property

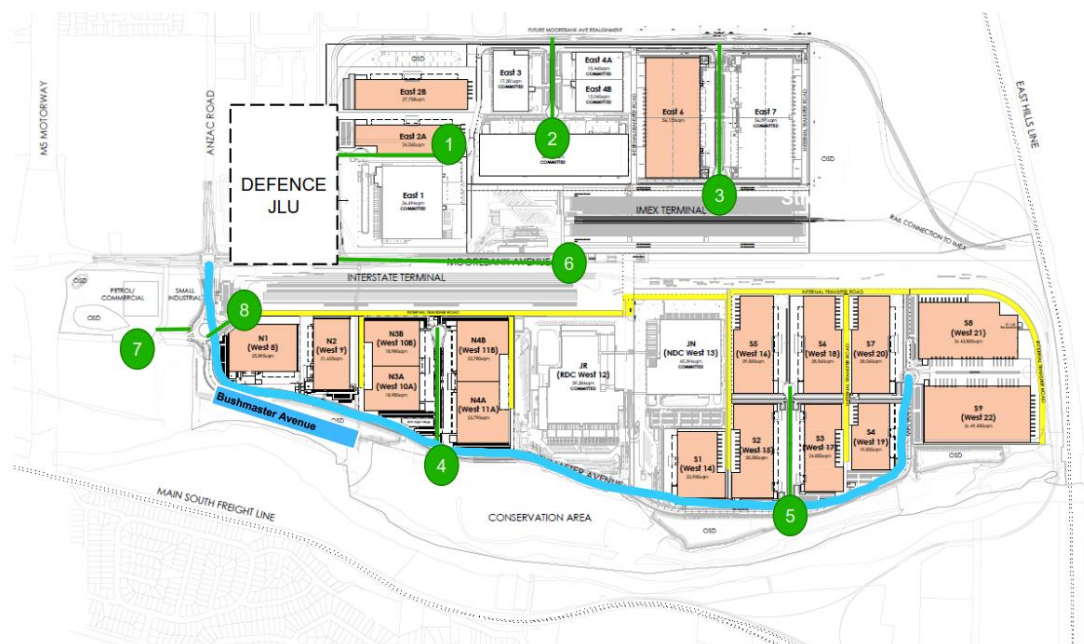


Figure 2: Numbers indicate Street sections requiring names within the precinct source: Logos Property

First Nation Naming

At the 27 July 2022 meeting, Council resolved to *develop a process for first nations naming, renaming and co-naming of places and spaces in Liverpool.*

The Geographical Names Board requirements for Aboriginal naming state:

A name nominated by a Local Government Council will not be accepted by the GNB unless the Local Aboriginal Land Council and relevant Aboriginal communities have been consulted.

Council staff advised the applicant to engage with the relevant Aboriginal Land Council(s) and stakeholders to provide a list of endorsed Aboriginal names to Council for assessment and allocation within the precinct. The applicant sought advice from the relevant Aboriginal Land Council(s) and despite numerous requests, guidance has not been received. Given the significant time elapsed and lack of concerns or objection raised, the Aboriginal naming requests cannot progress without any evidence of support.

Military Theme

The Street naming theme for Moorebank is military and as the applicant was unable to receive any feedback from the Aboriginal stakeholders, Council staff suggested the applicant provide a list of military themed names for the precinct.

Section 6.7.4 Uniqueness Duplication of the NSW Addressing Policy States:

*Uniqueness is the most essential quality to be sought in proposing a new road name. A road name will be **regarded as a duplicate if it is the same or similar in spelling or sound to an existing name**, regardless of the road type. Road names shall not be duplicated:*

- *Within the same address locality*
- *Within the adjoining locality*
- *Within a duplicated locality anywhere in NSW*
- *Within the following proximity radius:*
 - *10km in a Metropolitan Urban Area*

There is a duplication of the military theme within the LGA in suburbs including Moorebank, Holsworthy, Edmondson Park, and parts of Middleton Grange. The military theme is also used outside of the Liverpool LGA in surrounding suburbs such as Bardia and Ingleburn. It has become increasingly difficult for both staff and applicants to meet the requirements of *section 6.7.4 Uniqueness Duplication of the NSW addressing policy* as the military theme has become exhausted.

The research process for identifying new military-relevant names without duplication, as well as researching an indigenous origin name, figure or thing, agreeing to spelling, and having multiple stakeholders endorse the names has the potential to impact upon public risk and safety as some of the street sections are currently in operation and open for public access and require a name as a matter of urgency.

Proposed names

Due to the difficulties with obtaining first nation names, the military theme being exhausted, and the urgency required to name these streets it was recommended that the applicant provide a list of transport and logistics themed names which align with the current and future use of the precinct. The applicant was also able to provide several names honoring war dogs, aligning with the military theme to be considered for endorsement.

The proposed names respond to the initial naming requirements for the precinct, which must be named as a matter of urgency for the interest of safety, given the truck movements at the sites. As the precinct further develops, additional streets will require naming including the primary entryways. It is envisioned these streets will be named in honor of notable Australian figures in logistics, subject to consultation with the applicant and relevant Council staff.

Below is a list of the proposed names that have been compiled with pre-approval granted from the GNB as follows:

Transport/logistics theme

- Cargo Street
Cargo refers to the goods or products being transported from one place to another. It includes items like raw materials, finished products, or any valuable merchandise being shipped using different modes of transportation.
- Consignment Place
Consignment refers to the act of sending goods from one party to another for delivery. It involves entrusting the responsibility of delivering the goods to a carrier or logistics provider.
- Container Place
A "container" is a strong metal box used to store and transport goods. It comes in different sizes and can be easily moved between ships, trucks, and trains. Containers help keep goods safe during transportation and make logistics operations more efficient.

- *Dispatch Loop*
Dispatch means sending off goods for delivery. It involves coordinating and scheduling the movement of goods to their destinations. It is the process of getting goods ready and sending them on their way to where they need to go.
- *Distribution Street*
Distribution means delivering goods to where they need to go. It involves organising and moving goods from one place to another, ensuring they reach their intended destinations or customers.
- *Logistic Street*
Logistics means the careful coordination of moving things from one place to another. It involves planning, organising, and managing the flow of goods to ensure they get to where they need to be on time. Logistics is all about making sure things are in the right place at the right time.
- *Transport Street*
Transportation means moving people or things from one place to another. It involves using cars, trucks, trains, ships, or airplanes to physically take them where they need to go. Transportation helps people travel and goods reach their destinations.

War dog theme

- *Demi*
Demi was an Australian tracker dog trained at the Ingleburn infantry camp, who served in South Vietnam between 1967-1971 and did not return from the war.
- *Marcus*
Marcus was an Australian tracker dog trained at the Ingleburn infantry camp, who served in South Vietnam between 1967-1971 and did not return from the war.
- *Tank Lane*
Tank was an Australian tracker dog trained at the Ingleburn infantry camp, who served in South Vietnam between 1967-1971 and did not return from the war.
- *Tiber Place*
Tiber was an Australian tracker dog trained at the Ingleburn infantry camp, who served in South Vietnam between 1967-1971 and did not return from the war.
- *Trajan Place*
Trajan was an Australian tracker dog trained at the Ingleburn infantry camp who served in South Vietnam between 1967-1971 and did not from the war.

Further information on the history of the above-mentioned war dogs can be found at:

- Australian War Memorial
<https://www.awm.gov.au/>
- Australian Defence Force Trackers and War Dogs Association
[New South Wales – ADF Trackers & War Dogs Association \(aussietrackers.org\)](https://aussietrackers.org/)
- Department of Veteran Affairs
<https://www.dva.gov.au/>

Eight (8) of the above proposed names will be used for the initial allocation of streets requiring names and the remaining four (4) names will be banked for future development on the site.

Next Steps

If supported by Council, the above street names will be placed on public exhibition for 28 days. If no objections are received, the naming request will be forwarded to the GNB for formal approval and gazettal. Council officers will consider all submissions during the public notification period. The following three potential scenarios are likely to arise:

- *No objections received*
The naming requests will be forwarded to the GNB for formal approval and gazettal to the NSW Parliamentary Counsel's Office (PCO) under the delegation of the Chief Executive Officer (or delegate). Relevant stakeholders such as Australia Post, NSW Ambulance, Fire and Rescue NSW, NSW Rural Fire Service, NSW State Emergency Service, NSW Volunteer Rescue Association, Transport for NSW and the NSW Police Force, will be notified.
- *Objections from the relevant agencies*
Council will not proceed with the naming requests. A report to Council will be prepared for the next available meeting outlining the reason for rejection.
- *Submissions received from the community*
If there is a community objection, or reason to reconsider the proposed name, a report will be prepared for the next available Council meeting with a recommendation based on the submissions received.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
Civic Leadership	Foster neighbourhood pride and a sense of responsibility.
Legislative	<p>Roads Act 1993.</p> <p>Roads Regulation 1998.</p> <p>Pursuant to section 162 of the Roads Act, Council may name and number all public roads for which it is the roads authority. Council may only name a road if it has given the Geographical Names Board at least one month's notice of the proposed name.</p> <p>Regulation 7 (Roads Act) prescribes a procedure for naming roads, requiring prior publication of a proposal, notification of relevant parties and consideration of submissions. If a relevant party objects, Council may not proceed with the proposal without ministerial approval.</p>
Risk	<p>The risk is deemed to be Low.</p> <p>There is a risk that if Council fails to support the recommendation and these new streets remain unnamed, that emergency services will be unable to attend to incidents within the Moorebank Intermodal.</p> <p>Given the recommendation, the risk is considered within Council's risk appetite</p>

ATTACHMENTS

Nil

PLAN 04**Street Naming - Middleton Grange**

Strategic Objective	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
File Ref	249463.2023
Report By	Danielle Hijazi - Strategic Planner
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

This report seeks Council endorsement to rename several connecting street sections in Middleton Grange and proposes to create an additional list of street names to be utilised in the forthcoming future Town Centre road network and subdivisions nearing completion that have varied the current Indicative Layout Plan (ILP) of the suburb.

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

RECOMMENDATION

That Council:

1. Supports the renaming of the Street sections Flynn Avenue/Hall Circuit/Sixteenth Avenue East/Qantas Boulevard to Flynn Avenue, Middleton Grange.
2. Endorses staff to write to the affected residents located on the Street sections of Southern Cross Ave/Seventeenth Ave East/Hall Circuit, Middleton Grange with seven options to vote on the renaming of these street sections.
3. Supports the seven additional street names being Boeing Avenue, Jetstream Avenue, Nacelle Street, Pilot Street, Radome Street, Skyport Street and Wirraway Street to be used in the forthcoming future town centre and subdivisions nearing completion that have varied the current ILP of the suburb.
4. Forwards the names to the Geographical Names Board, seeking formal approval;

5. Publicly exhibits the names in accordance with Council's Naming Convention Policy, for a period of 28 days, following formal approval from the GNB; and
6. Authorises the Chief Executive Officer to undertake the process of gazettal, if there are no objections received during public exhibition.

REPORT

Background

In April 2023 Council's rates and property officer received multiple inquiries from Middleton Grange residents regarding property address problems. Council staff have undertaken investigations into the various issues and have detailed each matter below.

Flynn Avenue/Hall Circuit/Sixteenth Avenue East/Qantas Boulevard

Council has received several inquiries from various property owners. They are experiencing significant challenges with essential services including Australia Post, Ambulance and various delivery services due to confusion and difficulty locating their property. The affected properties include those situated between Hall Circuit and Sixteenth Avenue East, as shown in figures 1 and 2 below.

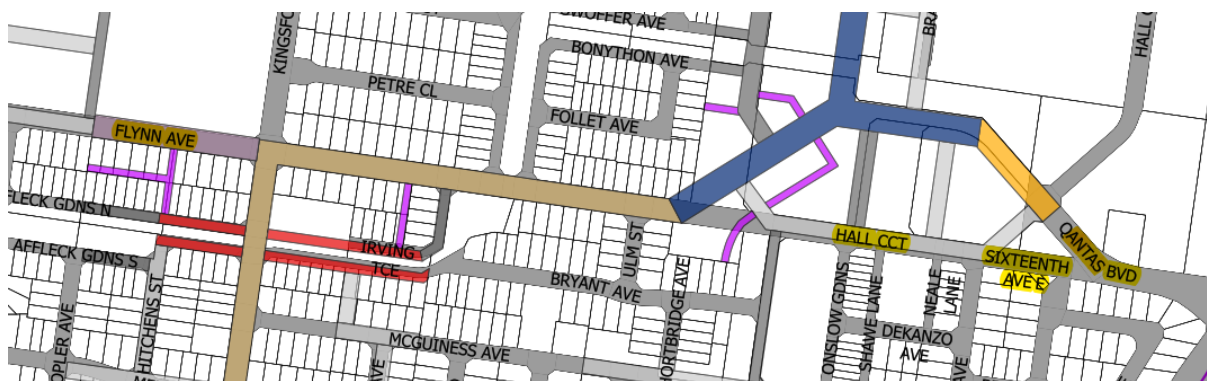


Figure 1: Flynn Avenue/Hall Circuit/Sixteenth Avenue East/Qantas Boulevard Street Sections – (Highlighted in yellow)



Figure 2: Hall Circuit/Sixteenth Avenue East/Qantas Boulevard affected properties (highlighted).

Given the previous planning proposal, and new plans for the town centre, the Indicative Layout Plan, shown in Figure 1 will not be realised. In response, it is proposed to rename the sections of Hall Circuit, Sixteenth Avenue East, and Qantas Boulevard to Flynn Avenue.

When considering a renaming proposal, staff are bound by Liverpool City Council's own 'Naming Convention Policy', as well as the Geographical Names Board of NSW's (the GNB's) 'NSW Address Policy and User Manual'.

Section 6 of the NSW Address Policy and User Manual states the following principles when considering a renaming request:

6.7.1 Ensuring Public Safety and Service Delivery Road names shall not risk public and operational safety for emergency response, or cause confusion for transport, communication and mail services. Many emergency responses and other public services (such as mail) are determined by the clarity of road names and road extents, and all road name proposals shall ensure that operations will not be adversely affected.

The existing Street sections and names all apply to a single contiguous road and are risking public safety and causing confusion for emergency and essential services.

6.7.7 Road Extents A road name shall apply from one end of the road to the other i.e. the point where the road finishes or intersects with another road or roads. The extent of a named road shall be defined by the formed road, and shall include only one section navigable by vehicles or foot.

The original plans for this road corridor have been superseded, and the road no longer needs to be split into individual segments. The extent of the existing street sections now start and end at illogical positions along the street, and not at the terminus of the street (via a corner or

intersection). It is proposed that renaming the entirety of the street corridor to Flynn Avenue will make the street consistent with this policy direction.

6.7.9 Amending Road Names *Road names are intended to be enduring, and the renaming of roads is discouraged unless there are compelling reasons for a change. Issues that can prompt renaming include the redesign of a road, changed traffic flow, mail or service delivery problems, duplication issues and addressing problems.*

The existing Street sections and names are causing addressing, mail, and service delivery problems for residents.

Given that the current configuration of the street sections fails to align with the above mentioned addressing principles, Council staff recommend adopting a rational and systematic approach. It is proposed to rename Flynn Avenue, Hall Circuit, Sixteenth Avenue East, and Qantas Boulevard to a single unified street name, functioning as Flynn Avenue, Middleton Grange.

The use of Flynn Avenue is suggested as this will cause the least amount of disruption to residents along the corridor. The street numbering starts at 1 at the western end of the street, and as such residents currently addressed to Flynn Avenue will not need to update any details resulting from this change. Residents in the sections of Hall Circuit, Sixteenth Ave East and Qantas Boulevard would be assigned consecutive numbers from where the extent of Flynn Ave currently terminates; these residents (see figure 2) will need to update their address details if Council proceeds to rename these street sections.

Southern Cross Avenue/Seventeenth Avenue East/Hall Circuit

Background

Council's rates and property officer has received several inquiries from property owners located around Seventeenth Avenue East, Middleton Grange. Some are experiencing challenges with the *Valuer General Office NSW* not recognising names such as Seventeenth Avenue East as a valid street location. Council's rates and property office has assisted the property owners to rectify the issue, including providing the map data to the *Valuer General Office NSW*, but to date the street addresses are not being recognised. There are also issues with essential services including Australia Post, Ambulance and various delivery services not being able to correctly locate properties.



Figure 3: Southern Cross Avenue/Seventeenth Avenue East/Hall Circuit/Street Sections – (Highlighted in yellow)



Figure 4 Southern Cross Avenue/Seventeenth Avenue East/Hall Circuit/ eighty-four affected properties (highlighted).

When considering a renaming proposal, staff are bound by Liverpool City Council's own 'Naming Convention Policy', as well as the Geographical Names Board of NSW's (the GNB's) 'NSW Address Policy and User Manual'.

Section 6 of the NSW Address Policy and User Manual states the following principles when considering a renaming request:

6.7.1 Ensuring Public Safety and Service Delivery Road names shall not risk public and operational safety for emergency response, or cause confusion for transport, communication and mail services. Many emergency responses and other public

services (such as mail) are determined by the clarity of road names and road extents, and all road name proposals shall ensure that operations will not be adversely affected.

The existing Street sections and names all apply to a single contiguous road and are risking public safety and causing confusion for emergency and essential services.

6.7.7 Road Extents *A road name shall apply from one end of the road to the other i.e. the point where the road finishes or intersects with another road or roads. The extent of a named road shall be defined by the formed road, and shall include only one section navigable by vehicles or foot.*

The extent of the existing Street sections start and end at illogical positions along the street, and not at the terminus of the street (via a corner or intersection). It is proposed that renaming the entirety of the street corridor to one name will make the street consistent with this policy direction.

6.7.9 Amending Road Names *Road names are intended to be enduring, and the renaming of roads is discouraged unless there are compelling reasons for a change. Issues that can prompt renaming include the redesign of a road, changed traffic flow, mail or service delivery problems, duplication issues and addressing problems.*

The existing Street sections and names are causing addressing, mail, and service delivery problems for residents.

If Street sections remain in their current form:

- The current addressing issues will remain.
- Government agencies, legal entities, and public services rely on accurate addressing for their operations. Failing to address the issues can create legal and administrative issues i.e., property being recognised by the Valuer General Office.
- The risk to public safety remains.
- Persistent addressing issues can lead to frustration and dissatisfaction amongst community members. This may be perceived as that Council's inaction is a lack of responsiveness or disregard for their concerns.
- By not addressing the issues, the opportunity to improve the overall addressing system and enhance the efficiency and effectiveness of services may be missed. Taking action to rectify the addressing issues can lead to long-term improvements in navigation, service delivery, and community satisfaction.

- If Council proposes to retain the name Southern Cross Avenue and apply it to the whole corridor, renumbering the existing Southern Cross Avenue properties would need to occur. This is problematic for the reasons detailed below:
 - The numbering of properties located on Southern Cross Avenue starts near the middle of the corridor (at the intersection of Middleton Drive and heads west) see figure 5 below; this means that staff cannot apply the name Southern Cross Drive to properties east of this location as these properties would need negative street address numbers (which are not allowed).
 - Re-numbering may cause further confusion and inconvenience for the existing residents, businesses, and visitors of Southern Cross Avenue as they are familiar with the previous numbering system and may struggle to adjust to the new numbering, leading to difficulties in locating addresses and communicating directions.
 - Re-numbering without changing the street name is highly likely to lead to a situation where an address can be interpreted as applying to two different properties (e.g. the old location and the new renumbered location).

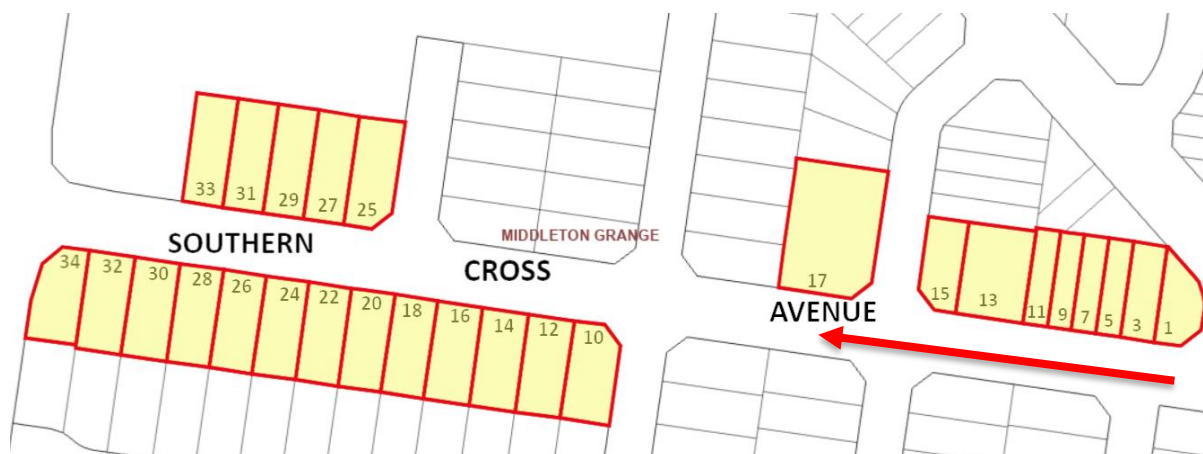


Figure 5: Numbering of properties on Southern Cross Avenue - number 1 starting at the Middleton Drive intersection heading west.

Considering that the current configuration of the street sections fails to align with the aforementioned addressing principles and renumbering properties on Southern Cross Avenue will cause greater confusion, all of the Street sections must be renamed.

Proposed community engagement

Council staff are proposing to write to the affected landowners (Southern Cross Ave / Seventeenth Ave E / Hall Cct) detailing the issues with the current street names, as above, and requesting the landowners vote between the seven proposed street names detailed in the report below. The proposed Street name that receives the highest vote will be formally gazetted and rename the entire street sections of Southern Cross Avenue, Seventeenth Avenue East and Hall Circuit. If any submissions are received a detailed report will be prepared for the next available Council meeting outlining the submissions received and a recommendation based on the community feedback.

Proposed additional Street names

At the 27 July 2022 meeting, Council resolved to *develop a process for first nations naming, renaming and co-naming of places and spaces in Liverpool*. That work is currently underway in conjunction with the Aboriginal Consultative Committee. However, a list of names for Council staff to use has not yet been provided.

It should be noted that the Middleton Grange precinct is developing rapidly, and the list of available names to assign to new streets is exhausted. There are subdivisions near completion and the future town centre road network has been approved. Therefore, it is crucial that new street names are gazetted as a matter of urgency.

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

The Street naming theme for Middleton Grange is aviation and the proposed names have been assessed using Council's Naming Convention Policy and have been granted pre-approval by the NSW Geographical Names Board (GNB).

The pre-approved aviation themed names are as follows:

- Boeing Avenue
Boeing is one of the world's leading aerospace manufacturers. Boeing designs, manufactures, and sells commercial airplanes, military aircraft, satellites, and other aerospace products. It is a prominent name in the aviation industry and has played a significant role in the development of modern aviation.
- Jetstream Avenue

In aviation terms, a jet stream refers to a high-altitude, fast-flowing air current in the atmosphere. It consists of strong winds that blow from west to east in the Northern Hemisphere and from east to west in the Southern Hemisphere. Jet streams can significantly impact aircraft travel, providing tailwinds for faster flights when flying in the same direction, or headwinds that slow down aircraft when flying against them.

- Nacelle Street
A nacelle refers to an aerodynamic enclosure or structure that surrounds and protects certain components of an aircraft. It is typically found on jet engines, specifically the part that houses the engine itself.
- Pilot Street
A pilot refers to an individual who is trained and licensed to operate an aircraft. Pilots are responsible for safely flying and navigating the aircraft, ensuring the well-being of passengers, and adhering to aviation regulations and procedures.
- Radome Street
A radome refers to a protective enclosure that protects radar equipment installed on an aircraft. It is a specialised structure designed to be transparent to radar signals while providing physical protection to the radar system.
- Skyport Street
A skyport is a specialised landing area for electric vertical takeoff and landing (eVTOL) aircraft or urban air mobility (UAM) vehicles in urban areas. It serves as an infrastructure hub for efficient short-distance aerial transportation, offering facilities like landing pads, charging stations, and passenger boarding areas.
- Wirraway Street
The Wirraway is a World War II aircraft used by the Royal Australian Air Force (RAAF). Initially designed as a trainer, it was also used for combat roles such as reconnaissance, ground attack, and light bombing. It played a significant role in Australia's defense during the early war years. Today, it is preserved as a historical aircraft.

Next Steps

If supported by Council, the renaming of the Street sections Flynn Avenue, Hall Circuit, Sixteenth Avenue East, and Qantas Boulevard to Flynn Avenue, and the seven additional street names being Boeing Avenue, Jetstream Avenue, Nacelle Street, Pilot Street, Radome Street, Skyport Street and Wirraway Street will be placed on public exhibition for 28 days. Council officers will consider all submissions during the public notification period. The following three potential scenarios are likely to arise:

- *No objections received*
The names will be forwarded to the GNB for formal approval and gazettal to the NSW Parliamentary Counsel's Office (PCO) under the delegation of the Chief Executive Officer (or delegate). Relevant stakeholders such as Australia Post, NSW Ambulance, Fire and Rescue NSW, NSW Rural Fire Service, NSW State Emergency Service, NSW Volunteer Rescue Association, Transport for NSW and the NSW Police Force, will be notified.
- *Objections from the relevant agencies*
Council will not proceed with the naming request for the name(s) that received an objection. A report to Council will be prepared for the next available meeting outlining the reason for rejection.
- *Submissions received from the community*
If there is community objection, or reason to reconsider a proposed name, a report will be prepared with a suitable recommendation for the next available Council meeting.

For the renaming of the street sections Southern Cross Avenue, Seventeenth Ave East, and Hall Circuit, Council staff will write to the affected landowners detailing the issues with the current street names as detailed above and requesting the landowners vote between one of the seven proposed street name options. Only affected landowners will be able to vote. The street name with the highest number of votes will be applied to these street sections. If any objections are received, a report will be prepared for the next available Council meeting outlining the submissions received and a recommendation based on the community feedback.

FINANCIAL IMPLICATIONS

There are no costs associated with endorsing and exhibiting Boeing Avenue, Jetstream Avenue, Nacelle Street, Pilot Street, Radome Street, Skyport Street and Wirraway Street. The costs associated with writing letters to affected households and replacing street signs on the street to be named Flynn Ave is estimated at \$771.00. The cost associated with writing letters to affected households and replacing street signs on the street sections to be renamed at Southern Cross Avenue, Seventeenth Avenue East and Hall Circuit is estimated at \$771.00.

CONSIDERATIONS

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

Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place
Civic Leadership	Foster neighbourhood pride and a sense of responsibility
Legislative	<p>Roads Act 1993.</p> <p>Roads Regulation 1998.</p> <p>Pursuant to section 162 of the Roads Act, Council may name and number all public roads for which it is the roads authority. Council may only name a road if it has given the Geographical Names Board at least one month's notice of the proposed name.</p> <p>Regulation 7 (<i>Roads Regulation 2018</i>) prescribes a procedure for naming roads, requiring prior publication of a proposal, notification of relevant parties and consideration of submissions. If a relevant party objects, Council may not proceed with the proposal without ministerial approval.</p>
Risk	<p>The risk is deemed to be Low if the street naming process is not delayed.</p> <p>There is a risk that if Council fails to support the recommendation and these new streets remain unnamed, that emergency services will be unable to attend to incidents within Middleton Grange.</p> <p>Given the recommendation, the risk is considered within Council's risk appetite.</p>

ATTACHMENTS

Nil

PLAN 05**Parking Enforcement Policy**

Strategic Objective	Healthy, Inclusive, Engaging Improve liveability and quality of life for the community by delivering vibrant parks, places and facilities
File Ref	266539.2023
Report By	David Day - Acting Manager Community Standards
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

The Policy actively supports the strategic management of the current and future traffic flow within Liverpool LGA by establishing clear and lawful guidelines for the enforcement of parking restrictions. The purpose of this Policy is to set out a framework for the manner in which motor vehicle parking arrangements within the Liverpool City Council local government area will be regulated under the laws relating to motor vehicle parking. Specifically, to allow motor vehicles to partially park over a nature strip with a rollback kerb.

RECOMMENDATION

That Council;

1. Endorse the draft 'Parking 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 'Parking Enforcement Policy', should no submissions be received; or report back to Council the details of the submissions upon conclusion of the exhibition period.

REPORT

This Policy prescribes standards for the operational duties, functions and responsibilities of Council staff involved in all regulatory services associated with motor vehicle parking in the Liverpool Local Government Area (LGA).

The intention of the Policy is to allow motor vehicles to partially park over a nature strip with a rollback kerb as indicated in the following image;

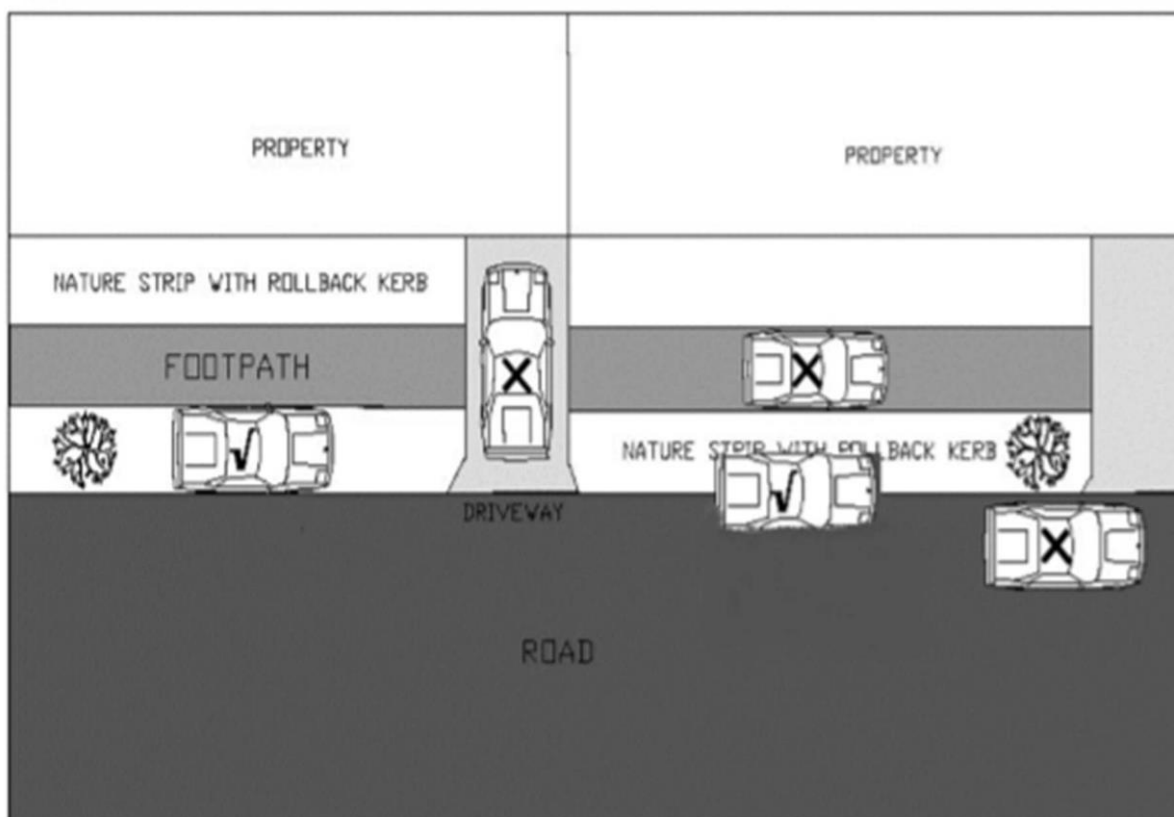


Figure 1: Guidelines for parking over the nature strip

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

Economic	Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Road Rules 2014.
Risk	The risk is deemed to be Low. The risk is considered within Council's risk appetite.

ATTACHMENTS

1. Draft Parking Policy



PARKING ENFORCEMENT POLICY

Adopted: *(Current date)*

TRIM 259247.2023



PARKING ENFORCEMENT POLICY

DIRECTORATE: Planning and Compliance

BUSINESS UNIT: Community Standards

1. PURPOSE/ OBJECTIVES

1.1 The purpose of this Policy is to set out a framework for the manner in which motor vehicle parking arrangements within the Liverpool City Council local government area will be regulated under the laws relating to motor vehicle parking.

This Policy establishes clear and lawful guidelines for:

- enforcement of parking restrictions to ensure consistent application of the laws relating to motor vehicle parking
- documenting enforcement practices utilised by Rangers and Parking Service Officers to detect illegal parking offences and for the issuing of infringement notices
- processes for the consideration of representations concerning PINs issued for parking offences
- the general standards of behaviour of Council staff involved in parking enforcement.

1.2 The Policy applies to Council Officers authorised to issue parking infringements, including Council's Parking Officers and Rangers and to individuals who infringe the parking rules referred to in this Policy.

This Policy prescribes standards for the operational duties, functions and responsibilities of Council staff involved in all regulatory services associated with motor vehicle parking in the Liverpool Local Government Area, (LGA).

Council has a regulatory obligation to enforce the laws relating to motor vehicle parking and to manage public safety and traffic flow in accordance with the relevant laws;

Council also has the authority and delegation to enforce, under agreement, private roads and car parks. Council is not obliged to commit to all private parking enforcement requests, but will consider all requests relative to impacts and operational capacity.

2. DEFINITIONS *(where applicable)*

In this Policy, unless the context otherwise requires:

Parking Officer/Ranger means any member of Council staff who hold this position or any equivalent position that is responsible for the enforcement of the laws relating to motor vehicle parking.

PIN means a penalty infringement notice issued under the laws relating to motor vehicle parking as a result of the contravention of those laws.

Policy means this document

Red Zone means parking signs that are red with white writing or white signs with symbols. These signs are used in high risk areas and include; No Stopping No Parking and bus zones. (Further information about these signs can be found in the Road Rules 2014.)

SEINS means the Self Enforcing Infringement Notice System. Revenue NSW online training relevant to the use (issuing) of Penalty Infringement Notices.

School Zone means:

- (a) if there is a school zone sign and an end school zone sign, or a speed limit sign with a different number on the sign, on a road and there is no intersection on the length of road between the signs, that length of road; or
- (b) if there is a school zone sign on a road that ends in a dead end and there is no intersection, nor a sign mentioned in paragraph (a), on the length of road beginning at the sign and ending at the dead end, that length of road.

Standard Operating Procedures means the operating procedures that apply from time to time to the performance by POs and Rangers of their duties.

Valve Stemming means the process by which the position of a vehicles wheels is recorded by identifying and noting the valve stem position on each wheel which is

recorded on first inspection in timed parking zones. Upon returning to inspect the vehicle the position of the valve stem is inspected to determine if the wheels are still in the same position as first recorded.

Mark Mode means the process by which number plates are recorded in an Officers mobile device to indicate the vehicle is parked within a time limited parking area within the LGA.

Mobile Device means the device used to issue PIN's and cautions and record evidence related to those enforcement actions.

Marking means the process of applying crayon, chalk or any similar substance by Rangers and/or Parking Officers for any purpose connected with the enforcement of any of the provisions of any Act or any statutory rule made under any Act.

3. POLICY STATEMENT

3.1 General

Council's Rangers are responsible for the administration of motor vehicles parking in the City of Liverpool Local Government Area (LGA) in accordance with the laws relating to motor vehicle parking.

Council is committed to working with its stakeholders to ensure the long term strategic management of the current, and future traffic flow within of the City of Liverpool.

Efficient and effective parking regulation relies heavily on systematic presence of Council's Parking Officers (PO) and Rangers. Consistency in enforcement is the key component in an effective service. POs are required to practice a number of methods to manage parking and the related legislation. They include: - education, warnings, cautions, issuing of PINs and submission of reports to Transport for NSW

Where a PO observes a motor vehicle parked in an illegal position, a dangerous position or both, they may issue a PIN and if possible locate the driver and instruct them to move the motor vehicle immediately. Motor vehicles parked illegally in a Red or School Zone will not be afforded any discretion if it is clear that an offence has been committed. Illegal parking in these high risk areas may place a member of the public in danger or adversely affect the flow of traffic.

A PO may not cancel a PIN if they have commenced recording details on the notice without adequate justification.

The onus to comply with current parking rules and regulations lies solely with each driver of a motor vehicle in NSW.

3.2 Discretion

A PO may exercise discretion in determining whether or not to issue a PIN as a result of contravention of the laws relating to motor vehicle parking. This discretion is personal to each PO based on the individual circumstances of each limited and potential illegality.

Council requires that each PO have regard to this Policy in determining how to exercise that discretion.

Appendix B to this Policy sets out guidelines to assist POs in determining how to exercise their discretion.

3.3 Surveillance Types

POs & Rangers can undertake high visibility and low visibility surveillance to ensure compliance with the laws relating to motor vehicle parking. This surveillance may take the following forms:

- 3.3.1 **Covert operations** – Covert surveillance operations will only be conducted with Council's prior approval (given by unit manager or above).
- 3.3.2 **High visibility surveillance** – This kind of surveillance involves activities where POs and Rangers are clearly visible in full uniform for all motorists and members of the public to see.

3.3.3 Low visibility surveillance – This kind of surveillance involves activities where POs and Rangers may not be clearly visible. All POs observing and recording illegal parking offences must be in full uniform and comply with the applicable Road Rules at all times.

3.4 Standard Operating Procedures

PO and Rangers are required to observe Council's Standard Operating Procedures in the performance their duties. In addition, and for the purposes of this Policy, POs and Rangers:

- a) Are to be appropriately attired in full uniform when conducting parking patrols.
- b) Should use Mark Mode and/or Valve Stemming in the first instance to record vehicle parking positions.
- c) If operational needs require tyre markings these are to be placed on the tread of the tyre only, not on the wall of the tyre.
- d) PINs are not to be issued unless all signs are clear and visible and all motor vehicle tyres are inflated.
- e) May allow a period of 10 minutes as a courtesy in circumstances where the relevant parking time restriction is greater than 15 minutes.
- f) May allow a period of 5 minutes as a courtesy in circumstances where the relevant parking time restriction is greater than 5 minutes but not greater than 15 minutes.
- g) In areas serviced by parking ticket kiosks, POs and Rangers must ensure that the parking meter is functional and may allow a period of 10 minutes as a courtesy for expired tickets.

3.5 Photographs

3.5.1 To ensure that appropriate evidence is collected, POs and Rangers are permitted to take photographs of vehicles where they intend to issue a PIN. Photographs should where possible be taken first and then the details of the offence and vehicle recorded to issue the PIN.

3.6 Behaviour Standards

3.6.1 Upon their appointment each PO and Ranger is required to be trained to understand and comply with Council's Code of Conduct and the Standard Operating Procedures.

3.6.2 It is expected that POs and Rangers will:

- a) Be courteous, polite, fair and equitable, diligent and demonstrate behaviour above reproach at all times.
- b) Apply the 'benefit of the doubt' principle. This involves issuing a caution if there is any doubt as to whether an offence has been committed.
- c) Observe and obey the Road Rules at all times; except in the case of an emergency or where non-compliance was necessary in the interests of public safety.
- d) Understand that people may become upset when issued with a PIN for an illegal parking offence. POs must not verbally abuse, threaten or assault any member of the public. POs must report to their supervisor (and if they consider appropriate the Police) any verbal abuse directed to them, threats they receive or assault they suffer in accordance with Council's Incident Reporting Procedure.
- e) Act as ambassadors for our organisation and the community.

3.7 Parking Programs

3.7.1 POs and Rangers will undertake a range of activities to address illegal parking in addition to patrolling on street and off street parking areas. From time to time Council will conduct programs to target specific illegal parking behaviour and the methods of monitoring parking breaches. These programs include;

- a) **Mobility Parking Scheme Program** – This program seeks to manage mobility parking and to stop the misuse of permits issued to facilitate easier parking for persons with disabilities.
- b) **School Safety Program** – This program seeks to discourage illegal parking in School Zones to ensure the safety of children.
- c) **Complaint Based Program** – This program seeks to aid the investigation of parking related complaints

Further information concerning parking programs appears in Appendix A.

3.8 Parking Infringement Review Process

3.8.1 Representations in regard to Parking Infringement Notices issued by Council officers must be directed to Revenue NSW which is a State Government agency that undertakes the recovery of debts including parking infringements issued by Council. The postal address Revenue NSW is:

Revenue NSW
PO Box 786
Strawberry Hills NSW 2012

The online address is <https://www.revenue.nsw.gov.au/fines/pn/review>

3.8.2 Revenue NSW has a procedure that governs the consideration of representations made in respect of debts that Revenue NSW is recovering. Revenue NSW publishes guidelines that outline the manner in which Revenue NSW will undertake the consideration of representations and review of request received in respect of any debt

that Revenue NSW is pursuing. These guidelines can be viewed on Revenue NSW website www.revenue.nsw.gov.au or by contacting Revenue NSW on 1300 138 118.

3.8.3 In general terms, Revenue NSW procedure involves:

- a) Assessment as to whether the PIN was issued lawfully.
- b) Assessment of representations against the Attorney General guidelines which to determine if the PIN is to stand or whether to issue a caution.
- c) Notification to the person making the request of its determination.
- d) If the SDRO determines that the relevant PIN was not lawfully issued, it recommends to the issuing authority that the PIN be withdrawn and notifies the person making the request of its determination.
- e) If the SDRO determines that the relevant PIN was lawfully issued, it notifies the person making the determination.
- f) Upon a determination of "Penalty to Stand" persons may elect to either:
 - i. Pay the PIN, or
 - ii. Challenge the PIN before the Court.

4. RELEVANT LEGISLATIVE REQUIREMENTS *(where applicable)*

The laws relating to motor vehicle parking include the following legislation

- Roads Act 1993
- Road Rules 2014
- The Road Transport Act 2013
- Road Transport (General) Regulations 2021
- Local Government Act 1993

RELATED POLICIES & PROCEDURE REFERENCES

- Enforcement Policy
- Code of Conduct Policy

AUTHORISED BY
Council Resolution

EFFECTIVE FROM

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

REVIEW DATE

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

VERSIONS

The current and previous version of the policy should be set out in the following table.

Version	Amended by	Changes made	Date	TRIM Number
1			###	

THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH

members of Council staff, management, Councillor's,, other government departments etc. You should consult with the Governance Coordinator before the policy is considered by the Chief Executive Officer or the elected Council.

ATTACHMENTS

Appendix A – Parking Program

Appendix B - Guidelines for discretion, warnings and issuing of PINs

APPENDIX A

Parking Programs

Mobility Parking Scheme Program.

Mobility Parking Schemes (*MPS*) are schemes authorised by the Road Transport (Safety and Traffic Management) Regulation 1999 that involve permits being issued to persons with a disability to facilitate easier parking arrangements for them.

The aim of this program is to stamp out the misuse by certain motorists who use a permit issued under a MPS that is not their own in order to obtain long term free parking. To validate the identity of permit holders, Council officers are permitted to request to view the permit so they can ascertain it is being used correctly. If it is found that the driver is not the person to whom the permit was issued and that the person to whom the permit was issued is not in the immediate area in which the permit was being used, the Council officer may,

- Complete an RMS report of the incident.
- Issue a PIN to the person who is using the permit contrary to its terms.
- Send the completed report and a copy of the PIN to the RTA fraud unit.
- Confiscate MPS Permit where appropriate

MPS programs may be conducted at times in conjunction with the RMS.

School Safety Program

The aim of this program is to ensure that motor vehicle drivers **do not** park illegally in School Zones. Motor vehicle drivers who disregard parking regulations in School Zones can create dangerous situations for children. Illegally parked vehicles can create blind spots or obstructions to other drivers which may result in the **injury** or **death** of a child.

To demonstrate the seriousness of this issue, higher penalties and greater loss of demerit points for School Zone parking offences were introduced. In line with a State Government directive to NSW councils, Parking Officers and Rangers are required to have a zero tolerance approach to illegal parking offences in School Zones.

POs and Rangers use a combination of high and low visibility enforcement practices when patrolling School Zones.

Complaint Based Program

Council initiated this program as a result of complaints received in parking infringement related matters. It is an ongoing program that involves Parking Officers and Rangers investigating all complaints and taking appropriate action that may include warnings being issued or PINs being issued.

Complaints are mainly received from residential areas and include issues such as truck and general parking issues, driveway and footpath obstructions. When a complaint is received Council staff will undertake an inspection to determine the appropriate course of action. At times they will identify other breaches occurring that they will need to investigate and enforce. A general issue that arises is the obstruction of footpath areas which is dealt with below.

Parking on Nature Strips in streets with Rollback Kerb and Gutter

Under the Road Rules 2014 it is an offence for a motor vehicle to stop on a path/strip in a built up area unless there are permissible parking signs or a hard bay surface constructed for the purpose of motor vehicle parking.

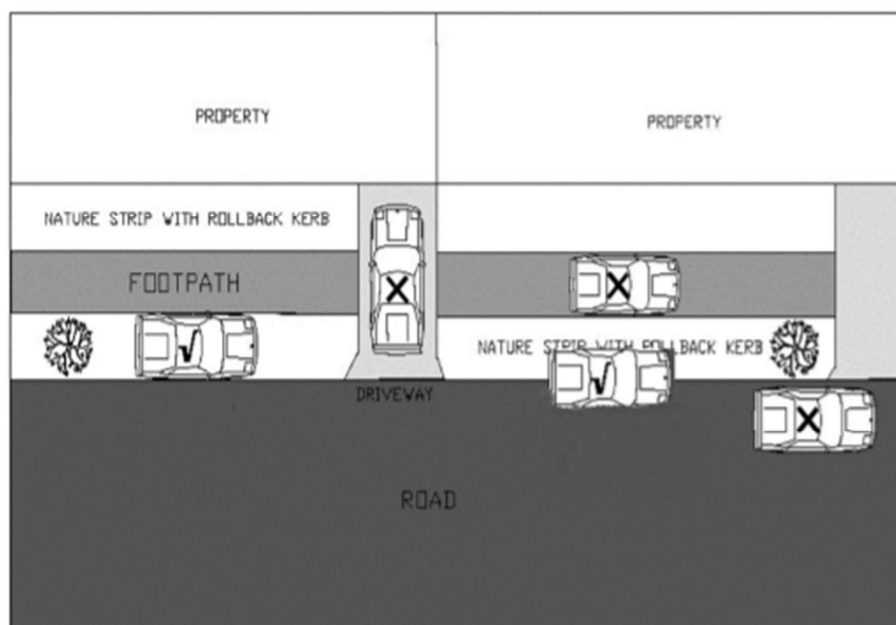
Whilst it is a requirement that motor vehicle drivers are to comply with the Road Rules 2014, consideration must also be given to the issue of the number of suburban streets within the Liverpool City LGA where the road surface has been reduced in width and additional kerbing installed such as rollback kerbs.

In Council's Parking Enforcement Policy, the enforcing of the Road Rules 2014 in these situations no action will be taken in relation to motor vehicles which park parallel to the road/kerb in the direction of travel in streets that have a nature strip area with rollback kerbing installed, unless specific parking restriction signage has been installed.

The motor vehicles must not interfere with the general use of the footpath area, obstruct sight lines for vehicles using the roadway or cause damage to Council infrastructure which includes the kerb, nature strip, footpath area and underground services.

Discretion regarding parking on footpaths is predominantly used in areas with rollback kerbs installed by Council as they clearly define areas with readily available access.

See the following diagram for examples, where a motor vehicle is found to be parked not in the manner depicted in the diagram a PIN may be issued. (i.e. the vehicles marked with a “cross”)



APPENDIX B

Guidelines for Exercising Discretion in Issuing PINs or Giving Warnings

Generally, the disregard of parking restrictions and regulations by motorists (particularly in problem areas) should attract a penalty so as to operate as a deterrent. In some circumstances it may be prudent for a PO or Ranger to exercise discretion by issuing a formal caution or verbal caution and directing the driver to move on rather than issue a PIN.

It is also essential that each PO and Ranger exercises and demonstrates good judgement in regard to educating the public about parking regulations.

COM 01

**Endorsement of the Reconciliation Action Plan
2023 - 2024**

Strategic Objective	Healthy, Inclusive, Engaging Promote a harmonious community that celebrates its diversity
File Ref	248426.2023
Report By	Jacqueline Newsome - Coordinator Community Development
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

The Reconciliation Action Plan (RAP) outlines Council's ongoing commitment to the advancement of First Nations people in Liverpool by sustainably and strategically taking meaningful action to advance reconciliation.

Based around the core pillars of relationships, respect and opportunities, RAPs provide tangible and substantive benefits for Aboriginal and Torres Strait Islander peoples, increasing economic equity and supporting First Nations self-determination.

Liverpool's 'Reflect' RAP represents the first time Council has officially sought endorsement of a RAP from Reconciliation Australia (RA). Previous plans and strategies focussing on supporting First Nations communities have not undergone this process and have therefore not been considered formal RAPs.

Liverpool's draft RAP has been developed by Ngurra Advisory, a wholly First Nations-owned and operated consultancy group, in collaboration with Council's Community Development team. This report presents the final RAP for Council's endorsement.

RECOMMENDATION

That Council endorse the Reconciliation Action Plan September 2023 – September 2024.

REPORT

Background

The Reconciliation Action Plan (RAP) outlines Council's ongoing commitment to the advancement of First Nations people in Liverpool by sustainably and strategically taking meaningful action to advance reconciliation.

Based around the core pillars of relationships, respect and opportunities, RAPs provide tangible and substantive benefits for Aboriginal and Torres Strait Islander peoples, increasing economic equity and supporting First Nations self-determination.

This RAP represents the first time Council has officially sought endorsement of a RAP from Reconciliation Australia (RA). Previous plans and strategies focussing on supporting First Nations communities have not undergone this process and have therefore not been considered formal RAPs.

Development and consultation

Liverpool's draft RAP has been developed by Ngurra Advisory, a wholly First Nations-owned and operated consultancy group, in collaboration with Council's Community Development team. Ngurra Advisory has extensive experience in developing RAPs and other First Nations strategies, working with various local and state government entities and private organisations on the creation of their own RAPs and other relevant strategies.

To inform the creation of this RAP, Council undertook extensive community consultation with relevant internal and external stakeholders, and the broader community. This included:

- RAP Discovery Workshop – a workshop with Council staff to scope and reflect on how Council can contribute to reconciliation.
- Staff and community consultations – feedback sought from local First Nations community members, organisations and staff to better understand Council's reconciliation aspirations.
- Community art workshop – a collaborative workshop to engage and promote awareness of the RAP with the broader community.
- Cultural awareness training – a workshop building cultural capability amongst Council staff.
- Cultural immersion training – an art workshop with artists Dalmarri to create a collaborative artwork which has been digitised and used in the final design of the RAP document.
- Presentation to Council at the Strategic Projects Panel in November 2022.
- Reflect RAP staff and community validation – draft Reflect RAP documents reviewed by the Council, staff, key community stakeholders including members of the Aboriginal Consultative Committee (ACC) and the Gandangara and Tharawal Local Aboriginal Land Councils; and
- Broader public exhibition for inviting feedback from the local community.

Endorsement by Reconciliation Australia

Reconciliation Australia (RA) are an independent not-for profit organisation and the lead body for reconciliation in Australia. RA promotes and facilitates reconciliation by building relationships, respect and trust between the wider Australian community and Aboriginal and Torres Strait Islander people. RA oversees and manages the RAP program, supporting organisations to sustainably and strategically take meaningful action to advance reconciliation.

Based on recommendations from both Ngurra Advisory and RA; and noting that this is Council's first formal RAP; Council has developed a 'Reflect' RAP. Reflect RAPs are 12 months in duration and outline an organisation's commitment to scoping and developing relationships with First Nations stakeholders, determining a vision for reconciliation, and exploring and expanding an organisation's sphere of influence.

The draft RAP was presented to RA for conditional endorsement in May 2023 as part of the public exhibition process. Positive feedback was received from RA in June 2023 and formal endorsement of Council's Reflect RAP was granted in August 2023.

Following Council's endorsement, a launch will be held which promotes broader community awareness of the RAP and celebrates this important step in Council's reconciliation journey.

Conclusion

Council have developed a Reflect RAP which outlines realistic and achievable goals for reconciliation and promotes its broader commitment to supporting the advancement of First Nations people in Liverpool. This Reflect RAP represents Council's first steps on its formal RAP journey. It is envisaged that at the conclusion of this RAP in September 2024, Council staff will undertake a review of the achievements and actions included to determine next steps and support future reconciliation activities.

FINANCIAL IMPLICATIONS

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

CONSIDERATIONS

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

Social	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Support community organisations, groups, and volunteers to deliver coordinated services to the community.</p> <p>Promote community harmony and address discrimination.</p>
Civic Leadership	<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>
Legislative	<p>There are no legislative considerations relating to this report.</p>
Risk	<p>There is no risk associated with this report.</p>

ATTACHMENTS

1. Liverpool City Council "Reflect" Reconciliation Action Plan



REFLECT RECONCILIATION ACTION PLAN

September 2023 –
September 2024

LIVERPOOL
CITY
COUNCIL



ACKNOWLEDGEMENT OF COUNTRY

Liverpool City Council respectfully acknowledges the Traditional Custodians of the lands within our footprint area, the Cabrogal Clan of the Darug Nation.

We also pay respect to the wisdom of Elders past, present and emerging and their continuing connection to land, waters and community.

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OUR VISION FOR RECONCILIATION

Our vision for reconciliation is to create a thriving community. One that supports the self-determination of Aboriginal and Torres Strait Islander peoples.

To achieve this vision, Liverpool City Council must be true, brave and bold.

We are committed to:

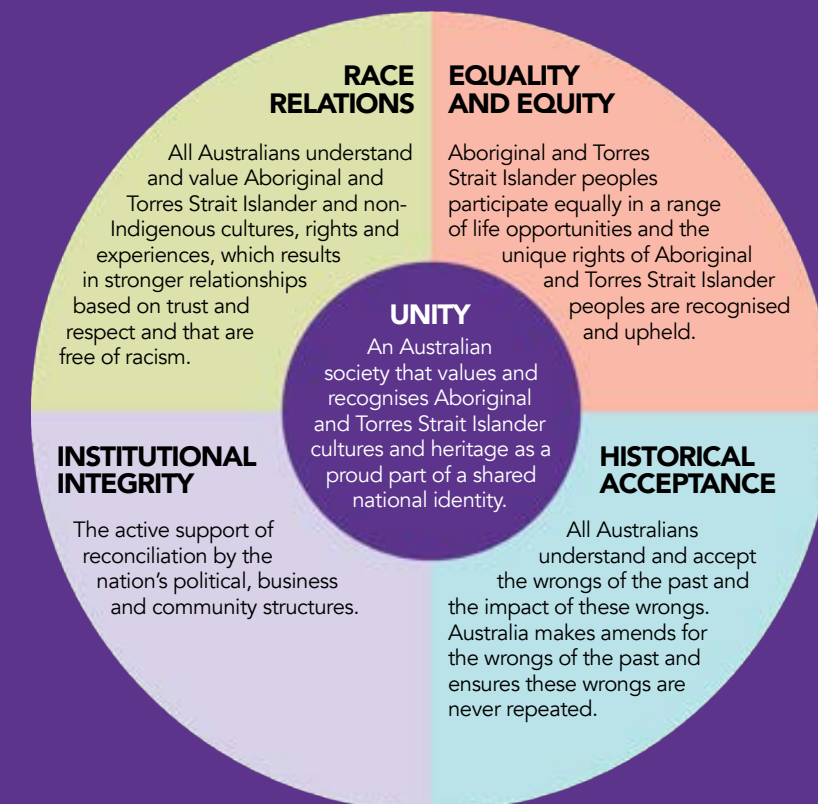
- working with Aboriginal and Torres Strait Islander people to create a culturally safe, aware and capable community
- more access to opportunities to contribute to positive outcomes for Aboriginal and Torres Strait Islander people in:
 - » education
 - » employment
 - » business
 - » health and wellbeing.
- sharing history and culture through truth-telling and respect
- listening to and embedding Aboriginal and Torres Strait Islander voices and perspectives in decision-making.

OUR DRIVING PRINCIPLES

Reconciliation is the process of building and strengthening respectful relationships between Aboriginal and Torres Strait Islander peoples and the wider community, for the benefit of all Australians.

Council will address all five dimensions to work towards reconciliation.

The Five Dimensions of Reconciliation



Source: The State of Reconciliation in Australia - Reconciliation Australia



ABOUT THE ARTWORK

'Connected by Water'

The artwork represents the lands of the Cabrogal people of the Darug Nation in the Liverpool area, particularly around Georges River and Cabramatta Creek.

It recognises the ongoing connection to land, waters and community and embraces the diversity within our area.

ABOUT THE ARTISTS

Jason Douglas is a proud member of the Kubi-Kubi people. Trevor Eastwood is a proud member of the Ngamba people. Together the artists own Aboriginal business Dalmarri.

Dalmarri is a Supply Nation certified business operating on Darug Land in Western Sydney. Dalmarri collaborated with Council staff to develop Connected by Water.

Trevor and Jason understand the importance of art and culture and the power it has to connect people.

MESSAGE FROM THE CEO OF RECONCILIATION AUSTRALIA

Reconciliation Australia welcomes Liverpool City Council to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Liverpool City Council joins a network of more than 2,200 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Liverpool City Council to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Liverpool City Council, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.



Karen Mundine
Chief Executive Officer
Reconciliation Australia

STATEMENT FROM OUR CEO



In Liverpool, we are lucky to live, learn and work on the lands of the Cabrogal People of the Darug Nation. We recognise their deep connection with, knowledge of, and respect for the land, waters and skies, and that theirs is the oldest surviving culture in the world.

Over the past 18 months, we have been asking how to contribute to improved socio-economic outcomes for Aboriginal and Torres Strait Islander people in our community. Council has worked hard to listen to and understand the changes we need to make.

We recognise that we must take our reconciliation journey step by step. That is why we now have a Reflect Reconciliation Action Plan (RAP). Liverpool RAP is a framework that focuses our efforts over the next 12 months.

Through this process, we will ensure our employees are culturally aware and respectful in the way we operate. We will address areas where we can make a difference. In particular, we will strengthen

relationships and support employment and procurement opportunities for Aboriginal and Torres Strait Islander people and businesses.

This RAP is an important step on our journey. We can only truly take it when Council is a genuine partner with local Aboriginal and Torres Strait Islander communities.

Council's RAP Working Group (RWG) and the Aboriginal Consultative Committee will support the implementation of this RAP.

I thank the many staff across Council who gave their time to creating this RAP. I extend thanks to the local Aboriginal and Torres Strait Islander community who shared experiences and gave time to this important document.

The actions in this RAP are our contribution to reconciliation and we are proud of the difference they will make. They are how we strengthen relationships with Aboriginal and Torres Strait Islander peoples and bring about meaningful change to benefit all Australians.

Hon John Ajaka
Chief Executive Officer

ABOUT LIVERPOOL

Liverpool is one of the oldest urban centres in the Greater Sydney Area. Located on Darug and Dharawal Country, it is one of the most culturally diverse centres in the Greater Sydney Commission's Western Parklands City.

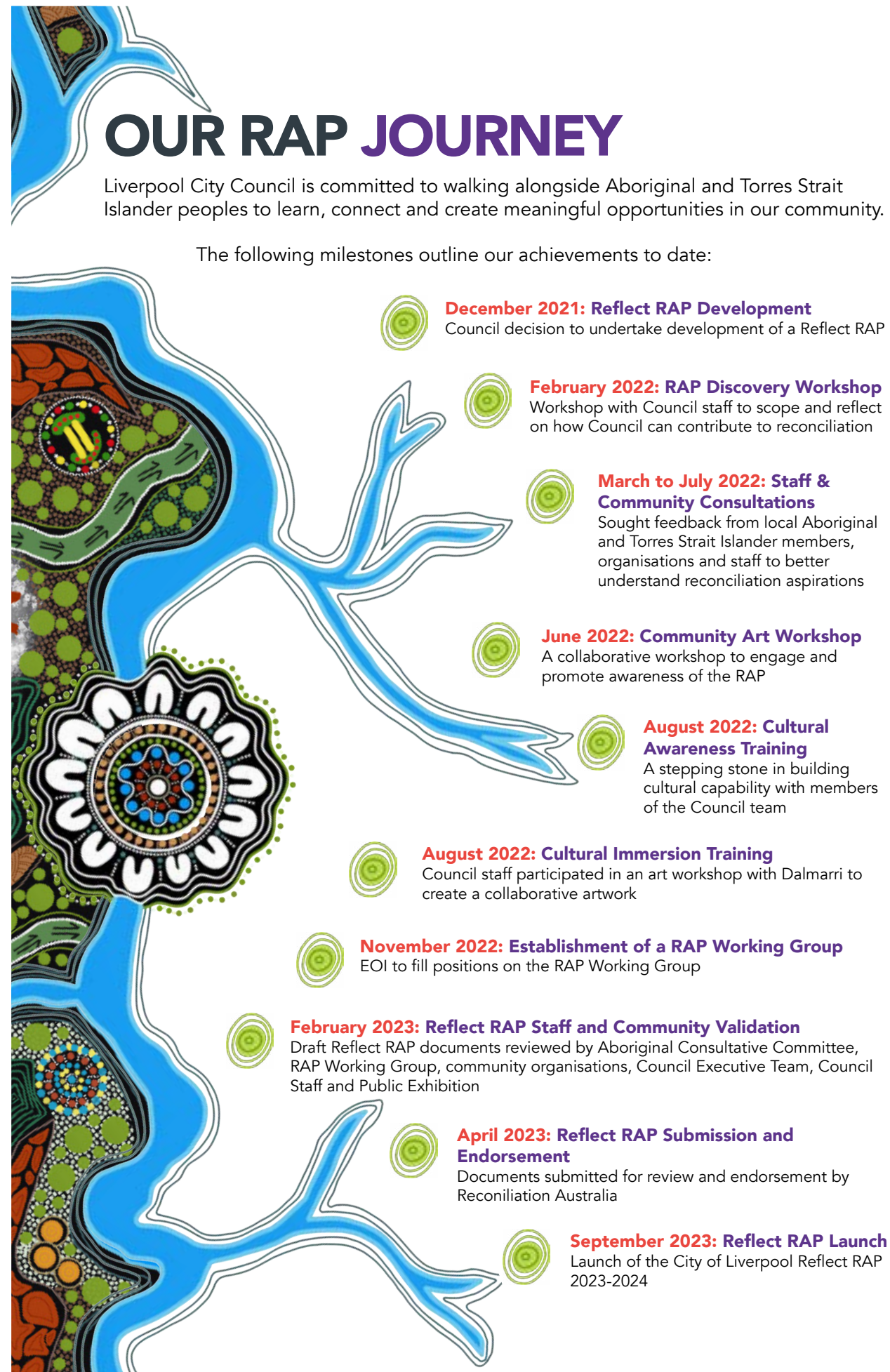
As Liverpool City Council, we are ready to lead the community through great change over the next 10 years. We will keep working with its fast-growing population and stakeholders as we complete:

- the construction of Western Sydney Airport
- Liverpool's city centre's growth as a modern health, education and lifestyle precinct.

Our council covers an area of 306 km² including 42 suburbs.

Our work includes:

- providing and managing services, facilities, resources and support to benefit the community
- protecting the community to make sure it is safe and clean
- preventing harm such as from too much noise and pollution
- planning and developing for Liverpool's future
- representing Liverpool to other areas of government.



OUR RAP

Our RAP is an agreed framework on how Council will contribute to reconciliation between Aboriginal and Torres Strait Islander peoples and wider Australia.

Creating our RAP has been a partnership over the last 12 months between:

- First Nations consultancy, Ngurra Advisory
- members of the Liverpool Council Executive team
- Council staff
- the RAP Working Group
- key stakeholders including local Aboriginal and Torres Strait Islander peoples and organisations.

We believe our Reflect RAP is how we tell the public we commit to reconciliation. It shows we want to make real change through steady and strong efforts to turn intentions into actions.

We know we have a long journey ahead of us. But we will build stronger relationships in every area we work in. Our solid relationships across Aboriginal and Torres Strait Islander peoples and the wider community are central to success under each RAP pillar.

Michael Anderson, Community Development Worker - First Nations will be our RAP Champion and will champion a shared vision for reconciliation both internally and externally. This will be done with support from members of Liverpool City Council's RWG who is responsible for driving, implementing and managing the RAP.

We commit to reconciliation through putting this Reflect RAP into action. And we are excited to move forward with our reconciliation journey.

WORKING TOGETHER

Liverpool City Council is lucky to have three local Aboriginal Land Councils within our local government area. Various Aboriginal organisations are also active in the area.

We work closely with these stakeholders and the Aboriginal Consultative Committee who guides us on Aboriginal affairs and local Aboriginal Heritage matters.

We will take strong steps to expand our networks and continue to partner and work with these organisations as we implement our RAP:



Deerubbin LALC



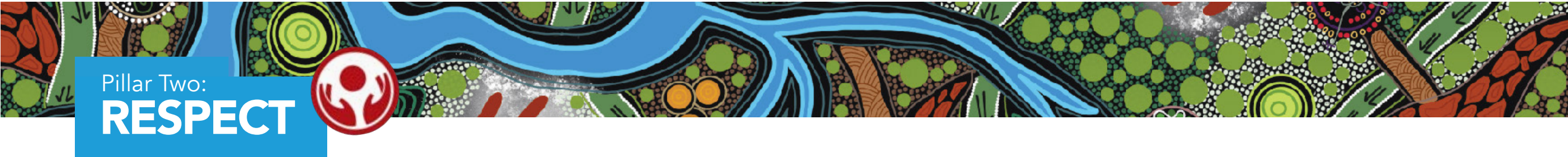
To achieve reconciliation, we must build strong, real and ongoing relationships based on trust and respect.

This section of the RAP says how we will grow relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations that are:

- respectful
- meaningful
- mutually beneficial.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	September 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Develop guiding engagement principles in collaboration with local Aboriginal and Torres Strait Islander stakeholders and organisations.	December 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Develop and implement an engagement plan to work with key Aboriginal and Torres Strait Islander stakeholders and organisations.	December 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	February 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	Partner and collaborate with key Aboriginal and Torres Strait Islander organisations and groups.	April 2024	Lead: Community Development Worker: First Nations Support: Community Development team

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
2. Build relationships through celebrating National Reconciliation Week (NRW)	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	RAP Working Group members to participate in an external NRW event.	27 May to 3 June 2024	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW..	27 May to 3 June 2024	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff.	September 2023	Lead: Manager Communications Support: Communications team
	Identify external stakeholders that our organisation can engage with on our reconciliation journey.	November 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	December 2023	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group
4. Promote positive race relations through anti-discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	November 2023	Lead: Community Development Worker: First Nations Support: Community Development team and Community Development
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and future needs.	February 2024	Lead: Chief People Officer Support: People and Organisational Development
	Review Diversity and Inclusion policies for specific inclusion of Aboriginal and Torres Strait Islander peoples.	February 2024	Lead: Chief People Officer Support: People and Organisational Development



Being more aware of and respecting Aboriginal and Torres Strait Islander cultures, history and experiences are key to our reconciliation journey.

This section of the RAP says how we will:

- build cultural capability
- respectfully engage with Aboriginal and Torres Strait Islander people
- promote reconciliation
- celebrate important dates.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation.	October 2023	Lead: Chief People Officer Support: People and Organisational Development
	Develop a formal cultural learning strategy for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	April 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	All staff to participate in at least one cultural awareness training activity.	July 2024	Lead: Chief People Officer Support: People and Organisational Development
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	October 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Display a plaque in our offices acknowledging the local Traditional Owners or Custodians of the lands and waters.	November 2023	Lead: Manager Property Service Support: Property team
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	November 2023	Lead: Chief People Officer Support: People and Organisational Development Community Development
	Include Acknowledgement of Country at the start of all Board meetings and formal meetings.	November 2023	Lead: Chief People Officer Support: Community Development Worker: First Nations

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
	All staff email signatures to include an acknowledgement of the local Traditional Owners or Custodians of the lands and waters.	November 2023	Lead: Chief Information Officer Support: IT/ Communications
	Liverpool City Council website to include an acknowledgement of the local Traditional Owners or Custodians of the lands and waters.	November 2023	Lead: Chief Information Officer Support: IT/ Communications
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Raise awareness and share information among our staff about the meaning of NAIDOC Week.	June 2024	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	June 2024	Lead: Community Development Worker: First Nations Support: Community Development team and Major Events team
	RAP Working Group to participate in an external NAIDOC Week event.	First week in July 2024	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group
	Host one internal or public NAIDOC Week event in partnership with Aboriginal and Torres Strait Islander peoples, communities, or organisations annually	First week in July 2024	Lead: Community Development Worker: First Nations Support: Community Development team and RAP Working Group



Pillar Three:
OPPORTUNITIES

Aboriginal and Torres Strait Islander peoples experience significant economic and social imbalances that limit access to equality and equitable opportunities compared to other Australians.

This section of the RAP shows the opportunities we will make to:

- contribute to better outcomes for Aboriginal and Torres Strait Islander peoples in schools, jobs and business
- support Aboriginal and Torres Strait Islander people in the economy.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	November 2023	Lead: Chief People Officer Support: People and Organisational Development
	Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	February 2024	Lead: Chief People Officer Support: People and Organisational Development
	Explore opportunities to develop existing or potential community partnerships that provide pathways to education for Aboriginal and Torres Strait Islander people.	February 2024	Lead: Community Development Worker: First Nations Support: Community Development and People and Organisational Development teams
	Develop an employment strategy for Aboriginal and Torres Strait Islander employment within our organisation.	June 2024	Lead: Chief People Officer Support: People and Organisational Development

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	November 2024	Lead: Manager Governance, Legal and Procurement Support: Procurement team
	Investigate Supply Nation and NSW Indigenous Chamber of Commerce membership.	December 2024	Lead: Manager Governance, Legal and Procurement Support: Procurement team
	Conduct a review of the Liverpool City Council Procurement Policy to ensure the policy is inclusive of social and ethical procurement of Aboriginal and Torres Strait Islander businesses.	February 2024	Lead: Manager Governance, Legal and Procurement Support: Procurement team
	Build an understanding of Aboriginal and Torres Strait Islander businesses aligned to the items and services procured by Liverpool City Council.	March 2024	Lead: Manager Governance, Legal and Procurement Support: Procurement team
10. Promote the activities of the Australian Local Government Association agenda for Aboriginal and Torres Strait Islander equality through reconciliation.	Develop and distribute culturally appropriate and appealing educational materials to Aboriginal and Torres Strait Islander people and communities.	February 2024	Lead: Manager Communications Support: Communications team
	Identify Aboriginal and Torres Strait Islander charities and include them in Liverpool City Council workplace giving and volunteering campaigns.	April 2024	Lead: Chief People Officer Support: People and Organisational Development
	Host at least two events in partnership with Aboriginal and Torres Strait Islander organisations that promote the Aboriginal and Torres Strait Islander health equality agenda.	July 2024	Lead: Community Development Worker: First Nations Support: Community Development team





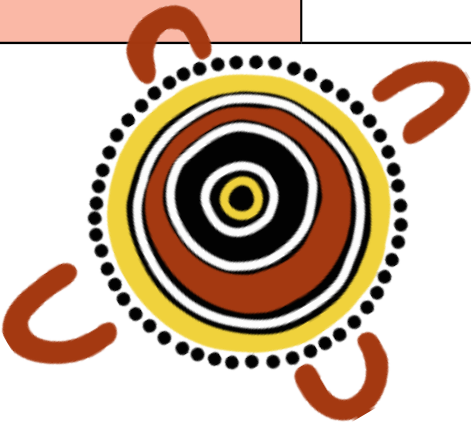
Pillar Four:
GOVERNANCE

We recognise it is important to measure RAP progress as we deliver it.

This section of the RAP says how we will show strong governance so our RAP moves forward and stays on track.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11. Establish and maintain an effective RAP Working Group to drive governance of the RAP.	Form a RAP Working Group to govern RAP implementation.	September 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Draft a Terms of Reference for the RAP Working Group.	September 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Establish Aboriginal and Torres Strait Islander representation on the RAP Working Group.	September 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	RAP Working Group to meet quarterly to oversee the development and implementation of the RAP.	September 2023; January, May, September 2024	Lead: Community Development Worker: First Nations Support: Community Development team
12. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	October 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Engage senior leaders in the delivery of RAP commitments.	November 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Define appropriate systems and capability to track, measure and report on RAP commitments.	November 2023	Lead: Community Development Worker: First Nations Support: Community Development team
	Continue to engage the senior leaders appointed to champion our RAP internally.	April 2024	Lead: Community Development Worker: First Nations Support: Community Development team

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
13. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Contact Reconciliation Australia to ensure that our primary and secondary contacts are up-to-date to ensure we are receiving important correspondence.	June 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	Communicate Liverpool City Council's RAP milestones and achievements to improving the health, wellbeing and inclusion of Aboriginal and Torres Strait Islander people.	June 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	Follow up with Reconciliation Australia if we have not yet received our unique reporting link to participate in the RAP Impact Measurement Questionnaire.	August 2024	Lead: Community Development Worker: First Nations Support: Community Development team
	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September 2024	Lead: Community Development Worker: First Nations Support: Community Development team
14. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	May 2024	Lead: Community Development Worker: First Nations Support: Community Development team





ENQUIRIES

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COM 02

**Grants Donations and Community Sponsorship
Report**

Strategic Objective	Healthy, Inclusive, Engaging Promote a harmonious community that celebrates its diversity
File Ref	258133.2023
Report By	Jacqueline Newsome - Coordinator Community Development
Approved By	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 **\$35,000** from the Community Grants Program and Community Sponsorship Program.

RECOMMENDATION

That Council:

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

Applicant	Project	Recommended
Grand Pacific Health headspace Liverpool	Speaking of Mental Health in Liverpool	\$5,000
Ladies Like to Lunch Limited	The Wellness Centre - Meditation Classes	\$5,000
The City of Liverpool & District Historical Society Incorporated	Council Collage Restoration	\$5,000

2. Endorses the funding recommendation of **\$20,000** (GST exclusive) under the **Community Sponsorship Program** for the following projects.

Applicant	Project	Recommended
Australian Arab Cultural Forum	A dialogue between the Self and the Others Conference	\$10,000
Art of Living Foundation	Move Breathe Rest - Triathlon for Holistic Wellbeing	\$10,000

REPORT

Community Grants Program

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

Applicant	Grand Pacific Health headspace Liverpool		
Project	Speaking of Mental Health in Liverpool		
Amount Requested	\$5,000	Total Project Cost	\$8,030
Location	Lurnea Highschool, Moorebank High School, and Liverpool Girls High School	Date	July 2023 to July 2024
About the Applicant	Headspace Liverpool is a free and confidential youth mental health service, actively supporting young people and their friends and family in the Liverpool LGA. Through several approachable ways, including community engagement activities in high schools, headspace supports young people overcome challenges around mental health, physical and sexual health, drug and alcohol, and education and employment.		

Description	<p>Objective: headspace Liverpool is seeking funding to deliver three education seminars on suicide prevention and mental health to Lurnea High School, Moorebank High School, Liverpool Girls High School. In partnership with 'The Champions', this highly rated program offers authentic storytelling experience from a professional yet relatable mental health educator (Nic Newling). The program aims to help students maintain, manage, and improve their mental health and wellbeing while promoting a strong sense of social wellbeing.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Reduced barriers for young people seeking assistance in managing mental health and wellbeing. • Improved social wellbeing through prevention and early intervention, and. • Strengthen relationships between school students, school youth counsellors and headspace Liverpool.
Beneficiaries	350 students, teachers and school community from Lurnea High School, Moorebank High School, Liverpool Girls High School.
Assessment	<p>Recommended for Funding - \$5,000 The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i> and meets the Community Grant Program funding priorities. Expected program outcomes 7.4.1 b), d), e) and h)</p>

Applicant	Ladies Like to Lunch Limited		
Project	The Wellness Centre - Meditation Classes		
Amount Requested	\$5,000	Total Project Cost	\$5,000
Location	Liverpool LGA	Date	August 2023 to Feb 2024
About the Applicant	Ladies Like to Lunch (LLL) is a local not-for-profit charity organisation raising funds to deliver health and wellness programs for those local individuals battling cancer. LLL hold annual Pink Ribbon events in the Liverpool LGA to raise awareness and funds for women affected by cancer, and proudly support the Wellness Centre at Liverpool Cancer Therapy Centre to deliver programs that positively impact the Liverpool community.		

Description	<p>Objective: In partnership with the Wellness Centre at Liverpool Cancer Therapy Centre, LLL aims to reintroduce free meditation classes that were paused in 2019 due to Covid-19.</p> <p>The two free programs (18 week and 26-week meditation classes) are designed to help individuals with cancer to improve their overall wellbeing and quality of life and will provide individuals with cancer access to a safe and supportive environment where they can learn and practice techniques that can help manage the physical and emotional stress that comes with cancer treatment. The group aims to work with local cancer support services to promote the program to cancer warriors from a diverse range of backgrounds with bi-lingual program information.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Increase participation in mental wellbeing activities and improved physical and mental health and wellbeing. • Improve the overall wellbeing of individuals with cancer, providing resources and support to cope with the challenges of cancer treatment; and • Increased a sense of community connection and opportunities to interact for individuals with cancer.
Beneficiaries	Cancer patients and local support services in Liverpool LGA.
Assessment	<p>Recommended for Funding - \$5,000</p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i> and meets the Community Grant Program funding priorities.</p> <p>Expected program outcomes 7.4.1 b), d), e) and h)</p>

Applicant	The City of Liverpool & District Historical Society Incorporated		
Project	Council Collage Restoration		
Amount Requested	\$5,000	Total Project Cost	\$5,260
Location	Liverpool, NSW 2170	Date	October 2023
About the Applicant	<ul style="list-style-type: none"> The City of Liverpool & District Historical Society Incorporated is a not-for-profit community organisation established in 1959. The society is dedicated to the research and promotion of local history, and committed to the conservation, preservation and restoration of local objects and photographs. 		
Description	<p>Objective: The City of Liverpool & District Historical Society is the custodian of three significant portraits of Liverpool Municipal Council Aldermen dating from 1893 to 1894.</p> <p>To ensure the artworks are maintained for future generations to appreciate, funding is required for the restoration and conservation of the three portraits. The three portraits are the only ones known of Liverpool's municipal staff before it became a city in 1960 and therefore an important investment for the Council to preserve.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> Strengthen, promote, and preserve community connection to local heritage. 		
Beneficiaries	Seniors and ageing community, CALD community, and local health services.		
Assessment	<p>Recommended for Funding - \$5,000 The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i>, Strategic Plan <i>Objective 2 – Livable, Sustainable, Resilient</i>, and meets the Community Grant Program funding priorities. Expected program outcomes 7.4.1 i).</p>		

Community Sponsorship Program

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

Applicant	Australian Arab Cultural Forum		
Project	A dialogue between the Self and the Others Conference		
Amount Requested	\$10,000	Total Project Cost	\$17,000
Location	Western Sydney University, Liverpool NSW 2170	Date	September 2023
About the Applicant	<p>The Australian Arab Cultural Forum (AACF) is a volunteer based not-for-profit organisation promoting Arabic culture through literature and arts. AACF recognises Liverpool's rich CALD community, and in collaboration with the Western Sydney Migrant Resource Centre (WSMRC), aims to provide opportunities to Arabic and English-speaking migrants to engage in arts, music, and literature programs. Since its establishment in 2019, AACF has delivered multiple programs improving social cohesion and cultural exchange in Southwest Sydney.</p>		
Description	<p>Objectives: AACF is hosting its Second International Conference - <i>A Dialogue between the Self and the Others: Reading into the characteristics of the human condition</i>. The two-day agenda packed conference in partnership with Western Sydney University Liverpool will be attended by highly renowned bi-lingual academics sharing findings from philosophical research that address:</p> <ul style="list-style-type: none"> • Developing awareness of differences among people especially immigrants and refugees. • Accepting diversity in a multicultural society. • An invitation to integrate 'home' culture into the diaspora culture; and • Reading into the next stage in the unfolding of human culture. <p>Funding will be used to deliver the conference and translate recommendations from the conference to produce a reference paper for other non-for-profit organisations and the local government agencies. The document will serve as an effort to better understand community differences and the best ways forward in an ever-evolving society.</p> <p>Outcomes:</p>		

	<ul style="list-style-type: none"> Promote dialogue exchange between migrant and refugee groups with the broader community. Strengthen community connection through bi-lingual resources and conference material; and Promotes Liverpool LGA as an academic hub with collaborative capacity to deliver international events boosting economic growth.
Beneficiaries	<ul style="list-style-type: none"> 200 attendees over the two-day event Unlimited attendees through ZOOM Local businesses and suppliers supporting the conference
Assessment	<p>Recommended for Funding - \$10,000</p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i> and Community Strategic Plan <i>Objective 4 – Visionary, Leading, Responsible</i> and meets the Community Sponsorship Program's funding priorities.</p> <p>Expected program outcome 7.7.2 e).</p>

Applicant	Art of Living Foundation		
Project	Move Breathe Rest - Triathlon for Holistic Wellbeing		
Amount Requested	\$10,000	Total Project Cost	\$12,913
Location	Warwick Farm NSW 2170	Date	October 2023
About the Applicant	The Art of Living Foundation (AOLF) is a not-for-profit organisation offering highly effective educational and self-development programs that reduce stress and foster inner peace, happiness, and wellbeing for all individuals. AOLF actively engages Liverpool LGA residents with free weekly yoga classes and is seeking funding to deliver a wellness program to acknowledge World Mental Health Day.		
Description	<p>Objectives:</p> <p>Move Breathe Rest Triathlon is a free event designed to increase awareness about mental and physical wellbeing. Through a 6-part program, attendees undertake yoga, breathing and rest exercises, as well as engage with professional speakers and learn tips about incorporating positivity in one's life. The program aims to share activities and routines that individuals can incorporate into their daily lives to live a better and healthier life.</p>		

	<p>Outcomes:</p> <ul style="list-style-type: none"> • Increase awareness and participation in mental wellbeing activities. • Improve physical health and mental wellbeing through exercise and mindfulness; and • Promote lifestyle changes through resources and connection to wellbeing programs.
Beneficiaries	<ul style="list-style-type: none"> • 200 Liverpool LGA residents • Local community groups (through partnerships)
Assessment	<p>Recommended for Funding - \$10,000</p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i> and meets the Community Sponsorship Program's funding priorities.</p> <p>Expected program outcome 7.7.1 a), b) and e)</p>

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.

COMMUNITY SPONSORSHIP			
Budget	Balance	<i>Recommended for funding in this report</i>	Remaining
\$100,000	\$72,971	<i>\$20,000</i>	\$52,971
COMMUNITY GRANTS			
Budget	Balance	<i>Recommended funding in this report and \$4,000 in small grants program to CEO</i>	Remaining
\$102,000	\$83,739	<i>\$19,000</i>	\$64,739
MATCHING GRANTS			
Budget	Balance	<i>Recommended funding in this report</i>	Remaining
\$200,000	\$200,000	<i>Nil</i>	\$200,000
SUSTAINABLE ENVIRONMENT GRANTS*			
Budget	Balance	<i>Recommended funding in this report</i>	Remaining
\$75,000	\$75,000	<i>Nil</i>	\$75,000
COMBINED FUNDING BALANCE			
Combined Budget	Combined Balance	<i>Total recommended funding in this report</i>	Remaining
\$477,000	\$431,710	<i>\$35,000</i>	\$392,710

CONSIDERATIONS

Economic	The financial impacts are outlined in the report above.
Environment	Raise community awareness and support action in relation to environmental issues.
Social	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
Civic Leadership	Foster neighborhood pride and a sense of responsibility. Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
Legislative	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. The 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.
Risk	There is no risk associated with this report.

ATTACHMENTS

Nil

COM 03

Amendments to Civic Events and Ceremonial Functions Policy

Strategic Objective	Healthy, Inclusive, Engaging Deliver great and exciting events and programs for our people and visitors
File Ref	266864.2023
Report By	Alyson Infanti - Coordinator Civic and Citizenship
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

The Civic and Ceremonial Functions Policy (the Policy) provides guidance on the processes involved with delivering Council's civic events and ceremonial functions.

This Policy has been reviewed in accordance with Council's policy revision timeframe.

The review of the Policy recommends the following key changes:

- Removal of major event functions and obsolete activities;
- Change of event type and purpose for Christmas in the Mall to Mayor and Councillors Christmas Reception;
- Removal of Civic Events Proposal Form; and
- Minor formatting and language amendments.

This report recommends Council endorse the draft Civic and Ceremonial Functions Policy.

RECOMMENDATION

That Council:

1. Endorse the amendments to the draft Civic and Ceremonial Functions Policy (the Policy) and place on public exhibition for a period of 28 days; and
2. If no significant feedback is received, direct the CEO to adopt the Policy on behalf of Council.

REPORT

Background

The Civic and Ceremonial Functions Policy (the Policy) provides guidance on the processes involved with delivering Council's civic events and ceremonial functions.

Civic events and ceremonial functions foster positive relationships between the community and Council, connect the community in celebration, recognise and celebrate individual and community achievements and promote community pride.

The Civic Events and Ceremonial Functions Policy (the Policy) provides direction on the management of Council's civic events and ceremonial functions and outlines the planning procedure for the delivery of these civic events and ceremonial functions.

This Policy has been reviewed in accordance with Council's policy revision timeframe.

Changes to the Civic and Ceremonial Functions Policy

The review of the Policy recommends the following key changes:

- Removal of major event functions and obsolete activities;
- Change of event type and purpose for Christmas in the Mall to Mayor and Councillors Christmas Reception; and
- Removal of Civic Events Proposal Form.

Major event functions and activities are delivered by Council's Major Events team. As such, reference to these activities in this Policy represents a duplication of activities and is no longer required as part of this Policy.

Further, the Policy references several functions and activities which are obsolete and no longer delivered as part of the Civic and Ceremonial Functions program. These activities have been removed from the Policy.

The Christmas in the Mall event has been superseded by the Mayor and Councillor's Christmas Reception. The Christmas Reception is a civic event and has been incorporated into this Policy in place of the Christmas in the Mall activity, which is now considered a major event and as such delivered by the Major Events team, not the Civic and Citizenship Coordinator.

The Policy review found that the Civic Events Proposal Form is obsolete. Any new, proposed civic functions are determined by Council Resolution, meaning this form is no longer required and has been removed.

General formatting revisions

In addition to the above changes, several content formatting revisions have been applied throughout the document to enable it to be more easily read and understood by the community.

Consultation

Relevant departments across Council were consulted during the review of this Policy, including Civic and Citizenship, Major Events, Community Development, Councillor and Executive Services, and the Mayor's Office.

This report recommends that Council endorses the Civic and Ceremonial Functions Policy and places on public exhibition for a period of 28 days. Following the public exhibition period and should no significant feedback be received; Council should direct the CEO to adopt the Policy on Council's behalf.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	Raise community awareness and support action in relation to environmental issues.
Social	Support community organisations, groups and volunteers to deliver coordinated services to the community.
Civic Leadership	Foster neighbourhood pride and a sense of responsibility. Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	Local Government Act 1993.
Risk	The risk is deemed to be Low. The risk is considered within Council's risk appetite.

ATTACHMENTS

1. Draft Civic Events and Ceremonial Functions Policy



CIVIC EVENTS AND CEREMONIAL FUNCTIONS POLICY

Adopted: ~~18 November 2019~~ - ~~October 2022~~

TRIM: ~~234278.2019~~ 269728.2023



1. PURPOSE

The purpose of this policy is to provide guidance on the types and processes involved with delivering Council's **events**, civic events and ceremonial functions.

The policy sets out the roles of the Mayor and Councillors at these events and functions as well as at external events held within the Liverpool Local Government Area (LGA) where representation from Council is required.

2. LEGISLATIVE REQUIREMENTS

Australian Citizenship Act (Cth) 2007
Australian Citizenship Regulations (Cth) 2007
Australian Citizenship Ceremonies Code (Cth) 2019
Charitable Fundraising Act 1991
Charitable Fundraising Authority Conditions 2015
Local Government Act 1993

3. DEFINITIONS

Ceremonial function: A small official event coordinated by Council in honour of a special day or an achievement. This can include for example functions such as a flag raising ceremony, or ribbon cutting for an official opening, turning of the sod to mark any official opening, or a commemoration plaque.

Citizenship ceremony: The ceremonial occasion where approved candidates have their Australian Citizenship conferred.

Civic event: The highest level of Council function, which refers to official duties held for a special purpose (such as an official opening or ribbon cutting) which has been approved by Council resolution. It specifically involves the Mayor, Councillors, Members of Parliament (MPs), other dignitaries and/or elected representatives. Such events are normally held for celebratory, ritual, recognition or commemorative purposes, and typically follow formal event and ceremonial protocols. This can include recognising community achievements, significant milestones and special events.

Commemorate: To remember officially and give respect to a great person or event.

~~**Community event:** A social activity or gathering with the primary purpose of community engagement, both in the product and process. Key features of community events are as follows:~~

- ~~a) They are community driven as they involve residents and/or community organisations in decision making throughout the planning and organising process;~~
- ~~b) They raise awareness of broad social needs in alignment with local, national or international causes such as Harmony Day, Refugee Week, Youth Week or Anti-Poverty Week;~~
- ~~c) They are delivered in partnership with community organisations and groups;~~
- ~~d) They provide a capacity building component for residents and/or community organisations and groups; and~~

~~e) They provide an opportunity for community service organisations to distribute information to residents.~~

~~**Major event:** A planned large scale activity that is conducted for the purpose of community participation or public celebration of a national day or special occasion and is held in a public space such as a park or reserve. These include festivals, expos and some sporting activities, which generate a range of direct and indirect benefits, including economic and reputational outcomes.~~

Mayoral representation: Occasions when the Mayor represents, or is requested to represent, Council at events or functions.

Presiding Officer: This is a person who has been authorised in writing by the Australian Government to confer citizenship, ie. the Mayor, Deputy Mayor, CEO or MPs.

Protocols: A set of procedures to be followed in formal situations.

Promotional material and social media promotion: Documents that are developed to promote or advertise an event, activity or brand using consistent messaging. This may include posters, flyers, invitations, media releases, newspaper/radio advertisements and social media posts.

Request for support: Formal requests made by external parties, which can be individuals or community groups, for Council's financial or in-kind support to deliver civic events and ceremonial functions hosted by the external party.

4. POLICY STATEMENT

Council delivers several civic and ceremonial events and functions, as well as other functions and receptions as the need arises. These events and functions foster positive relationships between the community and Council, connect the community in celebration, recognise and celebrate individual and community achievements, and promote community pride or spirit.

This policy identifies considerations in the management of Council events and ceremonial functions or when requesting the presence of the Mayor or a Councillor representative at an external event or function.

4.1 Types of civic events and ceremonial functions

To fulfil its civic objectives, Council will deliver various civic events and ceremonial functions as listed below, as well as official openings of Council facilities and other specific receptions or functions from time to time, as the need arises.

The types of civic events and ceremonial functions Council delivers are:

- a) Citizenship ceremonies (monthly)
Citizenship ceremonies are held by Council on behalf of the Department of Home Affairs with dates scheduled at the beginning of the calendar year. Following each

Citizenship Ceremony, a reception will be held for all participants and their family and guests. Other invitees include all current Councillors, MPs, the CEO and other Council staff (at the discretion of the CEO). All citizenship ceremonies will be conducted in accordance with the Australian Citizenship Ceremonies Code. The attire of attendees at Citizenship Ceremonies should reflect the significance of the occasion.

b) Australia Day Civic Reception (annual)

Council hosts annual Australia Day celebrations and activities for the purpose of developing national pride and spirit. The Australia Day Awards are presented annually to local citizens and groups who have made outstanding contributions to the community. The awards are provided by the National Australia Day Council and are administered by local councils throughout Australia on their behalf.

A Civic reception is held following the Australia Day Citizenship and Australia Day Awards Ceremony and is attended by MPs, Mayor, Councillors, Australia Day Ambassador and Ceremony participants.

~~e) Liverpool Charity Ball (annual)~~

~~d) Cheque presentation to Liverpool Charity Ball organisations (annual)~~

~~e) Mayor and Councillors Community Lunch (annual):- This event is hosted by the Mayor and Councillors to celebrate the festive season with the community. The event is held in partnership with the Liverpool Community Kitchen and Hub and caters for socially and financially disadvantaged members of the community.~~

~~f)c) Christmas in the Mall Mayor and Councillors Christmas Reception~~

~~A Christmas tree lighting ceremony is held in Macquarie Mall to mark the beginning of the Christmas festive season.~~ A Christmas reception to celebrate the end of the year with key stakeholders and senior Council staff invited.

~~g)d) Liverpool's Birthday and Order of Liverpool Awards (annual)~~

On 7 November each year, Council holds an annual function to celebrate Liverpool's birthday. This function is usually held at the Casula Powerhouse Arts Centre and it is celebrated with members of the local community. This celebration is usually combined with a Citizenship Ceremony to showcase Liverpool to new recipients of Australian Citizenship. Schools are invited to attend this event, which includes a birthday cake shared with the local community to celebrate the occasion.

The Order of Liverpool Awards are presented annually by Council to recognise the achievement of excellence in and/or contributions to all forms of human endeavours, which have enhanced the quality of life in Liverpool City, or if Council acting as a committee of the whole so decides, to humanity at large.

~~h)e) Liverpool Heroes Awards (annual)~~

A civic function that recognises exceptional achievements made by local residents. Invitees include local residents who are recipients of awards such as Australia Day

Honours, Queens Honours, Premiers and Prime Minister's Awards and Bravery Awards, as well as recognising local sporting achievements.

~~i) Gift of Time Volunteer Dinner (annual)~~

~~A civic function that acknowledges the tireless voluntary work of local residents including members of Council committees. Invitees include representatives from local volunteer groups, their family and friends as well as the Mayor, Councillors and CEO. MPs and other guests may also be invited at the CEO's discretion.~~

~~j)f) Civic anniversaries (as required)~~

Civic receptions are held throughout the year to formally recognise contributions of local community groups and volunteer clubs such as ~~Quota International~~, Rotary Club, Lions Club and Meals on Wheels. Attendees of these civic receptions are members or volunteers of the relevant clubs as well as members of other volunteer clubs.

~~k)g) Opening of a new facility or park~~

A launch event will be held as required to mark the opening of a new, or embellishment of a Council service, exhibition, facility or park. The majority of these events will be open to the whole community and the Mayor and Councillors and CEO may invite MPs and other guests at their discretion.

~~l)h) South Western Sydney (SWS) Academy of Sport Civic Reception (annual)~~

A civic reception for the SWS Academy of Sport is held to recognise athletes in the LGA. The event is attended by athletes, their coaches and family members, as well as the Mayor, Councillors and MPs.

~~m) QUOTA Public Speaking Quest (annual) TAKE OUT~~

~~The Annual Quota Public speaking quest is held annually at Casula Powerhouse Arts Centre. The purpose of the Quest is to encourage leadership, self-expression and individual development in high school students. The Quest is attended by family members of the students as well as the Mayor and Councillors.~~

~~n)i) Civic Mayoral receptions, Ministerial visits and visiting Dignitaries~~

The Mayor, in consultation with the CEO, may host receptions with refreshments for key community and business stakeholders, visiting dignitaries, local residents who are recipients of awards or prizes from the City, and visitors from other local authorities from Australia and overseas. The guest list for receptions shall be determined at the discretion of the Mayor and CEO and is to include all current Councillors and State and Federal MPs.

The CEO, after consultation with the Mayor, will determine a program that fulfils the objective of the visit and showcases the City of Liverpool.

~~p)j) Sister City Delegations~~

~~Events to support visiting official sister city delegations. Toda Sister city friendship relationship will continue online with schools.~~

~~Civic event to support visiting official sister city delegations when required.~~

q) School visits

School visits may be facilitated, or a Council representative may visit schools to contribute to the education of students and promote awareness and understanding of the role of the Mayor and Councillors and the strategic agenda of Council. ~~Local Government.??~~

r) ANZAC Day Dawn Service (annual)

A march for ANZAC Day starts from John Edmondson VC Memorial Club to Bigge Park where a dawn service is held in partnership with the John Edmondson VC Memorial Club. Following the dawn service, all attendees are invited to a light breakfast reception. Council provides in-kind support in the form of event infrastructure.

s) Remembrance Day Service (annual)

This service event is held in partnership with the John Edmondson VC Memorial Club to commemorate all deceased servicemen in Liverpool. Council provides in-kind support in the form of event infrastructure.

~~t) Major events (annual)~~

~~Council presents major events to provide community engagement and entertainment for significant annual days of celebration, such as New Year's Eve and Australia Day. Additional events are determined annually by Council.~~

u) Memorial and commemoration events

A memorial or commemoration event provides an opportunity for the community to appreciate and acknowledge the role played by Australians or significant action/activities by Australia in wars and conflicts since Federation. The event is usually held within a month of the anniversary being commemorated. These events may be hosted by Council but may also be hosted by community groups.

v) Heritage dedication events

Events can be held to dedicate or rededicate heritage items or sites which are of significance to Liverpool's history. These events may be hosted by Council on an as-needs basis through a Council resolution but may also be hosted by community groups.

4.2 Approvals

- 4.2.1 Guest lists vary from event to event and invitees may include dignitaries such as MPs, other official government delegations and community stakeholders. The nature,

purpose and size of the event will indicate the categories of persons who should be included on the guest list.

- 4.2.2 The CEO, or delegate, in consultation with the Mayor is authorised to determine the format and all other administrative arrangements associated with the planning and delivery of any civic event or ceremonial function. This includes approvals for all guest lists, menus, promotional material seating arrangements and programs/agendas.

4.3 Budget

- 4.3.1. The Council will annually, through the budget process, make provision for Council civic events and ceremonial functions to be held in the forthcoming financial year. The annual allocation is split to align with the Mayoral term.
- 4.3.2. Funds for any additional civic events and ceremonial functions such as anniversaries will need to be requested through Council Resolution.

4.4 Role of the Civic Advisory Committee

- 4.4.1. The Civic Advisory Committee will be presented with a schedule of all civic events and functions each year. The Committee's role will be to provide advice on the schedule of civic events for the year.
- 4.4.2. The Committee may propose new civic events for Council's consideration. All proposals will be referred to an internal assessment panel for consideration and will be assessed in accordance with Section 5 of this policy.

4.5 Planning procedure for civic events and ceremonial functions

- 4.5.1 Civic events and ceremonial functions delivered by Council should, to the extent that it is possible, follow the planning procedure outlined below.

4.5.2 Invitations and promotional material

Guest lists vary from event to event and invitees may include dignitaries such as MPs, other official government delegations and community and business stakeholders. The nature, purpose and size of the event will indicate the categories of persons who should be included on the guest list.

To organise and send invitations with sufficient notice, concept designs for invitations or promotional material must be provided to the Communications Unit at least eight weeks prior to a civic event for the graphic design process. Invitation lists must be provided to the Civic [Events and Citizenship](#) Coordinator and confirmed at least six weeks prior to a civic event.

4.5.3 Seating arrangements and venue confirmation

To enable seating arrangements to be made and for venue/ catering confirmation, final attendance numbers must be provided and confirmed to the Civic [Events and Citizenship](#) Coordinator at least two weeks prior to a civic event.

4.5.4 Programs and agendas

Programs and agendas will be developed in consultation with the Mayor and CEO. All programs must be confirmed at least two weeks prior to a civic event. In some instances, this will be required earlier (eight weeks) if being sent out with promotional material/invitations. Timeframes for this information will be determined as required by the event.

4.6 **Aboriginal and Torres Strait Islander ceremonies and acknowledgements**

4.6.1 Council acknowledges Aboriginal and Torres Strait Islander people as the traditional custodians of land by including Aboriginal and Torres Strait Islander people in official Council ceremonies using local customary protocols such as *Welcome to Country* and by encouraging the flying of the Aboriginal and Torres Strait Islander flags (where appropriate and practicable).

4.6.2 The traditional custodians of the land of the Liverpool LGA are the Darug and Dhurawal Aboriginal People.

4.6.3 *Welcome to Country* should be included, where possible, at all civic events and ceremonial functions attended by members of the public and representatives of government departments. The *Welcome to Country* should be undertaken by an Elder of the relevant Aboriginal Nation or a recognised Aboriginal spokesperson.

4.6.4 *Acknowledgement of Country* is where other people acknowledge, and show respect for, the Traditional Custodians of the land on which the event is taking place. This acknowledgement is a sign of respect and should be conducted at the beginning of a meeting, event or ceremony. *Acknowledgement of Country* may also take place when traditional Elders are not available to provide an official *Welcome to Country*.

4.6.5 The appropriate *Acknowledgement of Country* wording to use is as follows:

"I would like to acknowledge the traditional custodians of the land on which we meet and their ancestors past and present and emerging; the Cabrogal Clan of the Darug Nation. We acknowledge that this land was also accessed by peoples of the Dharawal and Darug Nations"

4.6.6 A Smoking Ceremony is to be conducted by an Aboriginal person with specialised cultural knowledge. The ceremony aims to cleanse the space in which the ceremony takes place. Given the significant nature of the ceremony, smoking ceremonies are usually only performed at major outdoor events, or as appropriate for a civic event or function.

4.6.7 Advice should be sought from the Civic [Events and Citizenship](#) Coordinator or Community Development Worker ([First Nations](#) ~~ATSI~~) on the appropriateness of conducting a Smoking Ceremony at an event or function.

4.7 **Australian National Anthem**

4.7.1 The first verse of the Australian National Anthem should be played at all Council civic events and ceremonial functions, where appropriate.

The lyrics of the first verse of the Australian National Anthem is as follows:

*Australians all let us rejoice,
For we are one and free;
We've golden soil and wealth for toil;
Our home is girt by sea;
Our land abounds in nature's gifts
Of beauty rich and rare;
In history's page, let every stage
Advance Australia Fair.
In joyful strains then let us sing
Advance Australia Fair.*

- 4.7.2 Where possible and appropriate to the event, the National Anthem may be sung/played by an Aboriginal person in the appropriate Aboriginal language, followed by the first verse sung/played in English.
- 4.7.3 Advice should be sought from the Civic [Events and Citizenship](#) Coordinator or Community Development Worker ([First Nations](#)) (ATSI) on the appropriateness of the National Anthem being sung/played in Aboriginal language at an event or function.

5. REQUESTS FOR COUNCIL SUPPORT OF EXTERNAL CIVIC EVENTS AND CEREMONIAL FUNCTIONS

~~5.1 Requests for Council's in-kind support of civic events and/or ceremonial functions delivered by external parties must be made by completing and submitting a [Mayoral Engagement Form](#) (Appendix A). All forms should be submitted at least three months prior to the event date.~~

~~5.15.2~~ External parties in the community often hold their own civic events and/or ceremonial functions in the Liverpool LGA and may request Council's in-kind support to deliver such events. In-kind support can include event preparation and management, event infrastructure, media and marketing support, and/or Council venue hire.

~~5.25.3~~ Any civic event or ceremonial function delivered by external parties and requiring cash support from Council must seek such support through Council's *Grants, Donations and Community ~~rporate~~ Sponsorship Policy*, and/or a resolution of Council.

~~5.3 Requests for Council's in-kind support of civic events and/or ceremonial functions delivered by external parties must be made by completing and submitting a [Request for Council Support of Civic Events and Ceremonial Functions Form](#) (Appendix A). All forms should be submitted at least six months prior to the event date.~~

~~5.4 When a [Request for Council Support of Civic Events and Ceremonial Functions Form](#) is submitted, the applicant will be required to have an initial meeting with Council's, [Civic Events and Citizenship](#) Coordinator, Heritage Officer and other Council staff where required to determine the scope of the request. A report will be forwarded to an internal assessment panel for approval of Council support.~~

~~5.5 An internal assessment panel comprising of the CEO (or delegate), the Director City Community and Culture (or delegate) and the Civic Events Coordinator will assess all requests for support.~~

5.65.4 The CEO (or delegate), in consultation with the Mayor will approve requests for in-kind support to the value of \$10,000 for external civic events and ceremonial functions held in the Liverpool LGA. Requests for support above the value of \$10,000 will be presented to Council for determination.

5.75.5 The following criteria will be used to assess all requests for support:

- a) The civic event or ceremonial function celebrates or acknowledges a significant aspect of Liverpool's history;
- b) The civic event or ceremonial function relates to a significant event or action within Liverpool's and Australia's wartime history;
- c) The civic event or ceremonial function is consistent with Council's identified priorities and strategic directions;
- d) The civic event or ceremonial function has sufficient local support and there is local acknowledgement and recognition of the action/activity/person being commemorated; and
- e) Resources are available to support the request, or there is sufficient lead time to request resources.

~~6. FUNDRAISING EVENTS AND FUNCTIONS TAKE OUT~~

~~6.1 Council holds the annual Liverpool Charity Ball that raises funds for local charities, not for profit organisations, and certain other statutory bodies.~~

~~6.2 One charity or not for profit organisations is chosen annually to receive funds raised at the Ball.~~

~~6.3 All funds raised from ticket sales will be donated to the selected organisation.~~

~~6.4 In addition to funds raised from ticket sales and other fundraising activities Council may, at its discretion, resolve to donate further funds towards the selected organisation.~~

~~6.5 Selecting organisations to receive fundraising proceeds TAKE OUT~~

~~6.5.1 Council will seek nominations from registered charities, not for profit organisations and appropriate statutory bodies annually to receive the proceeds raised at the Charity Ball or other fundraising activities.~~

~~6.5.2 Nominations must be submitted using the relevant application form via Council's online grants management system.~~

~~6.5.3 Council will not accept any hard copy or emailed submissions, or any submissions after any applicable closing date or time.~~

~~6.5.4 To be eligible to receive fundraising proceeds applicants must be:~~

- ~~a) A charity or a not for profit organisation registered with Australian Charities and Not for profits Commission (ACNC);~~
- ~~b) A charity, not for profit organisation or statutory body based within the Liverpool LGA or providing services to residents within the LGA; and~~
- ~~c) A charity, not for profit organisation or statutory body that can demonstrate a significant and ongoing contribution to the Liverpool community.~~

~~6.5.5 The following criteria will be used to assess all nominations:~~

- ~~a) Evidence provided to support need for the project including addressing at least one of the strategic directions in Council's Community Strategic Plan;~~
- ~~b) The anticipated number of individuals that will benefit from the proposed project from within the Liverpool LGA;~~
- ~~c) Timeframe and budget are realistic and align with project objectives;~~
- ~~d) Capacity of the organisation to deliver the project;~~
- ~~e) The project offers suitable branding and acknowledgement opportunities for Council;~~
- ~~f) Project does not duplicate existing services;~~
- ~~g) Appropriate project evaluation method; and~~
- ~~h) Sustainability of project post funding.~~

~~6.5.6 Projects receiving fundraising proceeds should contribute to one or more of the strategic directions in Council's Community Strategic Plan:~~

- ~~a) Direction 1 – Creating connection;~~
- ~~b) Direction 2 – Strengthening and protecting our environment;~~
- ~~c) Direction 3 – Generating opportunity; or~~
- ~~d) Direction 4 – Leading through collaboration.~~

~~6.5.7 An internal assessment panel comprising of the Strategic Events Lead, Civic Events Coordinator and Grants Project Officer will assess all nominations.~~

~~6.5.8 The following process will be followed to assess each nomination received:~~

- ~~a) Each nomination will be scored according to the set criteria;~~
- ~~b) Scores are tallied to provide an overall assessment for each nomination; the panel must reach consensus on the highest scoring nominees;~~
- ~~c) Recommendations of the panel will be presented to the CEO and Mayor for endorsement to be presented for consideration of the Civic Advisory Committee; and~~
- ~~d) A recommendation on the chosen charity, not for profit organisation or statutory body will be presented to Council for determination.~~

~~6.5.9 Upon determination of the recipient by Council, the recipient will enter into an agreement with Council. The agreement will outline the terms for the use of the funds including the relevant acquittal process to provide evidence to Council on how the funds were expended.~~

7.6. CIVIC REQUESTS TO THE MAYORAL OFFICE

6.1 The Mayor and Council welcome invitations from the community to participate in important events and functions.

6.2 As the elected Chair of Council, the role of the Mayor is to carry out the civic and ceremonial functions of the Mayoral Office in the celebration and recognition of community achievements and milestones. Requests may be made for the Mayor to formally open an event, welcome guests or present an award.

6.3 Invitations for a Council representative to attend a function or event must be in writing using the *Mayoral Engagement Form* at Appendix **AB** and should be forwarded to the Mayor's Office with at least four weeks' advance notice.

6.4 For ticketed events, advice must be provided on whether complimentary passes will be provided or whether payment is required. Advice must also be provided on whether the Mayor or Councillor's partner is invited.

6.5 If grant funding has been received for the delivery of the event, event organisers must ensure that appropriate acknowledgement of Council is made on the invitation, marketing collateral or signage for the event.

6.6 The Mayor will review all requests, ~~in consultation with the CEO~~, to represent Council at a public function or event.

6.7 Mayoral representation

6.7.1 The Mayor is the principal representative of Council and all Councillors support the Mayor.

6.7.2 The Deputy Mayor will generally represent Council at an event or function where the Mayor is unable to attend. Where the Deputy Mayor cannot attend, the Mayor will nominate another Councillor to attend as their representative to undertake the civic and ceremonial functions of the Mayoral Office.

7.8 Forms of address

7.8.1 The Mayor takes precedence in local affairs over any other person. This precedence also applies to the Deputy Mayor who has been deputised by the Mayor to represent the Mayor during any absence.

~~76.8.2~~ This precedence does not apply to functions coordinated by a State or Federal Government department and in these cases the local State or Federal Member would take precedence.

6.9 Introducing the Mayor or Councillors

~~6.9.1~~ When the function is attended by one Council representative the following wording should be used:

"The Mayor/Deputy Mayor of Liverpool City Council, Councillor <name of Mayor, Deputy Mayor or Councillor>".

~~76.9.2~~ After the initial introduction the Mayor may be referred to directly and addressed as Councillor <name of Councillor> or Mr/Madam Mayor.

~~76.9.3~~ When attended by more than one Council representative the following wording should be used:

"The Mayor/Deputy Mayor of Liverpool City Council, Councillor <name of Mayor, Deputy Mayor or Councillor>" and Councillor/s <name of Councillor/s>"

~~76.9.4~~ When introducing a Councillor who is deputising for the Mayor the following wording should be used:

"I would like to introduce Councillor <name of Councillor>who is ~~deputising~~ ~~representingfor~~ the Mayor in his/her absence."

~~76.9.5~~ After formal introductions have taken place, forms of address are at the discretion of the incumbent Mayor or Councillor. Advice will be provided on the current preference for the Councillor attending the event or function.

~~76.9.6~~ Information on how to address members of State Parliament may be found at:

<https://www.parliament.nsw.gov.au/members/pages/all-members.aspx>

~~76.9.7~~ Information on how to address members of the Parliament of Australia may be found at:

https://www.aph.gov.au/Senators_and_Members/Guidelines_for_Contacting_Senators_and_Members

6.10 Speeches

~~6.10.1~~ The Mayor should be given the opportunity to be the first speaker. If the Mayor is not expected to speak, the speaker(s) should acknowledge their presence.

~~6.10.2~~ If the Mayor is expected to deliver a speech, requests should specify:

- a) Length of speech;
- b) Subject of speech;
- c) Where in the proceedings/program the speech will be made; and
- d) Background of the organisation and/or purpose of the function.

6.10.3 Speech specifications should be provided at least two weeks prior to the event or function.

6.10.4 _____ An official Acknowledgement of Country will be included in every speech.

6.11 Attendance at functions

6.11.1 Requests should specify the following information to assist with the Mayor or Councillor's attendance at the event or function:

- a) The most suitable arrival and departure times for the Mayor or Councillor. For example, it may be important for the Mayor or Councillor to arrive just before a formal opening or for the Mayor or Councillor to arrive at a specific time during a function;
- b) Parking arrangements for the venue;
- c) The estimated duration of the function;
- d) The person who will meet and escort the Mayor or Councillor to the event/seat, as appropriate; and
- e) If there is a particular dress code for the event or function. The Mayor may choose to wear the Mayoral robe and chains when representing the Office of the Mayor. The Deputy Mayor may choose to wear the Deputy Mayor robe when making representations on behalf of the Office of the Mayor.

7. EVALUATION AND REVIEW

This policy will be reviewed every two years. It will be evaluated to assess:

- a) Mechanisms to collect feedback on civic events and functions;
- b) The schedule of events is consistent with Council's identified priorities and strategic directions;
- c) The manner in which Council delivers its civic events is professional and is in accordance with Council policy and legislative requirements; and
- d) Conflicts of interest are identified, and civic events or functions cancelled should a conflict of interest arise that cannot be resolved.

AUTHORISED BY

Chief Executive Officer

EFFECTIVE FROM~~18 November 2019~~ 30 August 2023**DIRECTORATE RESPONSIBLE**~~City~~ Community and ~~Culture~~ Lifestyle**REVIEW DATE**

The policy will be reviewed by Council two years after the adoption of this policy.

VERSIONS

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	23 November 2016	319560.2015
2	Council Resolution	13 December 2017	319783.2017
3	Chief Executive Officer	18 November 2019	234278.2019
<u>4</u>	<u>Council Resolution</u>	<u>30 August 2023</u>	<u>269728.2023</u>

THIS POLICY WAS DEVELOPED AFTER CONSULTATION WITH~~City~~ Community and ~~Lifestyle~~ Culture-business units~~City~~ Corporate Support (Councillor and Executive Services) ~~-(Governance)~~

Office of the CEO (Mayor's Office)

ATTACHMENTSAppendix A: Mayoral Engagement Form ~~Request for Council Support of Civic Events and Ceremonial Functions Form~~~~Appendix B: Mayoral Engagement Form~~

Appendix A: Request for Council Support of Civic Events and Ceremonial Functions Form



Civic Events Proposal Form

Please complete form below and return using one of the lodgement options listed below.

Part 1: Event Details

Event name:

Date

Time:

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Venue:

Part 2: Event Scope

Purpose / objectives:

Target audience:

Specific invitees:

Proposed event agenda / program:

Resources required:**8-week notice**☐ Invitation / flyer designed☐ External venue booking**6-week notice**☐ Catering**4-week notice**☐ Program design (may be required earlier)☐ Advertising / promotion**Part 3: Applicant Details****Applicant name:****Phone:****Address:****Email address:****Please tick the one option that applies. Are you a:**☐ Resident ☐ Worker ☐ Student ☐ Visitor☐ Councillor ☐ Staff member**Part 4: Lodgement Details**

Please send completed proposal form to:

Attn: Alyson Infanti, Civic Events Coordinator**Email:** infantia@liverpool.nsw.gov.au**Mail:** Locked Bag 7064, Liverpool BC NSW 1871**In person:** Ground Floor, 33 Moore Street Liverpool**For further information please phone 8711 7680 or email infantia@liverpool.nsw.gov.au**

Appendix BA: Mayoral Engagement Form



Mayoral Engagement Form

Return this form by email to:
mayor@liverpool.nsw.gov.au

ORGANISATION DETAILS

Name of Organisation

Contact Person *

Contact Address

Contact Email Address *

Contact Telephone Number *

INVITEES

Who would you like to invite?

☐

Mayor

☒

Mayor & Councillors

EVENT DETAILS

Title of event *

Estimated number of guests *



02 8711 7463



mayor@liverpool.nsw.gov.au



www.liverpool.nsw.gov.au



/LiverpoolCityCouncilAustralia



/liverpoolcitycouncil



Mayoral Engagement Form

Return this form by email to:
mayor@liverpool.nsw.gov.au

Venue Name and Address *

Date of Event * (dd/mm/yyyy)

Time *

Time Invitee(s) should arrive *

Time Invitee(s) will be free to leave *

Please indicate dress code *

RSVP Date * (dd/mm/yyyy)

Parking Arrangements

Please feel free to attach a copy of the original invitation.

02 8711 7463
 mayor@liverpool.nsw.gov.au
www.liverpool.nsw.gov.au
 /LiverpoolCityCouncilAustralia
 /liverpoolcitycouncil



**LIVERPOOL
CITY
COUNCIL**

Mayoral Engagement Form

Return this form by email to:
mayor@liverpool.nsw.gov.au

Do you wish the invitee to make a speech or perform a specific duty? *

☐ Yes ☐ No

* If YES, please provide details for speech and/or details of duty to be performed

Please list any other dignitaries or VIP's attending that the invitee should acknowledge:

* Indicates compulsory information to be completed for your request.

02 8711 7463 mayor@liverpool.nsw.gov.au www.liverpool.nsw.gov.au

/LiverpoolCityCouncilAustralia /liverpoolcitycouncil

COM 04

Draft Plan of Management Phillips Park, Lurnea

Strategic Direction	Leading through Collaboration Strive for best practice in all Council processes
File Ref	272752.2023
Report By	Mark Taylor - Social Infrastructure Planner Jill Summers - Project Officer
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

Council has recently completed an updated draft Plan of Management for Phillips Park, Lurnea, that is consistent with the requirements of the Local Government Act 1993 (LG Act) and Crown Lands Management Act 2016 (CLM Act). Phillips Park required a site-specific plan due to it encompassing both Crown and Council land.

Phillips Park is currently captured within generic Plans of Management (POM) adopted in 2007. In 2007 it comprised sporting fields, four tennis courts, a small sports amenities building, a small community hall and play space and a small playground to the east.

The revised POM for Phillips Park reflects the recently completed upgrades to its sporting, community and recreation facilities undertaken in 2022 including construction of the Lurnea Community Hub. Upon adoption, this POM will supersede the Sportsgrounds, Park, and Community Facilities Generic POMs as they apply to Phillips Park.

The objective of the Phillips Park POM is to outline the ongoing use, maintenance, management, and improvement of Phillips Park for the next 10 years, as well as authorise leases, licences and guide future uses and developments.

All Community land managed by Council and used by the community, must have a POM, as required under the CLM Act and the LG Act. POMs allow for, among other things, Council to enter into long-term leases/licences consistent with the intended purpose of the land. In the case of Crown Land reserves (Department of planning and Environment), adoption of the POM is subject to Ministerial consent.

In July 2023 Council obtained formal approval from Crown Lands on its Crown land categorisation for Phillips Park. Council also completed its required Native Title Assessment and completed the draft of Phillips Park Plan of Management.

Subject to Council approval, the draft POM for Phillips Park will be presented to Crown Lands for approval to place on public exhibition.

RECOMMENDATION

That Council:

1. Endorses the draft Plan of Management for the purpose of submitting to Crown Lands for approval for public exhibition, in accordance with the provisions of Section 38 of the Local Government Act 1993 (LG Act) for a minimum period of 42 days from the date of public notice;
2. Delegates the authority to the Chief Executive Officer (or delegate) to make any final minor amendments to the draft Plan of Management, prior to Crown land submission and exhibition;
3. Acknowledgement that Council receives a further report following the public exhibition period, that will outline public comment received for the same Plan of Management; and
4. Consider the Native Title advice, as part of the Plan of Management.

REPORT

Background

In accordance with the Local Government Act 1993 and the CLM Act, Council has now prepared a draft Plan of Management for Phillips Park, Lurnea. Phillips Park is located at 66 Hill Road in the suburb of Lurnea within the Liverpool local government area. The park is approximately 3 kilometres south-west of Liverpool City Centre. The park is bounded by Reilly Street to the north, Hill Road to the west, Wonga Road to the south, and St Francis Xavier Primary School and Church and private residences to the east. This reserve is managed and maintained by Liverpool City Council as the appointed Crown Land Manager (CLM).

The CLM Act authorises the Council to manage Crown reserves in its LGA as if they were public land under the Local Government Act 1993.

Under the legislation, Council was required to categorise the Crown land for which it is responsible, similar to the Council owned land managed under the LG Act. All land managed

by Council (Crown and Council land) is known as Community land. Categories appointed to the site are according to the categories and objectives defined in the Local Government Act 1993.

Council proposed categorisations for its community land which were endorsed at a Council Meeting on 24 May 2022. The proposed categories for the Crown land reserves were subsequently submitted to Crown Lands for land-owners consent. Land-owners consent of the proposed categorisations was received on 1st July 2023, along with permission to place these categorisations in required draft Plans of Management. Council, as a Crown Land Manager (CLM) must engage or employ at least one Native Title Manager, to comply with Native Title Act 1993.



Figure 1 Phillips Park, Lurnea

Classification of Crown Land

Community land is categorised as either:

- Natural Area – subcategorised as Bushland, Wetland, Watercourse, Foreshore, Escarpment
- Park
- Sportsground
- Area of Cultural Significance
- General Community Use

Community land is categorised through an adopted Plan of Management (POM) and Crown land categorisation is achieved by submission and approval by Crown Lands. A public hearing is required to re-categorise Council-owned community land.

Categorisation and Native Title

Under the Commonwealth Native Title Act 1993 (NT Act), any act that occurs on land or waters that affects the Native Title rights and interests must be validated to lawfully protect those rights and interests. As Crown Land Managers, under Part 8 of the CLM Act, Councils must obtain Native Title Manager advice before dealing with Crown lands. This is to ensure the activity is lawful under the NT Act. In short, to validate the NT Act over a piece of land, Councils must review the subdivisions outlined the NT Act, to ensure compliance for the purpose for which the land was reserved or dedicated.

Plans of Management – Next Steps

The Phillips Park POM outlines:

- Land ownership and management
- Condition of the land, buildings, and other improvements
- Uses of Phillips Park
- Native Title statement
- Future uses and developments
- Permitted future uses and developments.
- Use agreements and leases or licences.
- Future plans including Landscape Master Plans

Council is required to develop POMs for all 22 Crown land reserves and under the CLM Act each land category must have 'core objectives', which need to be consistent with lease or license authorisation in the POM.

The current POMs, adopted by Council, do not meet the requirements of the CLM Act 2018. As the Department of Planning and Environment has accepted the assigned categorisations

in July 2023, Council can now proceed to prepare draft POMs which will be included in either generic or specific POMs, to be compliant with the CLM Act.

To meet the requirements of the LG Act, the Phillips Park POM must be provided to the Crown Lands, for their review, prior to placement on public exhibition. Further, Council is required to provide to the Crown Lands (as landowner) the updated POM, in response to the public exhibition process, prior to formal endorsement by Council. A Notice of Plan(s) of Management for Crown Reserves will be submitted and is used to seek Minister's consent to adopt the PoM, pending no changes are made following public exhibition.

Phillips Park Plan of Management – Summary

The Phillips Park Plan of Management outlines the categorisation, purpose and intended use of the land. The Phillips Park precinct identifies different Crown and Council land categories to support the intended use:

Approved Crown Land categories Phillips Park

Classification	Objectives (LG ACT)
Sportsgrounds	Applies to the area of the reserve used for structured active recreation and sports
Parks	The land is, or is proposed to be, improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational, and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others
General Community use	The land may be made available for use for any purpose for which community land may be used, whether by the public at large or by specific sections of the public

The POM, when adopted, will authorise Council to enable the Lurnea Community Hub and the sportsground to accommodate commercial long and short-term leasing. The leases are used to deliver community events and activities and access by community groups and residents for the delivery of programs that support physical, mental, and social wellbeing. It further allows for Council's future infrastructure investment and public works, consistent with the categorisations contained therein.



Figure 2 Proposed Community land categorisation Phillips Park

For the purposes of the POM, Phillips Park has been characterised into three zones. The scale and intensity of use of each zone are connected and complementary to other zones, and an increase or decrease in the scale or intensity of use within one zone may impact upon another zone. While weekday use may be considered modest, it would be expected during weekends that use of Phillips Park would increase through greater general use, sports, community events and special events. The scale and intensity of overlapping use is to be planned, addressed, and managed to ensure that the scale and intensity of use of Phillips Park is consistent with this POM.

1. Community Hub and Facilities

The community hub - community services to local residents and the wider community. These facilities include leased and tenanted spaces, community spaces such as halls for hire and integrated café, public amenities, and waste facilities.

2. Park Facilities

The park caters for a range of unstructured recreational activities for the community supported by facilities in the community hub. Accessible all year round, the majority of park users will be local community, visitors, and spectators during sports events. Usage levels will need to be monitored across all zones with respect to the provision

of off-street parking and traffic impacts on surrounding roads, businesses, and residents.

3. Sports Fields

The sports fields cater for summer and winter sporting codes providing year-round access to weekend local club competition, sporting programs, weekday school use and weekday evening training. The majority of users will be playing participants, match officials, coaches, volunteers, and spectators. Usage levels will need to be negotiated with clubs, organisations, schools, and other hiring parties. The space may also be used for a range of unstructured and informal recreation or Council organised community events.

Several use agreements (leases, licenses, or other estates) currently apply to Phillips Park as listed in the table below. These agreements are authorised until the end of their current term before the exercising of any options.

Current Use Agreements at Lurnea Community Hub (Phillips Park)

	National Disability Insurance Scheme	Wonderwood Café	Matavai
Facility user	MK Care Pty Ltd (NDIS)	Tunza Pty Ltd trading as Wonderwood Cafe	Matavai Pacific Cultural Arts
Facility	Room Occupied: Professional Suite	Cafe	Community Hub Hall
Type of use agreement	Commercial tenancy	Commercial tenancy	Permanent Hirer Agreement

Legislation over Community Land

Council is required to manage dedicated or reserved Crown land for which it is the Crown land manager as if it were community land under the Local Government Act 1993 (Local Government Act or LGA) (CLMA, section 3.22(1)).

When managing community land under the Local Government Act, Council's obligations include the following –

- Council must use and manage community land in accordance with the plan of management applying to the land, any law permitting use of the land for a specified purpose or otherwise regulating use of the land and Division 2 of Part 2 of Chapter 6 of the Local Government Act (LGA, section 35).
- Council is required to prepare a draft plan of management for community land (LGA, section 36), give public notice of the draft plan (LGA, section 38), hold a public hearing in specified circumstances (LGA, section 40A) and may adopt the plan of management as provided in section 40 of the LGA.

- Council may grant a lease, licence, or estate in community land of a kind permitted by section 46 of the Local Government Act, but not otherwise. Subject to provision for utilities and underground conduits, the permitted purposes are conditional on the lease, licence or estate being authorised by a plan of management that applies to the land.
- Council must notify and exhibit the proposed grant of a licence and consider any representations received (LGA, sections 47 and 47A). If objections are made, then Council must either obtain ministerial consent (licences of a term greater than 5 years) or give the Minister the opportunity to call in the proposed licence (licences of a term of 5 years or less). Ministerial consent is required for any licence of a term greater than 21 years.

In accordance with Section 46A of the *Local Government Act 1993* a Plan of Management for Community land is to specify and authorise any purpose for which a lease, licence or other estate may be granted over community land during the life of a POM.

The Phillips Park POM, when adopted, will permit the issue of leases, licences and other estates over the land covered by the Plan.

Next Steps

Upon Councils endorsement of the draft POM, the following steps are required for completion:

1. Council approval of the draft POM to be submitted to Crown Lands
2. Draft POM to be placed on public exhibition.
3. Draft POM public hearing undertaken.
4. Feedback incorporated into revised POM (if appropriate)
5. Final POM submitted to Crown Lands for Ministerial approval.
6. Approved POM submitted to Council for endorsement.

Financial Implications

There are no financial implications in preparing the draft Plan of management for Phillips Park adopting this Council report.

CONSIDERATIONS

Economic	Funds are required for development of new or (to be) updated of Plans of Management to ensure Council is compliant to LG Act and Crown Land Management Act.
Environment	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.

Social	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Support community organisations, groups and volunteers to deliver coordinated services to the community.</p>
Civic Leadership	<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>
Legislative	<p><i>Crown Land Management Act 2016</i> (CLM Act) which commenced on 1 July 2018.</p> <p>Division 3.4 – Crown Land managed by Councils</p> <p>Division 3.6 – Plans of Management and other plans</p> <p>Section 8.7 - When advice of Native Title Manager is required</p> <p><i>Crown Land Management Amendment</i> (Plan of Management) <i>Regulation 2021</i></p> <p><i>Local Government Act 1993</i></p> <p>Division 2 – Use and Management of Community Land</p> <p>Section 36 – Preparation of draft Plans of Management for Community Land</p> <p>Section 38 – Public notice of draft Plans of Management</p> <p>Section 40 – Adoption of Plans of Management</p> <p>Section 44 – Use of Community Land pending adoption of Plan of Management</p> <p><i>Local Government (General) Regulations 2005</i></p> <p><i>Native Title Act 1993</i> (Commonwealth)</p>
Risk	<p>Immediate risks are deemed to be medium in relation to Phillips Park, due to Council's inability to offer a long-term lease or Haris until a PoM is adopted.</p> <p>Council is required to have a POM in place over Crown Lands before it can issue any new leases of Crown Lands, for lands that were not under a lease as of 30 June 2018. Licenses longer than 12 months cannot be issued without a POM as the transitional</p>

	<p>provisions do not apply to licenses, unless the Department has determined the license is a lease under the Crown Land Act 1989 or the CLM Act.</p> <p>Without an adopted POM Council is required to seek approval from DPE for any future improvements or developments.</p> <p>In the longer-term the risk is deemed to be low. This is due to the legislative requirements of managing most of the LGA's Crown Lands that now reside within Council's responsibility.</p> <p>A key element of reform is that the Crown Land is managed at the most appropriate level of government. For locally significant Crown Lands, this responsibility has been transferred to councils.</p> <p>The CLM Act consolidated several Acts into one, with the intention of providing clarity on legislative requirements and facilitating streamlined processes.</p> <p>A potential risk, until Council adopts POMs across all Crown reserve for which Council is CLM, could be the use of a reserve in a fashion that would cause "material harm" in its use, contrary to the existing reserve purpose. This risk will be removed once the current compliant processes are completed.</p>
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ATTACHMENTS

1. Attachment B Native Title Advice (under separate cover)
2. Draft Philips Park Plan of Management (under separate cover)

COM 05	Permanent Home for the City of Liverpool Historical Society
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Strategic Objective	Healthy, Inclusive, Engaging Embrace the city's heritage and history
File Ref	272754.2023
Report By	Craig Lambeth - Acting Manager Community Recreation
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

At the 16 November 2022 Meeting, Council resolved to enter discussions with Liverpool Historical Society with the objective of identifying a suitable site that could support the Historical Society's long-term needs. The Liverpool Historical Society play an important role in identifying, preserving, and displaying items of historical significance and value.

While currently occupying a space in the basement Level of Liverpool Library carpark, with displays and exhibits within the library itself, Liverpool Historical Society have not been afforded a permanent home from which to operate.

After investigating several possible sites, Council and the Liverpool Historical Society have identified Hilda Davis Senior Citizens Centre as a suitable solution. The Hilda Davis Senior Citizens Centre consists of two adjacent function rooms with independent access and sharing common spaces including amenities, courtyard, and kitchen. Importantly, the identified location is underutilised in nature, allowing the Historical Society's exclusive usage without significant impact on current users. The allocation of the defined space is not expected to impact on the use of the availability of the large function room, nor impact on the commitments to existing user groups.

The identified site will support the Historical Society's storage (either all or in-part) and administrative needs and is equipped with supporting amenities that will allow community facing displays, exhibits and presentations.

Council is now finalising the hire agreement with the Liverpool Historical Society. Consistent with the requirement of Sections 47 and 47(a) of the Local Government Act, Council is required to place on public exhibition its intention to enter into a leasing or licencing agreement with Liverpool Historical Society for a period of 28 days.

RECOMMENDATION

That Council:

1. Receives and notes this report.
2. Supports the use of Hilda M Davis as a home for the Liverpool Historical Society, for a period of five (5) years subject to the proposed agreement contained within the report, being placed on public exhibition for a period of twenty-eight (28) days consistent with specifications contained within the Local Government Act.
3. Following Public Exhibition: - If no submissions are made delegate the CEO to authorise the agreement.

REPORT

At its 16 November 2022 meeting, Council resolved to *Enter into collaborative discussions with the City of Liverpool and District Historical Society Inc. with view of providing the Society with a permanent home as soon as possible considering the below possibilities:*

- a. *The School of Arts Building.*
- b. *Liverpool U3A building.*
- c. *The Visitation precinct.*
- d. *Other.*

The City of Liverpool and District Historical Society Inc. was established in 1959 and has operated continuously since. The society is a dedicated community group that is committed to recognising Liverpool's history through effective identification, storage, and display of historically significant artefacts. The current collection is more than 10,000 items that are displayed on a rotational basis at the Liverpool library.

The historical society currently occupies a small office and storage space located within the basement of the Liverpool Library. With Council's establishment of Civic place, the subsequent relocation of the library, the operations of the Historical Society are vulnerable unless an alternate location can be identified.

The Historical Society has lobbied the Council for some time to find a permanent location to accommodate their needs. In response Council considered several possible sites to assess suitability that included (among other sites), Dr James Pirie Community Centre, School of Arts Building, Wattle Grove Youth and Community Centre, Liverpool Brass Band and Pipe Band Centre and the visitation precinct.

In July 2023, both the Historical Society and Liverpool City Council identified Hilda M Davis Senior Citizens Centre as a suitable, long-term location. Hilda M Davis Senior Citizens Centre is located on the corner of Bigge Street and Warren Service Way. The venue offers two (2) independent but adjoining spaces.

In considering current utilisation of the venue, the large function room, accessible via Bigge Street entry is typically well utilised by community groups, while the rear function room, accessible via Warren Service Way accommodates one (1) booking each week. The allocation of the rear function room and associated storages spaces (refer to Image 1 below) to the Historical Society has almost no impact on venue use and there are no groups displaced that cannot be accommodated in the large function room.

Council representatives have now met on site with representatives of the Liverpool Historical Society. Pleasingly, the Historical Society has confirmed that the proposed location meets their needs. The agreement:

- Proposes the use of the small function room as a permanent display space based on the needs of the historical society.
- Proposes the allocation of dedicated lockable storage areas including the conversion of one of the kitchen areas into a suitable storage area.
- Proposes the allocation of the meeting/boardroom previously occupied by the Liverpool Senior Citizens.
- Proposes the share use of amenities to service volunteers and public attendees viewing displays (Cleaning to be undertaken by Council).
- Access to the shared outdoor courtyard on request.
- Supports the promotion of the Liverpool Historical Society through the placement of external facade of the building; and
- Will allow secure and controlled access to the venue, that is monitored by Councils security systems.

In recognising the important role that the Historical Society plays in the delivery of the Liverpool story and the Liverpool visitor experience, a license fee of \$1 per annum is proposed. Given the historically low demand for the proposed space, there is no material financial impact.

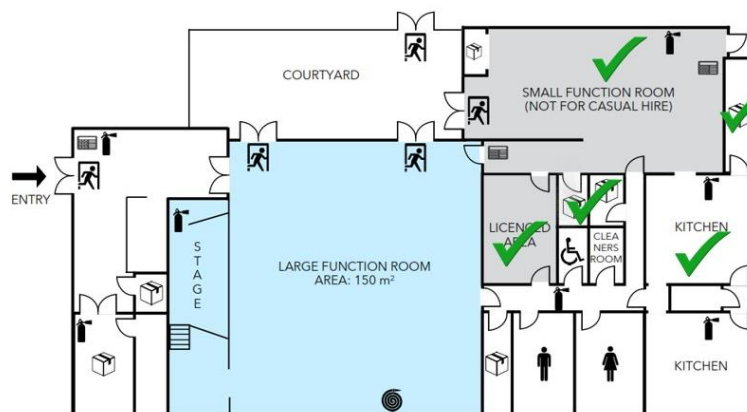


Image 1 indicates the areas of Hilda M Davis Senior Citizens Centre

In advance of finalising a licence of lease agreement of any sort, Council must comply with the public notice and exhibition requirements in sections 47 and 47A of the Local Government Act 1993. This means that before granting a lease or licence Council must:

- Give public notice of the proposal (including on Council's website).
- Exhibit notice of the proposal on the land.
- Give notice of the proposal to adjoining owners; and
- Give notice of the proposal to persons in the vicinity for whom the land is likely the primary focus of their enjoyment of community land.

The notice must contain the matters in section 47(2) of the Act:

- Information sufficient to identify the community land concerned.
- The purpose for which the land will be used under the proposed lease, licence, or other estate.
- The term of the proposed lease, licence, or other estate (including particulars of any options for renewal)
- The name of the person to whom it is proposed to grant the lease, licence, or other estate (if known), and
- A statement that submissions in writing may be made to the council concerning the proposal within a period, not less than 28 days, specified in the notice.

FINANCIAL IMPLICATIONS

	2023/24	2024/25	2025/26
Operating budget / LTFP impact	\$0	\$0	\$0
Capital budget impact			
Ongoing unbudgeted impact to opex from capital expenditure			
Unbudgeted impact to unrestricted cash			
Funding source			

CONSIDERATIONS

Economic	Facilitate the development of new tourism based on local attractions, culture, and creative industries.
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Environment	There are no environmental and sustainability considerations.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

Nil

COM 06

**Report back on the amendment of the Grants,
Donations and Community Sponsorship Policy**

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	275662.2023
Report By	Jacqueline Newsome - Coordinator Community Development
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

At its meeting on 28 June 2023, Council resolved to:

- *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.*

In consultation with Council's Legal Services, the Community Development team have interrogated the current Grants, Donations and Community Sponsorship Policy (the Policy) to consider the above amendments to the Policy and ensure the proposed changes fall in line to the provision approved for use of public funds under section 356 of the Local Government Act (the Act), which outlines Council's role and responsibilities in administering public funds for the purposes of exercising its functions.

This report is submitted to present the findings of the investigation into Council resolution of 28 June 2023 and outline the proposed amendments to the Policy.

RECOMMENDATION

That Council:

1. Receives and notes this report.
2. Amend the Grants, Donations and Community Sponsorship Policy to expand the Community Grants Program to incorporate Community Education, Arts, Health & Wellbeing programs.
3. Supports the recommendations from the Liverpool Sports Committee to amend the eligibility criteria and funding model for the Sporting Donations Program.
4. Notes the existing eligibility criteria for Councils Grants Donations and Community Sponsorship Program heavily weighs programs that benefits the Liverpool LGA and its constituents.
5. Place the amended Policy on public exhibition for a period of 28 days; and
6. If no significant feedback is received, direct the CEO to adopt the amended Policy on behalf of Council.

REPORT

Background

At its meeting on 28 June 2023, Council proposed the following amendments to the Grants, Donations and Community Sponsorship Policy (the Policy):

- Introducing a 10th grant category: 'Community Health, Educations and Arts' to Councils existing Grants Donations and Community Sponsorship Program. This proposal was a result of Councillors requesting to broaden funding opportunities and expand the list of programs, projects and events supported by Council, particularly for community groups and not-for-profit organisations that specialise in building community capacity through community health and wellbeing, education and skill development, and art programs.
- Examining a point system as a part of the Grants Donations and Community Sponsorship Program that would encourage businesses and community services to open offices in the Liverpool LGA; and
- Consider whether Council's Sporting Donations and Grants Program sufficiently funds individuals wishing to represent Liverpool at sporting events locally, nationally, and globally, and, if the funding amount can be increased to provide adequate support to local sporting representatives.

Community Health, Education and Arts grants

The council's Community Development team examined the existing Grant Program to determine the best way to incorporate community education, arts and health and wellbeing initiatives. While both the Community Grants and Matching Grants Programs already support programs that deliver outcomes promoting community education and skill development, arts and health and wellbeing, the current maximum funding available through the Community Grants is \$5,000. Further, the eligibility criteria for Matching Grants requires applicants to co-contribute either cash or in-kind towards the project, with council matching applicants' contribution through grant funding.

This examination of the Policy has found that the most effective and efficient way to incorporate Community Health, Education and Arts-based programs as a category of supported activities under the Community Grants program and expand the existing funding available per project under this program to up to \$10,000.

Currently, Council's Community Grants program provides financial assistance up to \$5,000 to community groups and organisations for projects that foster partnerships and collaboration, build capacity, promote social inclusion, and increase community participation.

The Community Grants program addresses projects that support:

- Partnerships and Collaborations
- Inclusion and Wellbeing
- Education and Skill Development
- Connection to Local Heritage

Should the proposed amendments for the expansion of the Community Grants program be endorsed as recommended, this will address and support the following projects with up to \$10,000 in funding:

- Partnerships and Collaborations
- **Community Health**, Wellbeing, and Inclusion
- **Community Education** and Skill Development
- Connection to Local Heritage and **Community Art Initiatives**

Reallocation of Funds

Historically, the Matching Grants Program funds are not exhausted entirely each financial year, with approximately \$50,000 left over annually from the \$200,000 budget allocation. This residual amount could potentially be transferred to another grant category to fund organisations that deliver community outcomes.

Currently, Council's budget allocates \$102,000 towards Community Grants, which roughly equates to Council funding between 20 to 25 community projects a year. Should Council wish to expand the Community Grants program to provide funding up to \$10,000 per project, an additional funding source will be required to ensure Council continues to support and sponsor meaningful projects benefiting the Liverpool LGA in a sustainable manner. To address this issue, it is recommended that \$50,000 is redirected from the Matching Grants program and reallocated to Community Grants. This will ensure that a sufficient level of funding is maintained to meet the current volume of applications received through Community Grants provide greater support to groups and organisation's seeking to deliver community projects in Liverpool and meet the above proposed amendments to the resolution without additional funding impacts.

Policy amendment

To reflect Council's capacity to endorse the recommendation of expanding the existing Community Grants program, the following updates will be incorporated into the Policy:

- **7.4 Community Grants**

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:

Partnership and Collaboration	a) Improve connections and build social networks within the community. b) Improve collaboration and coordination of community support and services; and c) Strengthen governance and accountability in community organisations.
Community Health, Wellbeing, and Inclusion	d) Improve social, physical, and mental wellbeing through prevention and early intervention health and safety programs . e) Increase participation of people in community health and wellbeing activities and programs, including members of the community who are experiencing social disadvantage; and f) Facilitate inclusion and access to facilities, services, open spaces, and activities.
Community Education & skills development	g) Facilitate access to education, training, and employment opportunities; and h) Improve opportunities for people to build confidence and develop their skills.
Connection to local heritage and Community Art Initiatives	i) Strengthen, promote, and preserve community connection to local heritage. j) Facilitate creative art programs and initiatives that encourage self-expression and promote community place-making and artistic endeavors.

- *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;*
 - g) Increased numbers of people connecting to local heritage through publication; and/or*
 - h) Increased number of people connecting to local communities and experiencing sense of belonging through arts and creative programs.*

Points system

In addition to the above, at the June meeting the Council requested staff ‘*examine a points system to encourage businesses within the Liverpool LGA to open an office/business in the Liverpool LGA*’. Under the existing Policy provisions, it is stated that Council weighs local organisations as a priority when competing for funding.

When assessing all applications for funding, priority is given to applicants who are principally based in and service the Liverpool LGA under section 5.1(b) of the Policy.

Section 5.1(b) ‘General Eligibility’ of the Policy states:

- *To be eligible for funding an applicant must:*
 - b) Be a resident of the LGA, or an organisation located in the LGA and/or principally providing services to the residents of Liverpool.*

As a part of the eligibility criteria and assessment guide, applicants who are seeking Council funding and whose registered organisation address is outside the Liverpool LGA must principally service the Liverpool LGA and benefit its constituents. In circumstances where an organisation is located outside the LGA and wishing to expand their program into Liverpool, the Council encourages applicants to form partnership with local organisations and collaborate with Liverpool’s pre-existing services. Such programs are promoted through the Council’s stakeholder networks to ensure local constituents are aware of the new program servicing the Liverpool LGA.

Sporting Donations

The Council’s Sporting Donations program enables the Council to provide small amounts of funding to assist residents in their efforts to achieve excellence in sport at a regional, state, or national representative level. 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. Participation at school sport events is also eligible for consideration.

The Sporting donations program is intended to recognise and support local sports persons or teams in the pursuit of sporting excellence.

In its current form the sporting donations program provides a tiered level of sport based on the level of representation that is achieved.

- \$100 for regional representation (competitor only), or for coach/referee/umpire/official representation at a regional, state, or national event more than 100km from Liverpool.
- \$200 for state representation (competitor only).
- \$300 for Australian national representation at an event within New South Wales, Australian Capital Territory, Queensland, and Victoria (competitor only).
- \$400 for Australian national representation at an event within Tasmania, South Australia, Northern Territory and Western Australia (competitor only).
- e) \$500 for Australian national representation at an overseas event (competitor only).
- f) \$500 for team representation.

An annual amount of \$30,000 is budgeted to support the Sporting Donations program. The impact of COVID-19 on representative sport over the last three (3) years has been significant and resulted in the cancellation of community and representative sport. The Sporting Donations program has subsequently not been exhausted in the last three (3) years. Pleasingly however community sport is now reporting recovery to pre-covid levels in most sporting codes and the re-establishment of a comprehensive calendar of representative sporting opportunities is now available to Liverpool residents.

Noting the resolution in June 2023, Council officers at the 26 July 2023 Sports Committee meeting, considered the current structure of Council's Sporting Donations program and in doing so recognises the value in redefining the distribution of funds to better support sportspersons representing NSW and/or Australia through merit selection. The Sport Committee subsequently recommends the following changes to the Sporting Donations

- *That the Liverpool Council Sport Committee notes and supports Councils resolution to increase the amount for sporting grants.*

The Sporting Grants program is amended to reflect the following:

<i>State Representation</i>	<i>\$200</i>	<i>Competitors, and Coaches representing NSW in their chosen sport* within NSW</i>
	<i>\$400</i>	<i>Competitors and Coaches representing NSW in their chosen sport* outside of NSW</i>
<i>National Representation</i>	<i>\$600</i>	<i>Competitors and Coaches representing Australia in their chosen sport* within Australia and New Zealand</i>
	<i>\$800</i>	<i>Competitors and Coaches representing Australia in their chosen sport* outside of Australia and New Zealand.</i>

* Sport is defined as an organised activity governed by a state sporting organisation, school sporting body or equivalent and recognised by the Australian Sports Commission.

Conclusion and recommendation

The Grants, Donations and Community Sponsorship 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. Expanding the Community Grants program will not only achieve broader community outcomes but also deliver programs that align with Council's strategic directions.

It is recommended that the Council endorse the proposed amendments to the Grants, Donations and Community Sponsorship Policy as outlined in this report and place the amended Policy in public exhibition for a period of 28 days.

Further, if no significant feedback is received through the public exhibition process, Council should direct the CEO to adopt the amended Policy on behalf of Council.

FINANCIAL IMPLICATIONS

Should Council endorse the above recommendation of expanding the Community Grants program to address community health and wellbeing, education, and arts, \$50,000 from the Matching Grant budget will be reallocated to the Community Grants budget.

Current Grant Budget Allocation	
Matching Grant Budget	\$200,000
Community Grants Budget	\$102,000
Proposed Grant Budget Allocation	
Matching Grant	\$150,000
Community Grants Budget	\$152,000

No additional funding is required and therefore no financial implications are associated with this report.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Support community organisations, groups and volunteers to deliver coordinated services to the community.
Civic Leadership	<p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
Legislative	Local Government Act – Section 356
Risk	<p>The risk is deemed to be low.</p> <p>There is a risk that the Council could inadvertently fall into legal error without the proper scrutiny of grant applications under the Grants, Donations and Community Sponsorship Policy.</p> <p>The risk is considered to be within Council's risk appetite.</p>

ATTACHMENTS

Nil

CORP 01	Employment of Apprentices & Trainees by Council
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Strategic Objective	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	241113.2023
Report By	Craig Knappick - Chief People Officer
Approved By	Farooq Portelli - Director Corporate Support

EXECUTIVE SUMMARY

The Council at its Ordinary Meeting held on Wednesday 26 October 2022 passed a Notice of Motion addressing strategies to invest in long-term employment opportunities for young people including traineeships and apprenticeships.

RECOMMENDATION

That Council develops in the 2023/24 financial year the initiative outlined within the *LCC Workforce Management Plan* related to the trainee/cadet/apprenticeship program through an approach that includes the re-introduction of effective programs and associated enhancements in the post-pandemic work environment.

REPORT

Council currently has over 30 Graduate / Trainee / Apprentice roles within the structure across a range of areas including Children's Services; Engineering; Communications; and Administration.

There are currently no existing formal strategies or targets in place. Council has recently been working through a high volume of vacancies that within the new structure and new leadership of the organisation were of the highest priority. It is noted that additional trainee / graduate positions were included in the new structure. However, as we move into a more stable new environment at Council then the opportunity in a post-pandemic labour market to assist the employment of people in trainee, apprenticeship and as cadets and graduates presents itself as a very relevant opportunity.

Value is seen in having a formal approach for hiring apprentices, trainees, cadets and graduates to combat issues around the aging workforce at LCC and to provide opportunities to young people in the community and as a future career path.

Item 4.7 of the Workforce Management Strategy states as an initiative “Enhance the trainee/cadet program by aligning it to Council’s aspirational culture”, hence the intent to develop a formal program is clearly present.

Whilst an informal approach is currently taken for the employment of trainees, apprentices and graduates, a more formal set of programs will be developed to see an increase in sourcing and hiring to these roles and a framework to support their development. When this strategy is created, it will also take into consideration seniors and people with disabilities.

Finally in relation to the matter pertaining to contractors, KPI’s are not imposed on trade contractors and it is not feasible and would prove extremely problematic to track and enforce.

FINANCIAL IMPLICATIONS

The financial implications for this approach relate to the creation of additional positions within Liverpool City Councils resource budget to which apprentices, trainees and cadets could be placed in.

CONSIDERATIONS

Economic	Increase employment of youth in the area
Environment	There are no environmental and sustainability considerations.
Social	Opportunity to provide employment to youth in the community, as well as seniors and people with disability.
Civic Leadership	Youth employment, career development within the community and potential reduction in youth related crime and mental health
Legislative	Apprenticeship and Traineeship Act 2001 Local Government (State) Award 2023
Risk	The additional skill and responsibility needed by current staff in educating and training apprentices, cadets and trainees Sourcing funds to create the positions within the LCC structure.

ATTACHMENTS

1. Notice of Motion - Employment of Apprentices & Trainees by Council
2. Report - Employment of Apprentices & Trainees by Council

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1. Identify any existing formal strategies, informal practices, or targets already in place promoting hiring of apprentices and trainees by Council.
2. If such targets or strategies exist, whether they are currently being met, and if not, reasons why.
3. Are there any teams/operations within Council that currently have staff with appropriate trade skills able to train an apprentice in that trade?
4. Are there any teams/operations within Council that are currently outsourced, but if brought in house, would then have staff with appropriate trade skills able to train an apprentice in that trade?
5. What are the barriers to Council hiring more apprentices/trainees, and how might those barriers be overcome? If no targets exist, what would be an achievable target for apprentices hired by Council each year?
6. Does Council impose any KPIs on its trade contractors relating to whether those contractors hire apprentices? Would it be feasible for Council to impose such a KPI? What would a reasonable KPI be?
7. When requesting tenders from contractors for trade work, does Council ask tenderers to provide any information about whether they hire apprentices? If so, what weight is given to this information? If not, would it be feasible to require this information to be provided by tenderers moving forward?
8. Identify any state or federal incentives or grants which Council could apply for to offset the costs of hiring apprentices.

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

NOM 01	Employment of Apprentices & Trainees by Council
Strategic Objective	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	349182.2022
Author	Charishma Kaliyanda - Councillor

BACKGROUND

The youth of western Sydney have been hit hardest by job losses as a result of the Covid pandemic and now find themselves struggling to re-enter the workforce, according to a report by the Australian Research Institute.

The report showed western Sydney and regional NSW were hit the hardest with youth job losses as a result of the pandemic, with more than 30 per cent of those aged 24 and under in western Sydney losing their jobs.

The report also found youth had been disproportionately impacted by unemployment following the Covid pandemic. Young people make up about 14 per cent of the workforce but made up 39 per cent of job losses during lockdown.

Youth unemployment is currently double that of the rest of the population.

Selim Ucar, acting CEO for Humanity Matters, which works with marginalised youth in western Sydney, pointed to "postcode discrimination" as a key issue. Postcode discrimination is where judgments are made based on where people live. South west and western Sydney as a region is known for its diverse cultural communities, but its postcodes can evoke assumptions around or bias against people's religion, culture and socio-economic status. These stigmas by area of residence in job application processes often impacts disadvantaged people including unemployed and marginalised youth where employers perpetuate the issue of not employing based on where a young person lives.

Investing in long-term job opportunities not only addresses this important barrier to the workforce for young people within our community, but it also addresses some key workforce pipeline issues within our Council.

NOTICE OF MOTION

That staff provide a report to Council within three months, addressing the following:

1. Identify any existing formal strategies, informal practices, or targets already in place promoting hiring of apprentices and trainees by Council.
2. If such targets or strategies exist, whether they are currently being met, and if not, reasons why.
3. Are there any teams/operations within Council that currently have staff with appropriate trade skills able to train an apprentice in that trade?
4. Are there any teams/operations within Council that are currently outsourced, but if brought in house, would then have staff with appropriate trade skills able to train an apprentice in that trade?
5. What are the barriers to Council hiring more apprentices/trainees, and how might those barriers be overcome? If no targets exist, what would be an achievable target for apprentices hired by Council each year?
6. Does Council impose any KPIs on its trade contractors relating to whether those contractors hire apprentices? Would it be feasible for Council to impose such a KPI? What would a reasonable KPI be?
7. When requesting tenders from contractors for trade work, does Council ask tenderers to provide any information about whether they hire apprentices? If so, what weight is given to this information? If not, would it be feasible to require this information to be provided by tenderers moving forward?
8. Identify any state or federal incentives or grants which Council could apply for to offset the costs of hiring apprentices.

ACTING CHIEF EXECUTIVE OFFICER'S COMMENT**Response**

1. **Identify any existing formal strategies, informal practices, or targets already in place promoting hiring of apprentices and trainees by Council.**

There is no formal apprentice/trainee engagement policy. There are no set targets.

2. **If such targets or strategies exist, whether they are currently being met, and if not, reasons why.**

There is no formal apprentice/trainee engagement policy. There are no set targets.

- 3. Are there any teams/operations within Council that currently have staff with appropriate trade skills able to train an apprentice in that trade?**

Across council there are currently over 20 Trainee/graduate/student positions within the organisation in areas of childcare, planning and compliance, finance, and engineering.

- 4. Are there any teams/operations within Council that are currently outsourced, but if brought in house, would then have staff with appropriate trade skills able to train an apprentice in that trade?**

Council has periodically used third party training organisations for trade apprentices within City Presentation and IT trainees.

- 5. What are the barriers to Council hiring more apprentices/trainees, and how might those barriers be overcome? If no targets exist, what would be an achievable target for apprentices hired by Council each year?**

Barriers include current employment market and capacity of management to coach and manage trainees and apprentices.

- 6. Does Council impose any KPIs on its trade contractors relating to whether those contractors hire apprentices? Would it be feasible for Council to impose such a KPI? What would a reasonable KPI be?**

This can be negotiated on a contract by contract basis.

- 7. When requesting tenders from contractors for trade work, does Council ask tenderers to provide any information about whether they hire apprentices? If so, what weight is given to this information? If not, would it be feasible to require this information to be provided by tenderers moving forward?**

This can be negotiated on a contract by contract basis.

- 8. Identify any state or federal incentives or grants which Council could apply for to offset the costs of hiring apprentices.**

Council grants and partnership team regularly identifies grant opportunities for engagement of apprentices and trainees.

FINANCIAL IMPLICATIONS

Any financial implications relating to this matter would be included should Council resolve that a report be brought back to Council.

**LIVERPOOL
CITY
COUNCIL**

4

**ORDINARY MEETING
26 OCTOBER 2022
NOTICES OF MOTION**

ATTACHMENTS

Nil

CORP 02

Biannual Progress Report - June 2023

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	246325.2023
Report By	Melissa Mallo – Acting Coordinator Corporate Planning
Approved By	Farooq Portelli - Director Corporate Support

EXECUTIVE SUMMARY

The Biannual Progress Report provides an overview of Council's performance and achievements against the principal activities that were scheduled from January to June 2023. This is reported against the Delivery Program 2022-2026 and Operational Plan 2022-2023.

This is the final progress report for the 2022-2023 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 receives and notes the Biannual Progress Report January to June 2023 which outlines the progress of principal activities detailed in the Delivery Program 2022-2026 and Operational Plan 2022-2023.

REPORT

On 29 June 2022, Council adopted the Community Strategic Plan 2022-2032. The Community Strategic Plan 2022-2032 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 2022-2023 outline Council's commitment to the community. The combined document details the performance of principal activities 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.

During the January to June reporting period, the NSW Government awarded Council more than \$153 million in funding for city beautification and recreation projects. The WestInvest funding will support major projects including Carnes Hill Leisure Centre upgrade, Scott Street, Railway Street and Macquarie Street upgrades and the redevelopment of Woodward Park at Brickmakers Creek and Light Horse Park.

Liverpool was the first Council in South-Western Sydney to partner with Play It Forward Australia, Chamber of Commerce, local businesses and local schools to provide upgraded facilities to 14 playgrounds across the Liverpool Local Government Area.

Council hosted four major cultural events between February and June 2023 attracting more than 420,000 residents and visitors to the Liverpool CBD. The events included the three-day Lanterns and Lights night market, Most Blessed Nights, Motherland African Festival and the Winter Blast European Night Market.

By the end of June 2023, a total of 20 service areas inclusive of principal activities in the Delivery Program and Operational Plan were reported on track with two requiring some attention. An overview has been included in the attached report.

FINANCIAL IMPLICATIONS

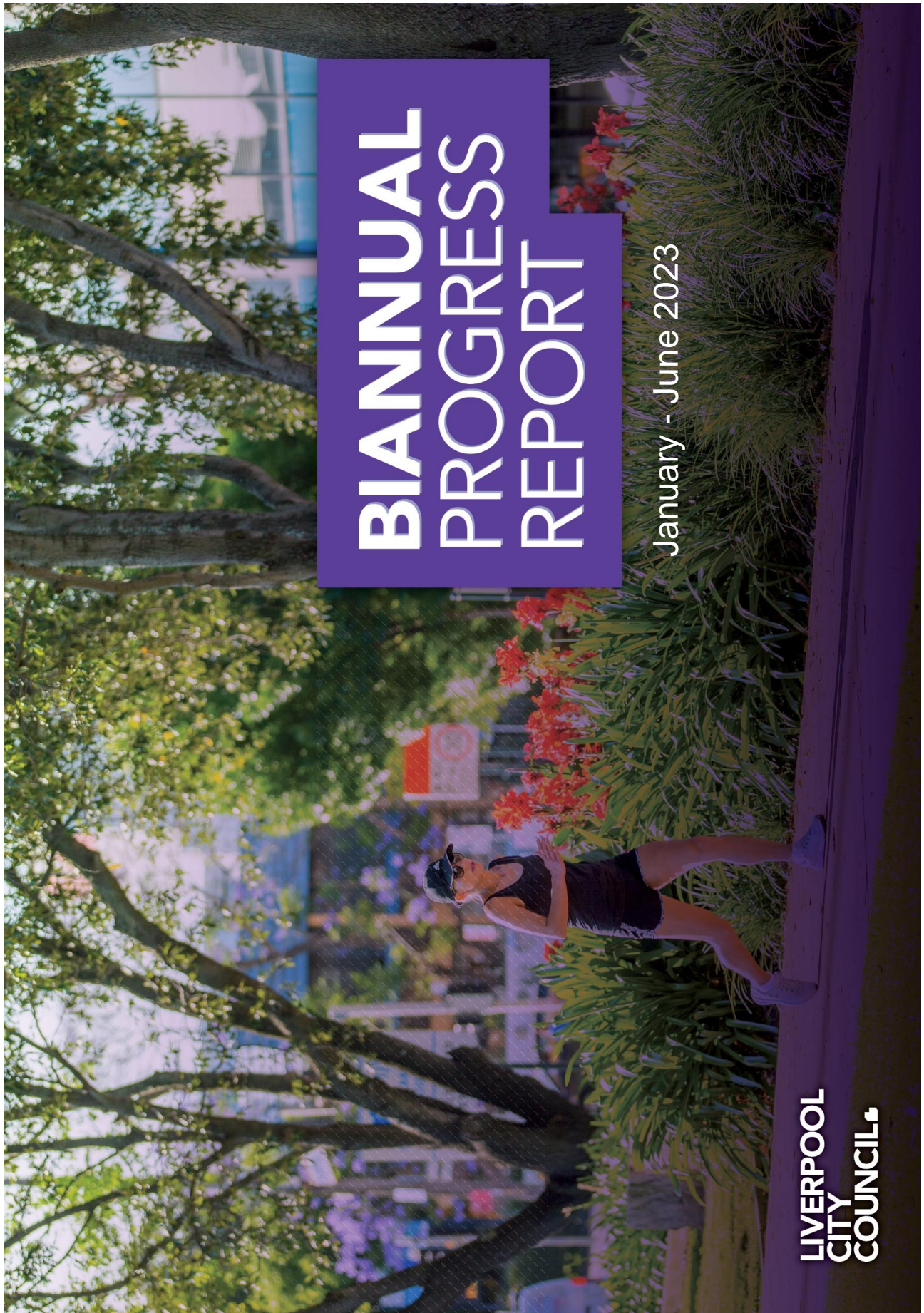
There are no financial implications relating to this recommendation.

CONSIDERATIONS

Governance	The Delivery Program and Operational Plan sets the direction for Council's strategic agenda, including all economic, environmental, social and civic leadership requirements.
Legislative	<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> that 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>
Risk	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, Planning Policy.

ATTACHMENTS

1. Biannual Progress Report January - June 2023



Introduction

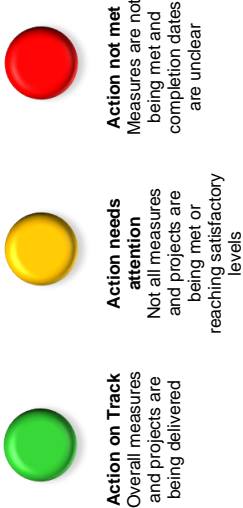
Section 404 of the *Local Government Act 1993* requires every council to report on progress with respect to the principal activities detailed in its Delivery Program. This report outlines Council's progress for the period of 1 January to 30 June 2023.

A Snapshot of Integrated Planning and Reporting Documents

Liverpool City Council has prepared a suite of Integrated Planning and Reporting documents in accordance with Sections 402-405 of the *Local Government Act 1993*. These documents include the 10-year Community Strategic Plan, Community Engagement Strategy, Resourcing Strategy, Delivery Program, Operational Plan, Workforce Management Plan, Asset Management Plan, and Long-Term Financial Plan.

The Delivery Program activates the Community Strategic Plan, which has been developed in consultation with the Liverpool community. The Community Strategic Plan outlines the long-term vision for Liverpool by identifying four key directions that relate to the quadruple bottom line. The combined Delivery Program and Operational Plan details Council's projects, programs, and activities including key performance indicators (KPIs) and detailed actions that have been developed to measure the overall progress in achieving the vision outlined in the Community Strategic Plan.

By the end of June 2023, Council reported on 22 service areas. A total of 20 service areas were reported as on track, and two (2) needed attention.



Highlights January - June 2023**Play It Forward Program**

Liverpool was the first Council in South-Western Sydney to partner with Play It Forward Australia, Liverpool Chamber of Commerce, local businesses and local schools to provide upgraded facilities to 14 playgrounds across the Liverpool local government area.

Council invited local businesses to show their support by sponsoring the replacement of 14 low-backed infant swings with new high-backed updated versions for children of all abilities with the aim of driving social inclusion across local communities.



Councillor Karress Rhodes and community members launching the first high-backed disability-friendly swing at Casula Parklands, Casula

FLIGHT Exhibition Casula Powerhouse and Arts Centre

The FLIGHT retrospective launched in January 2023 at the Casula Powerhouse and Arts Centre. More than 200 people attended the exhibition which was formally opened by the then Minister for the Arts Hon Ben Franklin.

The exhibition was a detailed exploration of aviation, developed in anticipation of the opening of the Western Sydney International (Nancy-Bird Walton) Airport and the surrounding Aerotropolis.



FLIGHT Exhibition, Casula Powerhouse Arts Centre, Liverpool

Liverpool City Council and Gandangara Local Aboriginal Land Council Deed of Agreement

Liverpool City Council and the Gandangara Local Aboriginal Land Council (GLALC) signed a deed of agreement to formalise the partnership between the two organisations.

Historically, Liverpool Council and the Land Council have worked closely on key initiatives to support and encourage the advancement of First Nations people in Liverpool.



Deed of Agreement signing by Mayor Ned Mannoun, Liverpool Council CEO John Ajaka, Chairman of the Land Council Tony Scholes, Land Council CEO Melissa Williams along with Councillors Karress Rhodes, Nathan Hagarty, Betty Green, Charishma Kaliyanda and Peter Harle at Phillips Park, Lurnea

Major Cultural Events

Council hosted four major cultural events between February and June attracting more than 420,000 residents and visitors to the Liverpool CBD.

The events included the three-day Lanterns and Lights night market celebrating the delights of Asia and its traditional foods, live performances and roaming entertainment. Most Blessed Nights returned for its second year, transforming the city centre into a bazaar with a variety of food and entertainment. The Motherland African Festival celebrated African music, dance, food, customs and fashion. Liverpool's Winter Blast European Night Market also returned featuring an open-air ice rink.



Lanterns and Lights event, Macquarie Street, Liverpool

Local Development Grants

State Treasurer, the Hon Matt Kean on behalf of the NSW Government's financial arm WestInvest, awarded Council more than \$153 million in funding.

Council plans to transform Liverpool into a showpiece of Sydney's South West and build swimming pools, beautify parks and upgrade key access roads.

The funding will support major projects including a Carnes Hill Aquatic and Leisure Centre upgrade, Scott Street, Railway Street and Macquarie Street upgrades and the redevelopment of Woodward Park at Brickmakers Creek and Light Horse Park.



Professional render of the proposed Carnes Hill Leisure Centre

Launch of Mini Community Recycling Stations

Council launched mini community recycling stations at its Casula, Carnes Hill, Green Valley, and Moorebank libraries making recycling more accessible to the community.

Small appliances without batteries including X-rays, smoke detectors and ink/toner cartridges can now be responsibly disposed of locally.



Mini community recycling bin at Casula Library, Casula

Railway Street Liverpool Activation

Council launched an activation in Liverpool's Railway Street in March transforming the street into an activated shared space as part of a shared spaces trial.

The event featured local performers, roving entertainment, garden games, face painting, balloon art, giveaways, and food trucks.

Shared spaces improve pedestrian access, activity and enliven otherwise underused communal spaces for more people to enjoy.



Open Day of Railway Street, Liverpool

Volunteer Planting Initiatives

Council delivered multiple planting initiatives in the Local Government Area and hosted 90 volunteers. The volunteers planted more than 1200 plants at three parks including Greenway Park (Francis Lake area), West Hoxton, McLeod Park and Harvard Park, Prestons to cool communities and provide valuable habitat for wildlife.



A volunteer planting a plant in the Liverpool LGA

Playground Replacement Program

Council delivered upgraded equipment to El Alamein Park, Liverpool, Kotlash Park, Lurnea and Apex Park, Liverpool as part of its Playground Replacement Program.

The parks now feature a mix of new generation outdoor exercise equipment, monkey bars, slides and rubber softfall surfaces.



El Alamein Park, Liverpool

Liverpool Innovation Precinct Prospectus

Liverpool Mayor Ned Mannoun welcomed NSW Treasurer, Hon Daniel Mookhey MLC who launched the Liverpool Innovation Precinct Prospectus in June.

The Liverpool Innovation Precinct is a unique partnership of 10 major stakeholders in the City of Liverpool who have come together to advocate for, and support, public and private sector investment in the local government area. The Prospectus showcases Liverpool's capabilities in health, education, research, and innovation.

Liverpool Innovation Precinct has secured agreements with companies including Hitachi Australia, GE Health, Samsung, Johnson & Johnson, Circuitwise Electronics, Biomed Technology Australia, Pharmalex, Consortium for Medical Device Technologies, New Zealand and many others.



Mayor Ned Mannoun, Councillor Nathan Hagarty, Councillor Charishma Kaliyanda and Holsworthy MP Tina Ayyad helping celebrate the launch of the Liverpool Innovation precinct

Council Libraries

Council’s library network received more than 600,000 in-person and virtual visitors and provided digital literacy programming, with computer basics classes and Tech Help one-on-one sessions.

Decodable Readers were added to the library collection and are designed by educators to encourage children in early stages of reading to acquire core knowledge and build strong foundations of literacy.

Lurnea Community Hub First Nations Artwork

Council collaborated with Gandangara Local Aboriginal Land Council (GLALC) to deliver two pieces of First Nations Artworks at the Lurnea Community Hub, Phillips Park.

Wiradjuri artist Brett Groves, and graphic designer Amy Allerton a Gumbaynggirr and Bundjalung nation descendant, held a workshop with 25 First Nations people representing local elders, Tharawal Land Council members, and younger generations.

Participants painted on two large canvases. Their ideas, images and themes were transformed by Brett and Amy into an artwork on two perforated metal sheet lightboxes. The artworks titled ‘The Meeting Place – Where All Are Welcome’ were unveiled in June.




Children enjoying programs at Liverpool Library, Liverpool



Mayor Ned Mannoun, Land Council CEO Melissa Williams, Land Council Director Gail Smith and Liverpool City Council CEO John Ajaka unveiling First Nations artwork at Phillips Park, Lurnea

1.1 Libraries and Museum


Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	Council's six libraries provide recreational and educational services and activities including a wide range of collections and delivery programs, events and exhibitions for children, youth and adults. The Liverpool Regional Museum provides exhibitions and events that showcase the heritage and history of the area. The Museum also collects, organises, preserves and makes available materials of local historical and cultural significance.	 On track

Comment
<ul style="list-style-type: none"> • Council libraries delivered a wide range of services to people across Liverpool, receiving more than one million in-person and virtual visitors between July 2022-June 2023. <ul style="list-style-type: none"> - More than 55,000 people were active members of Liverpool Libraries, with 9593 new members; - More than 518,530 people visited a physical library and online services were used 509,140 times via the library website or app; - More than 743,170 items were borrowed including digital and physical loans; and - More than 33,173 people attended 1930 programs across Council libraries. • Council received six grants to fund library infrastructure and programs including: <ul style="list-style-type: none"> - NSW Government Public Libraries Infrastructure grant - \$450,000 for Civic Place Library Fit out; - NSW Government Public Library Priority grant - \$50,000 for technology to increase access to library services; - Tech Savy Seniors grants to deliver technology training in four community languages and a pilot project for First Nations Seniors; and - NSW Seniors Festival and National Science Week activities. • Council libraries saw an increased interest in Digital Literacy programming, with Computer Basics classes and Tech Help one-on-one sessions increasing in enrolment. • Literacy collections focused on early primary students continue to be in high demand. Decodable Readers were added to the Library Collection, designed by educators to encourage children at early stages of reading. • More than 12,693 people visited Liverpool's museum, nearly three times more than the last year reporting period.

- The museum delivered 104 programs and were attended by 1941 people.


- Museum programs focused on education and families has created a significant increase in attendance. This has included project-based learning for home schooled groups, pre-schools, high school interns, high school curator programs and the training and pilot delivery of primary school's programs aligned with school curriculums.

1.2 Events

Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	This service delivers Councils' annual program of community and Major events. Its purpose is to activate key precincts and assets, support the local economy, facilitate CBD revitalisation, and promote visitation. Councils' Major Events program will focus around showcasing Liverpool's rich multicultural identity and explore its diversity through a series of CBD based activations. The unit aims to encourage accessibility, inclusivity and cultural representation whilst providing a platform of opportunity for local businesses, artisans, talent and suppliers.	 On track

Comment
<ul style="list-style-type: none"> Council delivered major events and activations to support its objective to activate key precincts and assets, support the local economy, facilitate CBD revitalisation, and promote visitation. During the period, more than 420,000 people attended events held including Lanterns and Lights, Most Blessed Nights and Motherland African Festival. These events were curated to showcase Liverpool's rich multicultural identity and explore its diversity. Council progressed with its delivery of the 'Experience the World' series of events and activations in the CBD. The events have been successful in enhancing visitation, reputation and boosting the local economy. Additional community events included Australia Day and ANZAC Day commemorations and the commencement of a food truck program to activate parklands across the LGA. Council held 13 citizenship ceremonies on behalf of the Department of Home Affairs from January to June 2023, welcoming 1541 new Australian citizens to the Liverpool LGA.

1.3 Recreation and Community Facilities


Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	Council's Recreation and Community Facilities provide access to sporting, recreation and leisure services. The service also supports the development of a dynamic, healthy and liveable city through the effective, innovative and sustainable management of community facilities and recreation services for more than 1.5 million residents and visitors annually.	 On track

Comment

- Council achieved a high volume of attendances at its sport, leisure and community facilities. Through the implementation and refining of the Zipporah booking system, Council can capture participation data that estimates more than 3.5 million activations across Council bookable facilities. Council's venue utilisation was at 76 percent, that while falls slightly short of the utilisation targets of 80 percent, reflects a positive post-covid recovery.
- Council made significant progress in the planning of future aquatic centre provision with the adoption of the Future Provision of Aquatic and Leisure Centre Report. The report provides insight into the future demand for provision of aquatic, leisure and indoor sports facilities across the community, and highlights the necessity for a municipal approach to facility provision. WestInvest funding of \$55 million for the aquatic centre at Carnes Hill will represent the first step in infrastructure provision.
- Council continued to support the advancement of community sport with an investment in sportsperson and athlete development through its sponsorship and donations program.
- Council will focus on enhancing its mechanisms to assist sporting clubs, community groups and associations in improving and expanding on the services, programs and embellishing sporting infrastructure that supports community engagement club development.
- Council introduced the Zipporah booking system for all sport, recreation, and community facilities early in the reporting period. The Customer Service Net Promoter Survey intended to be integrated into the Zipporah booking system has been deferred to the next reporting period. The Customer Service Net promoter survey will monitor community satisfaction.

- Council developed an Implementation Plan for the future provision of aquatic and leisure centres across the LGA. The implementation of the Plan was deferred however as Council during the period was successful in gaining grant funding from WestInvest prompting a Council Resolution for the design of a new aquatic centre. The focus of the implementation plan has evolved. Council continues to progress with implementation plans for future provision of leisure centres and is currently underway with community engagement on the first project.


1.4 Community Development and Planning

Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	The Community Development and Planning service oversees development and implementation of a range of policies and strategies across Council to ensure services, programs and facilities are responding to the current and emerging needs, interests and aspirations of Liverpool residents. In addition, the service delivers planning for social infrastructure including community facilities, sporting, recreational and open spaces for Liverpool's existing and growing community.	 On track

Comment
<ul style="list-style-type: none"> Council delivered several diverse and exciting community building initiatives and implemented innovative measures to continue delivering key programs to the Liverpool community services sector. Highlights during the period include: <ul style="list-style-type: none"> Delivery of school holiday activities to support and encourage participation in physical activity for children in January and April; Delivery of Youth Week activities to acknowledge and celebrate young people in the Liverpool community; Grants, Donations, and Community Sponsorship programs supported 69 projects, programs, and events, totalling \$390,840 in contributions to the Liverpool community in the 2022/2023 financial year; Delivery of community safety programs including Coffee with a Cop in partnership with Liverpool City Police Area Command (LPAC); Convening and co-convening Liverpool interagencies and networks including the Liverpool Youth Workers Network, Fairfield/Liverpool Homelessness Interagency, Liverpool Refugee and Migrant Interagency, and the South West Sydney Ageing Forum; Revitalising the South West Sydney Disability Forum, in partnership with Fairfield and Canterbury-Bankstown Councils; Facilitating four Council community committees including the Liverpool Youth Council, Liverpool Access Committee, Aboriginal Consultative Committee and the Liverpool Community Safety and Crime Prevention Advisory Committee; Facilitation of Community Hubs Australia program in three local schools providing education, employment and social support to refugee and migrant women with pre-school aged children;

- Support Liverpool Uniting Church Community Hub and Loves and Fishers Restaurant to provide food and community assistance to vulnerable members of the Liverpool community;
- Providing support and guidance to Council on key initiatives related to First Nations people including place naming and key Council projects and developments;
- Delivery of community activation and engagement initiatives across the LGA in collaboration with the community services sector including Refugee Week, Memories in the Mall, Sorry Day, Youth Week and Harmony Week;
- Collaboration with Play For All Australia (PFAA) via the Play It Forward program, delivering the installation of inclusive swing seats for children with disabilities in 11 parks across the Liverpool LGA; and
- Delivery of the 2168 Children's Parliament program in partnership with Mission Australia and 11 local schools in the 2168 postcode area.
- Council progressed the delivery of social infrastructure planning projects including:
 - Partnerships with relevant stakeholders for the Miller Social Infrastructure Masterplan and Implementation Plan;
 - Consultation with the community on the Collingwood Visitation Precinct;
 - Lodgement of the revised Masterplan for Carnes Hill Aquatic and Leisure Centre resulting in \$55 million in WestInvest Grant funding for the delivery of the plan;
 - Consultation with the community on the Cabramatta Creek and Brickmakers Creek Masterplan. The final draft Masterplan will be on public exhibition in 2023/24.
 - Prioritised foreshore access to Light Horse Park and Angle Park under the Georges River Spatial Framework, funded by the Places to Swim Program;
 - Opportunities for land acquisition in Austral for priority parks and basins. Master planning for priority parks will commence in 2023/24; and
 - Update of the Plan of Management Priority Program with key sites and Crown Lands, including Phillips Park and Hammondville Oval sites.

1.5 Children's Services


Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	Council's Children's Services is responsible for the direct provision of six early education and care services and one preschool service, catering for a total of 260 long day care places and 27 preschool places. Council is committed to providing the highest quality care and education for children and support for families.	 On track

Comment
<ul style="list-style-type: none"> Council's Early Childhood Programs continues to be a benchmark for quality service provision within the Liverpool Local Government Area. Recent data shows that Liverpool City Council's Early Childhood Services make up 27 percent of education and care centres in the LGA which have received a rating of 'Exceeding National Quality Standards'. Council's Early Childhood Programs is working in collaboration with Schools Infrastructure to support a growth agenda in response to Liverpool's growing population and community demands for places within Council operated services. Edmondson Park Preschool is due to commence operation in term three and will provide a high-quality preschool curriculum, strong connections with Edmondson Park Public School and a seamless transition to school. Supported playgroups continue to be delivered in partnership with community partners and aim to support socially isolated families and children to create connections with the community. The playgroups are delivered under the NSW Government Start Strong Funding Model, aiming to support children's pathways to formal early childhood education. Transition to school programs were delivered in Carnes Hill and Casula libraries and aim to support children aged 4-5 years who may not have access to quality Early Childhood Education. The program is designed and delivered by Council's Early Childhood Teachers, strengthening both the social and academic skills of children prior to heading to school. Council's Early Education and Care Centres partnered with Western Sydney University, Macquarie University and Wollongong University in various research projects, "EMU" Early Language Milestones: Toddler Talking and Understanding Study and "ORICL -

Observe, Reflect, Improve, Childrens, Learning" and "LEEEP, Aboriginal Early Literacy program". Research projects provide mutual benefits to both the universities and Council services as it allows Council to gain valuable knowledge in a broad range of research subjects. This year studies have focused on the acquisition of language in a literacy rich environment and the use of observation and data tools to record how educator interactions and the learning environment influence young children's development.

- In response to the newly released Australian Early Development Census Data (AEDC), Children's Services has partnered with Liverpool City Library to create outreach libraries within Council centres containing quality fiction and non-fiction literature. To enhance literature offerings, the outreach libraries now stock adult fiction and nonfiction titles for families, in addition, families within Council services can access Parent TV, on demand videos to support the parenting of children from birth to teens.
- Council is part of a pilot Transition Partnership Program with the Department of Education that aims to develop and strengthen connections between Early Childhood Education and Primary School, supporting effective transitions for children. As part of this program reciprocal service visits have taken place between Council's early education and care centres and local schools to allow Council educators and school teachers to observe the programs being implemented and identify areas of support.
- The researched, informed STEM curriculums in Early Childhood project was cancelled as Council perused other partnerships in alignment with a change in strategic direction.

1.6 Arts and Culture


Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	The Casula Powerhouse Arts Centre is a cultural facility that contributes to an inclusive and creative community through engaging presentation and production. The Centre provides a platform to highlight the skills and creativity of local artists through music, exhibitions, performances, and programs that are relevant and engaging to Liverpool and South West Sydney communities.	 On track

Comment


- The FLIGHT exhibition was launched in January at Casula Powerhouse Arts Centre (CPAC) by Hon. Ben Franklin, then Minister for the Arts and was included in the prestigious Sydney Festival program. The exhibition received over \$100,000 in funding support for Create NSW and featured local, national, and international artists and included major art loans from national collecting institutions including the Museum of Applied Arts and Sciences (Powerhouse Museum). The exhibition was the subject of an in-depth review by national publication Artist Profile and was included in an article in the Sydney Morning Herald.
- The exhibition delivered several public programs and events during the April School Holiday period including Barbie Ken and Friends High Tea, Felt Banner Making Workshop and Take Flight Ceramics Workshop. CPAC also partnered with Western Sydney University to deliver a range of public programs including Welcome Aboard! A Fashionable History of the Flight Attendant and Migrants flight towards dreams in the horizon. During the exhibition Council offered tours during the weekday.
- The Looking at Gold exhibition tour was developed in response to the number of gold stores in Liverpool. It included newly commissioned artworks by local Green Valley artists Monica Rani Rudhar and Tom Yousif. The exhibition created additional professional opportunities for both artists. The tour included the strategic sharing of resources, which saw major works held in Tamworth's permanent collection shown in this exhibition. The Looking at Gold exhibition will tour Tamworth in April 2023, bringing Liverpool artists across NSW.

- A professional development program targeted at local artists was delivered. The program titled Generator: the artist's handbook was funded by CREATE NSW and created networking and skills development for local artists. This period also welcomed three artists in residency. Each artist was supported to develop ideas for new work that will speak to Liverpool's unique community in direct ways.
- A diverse range of public and educational programs including theatre, film screenings, matinees, comedy nights, community engagement and a diverse range of craft and art workshops was facilitated at CPAC.
- The theatre program offered a diverse range of productions bringing a range of shows for audiences to engage in storytelling, music comedy, film screenings and dance. Traditional theatre productions commenced in January in partnership with Sydney Festival.
- CPAC's partnership with Treehouse Theatre returned with a new cast of students who presented the show 13 Suitcases, revealing personal and powerful refugee stories to school groups and our community.
- CPAC's local performing arts ensemble returned with a modern Shakespeare adaptation, The Merchant of Venice - Narissa Spills the Tea for the community to enjoy and local high school students to get a better grasp of the poetic language and relevant themes.
- Community partnerships with the Korean Cultural Centre and Cultura Italiano Sydney transformed the theatre into a dynamic cinema, taking audiences on captivating international film journeys through language and culture.
- Local comedians transformed the Performance Space into a monthly Comedy Club Cabaret Lounge.
- A selection of creative workshops including, book making, natural skin care, flower arranging, and arty parties was held for all ages and a Barbie themed High Tea was held at the Bellbird Dining and Bar.
- During the period the development of a new major Arts and Health exhibition and related public programs continued with the support of the South Western Sydney Health and Arts Reference Group.


1.7 City Planning and Urban Design

Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	The City Planning and Urban Design service area provides specialist advice to Council, the community, developers, the NSW Government and other organisations to guide the design of the built environment in Liverpool. This service also provides specialist heritage related advice.	 On track

Comment
<ul style="list-style-type: none"> Council met its ongoing measures within the required timeframes, including the provision of Urban Design, Public Domain, Heritage and Public Art advice for development occurring across the Liverpool Local Government Area (LGA), and completion of development application referrals. Specialist Urban Design Heritage and Public Art advice continued to be provided on major Federal, NSW Government, and Council-led planning and infrastructure projects occurring within and/or impacting the Liverpool LGA. The Design Excellence Panel (DEP) and Heritage Advisory Committee meetings were held in accordance with adopted Charters and Procedures. Extraordinary meetings were held as required. Urban Design, Heritage, and Public Art projects and initiatives progressed to schedule. Work on the development of the Liverpool City Centre Public Domain Technical Manual continues. Council submitted grant applications for various Urban Design, Heritage and Public Art related projects and initiatives. Successful grant applications resulted in new projects, some of which will continue to assist with the post COVID-19 recovery through design and activation of the public domain. Council continues its regular work on application lodgements, planning certificates and legislative amendments. Council's internal online system for assessment of applications is on track to deliver integration with the Department of Planning and Environment's Standard Conditions of Consent and Standard Notice of Determination project. This will further facilitate work efficiencies across Council.

1.8 Animal Management		
Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging	This service area manages the Liverpool Animal Shelter and provides the community with an accessible facility that meets legislative requirements under the Companion Animals Act 1998.	<div> On track</div>
Comment		
<ul style="list-style-type: none">Council experienced a significant increase in animals received at the shelter. One third of the dogs received were successfully returned to their owners. Council continues to exceed its rehoming targets for dogs and cats.		

1.9 City Infrastructure Delivery and Construction


Strategic Objective	Service Area Description	Overall Status
Healthy, Inclusive, Engaging Evolving, Prosperous, Innovative	The Infrastructure Delivery and Construction service undertakes the planning and delivery of Council's asset renewal and replacement programs to ensure ongoing asset serviceability and continuity, to provide best value investment in community infrastructure. This service is also responsible for planning and delivering Council's major and strategic community infrastructure projects to meet demand from growth and to improve the amenity and liveability across the LGA.	 On track

Comment
<ul style="list-style-type: none"> Council's annual program of asset renewal works is at 88 per cent completion and has met the identified target. Delivery of Council's annual strategic projects program of works continues at a 67 per cent completion rate. Delays to the commencement of some works were due to lengthy land acquisition negotiations with landowners and approval processes with external bodies. Council continued to progress with major projects including: <ul style="list-style-type: none"> Light Horse Park major park redevelopment – Council has successfully received a grant through the WestInvest Program. Updated designs are currently underway to seek approvals to capitalise on this grant funding, with components of overall works proposed to commence construction by end of 2023; Light Horse Park lift connection and pedestrian overpass to Railway Station detailed design – The project is undergoing review due to the identification of constraints to delivery during the design process; Sinozich Park major sporting facility – Pre-design planning and investigations are currently on-going, with detailed design to commence upon completion of masterplan; Liverpool Animal Shelter project - Amendments to Local Environmental Plans (LEP) to permit a development for the purposes of animal boarding or training was published in November 2022. Council has commenced preliminary investigation and planning for the project;

- Edmondson Avenue upgrade – Design is 80 percent complete. Land acquisition planning processes have commenced, with detail design completion anticipated by the end of 2023;
- Basin 14 Edmondson Park project – Land acquisition process is 90 percent complete, with procurement of construction activities to commence upon completion of land acquisition;
- Middleton Drive extension / M7 underpass and cycling bridge project – Design is approximately 80 percent complete however project commencement is now subject to the completion of broader M7 motorway widening works by the NSW Government undertaking widening works;
- Governor Macquarie Drive and Hume Highway intersection upgrade – The land acquisition process with Australian Turf Club in final stages of completion. The contract for works has been awarded with construction proposed to commence in July 2023;
- Macquarie Street, Liverpool streetscape improvements – Detailed design is complete and the procurement process for works has commenced;
- McGirr Park, Miller green space and park development – Community consultation and detailed design is complete. The project is currently under review, following proposed developments in the vicinity of McGirr Park and at Michael Wenden; and
- Pye Hill Reserve playground project – The playground is being manufactured and Council is finalising the tender documentation to allow procurement of landscape works.

2.1 City Waste and Recycling		
Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	The City Waste and Recycling service maintains and improves the amenity of the Liverpool area through action, education, and enforcement. It provides domestic waste services for Liverpool residents including the collection and processing of recycling, green waste, bulk waste and various problem waste streams.	<div><div></div><div>On track</div></div>
<div>Comment</div> <ul style="list-style-type: none">Council's Community Recycling Centre (CRC) welcomed 24,674 visitors during the period. The CRC collected 114.04 tonnes of e-waste, 145.51 tonnes of cardboard and 15.67 tonnes of lead-acid car and truck batteries.The CRC also collected 918kg of fluorescent lighting, 830kg of aerosols, 1529kg of normal household batteries, 14.026 tonnes of assorted gas cylinders and 3254kg of non-flammable oil.Council held a Chemical Clean-Out on 29 January. A total of 284 cars delivered close to 13 tonnes of assorted chemicals, including 5.754 tonnes of paints, 1.858 tonnes of oil and 727kg of assorted gas cylinders.		

2.2 City Maintenance

Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	This City Maintenance service is responsible for maintaining and repairing Council's footpaths and road assets, managing CBD maintenance and Council's park maintenance program, including proactive inspections, cleansing, sanitising playgrounds and picnic areas. This service also assists and responds to emergencies in the LGA to ensure that Council services remain operational in an emergency.	 On track


Comment

- Council repaired and resurfaced more than 78,000 sqm of road pavement at various locations and 21km of road shoulder areas were regarded and maintained.
- Council reconstructed more than 2900 linear metres of concrete footpath and 820 linear metres of kerb at several locations.
- Council reinstated faded and missing line markings on various streets including replacements and new installations of traffic signs and street furniture valued at \$536,000.
- All 120 gross pollutants traps within the LGA were cleaned two times as per the cleaning schedule including repairs of damaged drainage structures, and waterways weed removal. In addition, several street drainage pits were checked and cleaned.
- Council received and actioned more than 1450 customer requests for various maintenance works. These were inspected and actioned within timeframe.
- Council carried out and approved for construction more than 1075 driveways.
- Council processed 510 road opening applications and issued permits in a timely manner.
- Maintenance of Council Park assets continued, including playgrounds, park areas, bushland, creeks, rivers, roads, footpaths, and sports fields.
- Environmental Restoration Plan maintenance and project works were delivered. Plans and projects included management of water sensitive urban design assets, natural areas, fires and their mitigation, waterway pollution events, biosecurity, internal environmental


compliance, mosquito populations and native fauna, and threatened species management. Work commenced on mapping assets and a dedicated officer was recruited to assist with the contractual maintenance of those assets.


- Council continued to maintain tree assets and focused on increasing tree canopy within the Local Government Area.
- Up to 261 tree assessments were completed monthly, and 1094 customer requests were received.
- Recommended tree replacement planting during the period was not completed due to disturbance caused by flood events and unseasonable weather. Council recruited a Tree Planting Team to commence planting trees from July 2023.
- Mulching works of Council parks commenced across the LGA and will continue pending the availability of mulch and weather.


2.3 Strategic Town Planning

Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	The Strategic Town Planning service area guides, orders and regulates land use and infrastructure in an efficient, equitable, ethical and effective way. Through collaboration with experts from a variety of disciplines, strategic planning seeks to realise the vision established within Connected Liverpool 2040, Council's LSPS. Strategic Planning relates to the management of land use plans, land release, renewal of established areas, rezoning, the formulation of Development Control Plans, Development Contributions Plans and associated policy.	 On track


Comment
<ul style="list-style-type: none">Planning proposals which demonstrated merit were supported in less than 90 days and submitted for gateway determination within a few weeks of Council endorsement to lodge. The majority of Planning Proposals were completed within gateway determination timeframes (subject to extensions for some complex proposals).Council continues work on the review of the Local Environmental Plan (LEP). Council is currently procuring expert consultants to provide technical justification for the changes proposed and specify the detail of these changes. This will inform the principle planning proposal which will be presented to the Local Planning Panel before being considered by Council.Council endorsed the Rural Lands Strategy for community consultation which occurred in June and July to inform a final Strategy to be considered by Council.Council has commenced early works on the review of the Liverpool DCP 2008, with a key focus on encouraging family friendly apartments in the CBD at this early stage.

2.4 Regulatory Compliance		
Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	The Regulatory Compliance service area is responsible for Council's enforcement processes, managing and maintaining public health compliance, approval and monitoring of building construction work and the issuing of licences and other approvals required under legislation to maintain a healthy and safe city.	<div>On track</div>
Comment		
<ul style="list-style-type: none">Council exceeded performance targets in most areas.Determination times of construction certificate applications were delayed in some instances due to applicants not submitting required information.		

2.5 Development Assessment		
Strategic Objective		Overall Status
Liveable, Sustainable, Resilient Evolving, Prosperous, Innovative	The Development Assessment service delivers statutory planning and engineering services to the community. It is responsible for assessing and determining various applications in a robust manner in order to enable the creation of liveable communities and environments while also providing development related advice to key stakeholders.	 Needs Attention
Comment		
<ul style="list-style-type: none">• Council continued to work towards improving Development Application determination times, processing Subdivision Works Certificates and Subdivision Certificates, whilst ensuring best practice planning, engineering, and high-quality urban design outcomes were achieved for the benefit of the wider Local Government Area (LGA).• Maintaining performance measures during the period proved to be challenging due to the existing outstanding number of applications with Council, along with existing team vacancies and recruitment challenges.• Council has made effort to reduce the backlog of applications, through a combination of process improvements as well as targeted assessments and determinations of long-standing applications.		

2.6 Environmental Planning and Management		
Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	Management of Council's natural environment to meet legislative requirements and improve Council's Environmental sustainability performance.	<div> On track</div>
Comment		
<ul style="list-style-type: none">• Council's Climate Change Policy and Liverpool Climate Action Plan was endorsed by Council in March.• The Integrated Pest Management (IPM) Strategy was revised following submissions received during public exhibition period and was endorsed by Council in June.• Council continues to actively manage legacy contamination arising from historic filling with construction waste, including asbestos and illegal dumping across the Liverpool LGA.• Several remediation projects were conducted during this period including McGirr Park, Miller, Whitlam Park 5, Busby and Kotlash Park Lurnea.		


2.7 Infrastructure and Floodplain Planning and Management

Strategic Objective	Service Area Description	Overall Status
Liveable, Sustainable, Resilient	<p>This service includes the provision of:</p> <ol style="list-style-type: none"> 1. Asset Management strategies, policies, systems and programs for Council-owned infrastructure assets to continue to deliver the required levels of service over time; 2. Floodplain Management strategies, policies, systems and programs to enable controlled occupation of flood prone land and to reduce the impact of flooding and flood liability; 3. Strategies, policies and programs for the conveyance of stormwater as well as management of stormwater to improve the health and quality of our waterways; and 4. Technical Support to Council, it's management units and other stakeholders involved in the planning, delivery and ongoing management of infrastructure related services. 	 On track

Comment
<ul style="list-style-type: none"> • Council purchased three properties located on the high-risk floodway of the Georges River at Newbridge and Rickard Roads under the Moorebank Voluntary Acquisition Scheme. The project was jointly funded by Council and the NSW State Government under the State Floodplain Management Program. All the structures on these properties will be removed and converted into open space for the community. • Investigation and design were completed to support delivery of the 2023/24 capital works program. • Concept design for natural waterway improvement works at Hopkins Creek were completed. Detailed design is expected to be completed by September 2023. • Development of guidelines for naturalised drainage channel and waterways was completed. The guidelines will be used for the design of future trunk drainage channels and waterways in the new release areas, to ensure minimum maintenance requirement and complies with the requirements of the Water Management Act 2000. • Asset related statutory reports were completed, including road condition surveys to inform the next iteration of Council's statutory reporting obligations.


- The review of historical flood events of Wianamatta South Creek was completed. The results will be presented at the next rural public forum and discussed at the Aerotropolis Community Consultative Committee (ACCC) in July 2023.

3.1 Economic and Commercial Development

Strategic Objective	Service Area Description	Overall Status
Evolving, Prosperous, Innovative	The Economic and Commercial Development service area is committed to working with businesses and stakeholders to provide an environment that supports sustainable economic growth and business opportunities. This service area supports Council in developing projects which facilitate commercial opportunities and supports key assets delivery and precinct master planning. The service area is also responsible for acquisitions, grants for easements, access agreements for service authorities and sales/review of any surplus Council land.	 On track

Comment
<ul style="list-style-type: none"> • Council supported more than 250 local businesses with referrals and information and more than 200 new investment leads were identified in the 2022/2023 financial year. • A focus on major events in the CBD provided an opportunity for Council to support businesses. Approximately 2000 jobs were created as the local economy continued its recovery from COVID-19 related disruptions. • A dedicated Liverpool tourism website is currently under development and Council's Destination Management Plan is being reviewed to maximise opportunities being presented with the opening of the Western Sydney International Airport in 2026. • The Liverpool Innovation Precinct Prospectus was launched in June and the Economic Development and Small Business Strategies were adopted. Implementation of these strategies has commenced. • Council is progressing with its acquisition of properties and has completed approximately \$51 million of \$7.11 funded land acquisitions. • The final design of Edmondson Road widening project is at approximately 80 percent completion with potential impacts on property owners currently being determined. Upon issue of final design affected owners along Edmondson Avenue, Austral will be notified by Council. • Council continues to progress with the acquisition of basins, identified as a priority by Department of Planning and Environment.

3.2 Traffic and Transport Planning


Strategic Objective	Service Area Description	Overall Status
Evolving, Prosperous, Innovative Liveable, Sustainable, Resilient	Council's Transport Management service plans for the safe and efficient movement of traffic on Council's local road network. The service works in collaboration with Transport for NSW (TfNSW) to improve regional transport infrastructure and services in the LGA.	 On track

Comment
<ul style="list-style-type: none"> Council continued to manage traffic on the local road network in consultation with Transport for NSW, the Police, and the Liverpool Local Traffic Committee. Responses were provided to all traffic related inquiries/requests within required timeframes. The Kurrajong Road Staged Improvement Strategy was presented to Council for endorsement. The endorsed strategy includes the short-term improvement works for Kurrajong Road/Lyn Parade/Beech Road intersection and Kurrajong Road/Mowbray Street intersection upgrades to signalised intersections. Federal Government funding has been secured to deliver Kurrajong Road/Lyn Parade/Beech Road intersection upgrade. In addition, partial Federal Government funding has been secured and Council has matched the funding for delivery of the Kurrajong Road/Mowbray Street intersection upgrade. Council progressed with the Governor Macquarie Drive staged upgrade from a two-lane road to a four-lane road. Design investigations have been completed for sections between Munday Street to the Australian Turf Club Access, and Alfred Road to Child Road. Federal Government funding has been secured for the upgrade of these two road sections over the next two years. On completion of the upgrade works nearly 75 per cent of Governor Macquarie Drive would be upgraded to a four-lane divided road.


- Council continues to complete the detailed design of the proposed Bernera Road, Yarrunga Street and Yato Road intersection upgrade. The civil design is approximately 90 per cent complete and funding including developer contributions is being sought for the project delivery.

- As a related project, Federal Government funding has been secured for road widening of the section of Bernera Road, north of the intersection with Yarrunga Street, Yato Road intersection to the M7 Motorway off-ramp, and Yarrowa Street intersection.

- Online workshops, child restraint checking events and Liverpool Local Traffic Committee meetings were held during the reporting period.


4.1 Customer Service		
Strategic Objective	Service Area Description	Overall Status
Visionary, Leading, Responsible	Council's Customer Service team provides support services to the community and aims to deliver quality customer service by resolving enquires, processing applications, submissions, bookings and payments relevant to all of Council services in an efficient and effective manner.	 On track
Comment		
<ul style="list-style-type: none">Council implemented a satellite service at Carnes Hill Library to service the community and enable connection with residents in their local area.Council received 79,289 phone calls and engaged 95 per cent enquiries.		

4.2 Governance and Corporate Management


Strategic Objective	Service Area Description	Overall Status
Visionary, Leading, Responsible	Council's Governance and Corporate Management services plan and co-ordinate Council's internal operations to ensure that Council is transparent in its decision making, efficiently delivers services to the community and meets legal and legislative requirements. This service also enables the ongoing improvement and development in the safe, lawful, sustainable, and optimal management of Council's people and resources aligned to the Community Strategic Plan, Delivery Program and Operational Plan.	 On track

Comment
<ul style="list-style-type: none">• Council met its Integrated Planning and Reporting requirements including delivery of the Delivery Program 2022-2026 and Operational Plan 2023-2024, Biannual Report January-June 2023 which will be presented to Council at its meeting in August 2023 and service review of the Development Assessment function which will be reported in the 2022-23 Annual Report in November 2023.• Council continues to progress its service review of the remaining nominated service areas identified in the Delivery Program.• Council has continued to progress with action items in the Workforce Management Strategy 2022-2026, including development of the Liverpool Leadership Academy (LLA) for frontline leaders, the planning of diversity and inclusion strategies, planning to move Council's onboarding experience to an online format and updating 'The Essentials' which includes mandatory training courses for staff.• During the reporting period six Council meeting agendas and respective meeting minutes were prepared and posted on Council's website within the required timeframes.• A total of 109 resolutions from Council meetings were assigned to relevant officers for action within 48 hours of the meeting. Councillor requests were allocated to relevant Council officers for response and reported to the Executive Team monthly.• In addition, support was provided to various Council committee meetings including the facilitation of three Governance Committee meetings.

<ul style="list-style-type: none"> • The Office of Internal Ombudsman assessed and responded to 62 complaints received from members of the public in the reporting period. The new Public Interest Disclosure Act (PID) will commence in October 2023. • The new Act is substantially different to the PID Act 1994 and has a significant impact on Council. Work is underway to ensure Council is compliant with the legislative changes. • Council continued to progress with the Privacy Management Plan. • Council delivered its audit and risk KPIs for the period and has progressed implementation of a new audit and risk software solution. • Council successfully upgraded its financial system. • Council's primary Customer Relationship Management (CRM) software is being upgraded and is scheduled for implementation in August 2023. • Cloud migration of corporate applications have been endorsed, planning and scheduling to commence 2023. • Council focused on strengthening its cybersecurity posture and supporting the development of Civic Place and Edmondson Park Preschool. • Council rates notices were issued as scheduled during the period. 	
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4.3 Financial Management		
Strategic Objective	Service Area Description	Overall Status
Visionary, Leading, Responsible	The Financial Management service provides Council financial accounting and support services relating to the development and implementation of financial policies and procedures, statutory reporting, budgeting and management reporting, Goods and Services Tax (GST) and Fringe Benefits Tax (FBT) accounting and reporting, banking, investments, debt collection, accounts payable and financial systems.	<div></div> <div>Needs Attention</div>
Comment		
<ul style="list-style-type: none">• Council met all its legislative obligations in the reporting period.• Financial sustainability is an industry wide challenge with increasing cost of services and inability for council's to proportionately increase rates and other user charges. It is anticipated that some strategic decisions will be made as part of service reviews in future years which will help to achieve greater than zero operating ratio.		

4.4 Communications

Strategic Objective	Service Area Description	Overall Status
Visionary, Leading, Responsible	The Communications service delivers promotional and communication strategies to support Council's projects, events, initiatives and strategies through media releases, commissions, video, photographic, print, online and other promotional material. This service area is also responsible for Council's social media accounts, undertaking research functions, overseeing internal communications to staff and actively supporting the Mayor as the official spokesperson for Council and the Chief Executive Officer as the operational spokesperson.	 On track

Comment

- Council's Communications team designed and delivered comprehensive promotional campaigns via Council's website and social media platforms to promote various festivals including Experience the World series which included, Lanterns and Lights Night Market, Most Blessed Nights Street Food Market, Motherland African Festival and Winter Blast in the Macquarie Mall.
- Promotional campaigns to support outward facing programs were delivered including the Library, Community development initiatives and the Casula Powerhouse Arts Centre.
- Proactive negotiations secured coverage across top tier metro stations including channels 7, 9 and 10, to further promote Liverpool City.
- Council's social media platforms achieved the following results:
 - Facebook followers: 39,061 (8.6 per cent increase from 2021/22);
 - Instagram followers: 9515 (33.8 per cent increase from 2021/22);
 - LinkedIn followers: 11,735 (24.5 per cent increase from 2021/22); and
 - TikTok: 504 followers.

CORP 03

Investment Report July 2023

Strategic Objective	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
File Ref	261646.2023
Report By	Vishwa Nadan - Chief Financial Officer
Approved By	Farooq Portelli - Director Corporate Support

EXECUTIVE SUMMARY

This report details Council's investment portfolio and its performance at 31 July 2023. Key highlights include:

- Council held investments with a market value of \$398 million.
- The Reserve Bank of Australia (RBA)'s official cash rate is at 4.10 per cent.
- The portfolio yield (for the year to July 2023) was 37 basis points above the benchmark (AusBond Bank Bill Index)

	AusBond Bank Bill Index (ABBI)
Benchmark	3.15%
Portfolio yield	3.52%
Performance above benchmark	0.37%

- Year-to-date, Council's investment income was \$836 thousand 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 \$407 thousand below face value. Council's investment advisor (Amicus Advisory) continues to review Council's investment in MBSs and recommends Council continue to hold its investments in the Class A and both Class C securities. There is significant uncertainty associated with these investments, however presently the investment advisor believes there is, on balance, more upside opportunity than downside risk. This is subject to ongoing regular review. MBSs are no longer rated.

- 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 18.30 per cent of its portfolio in ADIs rated BBB and below.

RECOMMENDATION

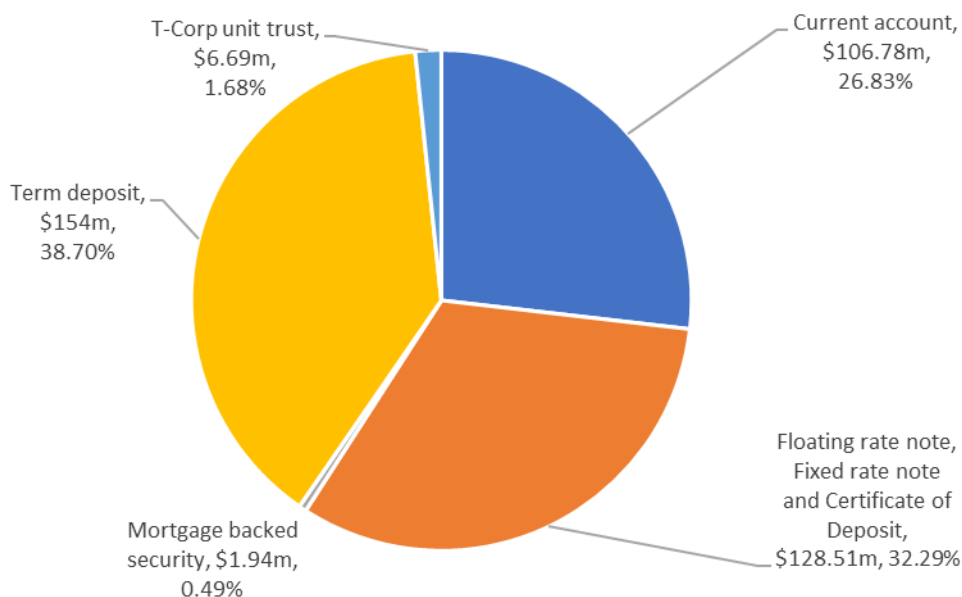
That Council receive and note this report.

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 July 2023, Council held investments with a market value of \$398 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	Jul-23	Jun-23
Senior debts (FRNs ,TCDs & FRBs)*	98.44%	98.25%
MBS (Reverse mortgage-backed securities)	82.67%	82.02%
T-Corp unit trusts	109.28%	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 18.30 per cent of its portfolio in ADIs rated BBB and below.

Mortgaged-backed securities

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

There is significant uncertainty associated with these investments, however presently the investment advisors believe there is, on balance, more upside opportunity than downside risk. Notwithstanding this recommendation, Amicus has assessed that both Class C securities are likely to eventually default. However, Council will continue to receive interest up until default which is likely to be many years in the future. Fitch Rating Agency has decided to withdraw its rating on MBSs and as a result, Council's investments in these securities are now classed as non-rated. Year-to-date, Council's investment in MBSs are valued at \$407 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	106,781,079	26.83%			
Term deposits < 1 year	104,000,000	26.14%			
T-Corp unit trust	6,693,644	1.68%			
Tradeable securities	128,508,786	32.29%			
Portfolio % < 1 year (Short term liquidity)	345,983,509	86.95%	30%	100%	Yes
Term deposit > 1 year < 3 years	50,000,000	12.57%	0%	70%	Yes
Grand fathered securities	1,941,292	0.49%	N/A	N/A	Yes
Portfolio % (Medium term liquidity)	51,941,292	13.05%			Yes
Total portfolio	397,924,801	100.00%			

Counterparty policy limit compliance

Issuer	Security rating	Market value	% Total value	Maximum Institutional policy limit % holdings	Complies to Investment policy "Yes/No"
AMP Bank Ltd	BBB	19,392,991	4.87%	15%	Yes
ANZ Banking Group Ltd	AA-	17,556,335	4.41%	35%	Yes
Australian Unity Bank	BBB+	4,000,000	1.01%	15%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	2,652,854	0.67%	15%	Yes
Bank of Nova Scotia	A+	2,500,734	0.63%	25%	Yes
Bank of Queensland Ltd	BBB+	19,155,734	4.81%	15%	Yes
Citibank Australia Ltd	A+	1,000,867	0.25%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	133,608,935	33.58%	35%	Yes
Emerald Reverse Mortgage Trust (Class A)	Unrated	776,864	0.20%	5%	Yes
Emerald Reverse Mortgage Trust (Class C)	Unrated	1,164,427	0.29%	5%	Yes
Great Southern Bank	BBB	5,503,697	1.38%	15%	Yes
HSBC Sydney Branch	AA-	5,013,157	1.26%	35%	Yes
ING Direct	A	1,604,953	0.40%	25%	Yes
Macquarie Bank	A+	17,424,590	4.38%	25%	Yes
Members Equity Bank Ltd	BBB	5,000,000	1.26%	15%	Yes
National Australia Bank Ltd	AA-	50,249,280	12.63%	35%	Yes
Northern Territory Treasury	AA-	15,000,000	3.77%	35%	Yes
NSW Treasury Corporation	Unrated	6,693,644	1.68%	5%	Yes
Police Credit Union	Unrated	2,000,000	0.50%	5%	Yes
P&N Bank	BBB	5,000,000	1.26%	15%	Yes
Rabobank Australia Ltd	A+	4,198,077	1.05%	25%	Yes
RACQ Bank	BBB+	1,498,216	0.38%	15%	Yes
Sumitomo Mitsui Banking	A	3,985,774	1.00%	25%	Yes
Suncorp Bank	A+	9,117,223	2.29%	25%	Yes
UBS AG	A+	2,287,375	0.57%	25%	Yes
Westpac Banking Corporation Ltd	AA-	61,539,073	15.47%	35%	Yes
Portfolio Total		397,924,801	100.00%		

Credit rating policy limit compliance

Credit rating	Market value	% Portfolio	Maximum policy limit	Complies to Investment policy "Yes/No"
AA Category	284,571,734	71.51%	100%	Yes
A Category	40,514,640	10.18%	60%	Yes
BBB Category	62,203,492	15.63%	45%	Yes
Unrated	10,634,935	2.67%	10%	Yes
Total Portfolio	397,924,801	100.00%		

Compliance with Investment policy – In summary

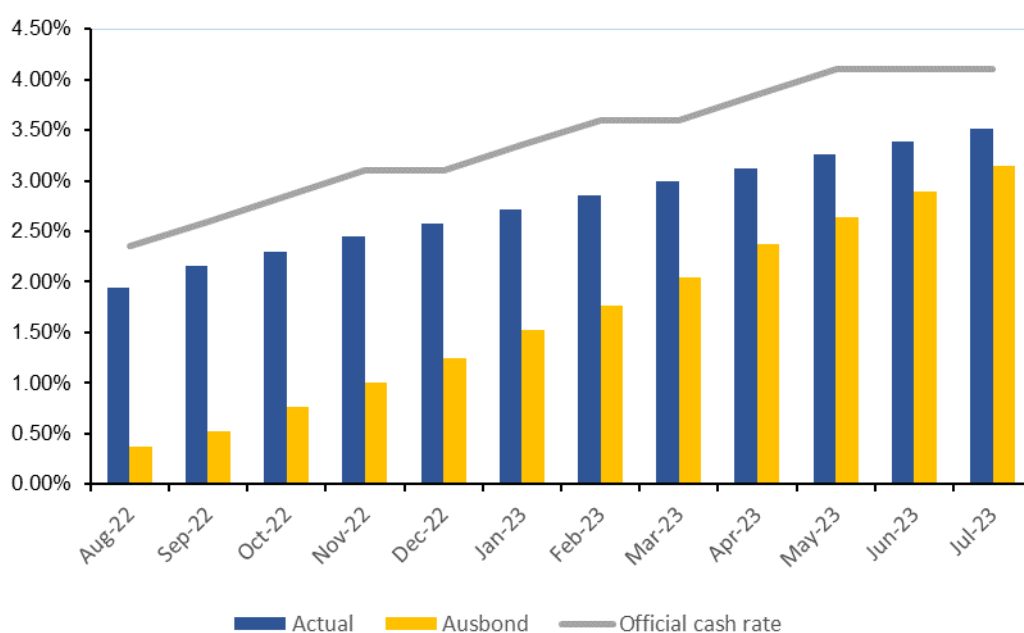
Legislative requirements	✓	Fully compliant, noting exception applicable to grandfathered mortgaged-backed investments.
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Overall portfolio credit limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

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 portfolio yield for the year to July 2023 exceeded the ABBI index by 37 basis points (portfolio yield: 3.52%; ABBI: 3.15%).

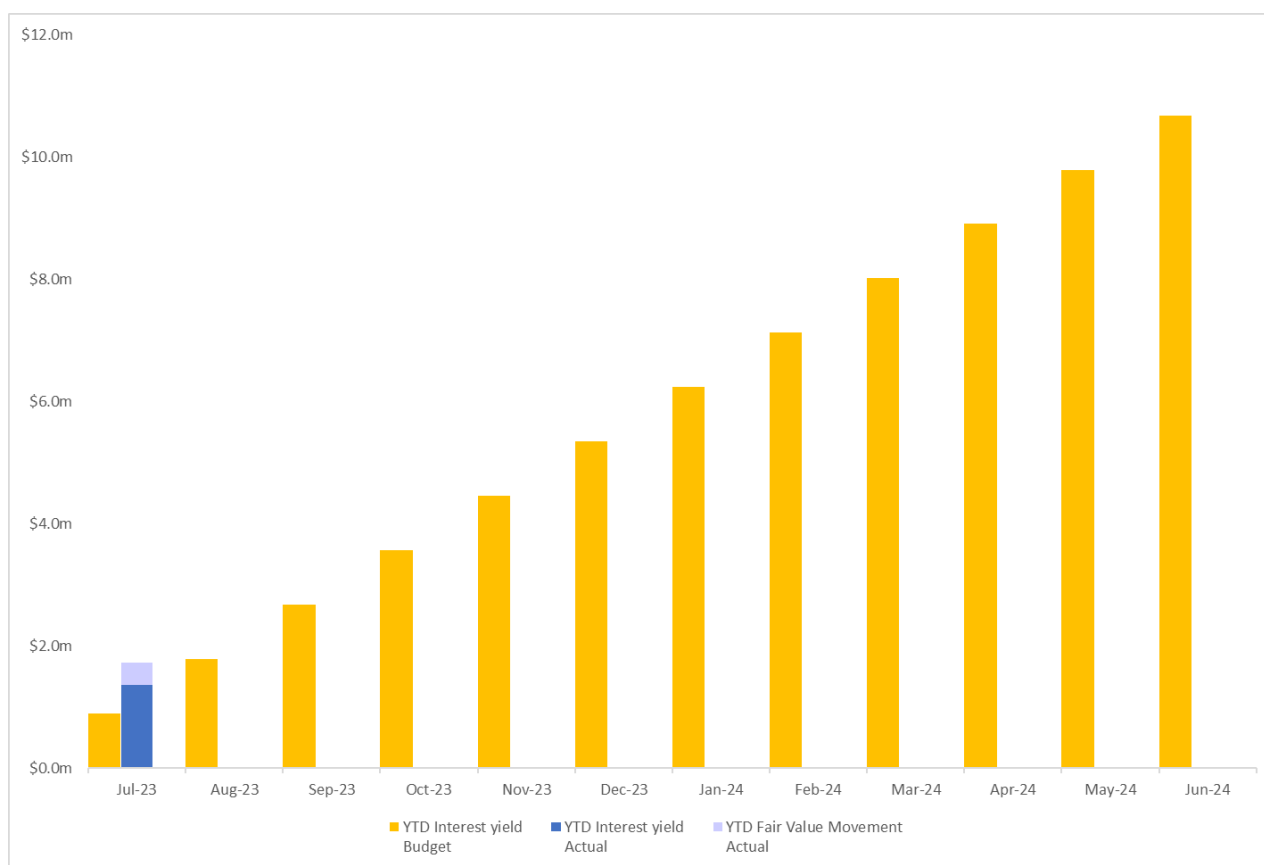
Comparative yields for the previous months are charted below:



Performance of portfolio returns against budget

Year-to-date, Council's investment income was \$836 thousand 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	\$0.89m	\$1.35m	\$0.46m
Fair value market movement	\$0.00m	\$0.37m	\$0.37m
Total	\$0.89m	\$1.72m	\$0.83m



Economic outlook – Reserve Bank of Australia

The Reserve Bank of Australia has increased the official cash rate to 4.10 per cent in its meeting on 01 August 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

Economic	Council's investment income was \$836 thousand higher than the original budget at 31 July 2023.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Local Government Act 1993, section 625 Local Government (General) Regulation 2021, section 212 As required by the Local Government Act, Council is fully compliant with the ministerial requirements specified in the <i>Local Government Act 1993 – Investment Order</i> (relating to investments by councils) and with reporting requirements under section 212 of the <i>Local Government (General) Regulation 2021</i> .
Risk	The capital value and return-on-investment is subject to market risks. Investment limits prescribed in Council's policy framework is aimed to mitigate these risks.

ATTACHMENTS

1. Investment Portfolio July 2023



Portfolio Valuation As At 31 July 2023

Fixed Interest Security	Maturity Date	Rating	Current	Market Value	Total	Yield
Current Account						
CBA Business Saver		AA-	76,975,849.16	76,975,849.16	19.34%	4.20%
CBA General Account		AA-	2,000,785.41	2,000,785.41	0.50%	0.00%
AMP Business Saver		BBB	2,455,873.31	2,455,873.31	0.62%	2.65%
AMP Notice Account		BBB	14,937,117.52	14,937,117.52	3.75%	4.70%
Macquarie Bank Accelerator Account		A+	10,411,453.80	10,411,453.80	2.62%	3.91%
			106,781,079.20	106,781,079.20	26.83%	
Fixed Rate Bond						
Commonwealth Bank	14/01/2027	AA-	5,000,000.00	4,601,803.89	1.16%	2.40%
Bank of Queensland	27/10/2026	BBB+	4,750,000.00	4,271,591.27	1.07%	2.10%
Bank of Queensland	29/10/2025	BBB+	4,000,000.00	3,884,142.95	0.98%	4.00%
Bendigo & Adelaide Bank	17/03/2025	BBB+	2,750,000.00	2,652,853.68	0.67%	3.00%
UBS AG	26/02/2026	A+	2,550,000.00	2,287,375.19	0.57%	1.10%
ING Direct	19/08/2026	A	1,800,000.00	1,604,953.26	0.40%	1.10%
NAB	25/02/2027	AA-	4,500,000.00	4,205,846.46	1.06%	2.90%
Suncorp	25/01/2027	A+	4,500,000.00	4,110,260.84	1.03%	2.50%
			29,850,000.00	27,618,827.55	6.94%	
Floating Rate Note						
ANZ Bank	06/12/2023	AA-	7,000,000.00	7,014,063.17	1.76%	5.08%
ANZ Bank	29/08/2024	AA-	5,000,000.00	5,014,052.45	1.26%	4.72%
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,009,536.26	0.76%	5.06%
ANZ Bank	31/03/2028	AA-	2,500,000.00	2,518,683.50	0.63%	5.41%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,000,866.63	0.25%	4.78%
Commonwealth Bank	16/08/2023	AA-	7,500,000.00	7,498,911.55	1.88%	4.84%
Commonwealth Bank	11/01/2024	AA-	9,500,000.00	9,531,585.14	2.40%	5.43%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,503,696.74	0.63%	5.48%
HSBC	27/09/2024	AA-	3,000,000.00	3,007,894.02	0.76%	5.13%
HSBC	27/09/2024	AA-	2,000,000.00	2,005,262.68	0.50%	5.13%
Macquarie Bank	07/08/2024	A+	4,000,000.00	4,008,773.19	1.01%	4.68%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,004,363.35	0.76%	4.73%
NAB	26/09/2023	AA-	8,000,000.00	8,006,681.52	2.01%	5.25%
NAB	26/09/2023	AA-	4,000,000.00	4,003,340.76	1.01%	5.25%
NAB	26/02/2024	AA-	5,000,000.00	5,016,844.39	1.26%	4.99%
NAB	19/06/2024	AA-	4,000,000.00	4,016,566.94	1.01%	5.24%
Rabobank Australia Branch	27/01/2027	A+	2,700,000.00	2,686,135.17	0.68%	5.01%
Rabobank Australia Branch	19/01/2028	A+	1,500,000.00	1,511,941.99	0.38%	5.47%
RACQ Bank	24/02/2026	BBB+	1,500,000.00	1,498,216.28	0.38%	5.42%
ScotiaBank	07/09/2023	A+	2,500,000.00	2,500,734.07	0.63%	5.16%
Suncorp	30/07/2024	A+	3,000,000.00	3,004,177.14	0.75%	5.04%
Suncorp	30/07/2024	A+	2,000,000.00	2,002,784.76	0.50%	5.04%
Sumitomo Mitsui Banking	20/01/2027	A	4,000,000.00	3,985,773.61	1.00%	5.08%
Westpac	16/11/2023	AA-	6,000,000.00	6,008,388.89	1.51%	4.86%
Westpac	24/04/2024	AA-	4,000,000.00	4,020,964.85	1.01%	5.50%
Westpac	16/08/2024	AA-	2,500,000.00	2,509,719.34	0.63%	4.79%
			100,700,000.00	100,889,958.39	25.35%	

Mortgage Backed Security

EmeraldMBS2006-1A	21/08/2051	Unrated	848,114.99	776,864.32	0.20%	4.37%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	795,763.06	0.20%	5.12%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	368,664.32	0.09%	5.31%
			2,348,114.99	1,941,291.70	0.49%	

Term Deposit

AMP	04/12/2023	BBB	2,000,000.00	2,000,000.00	0.50%	3.30%
Australian Unity Bank	25/08/2023	BBB	4,000,000.00	4,000,000.00	1.01%	3.40%
Bank of Queensland	22/12/2023	BBB+	5,000,000.00	5,000,000.00	1.26%	1.20%
Bank of Queensland	28/03/2024	BBB+	3,000,000.00	3,000,000.00	0.75%	2.40%
Bank of Queensland	31/05/2024	BBB+	3,000,000.00	3,000,000.00	0.75%	3.72%
Commonwealth Bank	28/03/2024	AA-	3,000,000.00	3,000,000.00	0.75%	2.43%
Commonwealth Bank	22/11/2023	AA-	5,000,000.00	5,000,000.00	1.26%	4.19%
Commonwealth Bank	12/12/2024	AA-	10,000,000.00	10,000,000.00	2.51%	4.63%
Commonwealth Bank	13/01/2025	AA-	5,000,000.00	5,000,000.00	1.26%	4.63%
Commonwealth Bank	27/11/2025	AA-	10,000,000.00	10,000,000.00	2.51%	4.60%
Great Southern Bank	23/04/2024	BBB	3,000,000.00	3,000,000.00	0.75%	5.12%
Members Equity Bank	22/12/2023	BBB	5,000,000.00	5,000,000.00	1.26%	1.20%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.26%	5.02%
NAB	20/10/2023	AA-	5,000,000.00	5,000,000.00	1.26%	4.51%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.26%	3.49%
NAB	13/09/2024	AA-	5,000,000.00	5,000,000.00	1.26%	1.10%
NAB	08/09/2025	AA-	5,000,000.00	5,000,000.00	1.26%	0.82%
Northern Territory Treasury	16/12/2024	AA-	5,000,000.00	5,000,000.00	1.26%	1.00%
Northern Territory Treasury	15/12/2025	AA-	5,000,000.00	5,000,000.00	1.26%	1.20%
Northern Territory Treasury	15/12/2026	AA-	5,000,000.00	5,000,000.00	1.26%	1.50%
Police Credit Union SA	16/08/2023	Unrated	2,000,000.00	2,000,000.00	0.50%	0.65%
P&N Bank	22/12/2023	BBB	5,000,000.00	5,000,000.00	1.26%	1.20%
Westpac	22/12/2023	AA-	10,000,000.00	10,000,000.00	2.51%	1.25%
Westpac	03/10/2023	AA-	2,000,000.00	2,000,000.00	0.50%	4.20%
Westpac	17/10/2023	AA-	5,000,000.00	5,000,000.00	1.26%	4.44%
Westpac	20/10/2023	AA-	8,000,000.00	8,000,000.00	2.01%	4.57%
Westpac	20/11/2023	AA-	10,000,000.00	10,000,000.00	2.51%	4.60%
Westpac	25/03/2024	AA-	3,000,000.00	3,000,000.00	0.75%	2.39%
Westpac	31/05/2024	AA-	5,000,000.00	5,000,000.00	1.26%	3.54%
Westpac	21/08/2023	AA-	6,000,000.00	6,000,000.00	1.51%	3.96%
			154,000,000.00	154,000,000.00	38.70%	
Total			393,679,194.19	391,231,156.84	98.32%	

T-Corp

NSWTC IM Long Term Growth Fund	Unrated	6,125,337.88	6,693,643.76	1.68%
		6,125,337.88	6,693,643.76	1.68%
Total		393,679,194.19	391,231,156.84	98.32%
Portfolio Total		399,804,532.07	397,924,800.60	100.00%

CORP 04**Functional Design Review**

Strategic Objective	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
File Ref	274961.2023
Report By	Farooq Portelli - Director Corporate Support
Approved By	John Ajaka - Chief Executive Officer

EXECUTIVE SUMMARY

Council at its meeting of 31 August 2022 adopted a new organisational structure in accordance with sections 332 and 333 of the Local Government Act 1993. Following the appointment of the new CEO in December 2022, an extensive review has been undertaken with a view of providing an alternative structure to Council in two stages. Stage 1 which was approved by Council on 1 March 2023, determined a functional design that illustrates functional responsibility and reporting as well as the senior management structure. Some minor modifications to that functional design have been as outlined in this report. Stage 2 of the process is now completed and further defines management responsibility and resource requirements. This report seeks Council approval of the final functional design and management structure.

RECOMMENDATION

That Council:

1. Notes the original functional design and senior management structure adopted on 1 March 2023 as outlined in Attachment 1.
2. Approves the final functional design and senior management structure with CEO and six director positions as outlined in Attachment 2.
3. Approves the management structure as provided in Attachment 3.

REPORT

On 30 March 2022, Council resolved to review and determine its senior management structure under sections 332 and 333 of the Local Government Act 1993. A new structure was presented to and adopted by Council on 31 August 2022. As that structure was taken at a time when the office of the CEO was vacant and predicated on completely new roles for its senior officers, it was determined that it would be prudent to hold its implementation until a new CEO was appointed.

The detailed review of the functions of council was undertaken that incorporated analysis of the current and future challenges and opportunities that exist or likely to be faced. Council Executive officers and staff collectively mapped out the functions of Council and how they interact and interrelate. This presented the opportunity to better organize services into groups that put the customer first. In several instances, potential efficiencies were identified whereby functions could both be strategically refocused and/or realigned to eliminate duplication or wastage.

Strategic improvements were incorporated in the adopted functional design which enables Council to maximize the efficiency of service delivery to our community. The divisional structures have been designed to improve processes, systems, metrics, skills and the way we work. It also provides a means to transform each division to leverage new technologies and remain future focused.

A summary of the role of each of the six Divisions and minor modifications made to the original function design adopted on 1 March 2023 (per Attachment 1) are provided below.

Futures Division

The City Futures Directorate identifies, leverages and drives unique and innovative opportunities and addresses current and future challenges across the LGA with a coordinated and holistic view of the LGA's future.

The proposed functional areas within the Futures division are proposed as follows:

- Community & Critical infrastructure Planning
- Urban Design
- Commercial Development
- Strategic Property Projects
- Grants and Partnerships
- City Economy
- Innovation
- Communications, Marketing and Branding

Minor modifications made:

1. Commercial, Economic & Business development has been split into two functions being Commercial Development and City Economy
City Economy will be managing economic development, business development and innovation that looks at investment attraction, business development for existing local businesses and growing their capabilities and utilizing innovation as a driver of Liverpool becoming a “Smart City”.

Commercial Development now encompasses the former strategic property projects portfolio of Council-owned assets, high level precinct planning and commercial leasing with the objective of leveraging council's assets into new monetising revenue streams.

2. Communications, Marketing and Branding has been included (previously in Lifestyle and Community).

This has occurred as team needs to become more focused on branding and marketing the City of Liverpool of the future – that is the City of Liverpool which we wish to become rather the City of Liverpool we are today.

Operations Division

The Operations Directorate transforms Council's vision into reality and improves the lives of our community through the provision and maintenance of key assets, infrastructure and services to the people of Liverpool.

The proposed functional areas within the Futures division are proposed as follows:

- Infrastructure Capital Works
- Project Management
- Facilities Management
- Engineering and Technical Services (Planning)
- Infrastructure Management & Maintenance
- Environment & Contaminated Land Management
- Waste Management & Cleaning
- Resource Recovery
- Emergency Management
- Parks, Sports & Open Spaces

Minor modifications:

1. Asset Management has been renamed Parks, Sports & Open Spaces to better reflect the assets and areas of work they encompass.
2. Project Management has been included (previously in Business Performance) as it is the unit that manages and prioritises the capital works delivery program.

Lifestyle and Community

The Lifestyle & Community Directorate is a primary public-facing part of Liverpool City Council, where ratepayers and other residents both interact with LCC and experience the many services offered and available to them.

Minor modifications:

1. Communications, Marketing and Branding has gone to Futures Division
2. Culture, Diversity & Inclusion has been added.
Culture, Diversity and Inclusion are priorities in such a rapidly growing diverse multicultural city as Liverpool. It will focus on influencing and delivering programs to our community that enhance culture, diversity and inclusion as well as work closely with People and Culture to do the same internally.

Planning and Compliance

The Planning & Compliance Directorate is designed to realign the City Design function with City Futures to centralise infrastructure design and development and provide a direct link with infrastructure delivery. It will also introduce social planning functions into strategic planning for a holistic approach to strategic policy planning and development engineering.

No Changes

Customer and Business Performance

The Business Performance Directorate provides a range of business and improvement metrics and analytical processes to maximise Council's performance and customer experience. It will provide superior electronic and communication services to manage business interactions and records management. And it will also manage the risk to health and safety of staff and those interacting with Council.

Minor modifications:

1. Project Management has moved to Operations Division

Corporate Support

The Corporate Support Directorate provides a comprehensive range of internal support services to the other Council directorates so that they can best deliver external services to customers. It will also serve to coordinate the support functions of the elected body and satisfy the external reporting requirements of our customers and external agencies.

Minor modifications:

1. The Internal Ombudsman (IO) and deputy IO positions have been deleted and replaced by a Complaints Handling Officer which will be managed within Governance.

MANAGEMENT STRUCTURE

Following adoption of the Functional review a detailed analysis of resource requirements was undertaken by each directorate and collectively by the Executive Leadership Team (ELT). That review has resulted in the proposed management structure as detailed in Attachment 3.

CONSULTATION

In developing and finalizing the proposed functional and management structure, an extensive consultation process was undertaken involving senior officers, management, coordinators, and all indoor and outdoor staff. All local government unions were also extensively consulted with and feedback from both staff and their representative unions was both positive and productive.

The ELT led by the CEO provided face-to-face presentations individually and collectively with all available staff. Staff and unions were actively encouraged to ask questions, make suggestions, and be involved with the functional redesign. Facilities were provided whereby anyone could make a contribution in person, or through various other facilities including email to Human Resources, discussion with managers and directors, feedback through representative union bodies as well as anonymous feedback through a web enabled comments submission sheet.

To that end we were extremely successful and received a high level of response. Moreover, it served to both improve the final product as presented to Council as well as improve the organisational culture.

FINANCIAL IMPLICATIONS

Costs associated with this recommendation will require a budget allocation of \$600,00 towards City Futures program costs.

CONSIDERATIONS

Economic	There are no economic and financial considerations other than those already provide for senior officers in the budget.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations, however it is expected that given the new strategic focus and considerable staff and unions consultations, there will be significant improvement in community and social outcomes both internal and external.
Civic Leadership	<p>Facilitates 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>
Legislative	Local Government Act 1993, sections 332 and 333
Risk	Given the extensive consultation and design of the proposed functional design, risk is deemed to be low.

ATTACHMENTS

1. Original functional design and senior management structure adopted on 1 March 2023
2. Proposed Management Structure
3. Final functional design and senior management structure with CEO and six director positions

PROPOSED FUNCTIONAL STRUCTURE

CHIEF EXECUTIVE OFFICER / GENERAL MANAGER

DIRECTOR CITY FUTURES	DIRECTOR OPERATIONS	DIRECTOR LIFESTYLE AND COMMUNITY	DIRECTOR PLANNING & COMPLIANCE	DIRECTOR CUSTOMER & BUSINESS PERFORMANCE	DIRECTOR CORPORATE SUPPORT
<p>Community & Critical Infrastructure Planning</p> <p>Urban Design</p> <p>Strategic Property Projects</p> <p>Commercial, Economic & Business Development</p> <p>Grants & Partnerships</p> <p>Innovation</p>	<p>Infrastructure Capital Works</p> <p>Asset Management</p> <p>Engineering and Technical Services</p> <p>Infrastructure Management & Maintenance</p> <p>Environmental & Contaminated Land Management</p> <p>Waste Management & Cleansing</p> <p>Resource Recovery</p> <p>Emergency Management</p>	<p>Children's Services</p> <p>Libraries & Museum</p> <p>CPAC</p> <p>Recreation & Community Outcomes</p> <p>Community Development</p> <p>Comms, Marketing & Branding</p> <p>Major & Civic Events</p>	<p>Strategic Planning</p> <p>Contributions Planning</p> <p>E-Planning</p> <p>Social Planning</p> <p>Development Engineering</p> <p>DA Assessments</p> <p>Transport and Floodplain Management</p> <p>Compliance & Standards</p>	<p>Customer Experience</p> <p>Records Management</p> <p>Information & Community Technology</p> <p>Business Improvement & Performance</p> <p>Work Health & Safety</p> <p>Risk Management</p> <p>Internal Auditing</p> <p>Project Management</p>	<p>Financial Management and Reporting</p> <p>Property Services</p> <p>Governance</p> <p>Legal Services</p> <p>Procurement</p> <p>People & Culture</p> <p>Executive Services</p> <p>Corporate Reporting</p> <p>Internal Ombudsman</p>

Updated 3 August 2023

MANAGEMENT STRUCTURE

CHIEF EXECUTIVE OFFICER / GENERAL MANAGER

DIRECTOR CITY FUTURES Julie Scott (Acting)	DIRECTOR OPERATIONS Jason Breton	DIRECTOR COMMUNITY AND LIFESTYLES Tina Bono	DIRECTOR PLANNING AND COMPLIANCE Lina Kakish	DIRECTOR CUSTOMER AND BUSINESS PERFORMANCE Michelle Mcilvenny	DIRECTOR CORPORATE SUPPORT Farooq Portelli
Infrastructure Planning and Design Commercial Development Economic Development and Partnerships Communications, Marketing and Branding	Infrastructure Delivery Facilities Infrastructure Planning City Works Civil City Environment Resource and Recovery Operational Support Open Spaces	Children’s Services Libraries and Museum CPAC Recreation and Community Outcomes	City Planning Austral Delivery Unit Development Engineering Development Assessments Community Standards	Customer Experience Chief Information Officer Audit and Business Improvement Safety, Insurance and Wellness	Chief Financial Officer Property Services Chief People Officer General Counsel Executive and Councillor Services Procurement Strategic and Corporate Performance

Updated 21 August 2023

FUNCTIONAL DESIGN

CHIEF EXECUTIVE OFFICER / GENERAL MANAGER

DIRECTOR CITY FUTURES Shayne Mallard	DIRECTOR OPERATIONS Jason Breton	DIRECTOR COMMUNITY AND LIFESTYLES Tina Bono	DIRECTOR PLANNING AND COMPLIANCE Lina Kakish	DIRECTOR CUSTOMER AND BUSINESS PERFORMANCE Michelle Mcilvenny	DIRECTOR CORPORATE SUPPORT Farooq Portelli
Community and Critical Infrastructure Planning	Infrastructure Capital Works	Children's Services	Strategic Planning	Customer Experience	Financial Management and Reporting
Urban Design	Project Management	Libraries and Museum	Contributions	Records Management	Property Services
Commercial Development	Facilities Management	CPAC	E-Planning	Information and Communication Technology	People and Culture
Strategic Property Projects	Engineering and Technical Services (Planning)	Major and Civic Events	Social Planning	Internal Auditing	Legal Services
Grants and Partnerships	Infrastructure Management and Maintenance	Recreation and Community Outcomes	Development Engineering	Business Improvement and Performance	Governance
City Economy	Environmental & Contaminated Land Management	Community Development	Transport and Floodplain Management	Work Health and Safety	Complaint Handling
Innovation	Waste Management and Cleansing	Culture, Diversity & Inclusion	DA Assessments	Risk Management	Executive Services
Communications, Marketing and Branding	Resource Recovery		Compliance and Standards		Procurement
	Emergency Management				Corporate Strategy and Performance
	Parks, Sports & Open Spaces				

OPER 01**WSROC Waste and Sustainable Materials
Strategy 2022 – 2027**

Strategic Objective	Liveable, Sustainable, Resilient Manage waste effectively and maximise recycling opportunities
File Ref	176514.2023
Report By	David Prasad - Acting Manager Resource Recovery
Approved By	Jason Breton - Director Operations

EXECUTIVE SUMMARY

This Strategy presents a comprehensive and collaborative approach to address waste management challenges in the Western Sydney Region. Developed in close partnership with Liverpool Council's Waste team and other WSROC Councils, the strategy incorporates both the Council's 10-year Waste Strategy and the 20-Year NSW State Waste Strategy. The report has been developed by ARCADIS, a renowned consultancy in waste management.

RECOMMENDATION

That Council endorse the Western Sydney Regional Waste and Sustainable Materials Strategy 2022-2027

REPORT

Report attached.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

CONSIDERATIONS

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

Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Western Sydney Regional Waste and Sustainable Materials Strategy 2022-2027 (Under separate cover)

OPER 02

Managing Drainage Channels and Waterways

Strategic Objective	Liveable, Sustainable, Resilient Manage stormwater and drainage infrastructure to mitigate risk to the environment and the community
File Ref	264323.2023
Report By	Maruf Hossain - Coordinator Floodplain and Water Management
Approved By	Jason Breton - Director Operations

EXECUTIVE SUMMARY

The Council, at its meeting held on 29 September 2021, considered a report regarding the management of drainage channels and waterways in existing and new release areas across the LGA. In view of experienced difficulties with the operation and performance of some of the existing open drainage channels, Council at this meeting resolved to endorse the process and principles presented in the report to guide the planning and design of drainage systems, including improvements to existing ones. Council also endorsed that the proposed plans of those works be brought back to Council for approval and undertake extensive community consultation with the affected property owners.

This report discusses the current issues with the management of Hopkins Creek in West Hoxton/Hinchinbrook and presents potential modification options to improve the condition and performance of the creek. Four (4) modification options of Hopkins Creek were presented at the Councillor Briefing on 18 July 2023.

The presentation of the Hopkins Creek modification option is included as Attachment 1.

RECOMMENDATION

That Council:

1. Receives and notes this report.
2. Endorses Hopkins Creek Modification Option 4 for improvement, existing creek condition, performance, and maintenance requirements.
3. Endorses to proceed with the community consultation on Option 4 with the residents and property owners bordering Hopkins Creek.

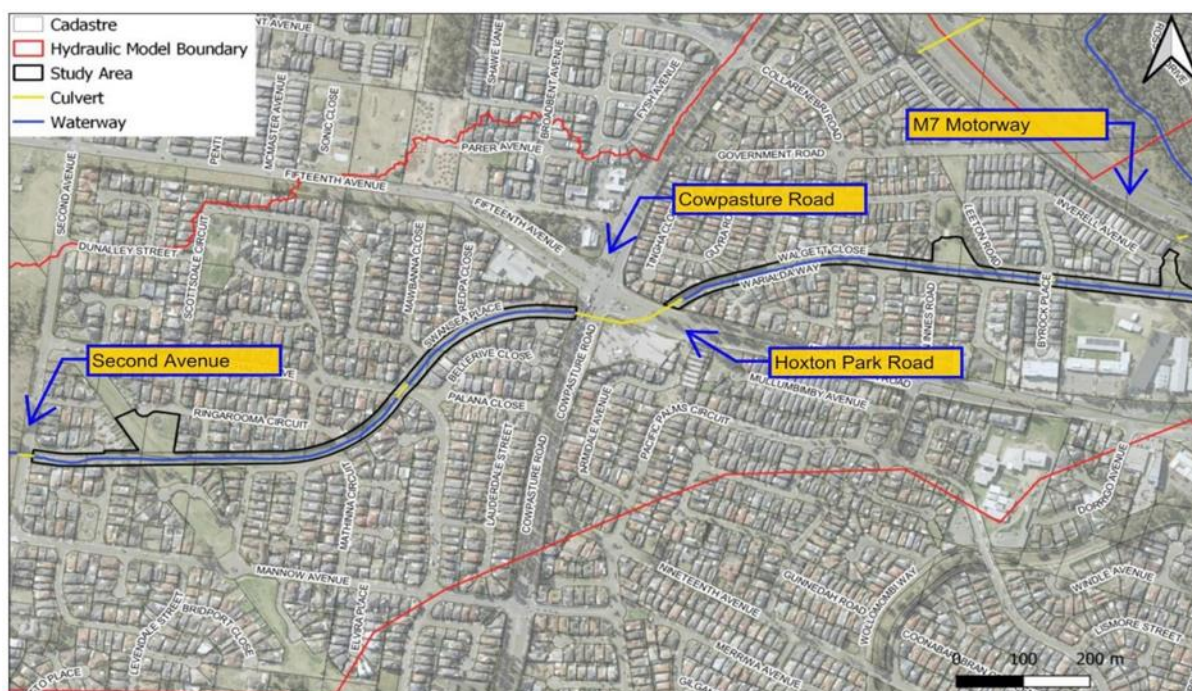
REPORT

1. Background and context

Hopkins Creek was constructed in 1990s to mitigate adverse impacts of flooding and facilitate residential housing development in West Hoxton and Hinchinbrook areas. The creek is located within a narrow corridor between fences with steep batter slopes. In recent years the creek has been subject to ongoing bank erosion, bed erosion, ponding of water, habitat for snakes and rats, and ground for mosquito breeding, resulted in high maintenance demand.

To address the issues an experienced consultant was engaged to develop potential creek modification options addressing the issues as outlined above. The consultant has developed potential creek modification options for the upper and lower reaches of the creek as shown in Figure1 below.

Figure1: Hopkins Creek location map.



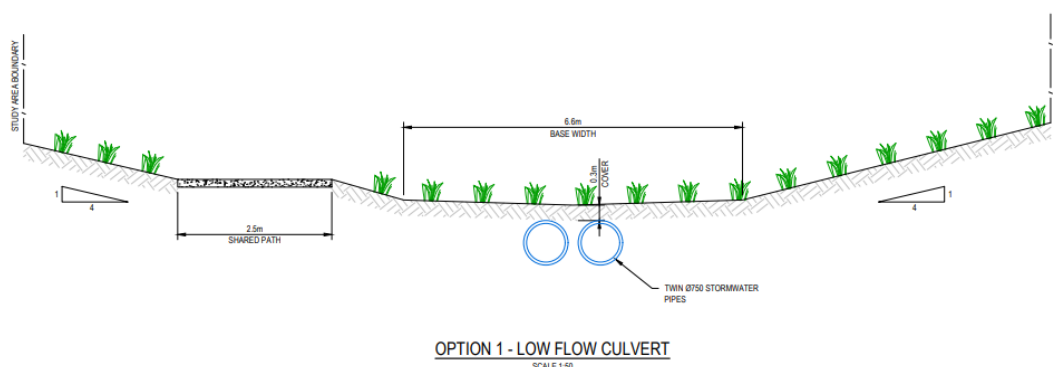
2. Hopkins Creek modification options.

To address the current issues with the management of Hopkins Creek four (4) potential modification options have been developed to improve the condition and performance of the creek and these options were presented at the Councillor Briefing on 18 July 2023. The proposed modification options are outlined below.

Option 1: Low flow pipes with grass lined channel above

Proposed creek modification works under Option1 involves construction of twin 750mm diameter pipes under the existing creek bed with grass lined channel above. This option also includes a 2.5metre footpath along the creek corridor with pedestrian bridges and stepping stone crossings. During frequent flood events stormwater runoff will be conveyed via the low flow pipes and during major storm events the open channel will be activated for flood conveyance. Indicative section of the creek modification works under option 1 is shown below – Figure 2.

Figure 2:



Project Cost: Option1

Estimated construction and ongoing annual maintenance cost for Option1 is shown in Table1 below.

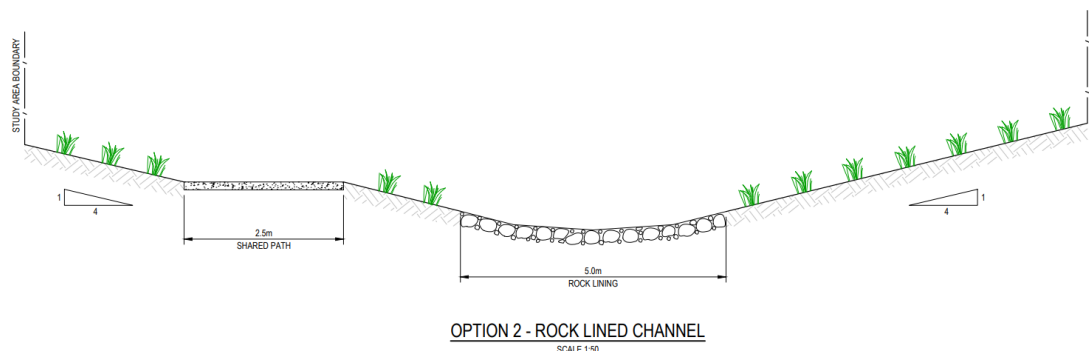
Table1:

Option 1 – Low Flow Pipes	Upper Reach	Lower Reach	Total
Capital Cost	\$5,458,000	\$4,500,000	\$9,958,000
Annual Maintenance Cost	\$111,000	\$108,000	\$219,000

Option 2: Rock lined low flow channel with native grass batters.

Proposed creek modification works under Option 2 involves rock lined low flow channel with native grass batters. This option also includes a 2.5metre concrete pathway along the creek corridor. Indicative section of the creek modification works under option 2 is shown in Figure3.

Figure3



Project Cost: Option2

Estimated construction and ongoing annual maintenance cost for Option2 is shown in Table2 below.

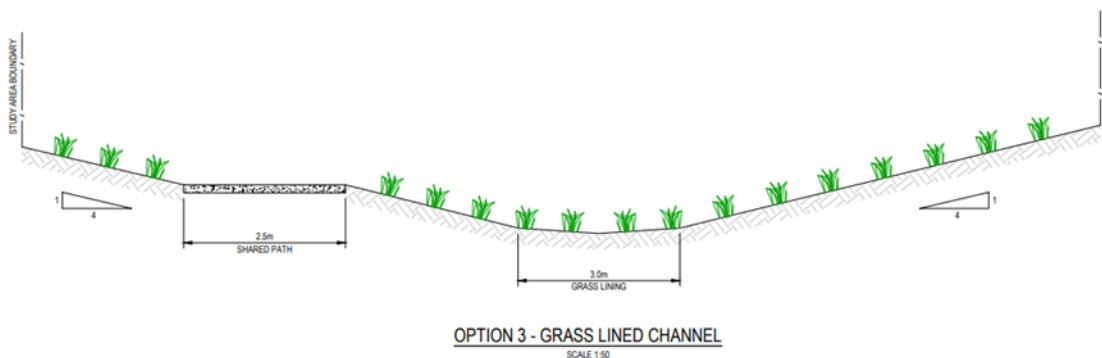
Table2:

Option 2 – Rock Lined Channel	Upper Reach	Lower Reach	Total
Capital Cost	\$4,930,000	\$4,616,000	\$9,456,000
Annual Maintenance Cost	\$159,000	\$159,000	\$318,000

Option3: Grass-lined channel with rock chutes

Proposed creek modification works under Option 3 involves grassed low flow channel with intermediate rock chutes. This option also includes a 2.5metre concrete pathway along the creek corridor. Indicative section of the creek modification works under option3 is shown in Figure4.

Figure4:



Project Cost: Option3

Estimated construction and ongoing annual maintenance cost for Option3 is shown in Table3 below.

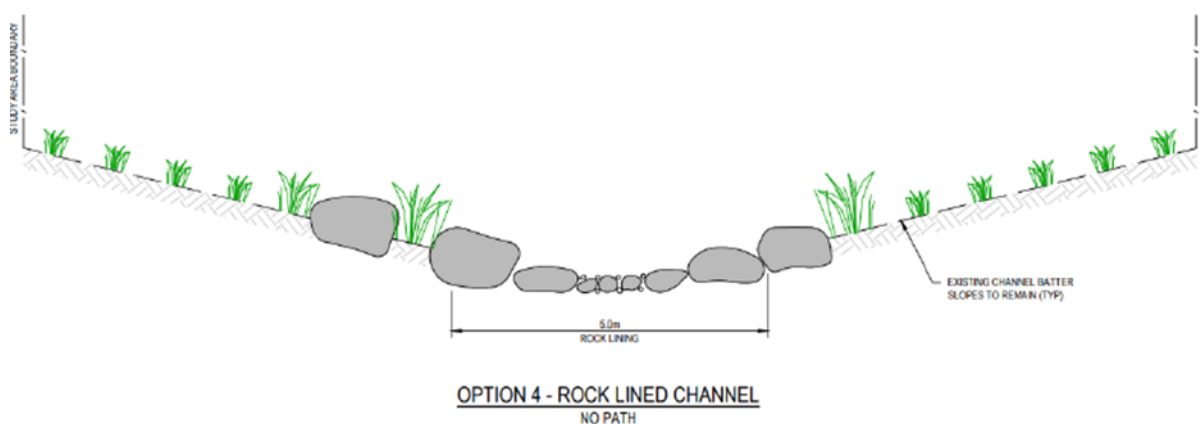
Table3:

Option 3 – Grass Lined Channel	Upper Reach	Lower Reach	Total
Capital Cost	\$3,563,000	\$3,396,000	\$6,959,000
Annual Maintenance Cost	\$102,000	\$102,000	\$204,000

Option4: Naturalised Rock lined channel

Works proposed under Option4 include construction of defined low flow channel with natural sandstone along the creek bed. However, under this option no concrete pathway along the creek corridor is proposed. Indicative section of the creek modification works under option4 is shown in Figure5.

Figure5:



Project Cost: Option4

Estimated construction and ongoing annual maintenance cost for Option4 is shown in Table4 below.

Table4:

Option 4 – Rock Lined Channel Naturalisation)	Upper Reach	Lower Reach	Total
Capital Cost	\$2,095,000	\$2,862,000	\$4,957,000
Annual Maintenance Cost	\$84,000	\$84,000	\$168,000

Common in all options – Extension of Hoxton Park Road Culvert

The section of channel downstream of Hoxton Park Road culvert outlet is the most constrained portion of the study area due to the space required for the outfall, rip rap structure, and the 4 – 4.5 metre elevation difference between the channel invert and the surrounding residential properties resulting in significantly steeper side slopes. This in turn has resulted in erosion and general instability issues in the channel and poses the most complex location for a shared pathway to fit within the corridor. The potential alteration for this section has been extended downstream to the end of Warialda Way covering the extent of channel with steep banks and current erosion within the base of the channel. The proposed layout of this section is shown in Figure 6.

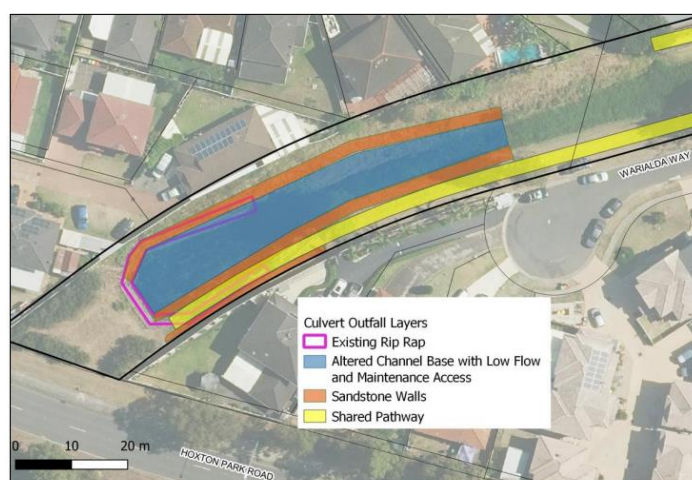


Figure 6 – Extent of culvert extension

The proposed works will include:

- Re-alignment of the outlet protection on the south side to allow enough room for the 2.5m pathway along the top of the outlet structure on the south side;
- Removal of the current rip-rap bank protection at the outlet and replacement with sandstone block walls on both the north and south side of the outlet. and,
- Re-grading of the base of the channel to allow for low flow channel to remove stagnant water and if possible to provide easier maintenance access into the base of the channel up to the culvert outlet.

3. Opportunities and Constraints

The main objective of potential modification options is to address the key issues with operations and performance as outlined above. However, beyond the main objective, one of the key opportunities of the project is to use the Hopkins Creek corridor as a new, regional east-west pedestrian connection. In this regard the provision of a 2.5metre pedestrian pathway along the creek corridor has been included in all the options excluding for Option4.

Option 1: Low flow pipes with grass lined channel above

Low flow piped drainage systems within drainage channels and waterways allow stormwater from normal rain events to be discharged via pipes leaving the channel above it dry for most of the time and available for recreational purposes. While the low-flow pipe system enormously efficient at flood conveyance, the hard engineering of the waterways created some unintended consequences, such as:

- concrete surface of pipes and channels are not conducive to creating much needed habitats to support aquatic life. Consequently, piping of waterways creates significant discontinuity in creek ecosystems impacting important aquatic flora and fauna, e.g. compromised fish passage along creeks and waterways.
- due to its smooth surface, these stormwater systems rapidly flushed toxic oils, pesticides, nutrients and other pollutants from developed areas into downstream waterways impacting aquatic life; and
- similarly, the relatively smooth surface facilitated high velocity flows causing damaging downstream peak flows resulting in flooding and erosion issues.

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

Due to its long-term detrimental impact on water quality, ecology and flooding as discussed above, State Government Agencies over time have precluded the use of low-flow and hard-engineered drainage systems within waterways.

Legislative framework and constraints of instream activities

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

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

Capital cost of the low flow piped system is the highest among the four options presented, which is in the order of \$10M. Ongoing maintenance cost is the second highest, which is \$219,000 per annum.

Option2: Rock lined low flow channel with native grass batters.

The proposed rock-lined channel option will provide scour protection at the base of the channel, without needing to significantly alter the gradient of the existing channel. The proposed modification option offers the opportunity to improve the current waterway vegetation profile.

Capital cost of the proposed rock lined channel is the second highest among the four options presented, which is in the order of \$9.5M. Ongoing maintenance cost is the highest, which is \$318,000 per annum.

Option3: Grass-lined channel with rock chutes.

The proposed grassed channel, accompanied with intermittent rock chutes in both the upper and the lower reaches of the creek. To achieve stable channel gradient, rock chutes are required at intermediate intervals to ensure sufficient fall along the study area with appropriate erosion protection.

The difference of Option 3 from Option 2 will be in longitudinal slope with flatter slopes and rock chutes. The chutes are proposed to be located at existing steeper sections of channel to reduce the amount of cut and fill required along the length of the channel.

Capital cost of the proposed grass lined channel is the third highest among the four options presented, which is in the order of \$7.0M. Ongoing maintenance cost is the third highest, which is \$204,000 per annum.

Option4: Naturalised Rock lined channel.

The proposed naturalised rock lined channel involves significant improvement and treatment to the existing creek bed by placing large sandstones along the edge of the creek bed and on the creek bed. No significant alteration is proposed on the creek bank and pathway is not proposed under this option. The proposed option will significantly improve water quality and aesthetics of the creek. The proposed modification option fully comply with the legislative requirements, satisfies the principles and guidelines of water sensitive urban design (WSUD).

The proposed naturalised channel is the most cost effective and the cheapest option among all the four options presented. Capital cost of the option is in the order of \$5M, which is 50% of the capital cost of low flow pipe system under option1. Ongoing maintenance cost is also the lowest, which is \$168,000 per annum. An example of a similar naturalised channel is shown in Figure 7 below.

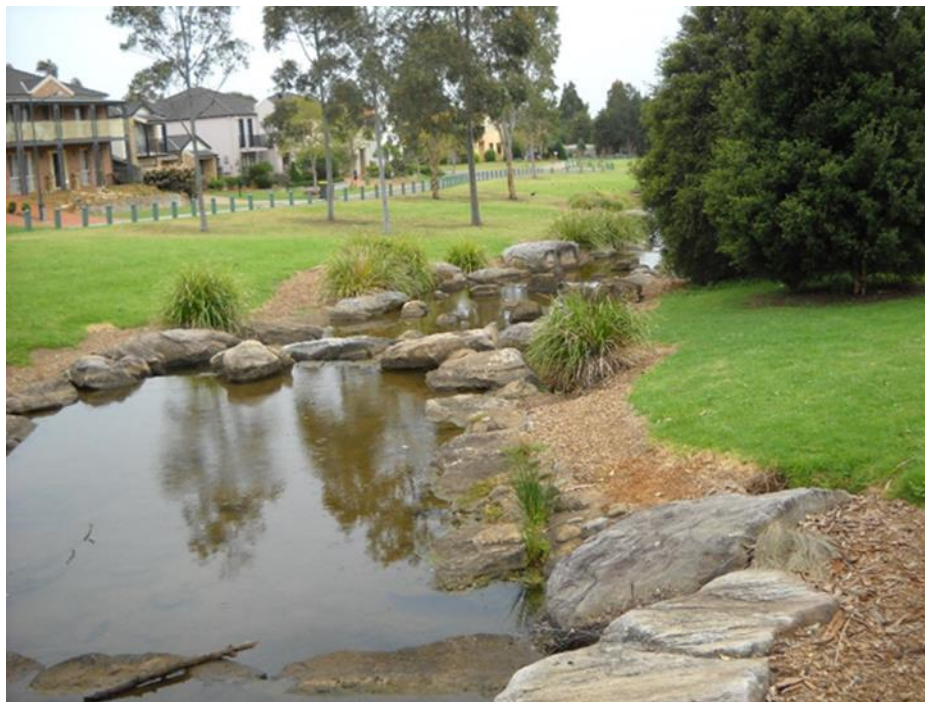


Figure 7: Naturalised rock lined channel

4. Conclusion

As can be seen from the proposed Hopkins Creek modification options, low flow piped system under Option1 has the highest capital cost with high annual maintenance cost. Implementing Option1 will significantly change the natural characteristics and ecological values of Hopkins Creek and this option does not satisfy the legislative requirements of the Water Management Act 2000.

Naturalised channel modification under Option4 is the most cost-effective solution with lowest capital and annual maintenance cost among all the four options presented. The proposed option will significantly improve water quality and aesthetics of the creek. The proposed modification option fully complies with the legislative requirements, satisfies the principles and guidelines of water sensitive urban design (WSUD). Adopting this option will provide satisfactory balance between the necessary performance attributes of drainage systems, its environmental impacts, and community expectations on appearance and form.

FINANCIAL IMPLICATIONS

Costs associated with this recommendation are outside of the Council's current budget and long-term financial plan. It is proposed to undertake the project in two (2) stages, lower reach of the creek in 2024-25 and the upper reach in 2027-28 financial years under the Capital Works Program.

	2023/24	2024/25	2025/26	2026/27	2027/28
Operating budget / LTFP impact					
Capital budget impact		\$2,862,000			\$2,095,000
Ongoing unbudgeted impact to opex from capital expenditure					
Unbudgeted impact to unrestricted cash					
Funding source					

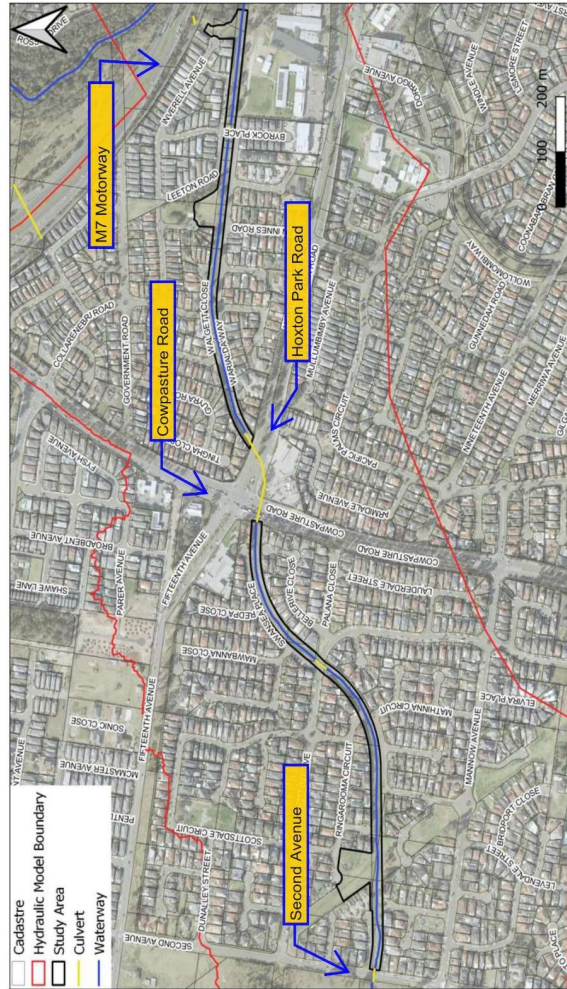
CONSIDERATIONS

Economic	Enhance the environmental performance of stormwater assets.
Environment	Manage the environmental health of waterways. Manage air, water, noise and chemical pollution.
Social	Promote community education and awareness as key element to manage water quality.
Civic Leadership	Act as an environmental leader in the community.
Legislative	Water Management Act 2000.
Risk	There could be potential breaches of the Water Management Act if compliance with the requirements of the Act is not achieved.

ATTACHMENTS

1. Councillor Briefing 18 July 2023 - Hopkins Creek Modification Options

Hopkins Creek at Hinchinbrook Creek Modification Options



PROJECT BACKGROUND

Background:

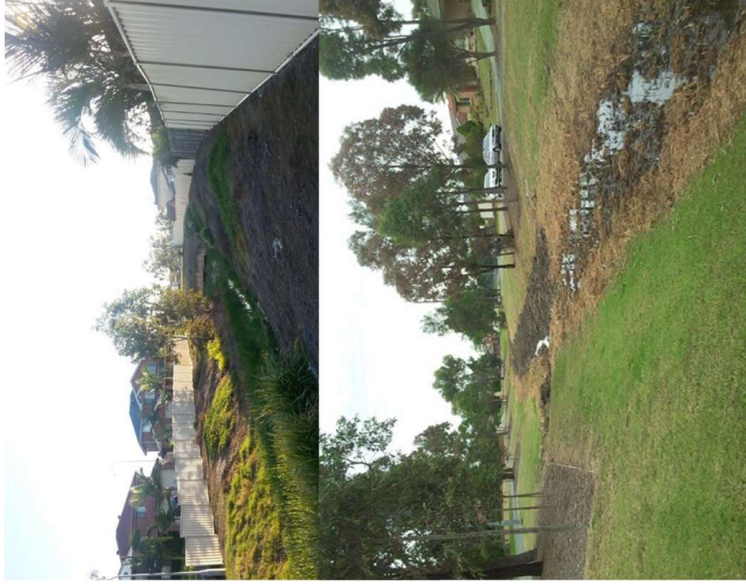
- ❑ The creek was constructed in 1990s to facilitate residential housing
- ❑ Primary objective was flood mitigation

Issues & Challenges faced:

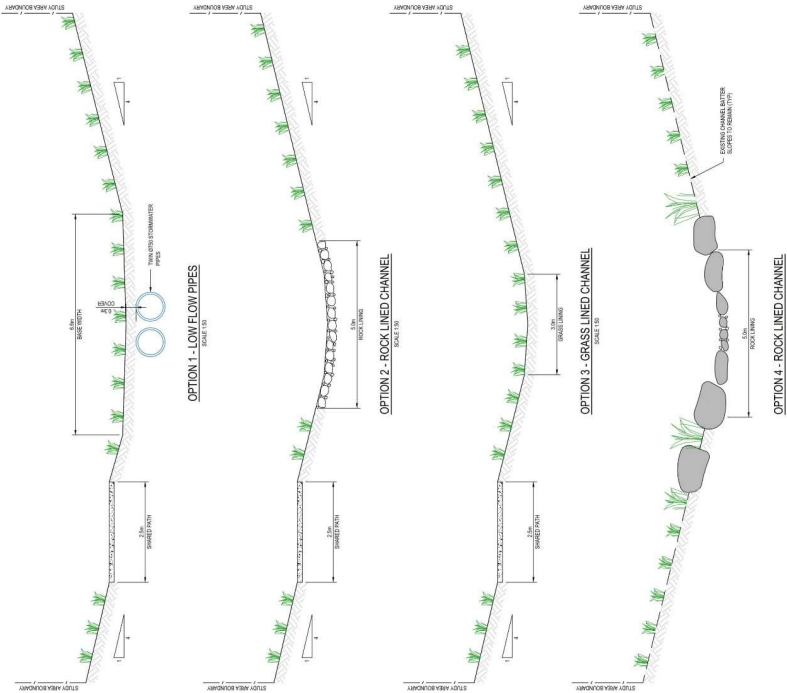
- ❑ Upper section of the creek is within narrow corridor between fences
- ❑ Steep batter slope, ongoing bank erosion and high maintenance demand
- ❑ Creek bed erosion, ponding of water, habitat for snakes and rats, and ground for mosquito breeding
- ❑ Health & Safety

Council Report 29 September 2021 - Managing Drainage Channels and Waterways Council Resolution:

- ❑ Endorses the process and principles presented in this report to guide the planning and design of drainage systems, including improvements to existing ones.
- ❑ Conducts extensive community consultation with residents and property owners bordering any proposed stormwater and flood mitigation works and;
 - a. sufficient resources be provided to conduct a comprehensive consultation exercise; and
 - b. proposed plans of those works be brought back to Council for approval.



Modification Options



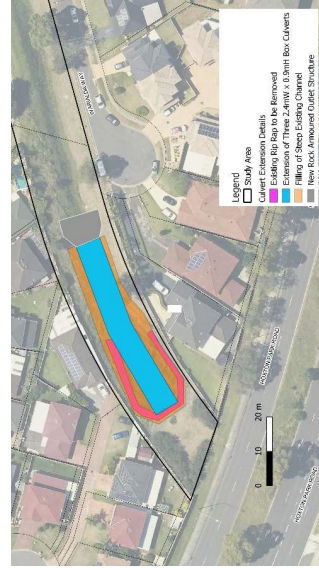
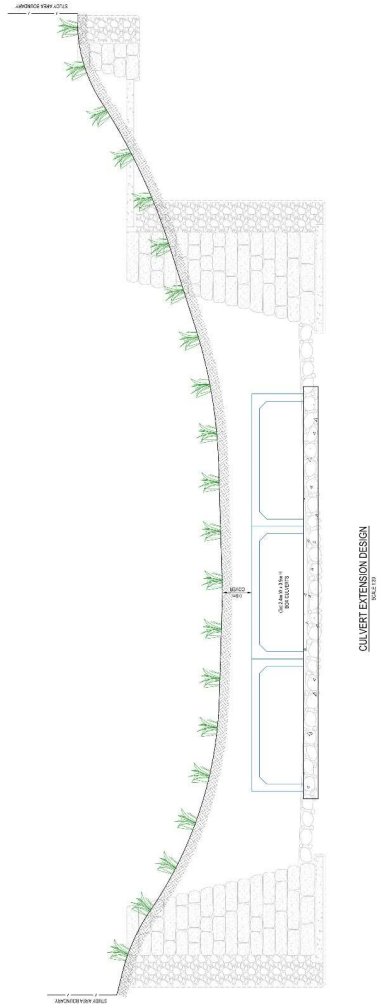
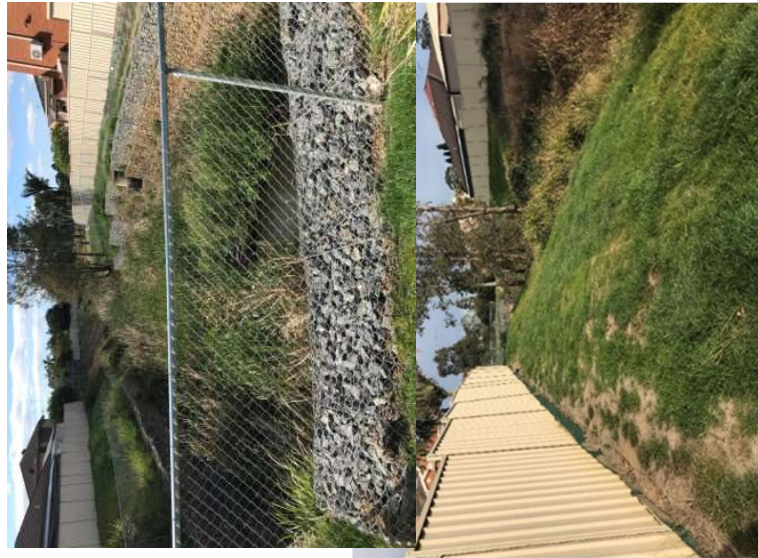
Option 1 – Low Flow Pipes	Upper Reach	Lower Reach	Total
Capital Cost	\$5,458,000	\$4,500,000	\$9,958,000
Annual Maintenance Cost	\$111,000	\$108,000	\$219,000

Option 2 – Rock Lined Channel	Upper Reach	Lower Reach	Total
Capital Cost	\$4,930,000	\$4,616,000	\$9,456,000
Annual Maintenance Cost	\$159,000	\$159,000	\$318,000

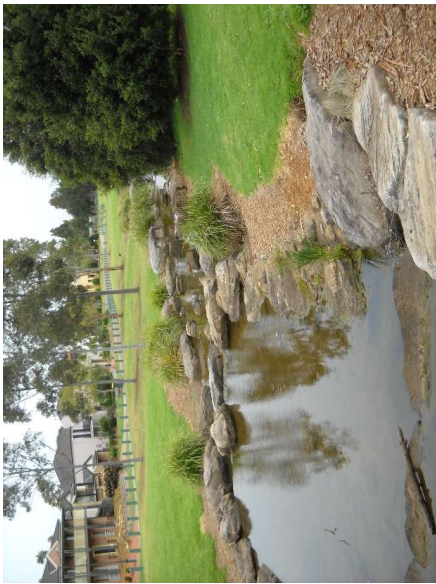
Option 3 – Grass Lined Channel	Upper Reach	Lower Reach	Total
Capital Cost	\$3,563,000	\$3,396,000	\$6,959,000
Annual Maintenance Cost	\$102,000	\$102,000	\$204,000

Option 4 – Rock Lined Channel Naturalisation)	Upper Reach	Lower Reach	Total
Capital Cost	\$2,095,000	\$2,862,000	\$4,957,000
Annual Maintenance Cost	\$84,000	\$84,000	\$168,000

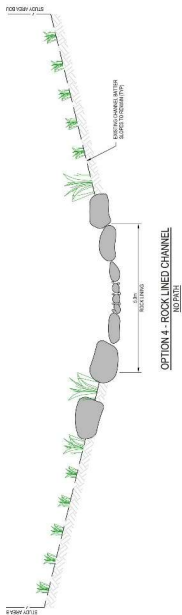
Treatment of Steep Creek Bank - Extension of Existing Culvert for Safety and Easy Access for Maintenance



Recommended Modification Option: Rock Lined Channel (Naturalised)



Constructed Channel in Camden



Option 4 – Rock Lined Channel Naturalisation)	Upper Reach	Lower Reach	Total
Capital Cost	\$2,095,000	\$2,862,000	\$4,957,000
Annual Maintenance Cost	\$84,000	\$84,000	\$168,000

Channel Modification Option 4 is recommended for the following Reasons:

- Lowest capital cost – provide best value for money
- Low maintenance lost
- Aesthetically pleasant
- Ecological values preserved
- Comply with the requirements of NSW State Government Water Management Act 2000 (WMA)
- The WMA requires the watercourse to maintain or mimic existing or natural hydraulic, hydrologic, geomorphic and ecological functions.

Staged Construction:

Stage 1: Lower Reach in 2024-25
Construction Cost: **\$2.90M**

Stage 2: Upper Reach in 2027-28
Construction Cost: **\$2.1M**

Next Step

1. Council Endorses the Recommended Option
2. Undertake Community Consultation with adjoining property owners
3. Complete Detailed Design
4. Budget Allocation & Project Delivery

OPER 03**2022-23 Capital Works Carryover of Projects**

Strategic Objective	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
File Ref	266740.2023
Report By	John Lac - Manager Infrastructure Delivery
Approved By	Jason Breton - Director Operations

EXECUTIVE SUMMARY

Council, at its meeting held on 29 June 2022, adopted a budget as part of the 2022-23 Operational Plan including Council's Capital Works budget. Quarterly program reviews were undertaken in November 2022, February 2023 and May 2023. The revised budget across Council was \$352,735,693.

This report identifies works that need to be carried over to the 2023-24 Program Year to enable Council to achieve the objectives of the 2022-23 Operational Plan. The projects proposed for carryover can be found in Attachment 1, with an associated budget amount of \$70,773,490.

RECOMMENDATION

That Council approves the works and services listed in Attachment 1 with a remaining budget of \$70,773,490 to be carried over from the 2022-23 Program Year to the 2023-24 Program Year.

REPORT

A list of projects recommended to be carried over has been provided as Attachment 1. Justifications for the carryovers, which amount to 20% of the total capital works budget, are included in this attachment as well.

In accordance with Clause 211 of the Local Government (General) Regulation 2005, Council approval is required to carryover these funds and continue those projects in 2023-24.

FINANCIAL IMPLICATIONS

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

CONSIDERATIONS

Economic	<p>Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways.</p> <p>Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.</p> <p>Facilitate the development of new tourism based on local</p>
Environment	<p>Manage the environmental health of waterways.</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Support the delivery of a range of transport options.</p>
Social	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Deliver high quality services for children and their families.</p>
Civic Leadership	<p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
Legislative	<p>Clause 211 of the Local Government (General) Regulation 2005 applies.</p>
Risk	<p>The risk is deemed to be Low.</p> <p>The carryover of capital project budgets is necessary to allow contractor payments to be made for ongoing and committed works.</p>

ATTACHMENTS

1. 2022-23 FY Carryovers

CARRYOVERS 2022/23			19,616,272	8,332,946	2,875,700	60,800	0	0	179,700	1,500,000	3,000,000	35,208,072	70,773,490	33,373,804	
Unit	Project	Justification	General Funds	Grants and Contributions	s7.11 Reserve	Carnes Hill Stage 2 Precinct Development Reserve	Domestic Waste Reserve	Environment Levy Reserve	Stormwater Reserve	Parking Strategy Reserve	General Property Reserve	Loan Reserve	Total	Commitment	Comments
Buildings Construction	101727 - Whitlam Leisure Centre Upgrade Program	Pool coping tile replacement project commencement delayed due to change in the pool shut down date which has been moved to August 2023.	15,600										15,600	260,200	Anticipated completion August 2023.
	103052 - Phillimona Gardens	DA approved in October 2022. Construction certificate drawings required. Construction certificate approval prior to tendering. At best looking to award contract in first half of financial year 2023/24. Looking at construction management approach to reduce program but completion will be in financial year 2023/24.		646,800									646,800	196,500	Anticipated completionDecember 2023.
	103086 - Liverpool Court House	Went out to tender but no tenders received. Construction managing project. Project budget has been committed on contracts.	163,000										163,000	165,200	Anticipated completion early August 2023.
	101528 - Heritage Conservation Program	LOA issued for main works on 26 May 2023.	139,800										139,800	234,200	Anticipated completion end August 2023.
	100905 - Water & Energy Conservation Delivery Program	Meter upgrade delays due to meter lead times from the energy provider. New lighting upgrade for Northumberland carpark commencement delay due to leadtime adjustment.	221,990										221,990	75,900	Anticipated completion August 2023.
	101530 - Sports Amenity Building Upgrade Program	Grant to fund the Hoxton Park Reserve power upgrade project. Expected completion November 2023.	141,754	51,246									193,000	266,100	
Civil Construction	101445 - Road Resurfacing Program Rejuvenation	Application of Rejuvenation to be completed for the 2022 -23 program year. Funds have been committed.	67,400										67,400	49,100	
	101446 - Road Resurfacing Program Programmed Patching	Funds required to undertake part road pavement construction at Grimson Park. Grimson Park development is complete now and outside works (road pavement) to provide access to the park is to be completed	60,600										60,600	0	
	103273 - Pavement Investigation and Design	Funds have been committed to undertake Pavement Design for Road works program for 2023 -24 program year.	170,000										170,000	179,700	Pavement investigation and design committed by out sourcing.
	103274 - Gurner Avenue - Fourth to Lee and Clark	Roads to Recovery grant funded project delayed due to extensive investigation undertaken to address the pavement failures. Design delayed, works to be completed this year.		739,500									739,500	0	R2R
	103123 - Anzac Road - Road Widening	MIT funded contribution, project delayed due to TfNSW is undertaking major intersection improvement works.			700,000								700,000	0	MIT contribution - Subject to final design from TfNSW
	102813 - GMD/New Bridge Road intersection upgrade & road reconstruction	Landscape works to be completed by August 2023. WSIP grant Funds have been committed.			122,400								122,400	1,600	Landscape works committed. Expected completion by August 2023.
	103051 - Macquarie Street Streetscape Improvements - Moore to Scott	Funds have been committed in 2023-24.		1,000,000									1,000,000	246,100	Project runs over two financial years, funds partially committed.
	102762 - Governor Macquarie Drive & Hume Highway Intersection	Project runs over two financial years.		587,800									587,800	7,102,100	Project runs over two financial years, funds committed.
	102588 - Cycleway - Traffic Signal (Bicycle Lantern), Hume Highway	TfNSW approved grant to complete Traffic Signal works, funds have been committed.		104,300									104,300	695	TfNSW grant, works currently underway. Expected to be completed by July 2023.
	103148 - Roundabout - Nuwarra Road and Marshall Avenue	Project runs over two financial years. Contract awarded, funds have been committed.		430,500	430,500								861,000	335,000	Moorebank Intermodal funded, Project runs over two financial years, project committed.
	103149 - Bernera Road - Intersection Yarrunga and Yato	Major intersection improvement design, funds have been committed.			74,800								74,800	31,300	
	101512 - Erosion Protection - Harris Creek & Helles Park	Erosion protection works along Harris Creek and at Helles Park, part grant funded project requiring contribution.	100,800	250,000					13,200				364,000	0	
	102994 - Phase 2 - Urban Forest Strategy		45,600										45,600	115,400	Project runs over two financial years, Project partially committed. Difference proposed to fund balance of Urban Forest Strategy 1.
	103099 - Amalfi Park Basin - Remediation Works	The project runs over two financial years, tender award finalised additional funds required due to high tender value.							66,500				66,500	0	Project runs over two financial years.
	103213 - Thomas Moore Reserve Retaining Wall - Chipping Norton	Approved Flood Recovery grant from Crownland. Works to be completed in 2023 - 24.		198,500									198,500	15,400	Crown land Grant (Flood Recovery), project partially committed in 2023 -24.
Drainage and Floodplain	103216 - Newbridge Road – Flood Mitigation	Flood Recovery grant funded project. Works to be completed in 2023-24 program year.		50,000									50,000	0	Flood Recovery Grant
	103218 - Latina Crescent – Flood Mitigation	Flood Recovery grant funded project. Works to be completed in 2023-24 program year.		40,000									40,000	5,700	Flood Recovery Grant

CARRYOVERS 2022/23			19,616,272	8,332,946	2,875,700	60,800	0	0	179,700	1,500,000	3,000,000	35,208,072	70,773,490	33,373,804	
Unit	Project	Justification	General Funds	Grants and Contributions	s7.11 Reserve	Carnes Hill Stage 2 Precinct Development Reserve	Domestic Waste Reserve	Environment Levy Reserve	Stormwater Reserve	Parking Strategy Reserve	General Property Reserve	Loan Reserve	Total	Commitment	Comments
	103219 - Jardine Drive – Flood Mitigation	Flood Recovery grant funded project. Design to be completed in 2023-24 program year.		30,000									30,000	0	Flood Recovery Grant
	103220 - Grand Flaneur – Embankment Stabilisation	Flood Recovery grant funded project. Works to be completed in 2023-24 program year.		45,500									45,500	0	Flood Recovery Grant
	103221 - Shepherd Street – Embankment Stabilisation	Flood Recovery grant funded project. Works to be completed in 2023-24 program year.		160,000									160,000	0	Flood Recovery Grant
	103743 - Nuwarra Road Drainage Works	Flood mitigation works at Nuwarra Road. Works to be completed due to frequent flooding and claims from the resident.	80,000										80,000	0	Committed Councillor request for flood mitigation works.
	101002 - Flood Mitigation - Overland Flow on M7 Shared Path	Funds to be allocated for the flood mitigation works that TfNSW will be undertaking on M7 Shared Path. Council contribution for this work to TfNSW.							100,000				100,000	0	TfNSW undertaking works, Council to contribute for flood mitigation, M7
Open Space Construction	101524 - Solar Light Program	Additional supervision for high pressure gas main required to allow excavation			148,000								148,000	56,900	Remaining budget carried over for anticipated variations.
	102382 - Stante Reserve - Local Park Construction	Project delayed due to no submission received through two previous tender processes. Project has now been successfully tendered.	376,000										376,000	244,700	Finalising evaluation process, works anticipated for completion by end of October 2023. Remaining budget carried over additional work variations.
	102687 - Crimson Park - Park Development	Majority of park complete, delayed due to play equipment coming from overseas	174,000										174,000	163,500	Works anticipated to be complete by mid August 2023. Remaining budget carried over for anticipated variations.
	102782 - Lions Lookout - Key Suburb Park Program - Design	Project delayed due to contractors illness, works now recommenced.	136,000										136,000	104,300	Works anticipated to be completed by end of September 2023. Remaining budget carried over for additional studies and variations.
	102785 - Pye Hill Reserve - Key Suburb Park Program	Project proposed to go over 2 financial years, design took longer than anticipated due to the site's challenging topography.		1,652,900									1,652,900	4,600	Grant funded project. Landscape works anticipated to be tendered in August 2023
	102870 - Liverpool Pioneers' Memorial Park Stage 2 - Design	Stage 2 design of proposed upgrade to Liverpool's first cemetery, additional heritage investigations and preliminary community consultation has delayed works.			133,300								133,300	87,600	Design works anticipated to be completed by December 2023. Remaining budget carried over for additional heritage investigations and variations.
	102872 - Apex Park - Indigenous Garden	Delay due to company's management restructure during the design period	94,300										94,300	94,300	Funds committed, works anticipated to be completed by end of September 2023
	102953 - Gibb Park - Local Park Upgrade Program	Works delayed due to challenges in obtaining materials	93,300										93,300	46,009	Works anticipated to be completed by end of August 2023. . Remaining budget carried over for anticipated variations.
	103249 - Pye Hill Reserve – Regional Trail Pathway – Design	Delay due to resource shortage, contractor now engaged to deliver works.		139,000									139,000	63,000	Remaining budget carried over for anticipated variations.
	103727 - Cole Park - Local Park Upgrade	Project delayed due to challenges with consultation process.			83,300								83,300	109,000	Works procured, budget carryover to cover commitment
City Environment	103177 - Western Depot Former RFS - Site Remediation	Additional testing needed on the adjacent site 95 Lee and Clark which influences the remediation plan.	98,600	300,000									398,600	109,900	Planned to be completed in 2023
	103178 - Angle Park - Site Remediation	Grant application and change of scope delayed the program.		581,200									581,200	8,600	Must be completed by June 2024.
	103179 - 59 Ninth Avenue Austral and adjacent sites Former RFS	Project delayed due to delay of acquisitions of adjacent properties		1,062,200									1,062,200	0	Planned to be completed during Christmas school holidays
Construction Strategic Projects	101452 - River Connection - Georges River Pedestrian Bridge - Design		\$197,900.00										197,900	51,000	
	101965 - Edmondson Ave - Detailed Design			184,000									184,000	432,800	
	102468 - Carnes Hill Recreation Precinct Stage2 Master Plan & Design					60,800							60,800	33,100	
	103028 - Flood Detention Basin 14 Edmondson Park - Construction				923,400							1,500,000	2,423,400	59,200	
	102190 - Middleton Drive - M7 Underpass - Detailed Design				260,000								260,000	133,800	
Information Technology	102159 - Infrastructure Switch Upgrade- Switch Replacement	Referencing the LCP purchases, increased hardware costs.	33,000										33,000	12,300	
	102187 - Contract Management System (CMS)	Project still in progress, carryover required for consultancy and cloud subscription licencing.	30,600										30,600	5,100	
Community & Lifestyles	102391 - Chipping Norton Lakes Masterplan	The Georges River and Chipping Norton Lakes Masterplan is at 95% completion. Remaining funds are for final versions of the documents and visualisations. Works will be completed by November 2023 following Council reporting and exhibition.	21,300										21,300	33,700	

CARRYOVERS 2022/23															
Unit	Project	Justification	General Funds	Grants and Contributions	s7.11 Reserve	Carnes Hill Stage 2 Precinct Development Reserve	Domestic Waste Reserve	Environment Levy Reserve	Stormwater Reserve	Parking Strategy Reserve	General Property Reserve	Loan Reserve	Total	Commitment	Comments
	102498 - Austral Concept Design Masterplan Stage1	Consultants have been engaged for the Landscape Masterplans for Scott Memorial Park and Craik Park to guide planning for these 2 important park upgrades for rapidly growing Austral release area. Consultancy underway with background studies and the masterplans are due for completion in October 2023.	198,300										198,300	138,300	
	102653 - Collingwood Visitation Precinct Masterplan	Funding is required to continue the appointed consultant team. The masterplan will be completed by December 2023.	150,000	51,400									201,400	122,300	
	103069 - Whitlam Leisure Centre Accessibility Upgrade	The design specification and plans have been received and this critical upgrade will turn the trophy room into a family change room. Works will be scheduled 2nd quarter 2023.	34,000										34,000	0	
Property Strategic Projects	101751 - Construction of Liverpool Civic Place		16,772,428							1,500,000	3,000,000	33,708,072	54,980,500	21,979,600	
City Design & Public Domain	103214 - Railway Street Shared Spaces Demonstration Project	The remaining funds will be used for additional works.		28,100									28,100	0	
			19,616,272	8,332,946	2,875,700	60,800	0	0	179,700			35,208,072	70,773,490	33,373,804	
NEW INITIATIVES															
BUDGET VARIATION															
Total Budget Variation			19,616,272	8,332,946	2,875,700	60,800	0	0	179,700			35,208,072	70,773,490		

OPER 04	Telematics
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Strategic Objective	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	267120.2023
Report By	Renee Morris-Scott - Personal Assistant
Approved By	Jason Breton - Director Operations

EXECUTIVE SUMMARY

Council has authorised the Operations Directorate to proceed to add telematics to its plant and fleet, prioritising heavy vehicles identifying that this work is to be funded from the general reserve/revenue.

Further it requested that a project timeline be provided to the Council, together with budgeted costs based on the costs provided per vehicle that itemises the type and the number of vehicles that can then proceed in line with budgeted items.

This Report outlines the progress Council has made in this Project, outlines the lengths to which Council has consulted with all stakeholders to implement this Project and identifies its linkages to the Enterprise Agreement (EA) via Key Performance Indicators (KPI's) at Section 8 and Global Positioning Systems (GPS) at Section 14 of that document.

This Report also discloses the technical specification of the equipment and its uses across other Council Directorates, most notably its value to Customer Service and Councils ratepayers and other stakeholders.

RECOMMENDATION

That Council acknowledge this Report (in satisfaction of its own resolution of 26 October 2022 PRES 01, Chain of Responsibility – Telematics) and endorse its ongoing introduction into Councils operating methodology.

REPORT

Telematics involved the use of a Global Positioning System (GPS) via the network of satellites along with information from domestic cell towers of mobile operators to identify the location of each vehicle, its actions, and movements.

This data is delivered back to Council via our supplier NetCorp®, a local Liverpool Small to Medium Enterprise (SME) from Chipping Norton.

We are introducing telematics:

- As a safety imperative
- To improve the performance of our fleet; and
- For our residents, ratepayers, customers, visitors, and other stakeholders

Chain of Responsibility Legislation is inextricably linked to the Heavy Vehicle National Law (HVNL) which states that all parties in the supply chain must take reasonable steps to prevent breaches of HVNL, including:

- Road transport mass, dimension, and loading
- Speed compliance
- Work hours laws.

Council needs to monitor and measure these aspects for the safety of our people, all workers, the community and all other road and space users. Council, predominantly the Operations Directorate is considered part of the road transport supply chain as we have “*control or responsibility over transport tasks*”.

This responsibility extends throughout our team from our Team Leaders, Coordinators, Managers, Directors, and to the CEO who are all accountable for the actions of people under their control.

The introduction of telematics to our fleet therefore is a legislated safety imperative, however its introduction is but one of many systems introduced to measure and manage performance.

It is essential that Council baselines and then measures performance for all stakeholders including our ratepayers.

By applying a performance regime, Council can better understand how our fleet and fleet activities can present potential savings and opportunities that will allow Council to allocate funds more efficiently, reduce vehicle incidents and track then improve performance.

Finally, the introduction of telematics will have an overt and tangible customer outcome with all of Council's vehicles displayed, active across the LGA, colour coded to their function, moving around the screen as an active demonstration of our capability during working hours.

It is intended that the display will be available to all Council Staff via screens in Customer Service, Operations and later Civic Place Foyer but more deliberately, on the Council's website, where ratepayers and residents can observe an active Council Operations Team "in operation".

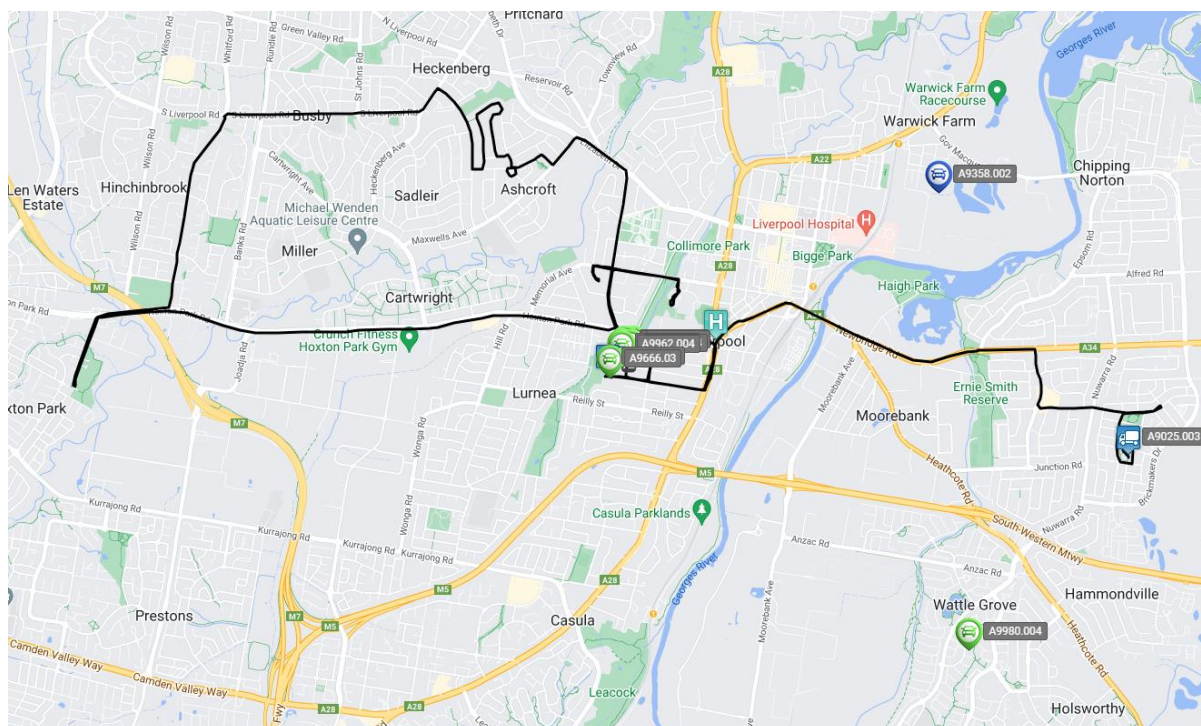


Figure 1 - Indicative Vehicle Map [One Vehicle Routes]

We believe this functionality will improve the perception and image of Council at its most obvious touchpoint. Ratepayers, people walking into Council and our own staff across Directorates will see this 'activity' in demonstration of our commitment to serve the community.

Council will install telematics in One Hundred and Ninety One (191) operational assets, including, but not limited to:

- Light vehicles vans and Utes.
- Med to HV trucks, tippers, and rear loaders. (4,5Kkg - 28Kkg GVM)
- Sidewalk sweepers and street sweepers.
- Earth moving equipment.
- Out-front and zero-turn mowers.
- Tractors, with mowing equipment attached.

The system can record the behaviour of each asset as it relates to:

- Pre-Start and Driver Allocation
- Odometer
- Operation on/off/idling
- Travelling Speed
- Hard Braking
- Rollovers, Danger, or Collision
- Seatbelt Compliance
- Onboard Mass
- Driver criteria, routes against Job Sheets and Taskings
- Dashcam and Driver Fatigue Indicators

The United Services Union (USU) have been consulted, fully briefed, and have indicated support for the introduction of telematics to the Council Fleet. It can be referenced to two Sections of the current City Presentation (now Operations) 36 Hour Week Services staff Agreement 2019-2022:

Section 14 ii [GPS]

Contained within the two-way system may be features that include GPS.

Appendix C (Principles) 1.19 – Two Way Communications

GPS Technology may be used by Council for measuring, assessing, and improving the productivity of Council as a whole.

Appendix C (Definitions) 1.8 – GPS Technology

Means any device (including a mobile phone) or program which records, stores, or transmits a location using satellite monitoring or by any other means, and any device or program which allows any other person to review, access, or communicate that information.

On the 9th of August 2023, the USU advised that they were satisfied with the Telematics Change Information Sheet (Attachment 1) and sought permission to use this type of template as instruction for other Councils forecasting similar operational change. The sheet was then distributed to over 250 staff on the 10th of August 2023 at the staff opening of 600 Cowpasture Road.

Council is fitting the GPS hardware into its vehicles during August and September 2023 with an education and training package following before the proposed Go Live date in late October 2023.



FINANCIAL IMPLICATIONS

Noting Councils resolution that this initial work is to be funded from the general reserve/revenue, the ongoing costs associated with this recommendation have been included in Council's Operational budget for the current year and will be absorbed and incorporated into Councils Long-Term Financial Plan.

We will ultimately be fitting approximately 191 vehicles at \$400 (\$76,400) across 18 body types including heavy trucks through to tractors and mowers.

This is a subscription-based model at \$30 per unit per month ongoing (\$68,760) annually for the fleet.

CONSIDERATIONS

Economic	<p>The introduction of telematics to Councils Fleet will ensure Council:</p> <ul style="list-style-type: none"> Identifies areas where the Council can save money by introducing efficiencies into fleet management. Delivers and maintains a range of infrastructure such as parks, gardens, sporting fields, footpaths, bus shelters and bikeways. Reduces the internal cost of Customer Service inquiries which may be satisfied by the system interface.
Environment	<p>The introduction of telematics to Councils Fleet will ensure Council:</p> <ul style="list-style-type: none"> Minimises fuel, oil and fluid useage. Reduce the number of tyres in landfill. Reduce Councils overall carbon footprint. Manage air, water, noise, and chemical pollution. Enhance the environmental performance of our vehicular assets

Social	There are no social and cultural considerations.
Civic Leadership	<p>The introduction of telematics to Councils Fleet will ensure Council:</p> <ul style="list-style-type: none"> • Undertakes communication practices with the community and stakeholders across a range of media. • Encourages the community to engage in Council initiatives and actions. • Provides information about Council's services, roles, and decision-making processes. • Delivers services that are customer focused. • Operates a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
Legislative	<p>The NSW Government Fleet Policy mandates Telematics for all general-purpose Fleet Vehicles. Telematics is software installed into the vehicle that relays data such as GPS (Global Positioning System) location, vehicle performance & fuel efficiencies in real time.</p> <p>New South Wales operates under the Workplace Surveillance Act.</p> <p>The use of GPS tracking for workplace vehicles must come with written notice to the employees that will be driving the vehicles. This notice must be given no less than 14 days before GPS tracking will commence.</p> <p>Each employee operating a vehicle that will be tracked must be made aware what type of surveillance is being conducted, how it will be conducted, when it will begin, and if it will be ongoing or for a set period.</p> <p>Vehicles that are being tracked by GPS in NSW must also display a notice on the vehicle, stating it is under GPS surveillance.</p> <p>Council acknowledges the guidance of the NSW Government and will comply with the Workplace Surveillance Act (NSW).</p>
Risk	The introduction of telematics to Councils Fleet can be considered a systems level risk mitigation / control to several known hazards and safety related risks and considered an opportunity to exploit risks around efficiencies and cost.

ATTACHMENTS

1. Telematics Change Information Sheet
2. Netcorp

Telematics

CHANGE INFORMATION SHEET

LIVERPOOL
CITY
COUNCIL

This change information sheet is about Telematics. Council have been consulting with staff about Telematics since January 2023 and now we want to break down the why, what, how, and when.

Let's start with the why?

ONE

Chain of Responsibility Legislation around Heavy Vehicles links to the Heavy Vehicle National Law (HVNL) which states that all parties in the supply chain must take reasonable steps to prevent breaches of HVNL, including:

- Road transport mass, dimension, and loading
- Speed compliance
- Work hours laws.

We need to monitor and measure this for your council staff safety and that of the public. You are considered part of the road transport supply chain if you have any control or responsibility over any transport task. This responsibility extends to your Team Leader, Coordinator, Manager, Director, and the CEO who are all accountable for the actions of people under their control.

TWO

We need to measure our performance for our customers, our ratepayers and us! We need to understand how our fleet and activities can present savings and opportunities that will allow us to spend ratepayers' money better, be more efficient and be the best Council in Australia. Presently we don't know where we are on the footy table ladder because we don't measure anything!

Operations are not spying on you. There are no INTERNAL cameras involved. The Council are not looking at you. We are monitoring our assets, not you. So, let's look at what's in the box!

What does it do?

The vehicles telematics system uses GPS via the network of satellites along with information from domestic cell towers of mobile operators to identify the location of each vehicle and its movements.

The data from the telematics system remotely displays the location of each vehicle and its movements in the CP Operational Control Centre (OCC) and the Customer Service Centre, via an App or Laptop. It is only accessible to your workstream and specially authorized Council Officers

How does it assist Chain of Responsibility?

It records the behaviour of each vehicle as it relates to:

- Odometer
- Operation on/off/idling
- Vehicle speed, acceleration, braking and sudden impacts from crashes.
- Driver criteria, routes against Job Sheets and Taskings

HOW

We have procured a local company from Moorebank called NetCorp® to help us with the Project.

WHEN

We are installing the hardware for a trial period now. We think we can flick a switch after training, around October.

Telematics

CHANGE INFORMATION SHEET

LIVERPOOL
CITY
COUNCIL

FINALLY

*This is not a performance management tool about you, it's about our equipment and how we can best use it – I think we have a great team, **we just don't know it.***

*I think we have a cracking response to parks and opens spaces – **we just don't measure it.***

*I think we can get better and more efficiencies out of our equipment – **but we can't prove it.***

*I want to get our teams more and better equipment based on real data – **but we have no chance unless I can prove the business case;** and*

*I need to demonstrate that we are working safely and to the legislation – **but I can't do that to the best of my ability yet.***

Any questions see your Union Delegate, Union Representative, Manager or talk to me directly on **0413 333 804** or via email at **bretonj@liverpool.nsw.gov.au**



Jason Breton
Director of Operations



Netcorp & Liverpool City Council
Request For Tender - Enduring Telematics Solution
LVPOOL-1053844

V1.0

Apr 2023



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NETCORP GPS PTY LTD CONTACT DETAILS

We welcome any enquiries regarding this document, its content, structure, or scope.

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VERSION CONTROL & EXPIRATION

Version	Date Released	Pages Affected	Validity
1.0	13/04/2023	All	12 Months (as requirements)

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EXECUTIVE SUMMARY

This document has been compiled as a response to the document provided by Liverpool City Council or LCC (the requestee) for the provision of an IVMS System labelled as "PQ3245 – SUPPLY AND INSTALL OF TELEMATICS TO PLANT FLEET AT LIVERPOOL CITY COUNCIL."

The objectives of providing Liverpool City Council with Netcorp's Telematics Solution is to:

- Provide accurate, concise and up to date geolocation data for live asset management using GPS tracking technology
- Present a clear, concise and measurable reporting platform with historical data easily provisioned to Liverpool City Council without the need to propose extensive additional network and IT infrastructure or customisation
- Utilise Netcorp's existing experience and knowledge of Heavy Vehicle telematics and Driver Fatigue monitoring to further broaden Liverpool City Council's technological capability, safety and compliance requirements
- Provide a flexible and customisable platform for the future expansion and integration into any existing business systems
- To create a vendor/client partnership with Liverpool City Council that will assist them to achieve an industry leading solution that will include all the hardware and data capability required to increase transparency in operations and productivity

2023 Liverpool Local Business Award Finalist





ABOUT NETCORP

OUR BACKGROUND

Established in 1999, the Netcorp brand has grown to lead the telematics industry by creating our own GPS tracking platform solution in 2010 and added these systems to our existing portfolio of IT infrastructure support and managed services. With the guidance of our client's needs and specific industry requirements Netcorp has continued to develop and grow this solution, specifically within the Heavy Vehicle industry, and attracted clients of similar nature in a variety of verticals. Our commitment is to provide an elevated level of service and dedication to meet client requirements, and this has allowed our solution to be utilised in a variety of applications in the private, public and government sectors.

AUSTRALIAN OWNED, DESIGNED, DEVELOPED & SUPPORTED

The strength of our success lies in the ability to provide local product development, support, and installation services directly by our own team of specialists. We do not compromise on hardware quality, installation or dependency on 3rd parties. This ensures the stability and security of our client's experience. We provide end to end solutions and manage our local infrastructure with our team of IT specialists. This includes our own software developers, hardware engineers and installers. All of our hardware and data storage locations meet strict industry ISO standards and no shortcuts are taken with our ability to establish proven business systems for redundancy, fail-over and uptime.

COMMITMENT TO SUSTAINABILITY

Netcorp is committed to providing solutions that can assist organisations with their initiatives to minimise their impact on the environment. Monitoring vehicle emissions and improving the productivity of logistical activity is a big part of achieving these goals, and we understand that we have a part to play with the evolution of our technology. We continuously improve our solution with the latest technological capability and can provide our clients with the data they need to help achieve their sustainability goals.



NETCORP'S CLIENTS IN THE HEAVY VEHICLE INDUSTRY

Netcorp has established itself as a leading solution provider to clients that require Heavy Vehicle solutions. We currently provide leading edge technology to assist in managing their Waste Management, Agitator, Tipper and Cement Powder fleets. Although each of these businesses adopts our technology in their own way to suit their business requirements, the common denominator is to provide reliable and stable telematics data. Below are some of the industry leading companies that utilise our solution which has been customised for their fleet and operational requirements:



ADBRI (Include Hy-Tec Concrete, Central Premix and Southern Quarries)

Fleet Size: Over 1000 Vehicles Nation Wide (AGI/TIPPER/POWDER/LIGHT)

Solution Provided: Complete Suite of Fleet Management + Live Remote CCTV Solution

Status: (Active) Completed in 2019 and actively rolling out new vehicles

SUTHERLAND SHIRE COUNCIL (Sydney, NSW)

Fleet Size: Over 300 Assets (Various – Waste Management, Maintenance and Marine Assets)

Solution Provided: Complete Suite of Fleet Management + Live Remote CCTV Solution + Custom Integration

Status: (Active) Completed in 2018 & actively rolling out new vehicles

BORAL (AUST)

Fleet Size: >4000 Heavy Vehicles and Trailers

Solution Provided: Live Remote CCTV Solution + Trailer Asset GPS Tracking

Status: (Active) Commenced in 2020 & actively rolling out new vehicles

METROMIX (NSW)

Fleet Size: Over 100 AGI & TIPPER Trucks

Solution Provided: Complete Suite of Fleet Management + Live Remote CCTV Solution

Status: (Active) Completed in 2022 & actively rolling out new vehicles

FORMAL RFT RESPONSE

- i) **Online Portal** – Netcorp’s web based online portal is able to deliver all requirements mentioned in the SOW including:
- Realtime Tracking & IM using a variety of methods
 - All reporting both existing and customised (if required)
 - Provision hierarchical access for users as required
 - Turn by turn navigation utilising the current “Here” Maps solution designed specifically for Heavy Vehicle usage and customised offline maps for heavy vehicle access based on vehicle characteristics
 - **Complete in-house Australian (Sydney) based ICT and System Architecture managed internally by our own staff.** We do not engage with 3rd party support or contractors and all access to our platform is 100% internally accessed, managed and hosted. We do not host on public server platforms like AWS or MS Azure.

Activities Necessary for the Provision of Services

- i) **Management of Services**
Netcorp is currently in ISO27001 and ISO9001 auditing phase and will be approved for these standards by the time the contract comes into effect if Netcorp is the successful bidder. This insures our Business Management Systems align with these internationally recognised standards and that all services related to client and supplier security requirements will be met.
- ii) **Provision of Operating Support Services**
Netcorp’s origins in providing support services exceeds those of generic telematics companies, as we fundamentally provide IT managed services and have done so for almost 25 years (since 1999). This includes the implementation of systems to monitor, support and execute support requirements on the basis of any client’s requirements. As a standard, all telematics clients with fleets of the proposed size automatically receive included support helpdesk and managed services as part of their engagement with us, that exceed those stated in the RFT. Any additional SLA requirements that exceed these included services can be negotiated as required.
- iii) **Provision of Maintenance Services**
All installation technicians that are utilised for large scale rollouts are permanently employed by Netcorp to ensure the quality of installation remains consistent across the fleet. The engagement of contractors within our maintenance framework which is Australia-Wide, may also be included to reach regional areas or whereby the client is unable to perform a swap out or removal of the device themselves. Hardware is always swapped and replaced in the event of a faulty unit, to ensure minimal or zero downtime impact to the client. i.e. there is no requirement on waiting for warranty returns. Netcorp will provide the client with ample buffer stock in strategic geographical locations to ensure local prompt swap-out capability.
- iv) **Health, Safety and Environment Management**
Netcorp is currently undertaking the audit process for ISO9001 Quality Assurance to ensure that all relevant business systems are in place to ensure Health & Safety precautions are met by local and international standards. Netcorp ensures the highest practice standards are adhered to in the management of environmental surroundings, leveraging its extensive experience in the installation of our products specifically in Heavy Vehicle environments.



TENDERER'S BACKGROUND

Netcorp has been specifically supplying and installing Heavy Vehicle Telematics solutions for over 8 years, working with some of the largest publicly listed corporation's vehicle fleets in Australia. Some of these are listed below:

ADBRI (Include Hy-Tec Concrete, Central Premix and Southern Quarries)

Fleet Size: Over 1000 Vehicles Nation Wide (AGI/TIPPER/POWDER/LIGHT)

Solution Provided: Complete Suite of Fleet Management + Live Remote CCTV Solution

Status: (Active) Completed in 2019 and actively rolling out new vehicles

BORAL (AUST)

Fleet Size: >4000 Heavy Vehicles (including Quarry and Heavy Machinery) + Unpowered Trailers

Solution Provided: Live Remote CCTV Solution + Trailer Asset GPS Tracking

Status: (Active) Commenced in 2020 & actively rolling out new vehicles

Servicing fleets of this nature in a reliable and scalable manner can be very challenging logistically due to vehicle availability and commercial impact from downtime of vehicles. We have managed to build a network of resources to service and maintain our solution. Our success is additionally based on the core design of our solution being compact, modular and easy to maintain, making it easy to deploy and support. Reliability is a key factor to providing a solution that is rugged and fit for purpose, and we have achieved this through real life testing in some of the harshest environments and industries in Australia.

From our previous experience in delivering solutions for large scale (>500) heavy vehicle fleets, delivery timelines are usually governed by the following key factors:

- Vehicle Availability
- Stock Availability
- Ground Level Resources
- Complexity of installation
- Client/Supplier communication

If all of the above factors are aligned and communicated with our clients, we have always been able to achieve a very positive and favourable outcome for them.

KEY INSTALLATION STAFF ASSIGNED TO LIVERPOOL CITY COUNCIL TELEMATICS SOLUTION

Anthony La Malfa	Remote / Onsite as Required	Managing Director / Technical Lead
Paul Torony	Remote / Onsite as Required	Sales Manager
Mark La Malfa	Remote / Onsite as Required	Account Manager
Chris Kay	Remote / Onsite as Required	Operations Manager
Paul Guerrero	Remote / Onsite as Required	Head of Technical Support
Eric Isik	Onsite	Installer Team Leader
Zeljko Mitrovic	Onsite	2IC Team Leader
<i>Additional Technicians as required</i>	Onsite	Onsite Installation Technician



COMPATIBILITY TO TENDER TECHNICAL REQUIREMENTS

- Netcorp is a dynamic company with a full-time internal software development and hardware engineering team, open to integration with third parties and building custom solutions in-house.
- Netcorp is able to meet all training requirements and aftersales support of Liverpool City Council, with dedicated account managers, a technical support hotline and team of technicians based at our Chipping Norton install centre. We are well versed in Council's requirements, having served Sutherland Shire Council from their complete telematics rollout and ongoing support / development since 2017.
- Netcorp meets the tender requests for LCC in relation to:
 1. Hardwired devices – All devices; additionally, we also offer an OBD Plug-solution for fleet cars if required.

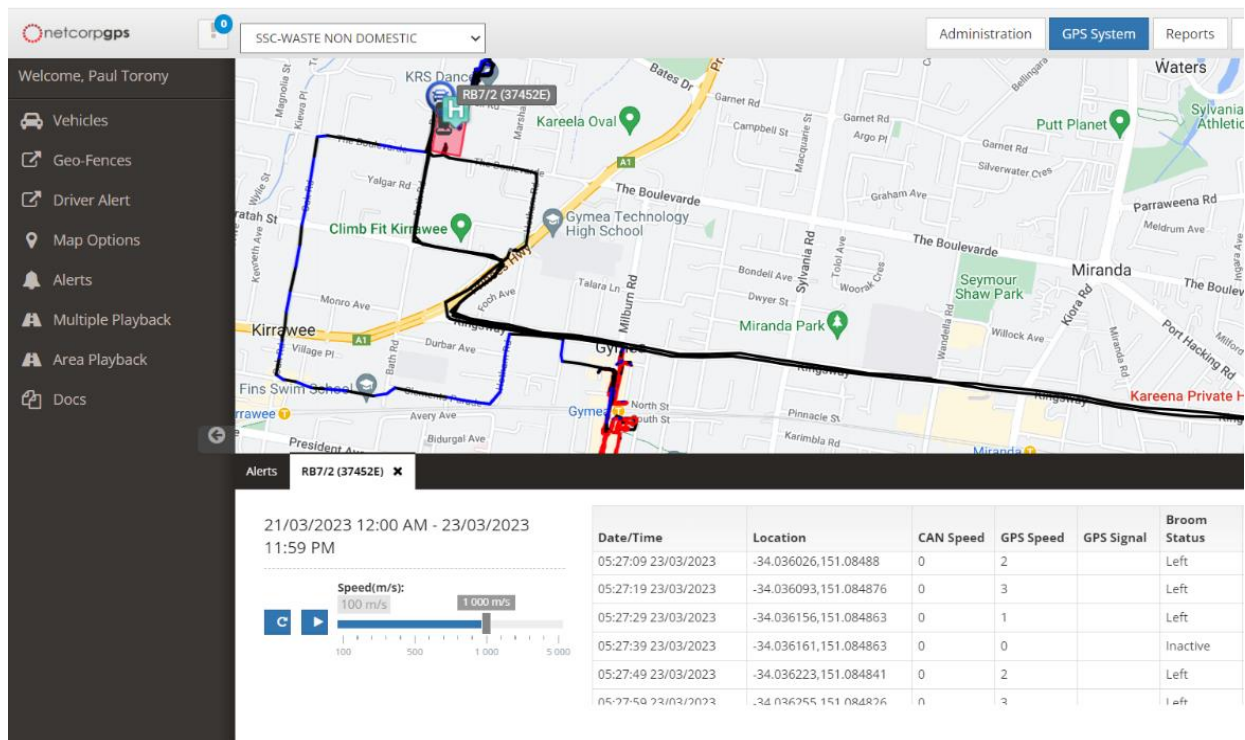
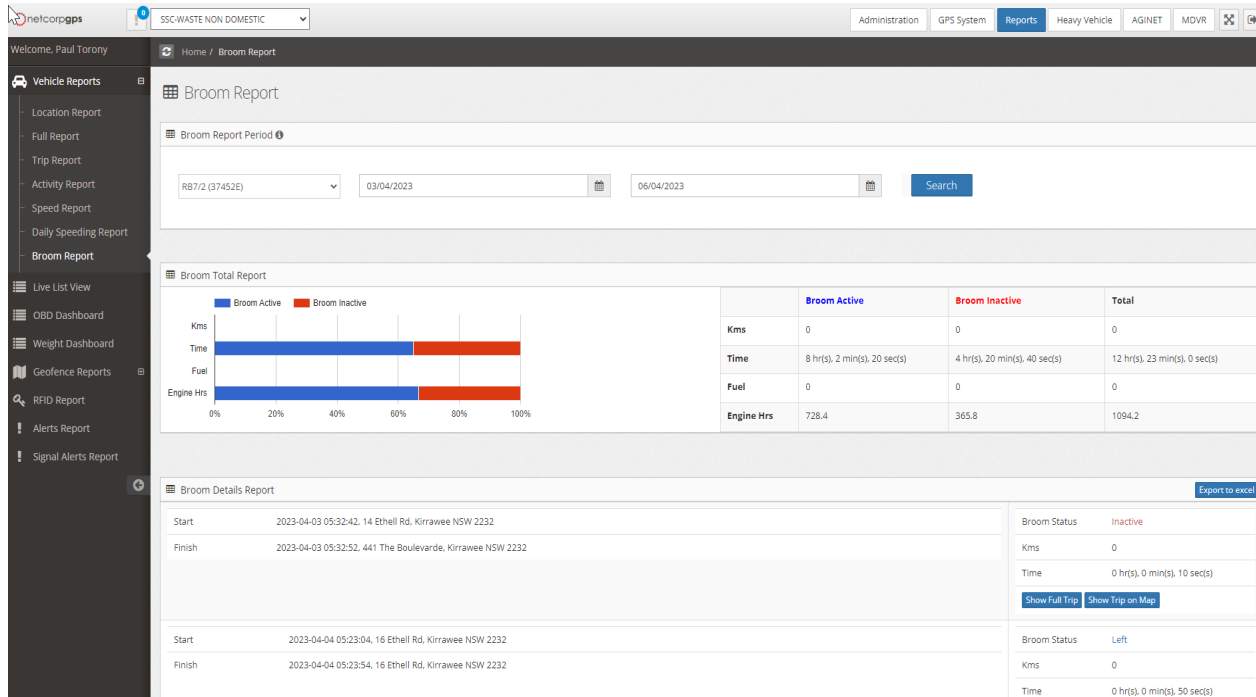


2. Keywatcher and Ausfleet Integration – Netcorp is able to interface with Keywatcher and Ausfleet. A further discussion would need to take place around the specific data sets that Liverpool City Council requires.



3. Netcorp's platform and hardware is able to monitor PTO engagement for tippers and compactors, tractors with mowing decks up or down (or on / off).

4. Netcorp currently offers 'Broom down' sweeper monitoring and is able to report on and distinguish which side broom is used via colour coding.



5. Being a modular system, sensors can be added in addition to our GPS devices such as our CAN Blackbox, Ref 4.11, this opens up the possibilities to PTO engagement, live and historical on board mass, CAN data and DTP error code information, etc.

netcorpgps Advanced Readymix Administration GPS System Reports Heavy Vehicle AGINET JONEL

Welcome, Paul Torony

AGINET / DTC Report

DTC Report

DTC Report Period

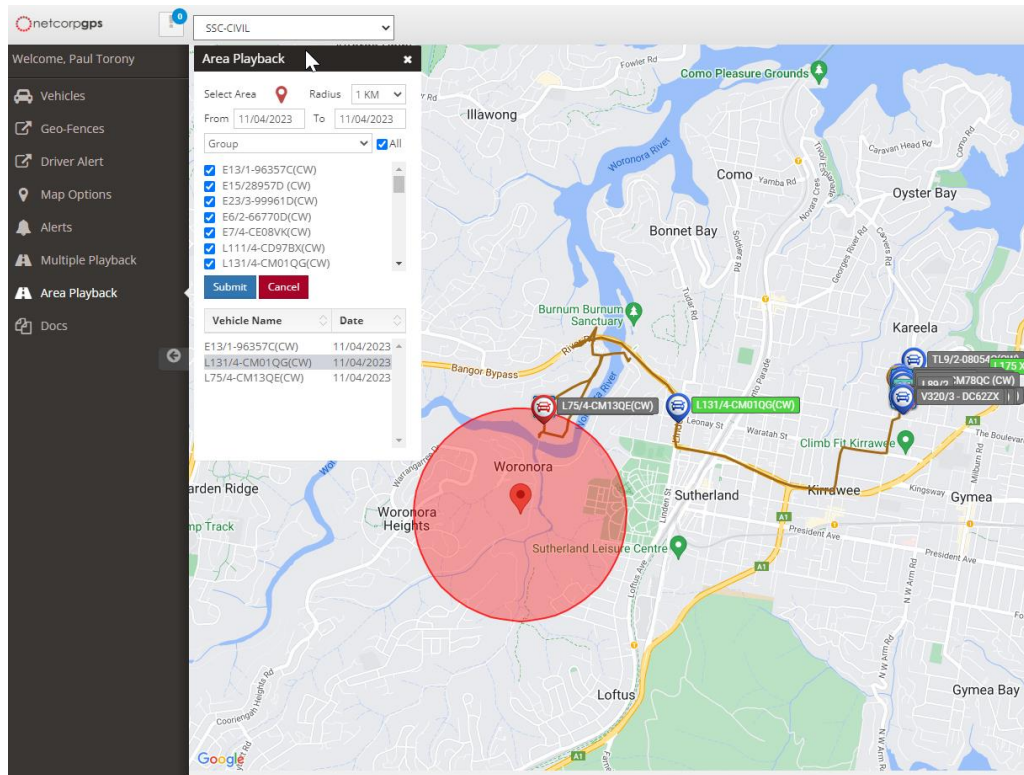
All 11-Apr-2023 11-Apr-2023 Search

DTC All Report Export to excel

Vehicle Name	DTC Lamp	DTC Code	Frequency
47	Amber Warning Lamp	(SPN:791-FMI:2) (SPN:3031-FMI:3)	
53	Amber Warning Lamp	(SPN:3226-FMI:4)	
48		(SPN:157-FMI:18)	
80		(SPN:639-FMI:2)	
81		(SPN:520200-FMI:9) (SPN:639-FMI:2)	
83		(SPN:520200-FMI:9) (SPN:639-FMI:2)	
84		(SPN:639-FMI:2)	

6. Netcorp's platform allows for granular asset management reporting around:

- Geofencing
- Speeding and Vehicle Playback by Fleet / Vehicle (Daily, Monthly, Annually)
- Live location data
- Ignition ON/OFF Trip Reporting
- FTC Usage
- Area Playback (Created for Council to report on a Selected Geographical Radius)
- Broom Usage
- Live Weight Dashboard
- Alerts
- Accumulated Kilometres



Above: Area Playback feature was created to determine which tracked asset has passed through a selected radius. In large fleets, this is a huge time saver. Example: A resident complaining that a waste truck has hit a mirror off a parked car and they were not to provide a registration number of a truck.



HEAVY VEHICLE SOLUTION - DESCRIPTION

What's different about Netcorp's Heavy Vehicle Telematics Solution?

Netcorp's point of separation from other providers in the telematics industry is our ability to provide tailored solutions to cater specifically for heavy vehicle manufacturer's current and future evolution of the technology in heavy vehicle systems.

How do we achieve this?

We realised early on that heavy vehicles have the most diverse arrangement of configurations, and any hardware based telematics solution needed to be flexible to be able to adapt accordingly. Our modular approach to heavy vehicle installation allows for the most flexible and simple approach to monitoring critical safety and maintenance systems, and our in-house engineering and development capability allows us to tune our solution to suit the end client's data gathering requirements.

Base System Components

To achieve most of the features available in our system the client needs to install on 3 major components:

- GPS Tracker – For location and communication
- HVM01 Blackbox – Netcorp's proprietary designed connectivity hub
- Driver Interface – For 2 way communication with the driver/operator (Samsung Active Tab3)

Table 1.1 lists all of the available capabilities through the installation of these devices in a summarised format

GPS Tracker / Communication Device

This device is utilised for live communication of all telematics data in real time to our system at 10sec interval updates. It is used to monitor movement, location, speed and transmit telematics data gathered by the HVM01 blackbox and any sensors or vehicle integration. It is compact, weatherproof and cost effective as the communication tool which is most susceptible to changes in surrounding communication technology. We have modularised this component so that any future changes in upgrades to networks or changes in the available network capability can be easily swapped out by the end user and at a relatively low cost. For example, clients that previously installed our systems with earlier 3G devices are able to easily swap out for a 4G enabled device via a Deutsch-Plug connector in minutes. The cost savings here are very relevant when considering the replacement of cumbersome parts that are fully integrated into expensive single box solutions.

HVM01 Blackbox

Our HVM01 blackbox is an Australian designed, manufactured and supported product with a huge baseline feature set and scalable to suit any future IoT requirement. As a base product with simple CAN connectivity, it can deliver (via the GPS Tracker Comms) extremely valuable vehicle data alongside time stamped geo-data. It is also important to note that the HVM01 is Bluetooth connected to the driver's interface, allowing it to communicate this same data to the driver that it is sending in real time to the cloud. This bluetooth connectivity also allows the firmware on the device to be remotely updateable via an app hosted on the driver's interface, ensuring that future maintenance, new features and vehicle specific bug-fixes can be remotely delivered on demand, without the need for any physical interaction with the hardware.



Connectivity	Purpose
CAN Port 1	Integration into J1939 Std Heavy Vehicle CANbus
CAN Port 2 (Dual CAN)	Used for customised CAN integration to other on board systems
RS232/485 Interface	Communication with GPS Tracker / Other Onboard Hardware
EDC / PWM	Detection of devices utilising EDC / PWM Control
Multiple Analogue/Digital I/O	Monitoring of devices triggering sensor voltage / digital input
VIT Inputs (4x)	Integration into on board mass system air bag pressure sensors
Bluetooth 5.0	Connectivity to tablet and additional onboard systems and sensors
Onboard Light Sensor	Monitor any tampering of equipment with PCB board exposed to light

HVM01 Blackbox CAN J1939 Integration Capability

- Vehicle Speed (CAN Vehicle Speed Sensor)
- Engine RPM
- Engine Coolant Temperature
- Engine Hours
- TVD (Total Vehicle Distance)
- TFU (Total Fuel Usage)
- Fuel Tank Level
- PTO Engagement
- DTC Code Detection (Engine Lights)

HVM01 Scalable Feature Sets

- Integration of onboard mass management with the installation of airbag sensors (optional)
- Custom proprietary CAN systems (Dual CAN)
- Integration into Water Flow Meters
- Integration into Hydraulic Pressure Sensor systems
- Integration into PWM / EDC hydraulic control systems to monitor usage of specialised onboard heavy vehicle systems such as hydraulic lifting devices, agitator trucks, tipper trucks etc.
- Remotely updateable firmware via bluetooth app connectivity (non touch)

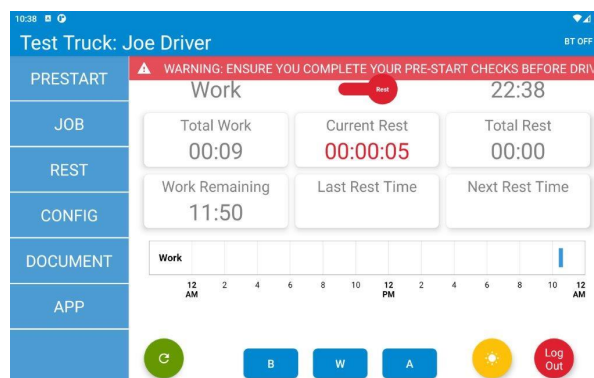
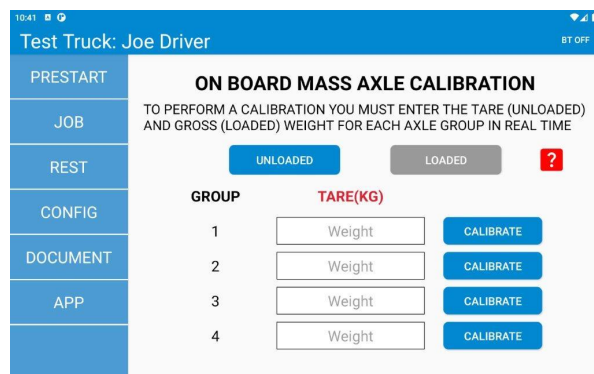
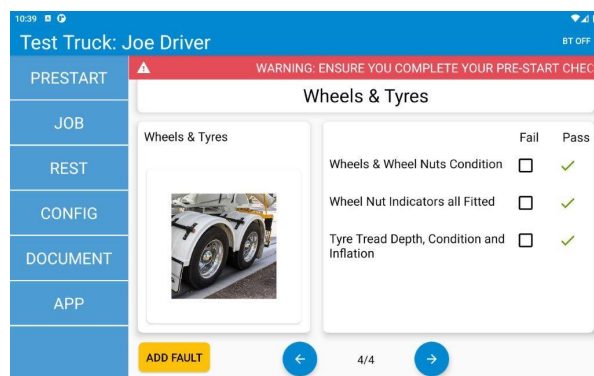
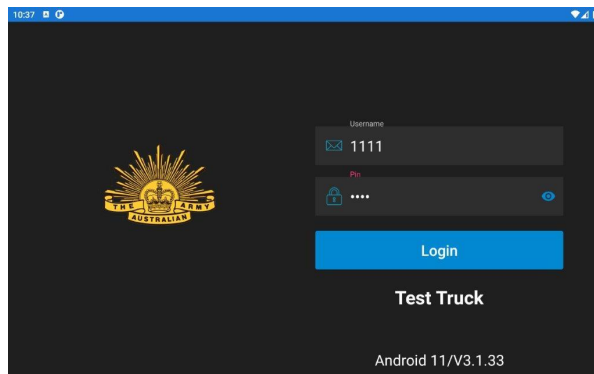
Netcorp Driver App Interface (Custom Android Native App)

Our Netcorp driver app was designed specifically for use in Australia and custom designed to suit Australian NHVL driver fatigue regulation. It is the ONLY app in Australia that can provide both drivers and system users live transparency of driver fatigue hours in real time, as well as integrates into the onboard telematics systems to provide heavy vehicle operators complete control over their driver's fatigue compliance and CoR.

The driver's interface app is easy to use and requires little to no training when onboarding new drivers as the features and UI have been tailored to minimise driver interaction to prevent distraction.

Driver's workflows are easily implemented including the built in features which include:

- Vehicle specific pre-start safety checks that are server controlled and synchronised on completion in real time. This also includes centralised pre-start check management so that various vehicles in the fleet can have specific pre-starts custom designed around their application and type
- Monitoring of vehicles moving without valid driver sign on or pre-start completion
- Monitoring of previous driver fault identification and rectification
- Sign on to a single vehicle at a time and automatic logoff of previous vehicle sign ons when drivers are logging into multiple vehicles in a single shift or forgetting to logoff at the end of their shift
- Real-time monitoring of vehicle activity to prompt drivers if potential rest breaks have occurred during times where no vehicle activity has been detected (Pro-Active Rest Break Monitoring) which is unique to the Netcorp system
- Real-time synchronisation of Rest Period commencement and completion with the online user web based platform
- Live (real-time) breach reporting and system acknowledgement for the management and auditing of current and historical fatigue related breaches
- Real-Time tablet battery charging monitoring and connectivity to ensure tablet devices are being properly charged and stowed during a driver's shift
- Easy to use slide on-off rest break management (single touch)
- Complete driver rest break information including next break countdown and monitoring of current rest break conditions
- CANBus delivered vehicle information via Bluetooth including any On Board Scale information
- Job System Integration (Optional)
- Heavy Vehicle specific Turn by Turn Navigation based on vehicle dimension and capacity
- Multi-Axle Weight System Display and Calibration via Bluetooth Connectivity to HVM01 device
- 3rd Party App Launching Screen
- Centralised Driver Document Management System for driver download and view capability





NETCORP CONDITIONS OF SERVICE

Cost of Travel & Shipping Costs

Cost of travel for the purpose of installation of any of our hardware and/or shipping of hardware to client sites, is not included in the labour component of the supplied pricing. On-site installation tasks where technicians attend sites to perform the installation and configuration of hardware for the solution is subject to travel costs. If the requirement of an RFT is to provide upfront cost of hardware and labour per asset then costs of travel should be considered as part of the client's overall budget for the delivery of the project. Travel costs cannot be reasonably estimated in advance where the requirement for on-site installation is necessary.

All cost of travel and shipping of goods will be charged to the client for the following items:

- Travel time at a negotiated hourly rate where travel exceeds more than 30min from the centre of any major capital city
- Plane Flights and/or Public Transport fees if required (at cost to the client with receipts supplied)
- Tolls, Fuel and Rental Car Costs for remote and regional travel
- Accommodation Charges (at cost) where accommodation is not supplied by the client, for projects requiring overnight stay of installation teams in regional (non-metro) areas
- Any additional award entitlements for installers such as loading and meal allowances that are payable by Netcorp based on installers working/travelling outside normal business hours (at cost)
- Courier and Shipping costs for bulky items shipped directly to site where they cannot be practically carried by technicians in their local mode of transport or for the supply of client buffer stock¹

There is no cost of travel applicable where vehicles are delivered to one of our authorised installation facilities.



WEB PORTAL FEATURE SETS

Mapping with Live Speed Limit Monitoring

Recent addition of Here Maps capability on driver tablet interface for specialised Heavy Vehicle navigation also provides the ability to enter a vehicles Length, Width, Height and GVM to ensure safer navigation than simple turn by turn data on Google Maps. This also includes the ability to compare known speed limits in real time and alert drivers and the system for over speed breaches utilising sign post data.

Base Locations and Job Geofences

Netcorp is an approved integrator with many 3rd party job systems like Command Alkon, Jonel and Transdata. This enables our platform to create “on-the-fly” exception reporting around geofences and base locations. An example of how this may assist the LCC heavy vehicle fleet is the ability to integrate any mission parameters for trips in the field using destination points as a way to trigger and monitor arrival time alerting. Some minor development tasks may be required to integrate this feature into any existing digitally controlled trip management system.

Live CAN Integration

Netcorp’s blackbox solution uses its CAN integration capability to monitor odometer and engine hour readings directly from the vehicle’s CANBUS and ECU to calculate real world driving in a variety of scenarios including the capability to submit these directly to NZTA as required.

Driver Identification

Netcorp’s “Driver App” when installed on the Samsung Active Tab 3 is assigned to the vehicle’s ID, and real time transparency is given to system users to determine driver login times and fatigue management hours based on any of the vehicles that are part of the LCC fleet. In conjunction with our optional AI camera solution, driver sign on can be determined also via AI facial recognition confirmation.

Driver Safety, Behaviour and Profiling

Netcorp provides a number of different ways to determine unsafe driving or behaviour by drivers. The requirement to trigger an event may utilise additional hardware or sensor input capability in addition to the telematics solution. In Table 1.3 below, we have listed the available safety related triggers in our platform utilising available hardware that Netcorp supplies and installs.

TABLE 1.3 (Exception Triggering)	GPS / SYSTEM	HVM01 BLACKBOX	MDVR	AI CAMERA
SOS/Panic (Button)	Available		Available	Available
Hazard Ahead				Safe Distance Warning (SDW) Forward Facing
Speed Tracking	Here/Google Maps Integration	CAN Speed Integration	Video / GPS Speed	Post Speed Database comparison
Danger/Collision				Safe Distance Warning using AI Technology
Caution Tilt				Harsh Turning using Video/ Accelerometer
Rollover SOS				Available Alert
Caution Steep	Here Maps integration plus configurable driver warnings			
Hard Braking	Available			Available with attached Video Event
Fatigued Driver	Available			Available
Driving without Sign-On	Available			
Driving without Pre-Start	Available			
Driver Sign On mismatch to Tablet Sign on				Available using AI driver profile comparison
Driver Distraction				Available
Driver Mobile Phone usage				Available
Seatbelt Usage				Available
Idle without Driver Present				Available
Vehicle DTC Codes (CAN)		Available		
Vehicle Onboard Mass		Available with Onboard Scales Installation		



Centralised Pre-Start Assignment, Monitoring and Fault Management

Netcorp provides the only heavy vehicle industry, real-time digital pre-start reporting capability in the world, which provides operators with complete transparency over their requirement to complete pre-start safety checks prior to the vehicle being operated.

Vehicle pre-start templates are centrally managed and integrated into our telematics platform and can be assigned as vehicle specific templates that are easily customised with questions and relevant pictures. This feature is also used to provide operators with fleet and driver reporting capability to capture individual driver safety trends. Supervisors also have the ability to approve a fault that's been identified during a pre-start check to ensure proper CoR process has been undertaken after an inspection. Our system provides a complete audit trail throughout the whole process.

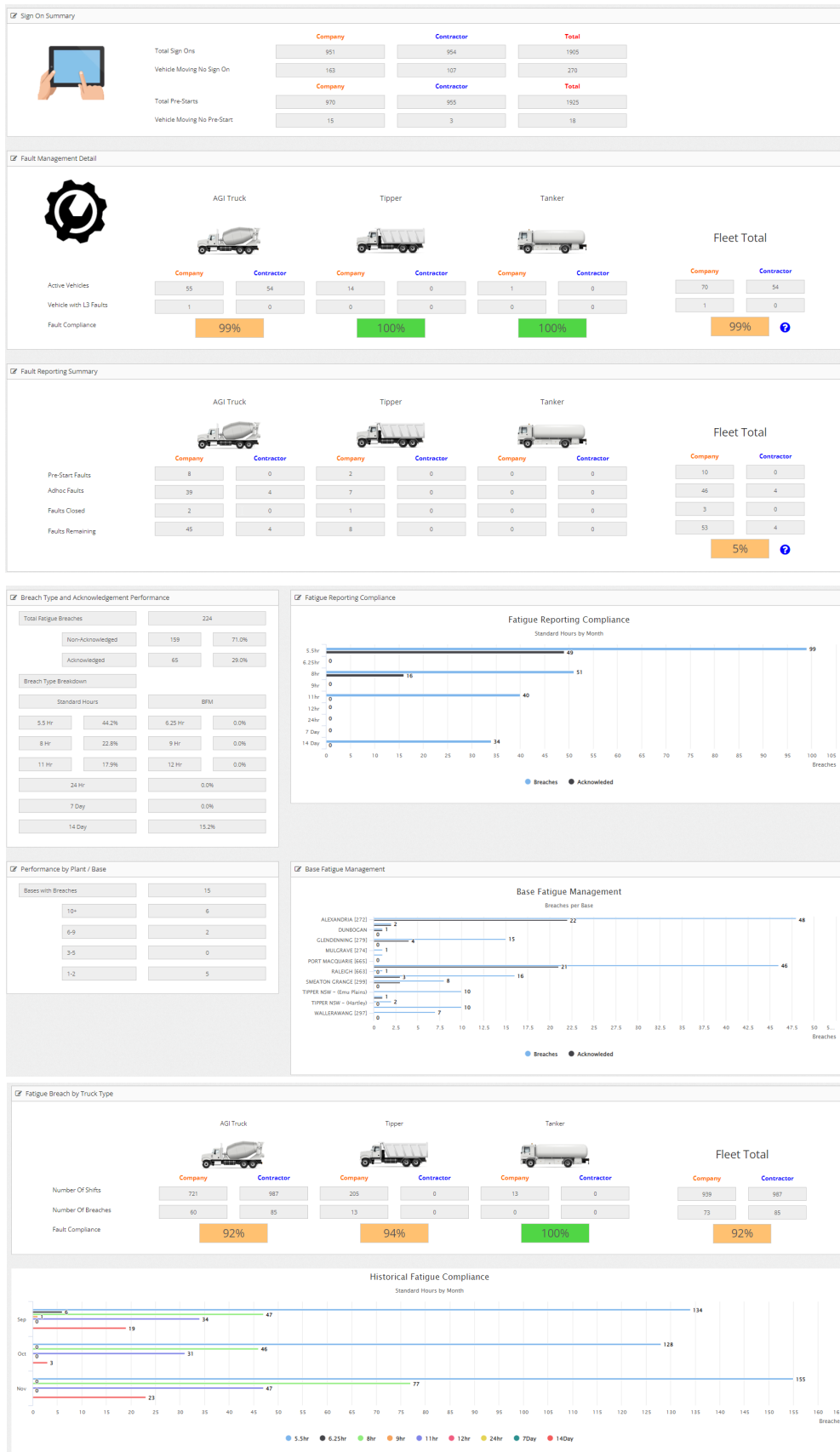
Netcorp's system also includes a built in Fault management system to ensure that any faults that have been identified are properly handled to coincide with relevant CoR processes, and being attended to by the appropriate levels of management and maintenance personnel.

Live Fatigue Management

Netcorp has developed its own Live Fatigue Management system which monitors trucks in real-time for potential rest break periods, and alerts drivers with warnings about taking the appropriate amount of rest time based on their legal requirements to do so. The interface for the driver synchronises in real-time to the web portal where platform users can better plan the trips for drivers to ensure drivers are not driving in a fatigued state based on NHVL regulations. Real-Time exception reporting for drivers and trip planners that integrates into any 3rd party platform for further reporting is a first of its kind. Drivers who place themselves on a rest break must not move the vehicle during their break and if vehicle motion is detected, breaks are automatically cancelled. Our system utilises CANBUS vehicle speed and GPS speed to trigger movement exceptions, and can also use other custom logic like PTO engagement to ensure that total work time does not exceed the relevant daily limits for the driver. This ensures that any data collected for rest breaks is never contradictory to the vehicle's movement and ensures that all fatigue management data collected is true and relevant.

Reporting Capability

With a full suite of heavy vehicle specific reporting tools available to you, there is no need to build integrations into 3rd party reporting platforms. This suite is fully inclusive in your Heavy Vehicle tracking subscription along with a number of driver and behaviour reporting tools.



SERVICE & SUPPORT

Support Matrix

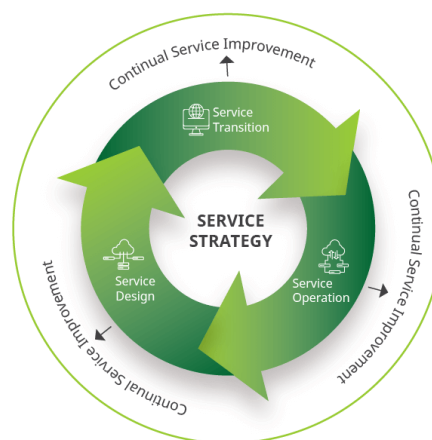
Netcorp's web portal has a built-in service request system which allows users to log and report any suspected faults with a vehicle's telematics system. All support requests are vehicle specific and history [are/is](#) kept for the lifetime of the vehicle to minimise the chance of repeat problematic issues, and to ensure complete transparency with our clients.

Servicing clients and response to requests are constantly monitored by management and responded to in accordance with our support Matrix below:

I M P A C T	AFFECTED SCOPE	URGENCY		
		High	Medium	None
	Whole Business	Critical	Critical	High
	Part Business	Critical	High	Medium
	Multiple Users	High	High	Medium
	Single User	Medium	Medium	Low
	Passive Device	Medium	Low	Low

Priority Level	Response Time	Update Time	Resolution Target
Critical	15 Minutes	Hourly	4 Hours
High	2 Business Hours	Every 4 Hours	8 Hours
Medium	4 Business Hours	8 Business Hours	24 Hours
Low	5 business days	Agreed with Client	5 working days

Our platform also has a built in health monitoring system to monitor vehicles that have not reported or been active for "x" number of days to ensure a "whole of fleet" monitoring approach. Our support and approach to client relationship management is highly important to our business methodology due to our background in IT managed services, and we want to ensure that the solution we have supplied our clients has the best chance of long term success.



CAPABILITY STATEMENT RELEVANT TO LIVERPOOL CITY COUNCIL RFT

There are a number of business specific features that Netcorp has to offer that we believe are relevant to LCC and should be considered as part of this Tender Submission. The below points are also relevant to the RFT's requirement to provide details of the economic benefits that a resultant contract would achieve for the Australian Economy referenced in 10.1 of the "Conditions of Tender Annexes"

Australian Designed, Developed, Hosted and Supported

- Our backend systems have been built from the ground up by our own team of developers
- Systems are hosted in ISO industry rated data centres with the highest possible grade of security
- Server and storage equipment is owned and hosted by us, we don't use public servers like Microsoft Azure or Amazon Web services
- Our business ideology is based around keeping things internally managed, monitored and controlled to prevent 3rd party engagement or risk data loss or data security breaches

International ISO standards for Business Information System and Data Security Compliance

- Netcorp's business system are all compliant with ISO9001 and ISO27001 standards and we are currently undergoing formal certification with an auditor
- Our founder and director has been in the IT industry for over 25 years with extensive experience in system design, development and integration and is extremely familiar with the importance of sensitive data security
- Netcorp GPS Pty Ltd is a Bronze Member of the ASIAL and currently holds a Masters Security License No: 000105743 in NSW and has the ability to monitor security alerts internally for clients requiring 24hr monitoring of valuable or sensitive assets

In House Hardware Design, Development and Manufacturing Capability

- In relation to the AIAS requirements of the RFT, Netcorp specifically employs and contracts Australian owned and operated businesses wholly. We do not contract any of the processes involved in delivering our solution to 3rd parties that are internationally owned or operated
- Netcorp has its own Australian based team of hardware engineers that can design, develop and even manufacture custom products for our telematics client base
- We develop our own embedded firmware to minimise data breach risk
- We have built our own SMT (Surface Mount Technology) manufacturing capability, increasing our ability to build electronic circuit boards in house to prevent any risk of hardware manipulation by 3rd party suppliers, and can ensure consistent hardware supply without dependency on manufacturers or assemblers in other countries
- All of our hardware is specifically designed for rugged use in heavy vehicles including our wiring looms which are all built to exceed international automotive standards with Deutsch Plug Connectors and Quality Pre-Terminated and conduit protected wiring Looms



Certificate of Currency

POLICY NO: 202209-0818 BIA

INSURANCE TYPE: Professional Indemnity and Public and Products Liability

POLICY WORDING: BIA ITOPS 2022

THE INSURED: Netcorp Support Pty Ltd
Netcorp GPS Pty Limited ACN 153 814 987

ABN: 96158178244

INSURED BUSINESS: Manufacture and design of vehicle telematics. Installation of telematics and associated sensors.
Data hosting services.

POLICY PERIOD: From: 29/08/2022 4pm To: 29/08/2023 4pm
Both days inclusive (Local Standard Time)

LIMIT OF INDEMNITY:

Professional Indemnity	\$5,000,000	Any one Claim and \$10,000,000 in the aggregate - Inclusive of Costs and Expenses
Public Liability	\$20,000,000	any one Occurrence
Products Liability	\$20,000,000	any one Occurrence and in the aggregate any one Period of Insurance

RETROACTIVE DATE: Unlimited, excluding known claims and / or circumstances

ADDITIONAL COMMENTS: Evolution MIT Services Pty Ltd ACN 627 198 476 as trustee for the A-STAR Bigfoot Office Property Trust 3 ABN 71 898 886 148 noted as Landlord in relation to Suite 604, Level 6, 5 RIDER BOULEVARD RHODES NSW in respect to Section 3 Public & Products Liability only

Phillips Investments Australia Pty Ltd ACN 081 688 035 noted as Landlord in relation to 1D/10 Childs Road, Chipping Norton NSW 2170. in respect to Section 3 - Public & Products Liability only.

Signed for and on behalf of Berkley Insurance Australia.
Date of issue 21/11/2022

This policy is current at date of issue.
For full details of cover please refer to the policy wording.
This certificate is only valid at the date of issue.


Page 1 of 1

Berkley Insurance Company (trading as Berkley Insurance Australia) ABN 53 126 559 706 AFSL 463129

Sydney: (02) 9275 8500 | sydney@berkleyinaus.com.au
Brisbane: (07) 3220 9900 | brisbane@berkleyinaus.com.au
PO Box Q296 QVB NSW 1230 | www.berkleyinaus.com.au
Facsimile: (02) 9261 2773

Melbourne: (03) 8622 2000 | melbourne@berkleyinaus.com.au
Adelaide: (08) 8470 9020 | adelaide@berkleyinaus.com.au
Perth: (08) 6488 0900 | perth@berkleyinaus.com.au

**MASTER
LICENCE
CERTIFICATE**


NSW Police Force
www.police.nsw.gov.au
ABN 43 400 613 100

**Issued under the
Security Industry Act 1997**

To

NETCORP GPS PTY LIMITED

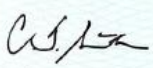
ABN: 45 153 814 987

Licence Number: 000105743

Licence Expiry Date: 26/08/2025

Class of Licence
PROVIDE NO MORE THAN 3 PERSONS

Close Associate/s
Anthony La Malfa (Nominated Person)


Delegate for Commissioner of Police

SECURITY WARNING
This document contains several inbuilt security features, some of which are listed below. Please refer to the reverse for a full description of the security features. • The border around this Security Warning is printed in MICROTYPE which reads MASTER LICENCE CERTIFICATE when viewed under magnification. • The document background has a pattern of fine wavy lines and a graduated colour change from blue to grey to blue.



ABN 78 216 926 798

Anthony La Malfa
Netcorp Group
Level 6, 5 Rider Blvd
Rhodes, NSW, 2138

Date: 21/01/2019

RE: Certification to:

- ISO 9001:2015 Quality Management Systems
- ISO27001:2015 Information Security Management Systems

To the clients of Netcorp Group

My name is Michael Wilson. I am a management systems consultant for Surecert.

The management of Netcorp Group have engaged our services to help finalise their progress toward certification to the above standard(s).

The management system documentation is underway and implementation will commence shortly. In our initial, informal assessment, the firm was 70 – 90% compliant to the standards prior to engaging our services. I would envision that Netcorp Group should achieve certification no later than 30 April 2023.

Both Netcorp Group and Surecert are very committed to achieving certification as soon as possible and we look forward to notifying you of our success.

If you have any queries, please call administration on 0403 392 076.

Signed:

Mike Wilson
Consultant.

Mob: 0403 392 076
mike@surecert.com.au
www.surecert.com.au

CTTE 01

**Minutes of the Companion Animals Advisory
Committee Meeting held on 6 June 2023**

Strategic Objective	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
File Ref	246304.2023
Report By	Robert Bennett - Acting Manager Community Standards
Approved By	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 6 June 2023.

RECOMMENDATION

That Council receives and notes the Minutes of the Companion Animals Advisory Committee Meeting held on 6 June 2023.

REPORT

The Minutes of the Companion Animals Advisory Committee meeting held on 6 June 2023 are attached for the information of Council.

FINANCIAL IMPLICATIONS

None of the actions contained in the minutes will have a financial impact on Council.

CONSIDERATIONS

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

Social	Support community organisations, groups and volunteers to deliver coordinated services to the community.
Civic Leadership	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.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Minutes from Companion Animals Advisory Committee Meeting on 6 June 2023



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

MINUTES FROM COMPANION ANIMALS ADVISORY COMMITTEE MEETING 6 JUNE 2023

COUNCILLORS:

Karress Rhodes
Councillor Macnaught
Councillor Harle (online)

Committee Member

COMMITTEE MEMBERS:

Stephen Dobell-Brown
Rosalyn Faddy
Edward Humphries
Claudia Jones (online)

Community Member
Community Member
Veterinary
RSPCA, Welfare

COUNCIL ATTENDEES:

Terry Bilal
Belinda Navas
Leanne Bourne

A/Manager Community Standards
A/Coordinator Regulatory Services
Business Support Officer (**Minutes**)

Dr Mark Loves

Procure Group (left meeting at 4.55 pm)

APOLOGIES:

Nathan McCredie

Dog Gone Mad, Behavioural & Training Specialist



OPEN

Meeting opened at 4:14 pm.

1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Rhodes opened the meeting and welcomed attendees and noted the apologies.

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 6 September 2022 be endorsed by the Committee.

Moved: Rosalyn Faddy

Seconded: Stephen Dobell-Brown

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

Actions from Previous Minutes

Action: Manager Community Standards to email letter sent to OLG and the response received to the Committee. Completed and discussed in meeting (correspondence and response attached).

Action: Manager Community Standards to email the Consultation draft standard of the Prevention of Cruelty to Animals (Dogs and Cats in Council Pounds and Animal Shelters) to the Committee. Completed.

4. CODE OF CONDUCT TRAINING

Mark Loves from Procure Group presented to the Committee on Code of Conduct requirements as a Committee member.

5. URBAN CAT MANAGEMENT PLAN

A/Coordinator Regulatory Services provided an update on Council's Urban Cat Management Plan. Council employed a Companion Animal Liaison Officer but has not been able to commence in that role as currently acting in the Coordinator role due to Manager and Coordinator being on leave. Communication is happening with the RSPCA organising events and education programs but no fixed dates yet.



Claudia Jones advised that she is in Albury currently with the RSPCA for a desexing trip. The RSPCA is happy to work with and support Liverpool City Council as always with any desexing program days which are organised. Desexing days are free to residents and costs are paid by Council.

Claudia advised that the two programs run by the RSPCA in Campbelltown are the Paws Annual Program which is run with third year vet students from Sydney University which is open to pension and healthcare card holders. The other program is Keeping Cats Safe at Home program as Campbelltown Council were one of the eleven Councils which were successful and this program offers free cat desexing to owners or carers in three suburbs of Campbelltown. This program is a five year program funded by the NSW Environmental Trust and expressions of interest were received by interested Councils and 11 Councils were chosen to participate. At the end of the project, the evidence and data is expected to be there to show the government that this is the only way forward in making a change or a dent in the cat population numbers by putting money on the table.

Queries & Discussion

- i. Cllr Rhodes asked if Liverpool City Council was aware of this program?

A/Manager Community Standards advised that Council did apply for the grant but was not successful.

- ii. Rosalyn Faddy asked what is the program?

Claudia advised it is a program about changing people's behaviour and keeping cats inside and safe.

- iii. Cllr Rhodes asked if Council could apply again and when the next program is.

A/Manager Community Standards stated he would take on notice and advise.

Response: A/Coordinator advises if the RSPCA seeks further submissions of interest Council intends to apply again.

- iv. Cllr MacNaught stated that when Council has another desexing day and it is promoted can the Councillors be advised of the day.

A/Coordinator Regulatory Services explained the Healthy Pet Day is run in conjunction with the RSPCA and Council offers free vaccinations, health checks and free microchipping to pension card holders in the Liverpool LGA and a location that is easily accessible for the community. The next day is being planned for early August in Warwick Farm.

6. STATISTICS

The quarterly statistics for the period January to March 2023 were discussed with the Committee. The statistics attached to the Agenda were discussed regarding the dogs entering the Shelter from 30 June 2022 and the outcomes. The statistics are a good summary and are very transparent for the community.

- v. Cllr Rhodes asked about the two cats and how did they end up at the Pound as we do not take cats? Question is taken on notice for response.



A/Coordinator Regulatory Services advises that after an investigation by Rangers it was deemed necessary that the two cats were impounded due to breach of legislation.

- vi. Claudia Jones asked if a litter of 5 week old kittens with no mother that are self sufficient which you would not want roaming were brought into the shelter, what would Council do in that circumstance?

A/Coordinator Regulatory Services stated if kittens in a box were taken direct to the shelter, then the shelter staff would advise to contact Council as the shelter cannot accept as the kittens have not breached any legislation according to the Companion Animals Act. Cats can be impounded only if they have been investigated by Council and confirmed there is a breach. Council would refer to a Rescue Organisation, Animal Welfare or RSPCA.

Rosalyn Faddy asked so the person who picked up the kittens in the box is responsible for the kittens?

A/Coordinator Regulatory Services advised yes that is the case if the person has taken the cats into their care.

- vii. Stephen Dobell-Brown stated that 64 dogs being rehomed is an impressive number. How long does it take of Council staff time to achieve that number for example does it take approximately one hour per dog?

A/Manager Community Standards stated it takes longer than an hour. Council's Rehoming Officer spends a lot of time with the dogs ie. to train, assess and play. She also spends time with prospective owners before they adopt a dog and there is also communication after the dog is adopted.

- viii. Cllr Rhodes stated the engagement with the community has improved 1000% and resulted in good news stories which has assisted. Thank you to Council for taking the advice of this Committee.

- ix. Cllr Rhodes asked about the artwork and photographs of the dogs to give them personalities and that has not happened for a while and 115 for the quarter is that normal for this time of year?

A/Coordinator Regulatory Services advised that was a specific occasion at the time for that special artwork to try to increase adoption rates and that January and February is probably the peak time of year as a lot more animals come through the shelter.

- x. Cllr Rhodes asked about a request from the community to provide a form of identification (photographs, microchip numbers) so the public can see the animals in the report as it is transparent and provides the community with as much information as possible and if dogs are repeat offenders.

A/Coordinator Regulatory Services advised we could not provide microchip numbers due to privacy requirements. Photographs are provided on Council's Facebook page and website. The document attached to the Agenda provides all the details of the dogs entering the Liverpool Animal Shelter since 30 June 2022.

- xi. Stephen Dobell-Brown enquired if interest rate rises and financial pressures have an impact on more animals coming into the Shelter.



A/Coordinator Regulatory Services stated the Shelter has had a slow month in May with adoptions, but June has picked up again. There does not seem to be a significant increase in dogs over the last few months. The Liverpool Animal Shelter is not currently taking on surrenders, so it is only strays dogs entering the Shelter.

Claudia advised that the RSPCA adoptions are down 30% from the last two years and have over 500 animals on the surrender waiting list. There is a serious problem with capacity as animals are sitting in the shelter longer. The RSPCA also needs to keep spaces for investigation cases that are brought into the RSPCA.

- xii Cllr Rhodes asked about the fees Council charges the owner for the time the dog has been at the shelter and if it is on a weekend in these hard times what can Council do to relieve the pressure on residents who are not aware their animal is at the Shelter?

A/Coordinator Regulatory Services advised that the dog is scanned whenever it comes in and owners are contacted immediately and is also forwarded to Council's Rehoming Officer who uploads to Facebook and Council Website in a reasonable timeframe.

7. GENERAL BUSINESS

- xiii. Cllr Rhodes discussed the media coverage from the Liverpool Leader and the Urban Cat Management Plan Council Report which was adopted by Council.

- xiv. Stephen Dobell-Brown asked about any actions regarding the new programs being organised for Council.

A/Coordinator Regulatory Services advised that Council has reached out to all vet clinics in the LGA to assist with the desexing program including Rossmore Vet and the RSPCA. Unfortunately, only one vet other than Rossmore Vet can assist due to a number of reasons including a shortage of vets at present.

Discussions about having a mobile van being able to assist in areas on certain days but Claudia Jones advised that Veterinary Practitioners Board does not give approval for these types of vans for surgeries. Blacktown Council send some animals for surgery to Sydney University for third year students to gain surgical experience.

Claudia also stated that City of Sydney have been doing a form of TNR, trapping desexing and releasing as this is the only way to manage cat colonies.

- xv. Stephen Dobell Brown discussed the article regarding Camden Council and the proposed animal shelter and if possible, could Camden combine with Liverpool regarding architecture to save money.

Cllr Rhodes stated that Liverpool's proposal for an Animal Shelter has been sent to DPIE and the land has been approved but there is a lot more work to be done. The Councillors are also requesting the facility to include a pet hotel as it will be close to the new airport and this will assist in finances and provide a method of providing an income to Council as well as an animal shelter. A concept design was shown to Councillors in 2019 with a cost



of approximately \$10 million and Council was not successful in getting any funding from Westinvest previously, but Council will continue to apply for assistance in funding.

xvi. Further discussion regarding the shelter and Councillors are waiting for an update on the latest information as current arrangements with Rossmore Vet are temporary. Cllr Rhodes thanked Ted Humphries of Rossmore Vet for allowing Council to use his facilities in the interim.

xvii. Rosalyn Faddy asked about a bull being out roaming constantly on Greendale Road and rang Council for a Ranger to attend approximately four weeks ago but Rangers have not called back.

A/Coordinator Regulatory Services advised she would check Council's customer requests and will advise further. Also, Local Land Services maybe able to assist as they have an office in Penrith. **Response: A/Coordinator advises that a Ranger attended the subject location on 19 May 2023 (same day as complaint received) and no bull was sighted in the street at the time. The Ranger spoke to the complainant and obtained further information and then spoke to the owner of the bull. No further complaints have been received.**

xviii. Stephen Dobell-Brown asked about the architecture regarding standards for construction of buildings for a new animal shelter.

Cllr Rhodes stated we did a tour of the Animal Welfare League to see the facilities. There are new standards today which are comprehensive and must be adhered to.

xix. Stephen Dobell-Brown asked about the meaning of environmental enrichment as used in the context of the animal shelter.

Cllr Rhodes advised this is ensuring that the dog is not left in an enclosure constantly, but is provided with enough exercise and ensure interaction with people.

CLOSE

Meeting closed at 6.11 pm.

CTTE 02

**Minutes of the Liverpool Local Traffic meeting
held on 19 July 2023**

Strategic Objective	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
File Ref	250334.2023
Report By	Charles Wiafe - Manager Transport Management
Approved By	Lina Kakish - Director Planning & Compliance

EXECUTIVE SUMMARY

This report presents the recommendations from the Liverpool Local Traffic Committee meeting held on 19 July 2023. At the meeting, the Committee considered ten (10) agenda items, three (3) technical discussion, and twenty-two (22) general business items.

A copy of the meeting minutes along with an Attachment Booklet are included in **Attachments 1 and 2**.

RECOMMENDATION

That Council adopts the following Committee recommendations:

Item 1 - Fifteenth Avenue and Edmondson Avenue Intersection, Austral – Request for Roundabout

- Approves in-principle, installation of an interim roundabout at the Fifteenth Avenue and Edmondson Avenue intersection, as indicated in Attachment 1.
- Detailed design along with swept path analysis is to be submitted to TfNSW prior to installation.

Item 2 – Spencer Road near Leopold Street, Cecil Hills – Request to Improve Pedestrian Safety

- Approves installation of a kerb blister and raised threshold in Spencer Road on its southbound approach to Leopold Street, as shown in Attachment 2.1A.

- Approves installation of speed hump, in Spencer Road for the northbound traffic, on its departure side of Marion Street as shown in Attachment 2.2.

Item 3 – Flynn Avenue, Middleton Grange – Request for Raised Pedestrian Crossing

- Approves in-principle, installation of a raised marked pedestrian crossing as shown in Attachment 3.
- The proponent be requested to carry out additional investigations and submit a revised detailed design to a future meeting for approval.

Item 4 – Edmondson Park, Carnes Hill and Miller Shopping Precincts – Proposed Traffic Calming Devices to Establish 40km/h High Pedestrian Activity Areas

- Approves staged installation of the proposed traffic facilities and associated signs and line markings in Edmondson Park, Carnes Hill and Miller shopping precincts, as shown in Attachments 4.1 to 4.26.
- Detailed designs to be submitted to TfNSW for its review, prior to installations.

Item 5 – Kurrajong Road and Mowbray Road Intersection, Preston – Proposed Signalised Intersection Upgrade

- Approves Kurrajong Road and Mowbray Road intersection upgrade from a seagull island to a signalised intersection with associated signs and line markings as shown in Attachments 5.1-5.3.
- Detailed design including the traffic signal phasing design is to be submitted to TfNSW for its approval, prior to installation.

Item 6 - Campbell Street and Castlereagh Street Intersection, Liverpool – Request for Median Island

- Approves in-principal installation of approximately 155m long median island in Campbell Street between its intersections with Hume Highway and Bathurst Street, as shown in Attachment 6.
- Detailed design and a Transport Management Plan is to be submitted to TfNSW for its approval, prior to installations.

Item 7 – Green Valley Road, Green Valley – Request for Traffic Calming Devices

- Approves in-principle for designs of traffic calming devices consisting of the following to be carried out:

- Horizontal deflections along Green Valley Road at its intersections with Crocodile Drive and Rocco Place
- Speed humps close to House Nos. 234/236 and 284/309 as shown in Attachment 7.
- Speed hump in front of Heckenberg Community Centre (at approximately 230m west of the roundabout at St Johns Road).
- Double barrier line marking to replace the existing separation lines between Whitford Road to St Johns Road.
- Carry out community consultation and for the outcome be incorporated in the designs and be presented to a future meeting.

Item 8 – Bardia Parade, Holsworthy – Request for Treatment to Address Speeding Concern

- Approves installation of a speed hump close to the Bardia Parade and Village Way intersection as shown in Attachment 8.
- Carry out designs to improve deflections at the two roundabouts at the intersection with Buna Street and Mivo Street and revised extent of the existing double barrier line marking and present to a future meeting.

Item 9 – Lachlan Street, Drummond Street and Forbes Street, Liverpool - Liverpool Public School Development – Proposed Pedestrian Crossing and Pedestrian Refuges

- Approves in-principle, installation of two pedestrian refuges across sections of Lachlan Street/Forbes Street and Lachlan Street/Drummond Street intersections and a raised marked pedestrian crossing across Lachlan Street, as shown the report.
- The proponent to carry out detailed design, to be submitted to a future meeting for further consideration.

Item 10 – Items Approved Under Delegated Authority

Notes the approved items under delegated authority.

REPORT

This report presents the recommendations from the Liverpool Local Traffic Committee meeting held on 19 July 2023. At the meeting, the Committee considered ten (10) agenda items, three (3) technical discussion, and twenty-two (22) general business items.

A copy of the meeting minutes along with the Attachment Booklet is included in **Attachments 1 and 2**. It is recommended that Council adopts the Committee's recommendations on the agenda items as outlined above.

Comments on the technical discussion items and general business items with recommended actions are as follows:

Technical Discussion Items

TD1 - Cowpasture Road and Kurrajong Road Intersection, Carnes Hill – Proposed Modification to Signalised Intersection

The Committee supported the proposed changes to the Kurrajong Road approach to its signalised intersection with Cowpasture Road, as shown in Attachments TD1.1 and TD1.2.

Detailed designs to be carry out and presented to a future meeting.

TD2 - South Liverpool Road, Banks Road and Rundle Street Intersection, Hinchinbrook – Proposed Intersection Improvement

The Committee noted the TfNSW proposed road safety intersection improvement as shown in Attachment TD2.

TD3 - Transit Systems Update on its Passenger Bus Service in Region 13

The Committee noted that Transit Systems would from 6 August 2023, operate passenger bus services within the eastern part of the LGA including bus routes 901, 902, 903, 904, M90, multiple school routes and the N30 Night Ride service.

General Business Items

The twenty-two (22) general business items discussed, and associated summary comments are as follows:

GB1 - 244 Macquarie Street, Liverpool – Request to Highlight Existing Mail Zone

The Committee noted that to highlight the existing parking restriction in the mail zone, the zone would be marked with chevron markings.

GB2 – Margaret Dawson Drive, Carnes Hill – Request for Traffic Calming Devices and Improve Safety of Exit Movements

The Committee noted that the sight distance concern raised has been improved by trimming the GyMEA Lillies either side of the Michael Clarke Community Centre's driveway off Margaret Dawson Drive.

The Committee also noted that speed classification did not warrant installation of speed humps.

GB3 - Campbelltown Road and Denham Court Road Intersection, Denham Court – Traffic Congestion and a need for Intersection Treatment

The Committee noted the need for TfNSW to investigate options to increase road capacity and reduce congestion at the intersection, as shown in Attachment GB3.

GB4 - Nader Place, Horningsea Park – Request for Parking Restrictions

The Committee noted, that due to resident's objections, parking restriction along Nader Place would not proceed.

Council would investigate inclusion of the street in its Indented Parking Bay Program, along the eastern side of the street.

GB5 - Congestion at Maddecks Avenue and Lucas Avenue, Moorebank – Proposed Intersection Treatment

The Committee supported installation of advisory 'Do Not Queue Across Intersection' signs in Maddecks Avenue at its intersection with Lucas Avenue, Moorebank.

GB6 - Construction of Anzac Road Bridge, Wattle Grove – Concern About Construction Delay

The Committee noted that the bridge replacement being carried out by a contractor on behalf of Department of Defence has been delayed due to a need for design modification.

GB7 - Sligar Avenue, Hammondville – Proposed Parking Restrictions

The Committee noted that Council would undertake community consultation and if supported seek approval for timed parking restrictions to be installed along the eastern side of the street,

or for transverse line markings to be installed highlighting locations where parking can be permitted.

GB8 - Woodlake Court, Wattle Grove – Request to Improve Sight Distance Along the Curved Road Section

The Committee noted that Council would consult residents who would be affected by parking restrictions and if supported, approval would be sought under delegated authority for parking restriction to be installed along one side of the street.

GB9 - Dobroyd Drive and Jenkinson Drive, Elizabeth Hills - Request for Speed Humps

The Committee noted that a Local Area Traffic Management Plan is being prepared for Elizabeth Hills. The LATM would consider the request for speed humps in the two streets. A report will be presented to a future meeting for further consideration.

GB10 - 9 Newcombe Place, Lurnea – Concern about On-Street Parking

The Committee noted that Council would consult local residents and if required, approval will be sought to install parking restriction within the cul-de-sac.

GB11 - Fourth Avenue, Austral – Request for Temporary Bus Stop

The Committee noted that Interline Bus Service would consider rerouting of bus route 861 with a temporary bus stop during the current road works.

GB12 - Warwick Farm – Update on Request for Residential Parking Permit Scheme

The Committee noted further advice would be provided after initial consultation with local residents.

GB13 - Castlereagh Street, Liverpool – Request for Information on Improved Street Lighting

The Committee noted that Council would work with Endeavour Energy to carry out street lighting design and installation. Further advice would be provided at a future meeting.

GB14 - Hill Road and Wonga Road Lurnea - Request for Pedestrian Crossing Facility

The Committee noted that Council would investigate the request and provide further advice at a future meeting.

GB15 - Reilly Street to Hume Highway, Casula – Request for Increased Right turn Capacity

The Committee noted that Council would investigate options to improve efficiency of right turn movements from Reilly Street into Hume Highway and provide further advice at a future meeting.

GB16 - Feodore Drive, Cecil Hills – Enquiry About Installation of a Recent Bus Shelter and Relocation of an Existing Bus Stop

The Committee noted that a suitable location has not been identified for the bus stop to be relocated and would be retained at the current location.

GB17 - Frederick Road, Cecil Hills – Request for Parking Enforcement at an Existing Bus Zone

The Committee noted that Council would request its rangers to include the area in their regular patrol to enforce the applicable parking restriction.

GB18 - Heavy Vehicle Parking in Residential Areas within the LGA

The Committee noted that Council's Community Standards Team has been requested to patrol and enforce the road rules requirements which prohibit heavy vehicle parking in residential areas.

GB19 - Sixth Avenue, Austral – Enquiry about Road Closure and its Impact on the Existing Bus Route

The Committee noted that Council would investigate and provide a response to the Member for Leppington.

GB20 - Bird Walton Avenue, Middleton Grange – Concern about Traffic Speed

The Committee noted that Council would investigate and provide a response to the Member for Leppington.

GB21 - T-Way close to Brickmakers Creek – Request for Installation of Historical Photos at Bus Shelters

The Committee noted that Council and Transit Systems would discuss arrangements for the installation of the historical photographs at the bus shelters.

GB22 - Anzac Road, Wattle Grove – Enquiry about Road Works Sign

The Committee noted that Council would investigate and provide further advice at a future meeting.

FINANCIAL IMPLICATIONS

The actions contained in the minutes are funded as outlined in the table below, with costings provided in the confidential attachment:

Item	Description	Funding, Indicative Cost and Timing
1	Fifteenth Avenue and Edmondson Avenue Intersection, Austral – Request for Roundabout	Funding – Council’s minor traffic facilities program Indicative Cost – \$60,000 Timing – December 2023
2	Spencer Road near Leopold Street, Cecil Hills – Request to Improve Pedestrian Safety	Funding – Council’s minor traffic facilities program Indicative Cost – \$30,000 Timing – November 2023
3	Flynn Avenue, Middleton Grange – Request for Raised Pedestrian Crossing	Funding – Developer (Thomas Hassall Anglican College). No cost to Council. Timing – Dependent on the developer’s construction program.
4	Edmondson Park and Carnes Hill City Centres – Proposed Traffic Calming Devices to Establish 40km/h High Pedestrian Activity Areas	Funding – 2023-24 Safe Speed HPAA program. TfNSW block funding Indicative Cost – \$1,680,000 Timing – June 2024
5	Kurrajong Road and Mowbray Road Intersection, Preston – Proposed Signalised Intersection Upgrade	Funding – Council’s Capital Budget and Blackspot Funding Program. TfNSW block funding Indicative Cost – \$1,300,000 Timing – June 2024
6	Campbell Street and Castlereagh Street Intersection, Liverpool – Request for Median Island	Funding – Council’s Capital Budget or 2024-25 Federal Blackspot Funding Program Indicative Cost – \$150,000 Timing – December 2024
7	Green Valley Road, Green Valley – Request for Traffic Calming Devices	Funding – Council’s minor traffic facilities program. Indicative Cost – \$100,000 Timing – June 2024

8	Bardia Parade, Holsworthy – Request for Treatment to Address Speeding Concern	Funding – Council’s minor traffic facilities program. Indicative Cost – \$40,000 Timing – December 2024
9	Lachlan Street, Drummond Street and Forbes Street, Liverpool - Liverpool Public School Development – Proposed Pedestrian Crossing and Pedestrian Refuges	NSW School Infrastructure funded. No cost to Council.
10	Items Approved Under Delegated Authority	Funding – TfNSW block grant to Council Indicative Cost – \$5,000 Timing – July 2023

CONSIDERATIONS

Economic	There are no economic considerations.
Environment	Promote an integrated and user friendly public transport service. Support the delivery of a range of transport options. Deliver and maintain a range of transport related infrastructure such as footpaths, bus shelters and bikeways. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
Social	There are no social and cultural considerations.
Legislative	NSW Roads Act 1993 and Traffic Management Act
Risk	The risk is deemed to be Low.

ATTACHMENTS

1. Liverpool Local Traffic Committee Meeting Minutes - 19 July 2023 (Under separate cover)
2. Attachment Booklet (Under separate cover)

CTTE 03

**Minutes of the Aboriginal Consultative
Committee meeting held on 2 June 2023**

Strategic Objective	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
File Ref	250625.2023
Report By	Jacqueline Newsome - Coordinator Community Development
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

This report is tabled to present the Minutes of the Aboriginal Consultative Committee Meeting held on 2 June 2023.

RECOMMENDATION

That Council receives and notes the Minutes of the Aboriginal Consultative Committee Meeting held on 2 June 2023.

REPORT

The Minutes of the Aboriginal Consultative Committee meeting held on 2 June 2023 are attached for the information of Council.

The minutes contain the following actions or Committee recommendations:

- Council to convene a further meeting with interested members of the ACC to support the accuracy in the dual naming protocols.

FINANCIAL IMPLICATIONS

None of the actions contained in the minutes will have a financial impact on Council.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Preserve and maintain heritage, both landscape and cultural as urban development takes place. Promote community harmony and address discrimination.
Civic Leadership	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.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Minutes of the Aboriginal Consultative Committee meeting held on 2 June 2023



This meeting was recorded for minute taking purposes

MINUTES FROM ABORIGINAL CONSULTATIVE COMMITTEE MEETING 1 June 2023

COUNCILLORS:

Councillor Betty Green

Liverpool City Council (**Chairperson**)

COMMITTEE MEMBERS:

Sandy Oldfield
Warren Oldfield
Emma Eldridge
Darrell Fabar
Judy Fabar
Steve Ingram
Stephen Dobell-Brown
Kerianne Garrard
Christine Nickel

Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member
Community Member
Aboriginal Community Member
Aboriginal Community Member

COUNCIL ATTENDEES:

Michael Anderson
Tim Gavan
Scott Sidhom

Community Development Worker First Nations
Strategic Property Consultant
Coordinator City Design and Public Domain

GUEST SPEAKERS:

Angela Stephens
Mirelle Gasking

Strategic Spaces Consultant – Civic Place
Built - Contractors

APOLOGIES:

Auntie Gayle Smith
Ruth Maginness
Kathy Musico

Aboriginal Community Member
Aboriginal Community Member
Aboriginal Community Member



1. WELCOME, PREVIOUS MINUTES AND APOLOGIES

Councillor Green opened the meeting at 6pm welcomed all in attendance. Apologies were noted.

Emma Eldridge acknowledged the traditional custodians of the land, the Cabrogal Clan of the Dharug nation, and paid respects to Elders past, present, and emerging.

The minutes of the previous meeting held on 2 March were accepted as a true record of that meeting.

Accepted: Emma Eldridge

Seconded: Sandy Oldfield

2. DECLARATIONS OF INTEREST

Nil.

3. GUEST SPEAKERS – Civic Place Dual Naming

Tim Gavan, Strategic Property Consultant Liverpool City Council and Angela Stephens, Strategic Places Consultant presented to the Committee on the process undertaken for dual naming of meeting rooms and spaces in the new Civic Place.

Committee members raised concerns on the dual naming process and the appropriateness and spelling of the names selected. It was recommended by the Committee that further consultation should occur with the members to ensure appropriate spelling, context and accuracy for the names. It was further recommended that relevant local Elders be engaged in this process.

Action: Council to convene a further meeting with interested members of the ACC to support accuracy in the dual naming protocols.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Committee involvement in NAIDOC Week planning

The Major Events team advised that there was not further involvement from the Committee in the NAIDOC committee due to a lack of interest. Information was shared amongst Committee members to request involvement, however there was no response. Council will continue to liaise with the Committee on planning for future NAIDOC Week activities.



5. GENERAL BUSINESS

5.1 Reconciliation Action Plan

The Reconciliation Action Plan has been placed on public exhibition for comment by the community. Committee members were encouraged to review the plan on Council's website and provide feedback.

5.1 Code of Conduct training

Committee members were advised of the need for Code of Conduct training to occur for all Committees across Council. This training will be provided at an upcoming Committee meeting.

5.2 Naming Protocols

Committee members were advised that the Gandangara, Tharawal and Deerubbin Land Councils have all been contacted for comment on the changes to the Naming Protocols. No feedback has been received to date.

Committee members were also advised that Council's Heritage Officer is engaging with members on appropriate names to feature on brass tiles as part of the new Civic Place development.

6. COUNCILLOR'S REPORT

Councillor Green provided the following update:

- Councillor Green spoke of her displeasure on the debate around First Nations gateway signage, noting that the recommendations provided by the Committee were not endorsed at this stage. ACC members were again concerned by this outcome;
- Council is considering a rezoning recommendation and Environmental Protection Plan around Voyager Point to support the protection of local animal habitats and the native flora and fauna present; and
- Councillor Green suggested a visit to the Western Sydney Airport and Aerotropolis site for Committee members. Councillor Green is making representations to the relevant organisations to arrange this visit and will provide further information when available.

CLOSE

Meeting closed at 8:30pm.

CTTE 04

**Minutes of the Liverpool Access Committee
Meeting held on 13 July 2023**

Strategic Objective	Healthy, Inclusive, Engaging Support an inclusive community by fostering access and equity for all
File Ref	251610.2023
Report By	Jacqueline Newsome - Coordinator Community Development
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

This report is tabled to present the Minutes of the Liverpool Access Committee meeting held on 13 July 2023.

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Liverpool Access Committee meeting held on 13 July 2023; and
2. Endorse the recommendations in the Minutes.

REPORT

The Minutes of the Liverpool Access Committee held on 13 July are attached for the information of Council.

The minutes contain the following actions or Committee action:

- Council to provide a further update at a future Committee meeting to the questions taken on notice as part of the Civic Place presentation including provision of additional accessible parking spaces, signage, heights of benches/desks, number of accessible bathrooms and operating hours of these facilities, and the speed humps being used in the carpark.

- Community Development Worker (Aged and Disability) to update the letter for the Liverpool Hospital incorporating the additional feedback of the Committee and circulate to members via email for endorsement.
- Council's Recreation team to address the cleanliness of the Changing Places facility at the Whitlam Leisure Centre and provide an update at the next meeting; and
- Council's City Planning team to provide a response on the responsibilities of building owners, tenants, and Council regarding accessibility of shops and businesses.

FINANCIAL IMPLICATIONS

There are no financial implications relating to the recommendations.

CONSIDERATIONS

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

ATTACHMENTS

1. Minutes of the Liverpool Access Committee meeting held on 13 July 2023



MINUTES FROM THE LIVERPOOL ACCESS COMMITTEE MEETING

Thursday 13 July 2023

COUNCILLORS:

Councillor Karress Rhodes

Liverpool City Council (**Chairperson**)

COMMITTEE MEMBERS

Grace Fava
Shereena Townsend
Kaye Bruce
Ellie Robertson
Theresa Tran

Community Member
Community Member
Community Member
Community Member
Community Member

COUNCIL ATTENDEES:

Paola Jamett-Caru
Mark Taylor
Tim Gavan
Andrea Giuffrida
Rebecca Tran

Community Development Worker (**Minutes**)
Acting Coordinator Community Planning
Strategic Property Consultant
Design Manager, Built
Social Work Student

APOLOGIES:

Nil



1. WELCOME, ATTENDANCE AND APOLOGIES

Councillor Rhodes welcomed the Committee and opened the meeting with an Acknowledgment of Country.

2. DECLARATIONS OF INTEREST

Nil.

3. CONFIRMATION OF PREVIOUS MINUTES

The minutes for March and May committee meetings were accepted as true records of those meetings.

Accepted: Theresa Tran

Seconded: Shereena Townsend

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Liverpool Civic Place

Tim Gavan, Strategic Property Consultant and Andrea Guiffida, Design Manager provided an update on the construction and accessibility strategy for Liverpool Civic Place development:

Structure

- Structure is complete to roof plant;
- Commercial tower roof was completed in early May 2023;
- Library tower roof was completed in December 2022;
- Library façade completed;
- Working with library staff for the move from George Street to Civic Place; and
- At the stage of filling in the building.

Lift Installation

- All lifts have been installed and commissioned; and
- Lifts system comprises of three sets of lifts including library core, commercial tower core and public domain lifts.

Scott Street Public Domain

- Area still in use as construction zone;
- Concrete platforms, pylons and planters have been formed and waterproof membrane installed;
- Ramp to library has been formed; and
- Public ramps and stairs to be completed.

Terminus Street Public Domain

- Area still in use as construction zone;
- Concrete platforms have been formed;



- Ramps and stairs to be completed; and
- Around the building there will be open spaces where the public can visit.

Committee members were encouraged to provide comments and feedback to the Civic Place development.

Question: Are the buildings connected?

Response: They are separate buildings connected at the bottom where you can go from one building to the other. The actual usable space of the library extends to the floor below. From the floor below the tower, there's a car park from which you can then access the library.

Question: There were issues with the original plans in relation to accessible parking. How is that going?

Response: There is provision for accessible parking in the car park. The primary spaces are on B3 and B4 on the bottom floors of the car park and where most of the public parking is. There are lifts into the tower and into the library from the first floor.

The accessible car spots are provisioned for an additional space almost to the size of an entire car spot to the side to allow people to exit the vehicle. There is space behind the car spot as well. The design allows at least 600mm or more behind every car space. In most instances it is 1.5m from where the wheels stop.

Question: Are there any impediments from the lift to the car park?

Response: Ramps in the car park are described at 150mm ramp over probably 8 metres, so it's shallow. A very slight ramp to make it easier for wheelchairs to get over. There are no doors or obstacles to the lifts.

Question: What is the clearance to the car park entry?

Response: There is a minimum of 2.2 metres and over accessible spots it is up to 2.5 metres.

Question: How many car spots are there in total?

Answer: The DA requires 156 public car spaces with 3 allocated accessible parking spots, and 188 private car spaces with 4 accessible parking spots. The basement floor is level 1 but there is limited parking as it is a shared space with the library (sunken library) and where there is space, car spots have been added. The majority of car park spots are located below the library.

Comment: The number of accessible parking spots are not enough for places like public libraries. Community need and demand should be given precedence over mandated requirements. Can consideration be given for more accessible parking spots?

Answer: Taken on notice.

Question: Is there any proportion of street parking allocated to accessible parking?

Answer: No, the surrounding streets do not permit parking. Entry to the car park is through Terminus Street, and Scott Street entry is for private car park users only.



Question: Will parking be free?

Answer: This is an operational question, but it is likely there will be a proportion of free parking for a limited period.

Question: What is the size of the lifts?

Answer: There are 3 sets of lifts, with the dimensions being 2m depth by 1.75m width holding a maximum of 21 passengers. Generally, wheelchairs need to be turned around to exit the lift, except in some instances where the person can exit on the other side of the lift similar to the current library. It's a predesignated lift that you can tell it where to go from the outside and it will tell you which lift to take.

Question: Will the Council Customer Service Centre be easy to get to?

Answer: There are plans to move the Customer Service Centre to the new library. There will be a flat entrance from the street and a ramp up to the library. The library has 5 levels, of which meeting rooms and study areas can be easily accessed.

Question: Can the reception desks at the library be lowered, or have a lower desk including meeting rooms?

Answer: This is being investigated. Update to be provided at a later date.

Comment: Can signage be considered near the lifts. The directory board in the library may not be enough.

Answer: Taken on notice.

Question: How many accessible bathrooms are there?

Answer: There will be one on every floor. The library will have six toilets and the tower will have at least 13 toilets. There is provision for changing place bathroom in the library but will need to confirm how many. There will be a hoist.

Question: Will the toilets be closed after 5pm as originally planned?

Answer: This is an operational matter. The question will be referred to library staff for a response.

Question: From the street access for parking, is it possible to tell how many of those accessible spots are available before you go into the car park? If there is not much that can be done with additional accessible parking at least make it an easier experience by letting people know how many spots are available. Can technology be used similar to Westfields?

Answer: Taken on notice.

Comment: It would be great to see the plans for the changing places bathrooms. This is a wish list but having an animal assistance rest area would be great. Fake grass areas for animals to go to the bathroom. We are seeing more and more assistance animals in the community, and we need to build in for that to be a reality.



Question: Will the café have fixed chairs? This makes it difficult for wheelchair users to get past.

Response: This is undecided as there is no tenant at the moment. But as part of the fit out, the prospective tenant will be expected to furnish the space to reflect the diversity of people.

Comment: Further to the café, can the bench spaces be accommodated so that people in wheelchairs can have eye contact when placing orders with the café staff. Usually there is glass panel in the way, and it makes it difficult to have a conversation.

Question: When will the building be completed?

Answer: The building will be completed at the end of October. Council will be moving in at the beginning of next year. The library will be finished in October, however logistically moving in will need to be planned with library staff as factors such as HSC and Christmas need to be considered.

Question: Is there provision for senior citizens and mothers with prams parking? This needs to be considered separately to accessible parking.

Answer: There is a dedicated car bay on basement level 3 for minibuses with direct library and lift access for seniors group day trips to the library. But there are no additional spaces for seniors and mothers.

Comment: This is why the 3 allocated accessible parking spaces are not enough as there are different groups in the community competing for the same parking spots. Perhaps consideration can be given where wheelchair accessible parking is only permitted to those that need it.

Question: What kind of speed humps will be used? Some are better than others. The rounded ones are much smoother than the squared speedhumps.

Answer: Taken on notice.

An invitation to the official opening of Civic Place to be shared with the Committee in due course.

ACTION: Council to provide a further update at a future Committee meeting to the questions taken on notice as part of the Civic Place presentation including provision of additional accessible parking spaces, signage, heights of benches/desks, number of accessible bathrooms and operating hours of these facilities, and the speed humps being used in the carpark.

4.2 Woodward Park

Mark Taylor, Acting Coordinator Community Planning provided an update to Woodward Park:

- Council has received substantial funding from WestInvest for several projects including Carnes Hill, Light Horse Park and Woodward Park;



- The Woodward Park Masterplan is a long-term vision towards what Woodward Park can be in terms of an overall precinct being made up of relocated leisure and aquatic centre event space starting to address issues like internal access roads;
- 1km in length with riparian width of 500m, the naturalisation will provide revitalised open green space that increases availability and accessibility to a unique park and natural environment that is steeped in our past and will now be part of our future;
- Improvements to the Brickmakers Creek will deliver a regional playground for immediate and future generations both in Liverpool and beyond. The project will incorporate First Nations culture and passive and active recreation for the growing South West Sydney of all abilities;
- The concept plan has a number of sensory items and accessible features in the design;
- Most of the elements within the space will be accessible in terms of design and layout in terms of walkways and site access;
- Still at very early stages of design to get to the next level of development application. Comment will be invited from the committee on the detailed design when it is developed; and
- Project has a 4-year window from when Council receives the funding to delivery.

Committee members were encouraged to provide comments and feedback to the Woodward Park development.

Question: Why is only a portion of the park and not the whole park being developed? It doesn't make sense to only focus on a small section of the park that is flood-prone and facing the T-Way.

Answer: WestInvest funding was given to only focus on the Brickmakers Creek section of the park. The project aims to naturalise and transform the area into a regional space centred around urban greening and nature play with water cooling. The Masterplan provides a high-level projection of what the overall area will look like, but development can only be carried out in stages.

Question: Do the wheelchair accessible swings cater for motorised or manual wheelchairs?

Answer: At the detailed design stage we can look at some of the equipment that is available. We will work with anyone that is interested in terms of the equipment selection. For example, the Liberty swing design is not necessarily an inclusive piece of equipment. We are happy to take some feedback and test out some current supplies to find out what is the best basic equipment to buy for this facility. As it is a regional play space, it will probably be the premium, in terms of size and numbers of features we can get in there.

Question: Is there going to be consideration to use soft cushioning material so people in wheelchairs and kids in wheelchairs can access everything at the park?

Answer: The landscape architects will also investigate those features. Sometimes decisions are based on a mixture of budget and Australian standards. We will always work through it and create accessible ways to get to certain pieces of equipment. Committee members are



welcome to provide advice and assistance when we get to that detailed design stage that we are going through over the next 12 months.

Question: How will the project impact organisations working in the area?

Answer: All the projects follow similarly to what has been done with Phillips Park where a detailed program is developed for each project. When we do a major upgrade, we will have stakeholder engagement across neighbouring properties. There is the internal WestInvest team that will have communication and a stakeholder component.

Councillor Rhodes invited Mark Taylor to future Committee meetings to provide further updates to the Woodward Park project as it rolls out including other projects of interest to the Committee.

4.3 Liverpool Hospital upgrade

The contents to the letter addressed to the Liverpool Hospital Executive Team regarding access issues was tabled at the meeting for comment and endorsement.

Committee members raised some additional concerns to include in the letter. It was agreed that the Community Development Worker (Aged and Disability) would update the letter accordingly and circulate to Committee members via email for endorsement.

ACTION: Community Development Worker (Aged and Disability) to update the letter the Liverpool Hospital incorporating the additional feedback of the Committee and circulate to members via email for endorsement.

5. ACCESS NOTIFICATIONS

5.1 Changing Places facility – Whitlam Leisure Centre

The changing places toilet at the Whitlam Leisure Centre is not maintained clean. The times it has been used it is dirty. Can something be done about this?

ACTION: Council's Recreation team to address the cleanliness of the Changing Places facility at the Whitlam Leisure Centre and provide an update at the next meeting.

5.2 Businesses on Railway Street

Some shops and businesses along Railway Street have accessibility issues including steps leading into the shop and no ramp. Is it the responsibility of landlords to ensure accessibility measures are undertaken when the premises is being rented out to a tenant? Whose responsibility is it for fitting fire alarms? Does Council have requirements?

ACTION: Council's City Planning team to provide a response on the responsibilities of building owners, tenants and Council with regard to accessibility of shops and businesses.



6 GENERAL BUSINESS

6.1 Access Committee Membership Expression of Interest (EOI)

Expressions of Interest (EOI) to join the Committee have been received. A report will be presented to August Council meeting for endorsement. The new Committee members will be joining the meeting in September.

CLOSE

Meeting closed at 2.58pm

Next meeting 17 September 2023.

CTTE 05	Minutes of Liverpool Sport Committee Meeting held 26 July 2023
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Strategic Objective	Healthy, Inclusive, Engaging Improve liveability and quality of life for the community by delivering vibrant parks, places and facilities
File Ref	271445.2023
Report By	Craig Lambeth - Acting Manager Community Recreation
Approved By	Tina Bono - Director Community & Lifestyle

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Liverpool Sports Committee Meeting held on 26 July 2023.

RECOMMENDATION

That Council:

3. Receives and notes the Minutes of the Liverpool Sports Committee Meeting held on 26 July 2023.
2. Endorse the recommendations in the Minutes.

REPORT

The Minutes of the Liverpool Sports Committee held on 26 July 2023 are attached for the information of Council.

The minutes contain the following actions or Committee recommendations:

- *That the Liverpool Sports Committee endorses the following applications for Sporting Grants:*

<i>Applicant</i>	<i>Amount</i>
<i>Western Sydney BMX</i>	<i>\$4,740</i>
<i>Liverpool City Little Athletics</i>	<i>\$4,900</i>
TOTAL	\$9,640

- *That the Sports Committee supports the Sporting Donation applications, meeting the specified criteria, as described in the supporting Memo; and*

That applicants who have not met the criteria are provided with an opportunity to re-submit their application for consideration at the next sports committee meeting containing all supporting documentation.

A summary of applications received is contained below:

Applicant	Sport	Amount	Comment
Isaac Braganza	Hockey	\$400	
Nayesha Gounder	Gymnastics	\$300	
Sofia Iannello	Gymnastics	\$300	
Alice Christensen	Judo	\$500	
Raven Pyda	Athletics	\$0	Does not meet criteria
Thomas Trainor	Judo	\$500	
Amelia Trainor	Judo	\$300	
Maya Gillies	Basketball	\$0	Does not meet criteria
Draven Fatu	Baseball	\$500	
Molly Tovey	Gymnastics	\$300	
Mariam Arifaki	Baseball	\$300	
Ruth Ifejika	Athletics	\$200	
Jack Orchard	Taekwondo	\$500	
Vanish Maini	Martial Arts	\$500	
Jay Kirk	Rugby League	\$500	
Jizelle Sibai	Tennis	\$500	
TOTAL		\$5,600	

- *That the Liverpool Council Sport Committee notes and supports Councils resolution to increase the amount for sporting grants.*

The Sporting Grants program is amended to reflect the following.

<i>State Representation</i>	<i>\$200</i>	<i>Competitors, and Coaches representing NSW in their chosen sport* within NSW</i>
	<i>\$400</i>	<i>Competitors and Coaches representing NSW in their chosen sport* outside of NSW</i>
<i>National Representation</i>	<i>\$600</i>	<i>Competitors and Coaches representing Australia in their chosen sport* within Australia and New Zealand</i>
	<i>\$800</i>	<i>Competitors and Coaches representing Australia in their chosen sport* outside of Australia and New Zealand.</i>

Sport is defined as an organised activity governed by a state sporting organisation, school sporting body or equivalent and recognised by the Australian Sports Commission.

FINANCIAL IMPLICATIONS

Council allows for the following amounts to support the sporting grants and donations program each year:

	Sporting Grants	Sporting Donations
Annual Amount	\$40,000	\$30,000
Awarded to Date	\$9,640	\$5,600
Remaining	\$30,360	\$24,440

	2023/24	2024/25	2025/26
Operating budget / LTFP impact	\$0	\$0	\$0
Capital budget impact			
Ongoing unbudgeted impact to opex from capital expenditure			
Unbudgeted impact to unrestricted cash			
Funding source			

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	There are no legislative considerations relating to this report.
Risk	There is no risk associated with this report.

ATTACHMENTS

1. Minutes Sports Committee Meeting 26 July 2023



Minutes

MINUTES OF LIVERPOOL SPORTS COMMITTEE

Held

Wednesday 26 July 2023
7.00pm

1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Welcome to all members noting:

Alistair Dobson has stood down from his role as Secretary with Liverpool Archery with sports committee representation being taken over by Peter Velloff.

Apologies: Councillor Richard Ammoun – Council Representative

CONFIRMATION OF QUORUM

At any committee meeting the presence of 30% of delegates constitutes a quorum. If no quorum is present within 20 minutes of the advertised time of the meeting, the meeting must be postponed. 30% of delegates were present and formal decisions may be ratified.

2. ATTENDEES AND APOLOGIES

COMMITTEE MEMBERS PRESENT:

Jeanette Bartam	Liverpool PSSA representing DET school sport
Peter Velloff	Representing Liverpool City Archers
Daniel Di Lucca	Tennis First , representing tennis
Craig Hardman	Prestons Robins representing Athletics
Nathan Gilbert	Moorebank Hockey representing Hockey
Monica Nastasi	Werriwa Dog Training Club
Brian Martin	NSW Barefoot Waterski Club, representing Club <100 members

OTHER ATTENDEES:

Nick Pengly	Sport and Recreation Coordinator, Liverpool City Council
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APOLOGIES:

Alex Simmons	Area Manager, representing leisure centre operations
Tony Jackson	Southern Districts Softball Association, representing Softball
Sam Thompson	AFL NSW, representing AFL
Jake Brightwell	NSW Rugby League, representing Rugby League
Fiona Heath	Moorebank Royal Baseball, representing Baseball
Peter Moore	Fairfield Liverpool Cricket Association, representing Cricket



Minutes

Melissa King
Greg Blaxland
Ron Hughes

Liverpool Netball Association, representing Netball
Liverpool Basketball Association representing Basketball
Southern Districts Soccer Football Association, representing Football (Soccer)

3. GENERAL BUSINESS

3.1. Sporting Grants and Donations (Refer Report Attached)

Council seeks to enhance the use of public funds through well-managed grant processes. Grant programs are linked to the Council's goals and provide an integrated approach to growing Liverpool socially, culturally, economically and environmentally

Council allows for the following amounts to support the sporting grants and donations program each year:

- Sporting Grants: \$40,000
- Sporting Donations: \$30,000

Sport Grants

Two applications were received as detailed below:

1. Western Sydney BMX Club

Purpose: The club's request for a marquee to provide shade and cover for volunteers and attendees aligns with the Ground Development - Minor Capital Improvements category. The club's contribution of \$300 demonstrates their commitment to the project.

2. Liverpool City Little Athletics

Purpose: Repairing and refurbishing the hurdles is essential for the club's functioning, and it falls under the Sporting Equipment and Maintenance Equipment category. Given the damage caused by floods in 2022, funding this request will be beneficial for the club.

Total Recommended Sport Grants Funding: \$9,640

Resolution: *That the Liverpool Sports Committee endorses the following applications for Sporting Grants:*



Minutes

<i>Applicant</i>	<i>Amount</i>
<i>Western Sydney BMX</i>	<i>\$4,740</i>
<i>Liverpool City Little Athletics</i>	<i>\$4,900</i>
TOTAL	\$9,640

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

Sporting Donations

The following applications were assessed:

Applicant	Sport	Amount	Comment
Isaac Braganza	Hockey	\$400	
Nayesha Gounder	Gymnastics	\$300	
Sofia Iannello	Gymnastics	\$300	
Alice Christensen	Judo	\$500	
Raven Pyda	Athletics	\$0	Does not meet criteria
Thomas Trainor	Judo	\$500	
Amelia Trainor	Judo	\$300	
Maya Gillies	Basketball	\$0	Does not meet criteria
Draven Fatu	Baseball	\$500	
Molly Tovey	Gymnastics	\$300	
Mariam Arifaki	Baseball	\$300	
Ruth Ifejika	Athletics	\$200	
Jack Orchard	Taekwondo	\$500	
Vanish Maini	Martial Arts	\$500	
Jay Kirk	Rugby League	\$500	
Jizelle Sibai	Tennis	\$500	
TOTAL		\$5,600	

The Committee noted that two (2) applications did not meet the specified criteria – in both cases applicants did not provide supporting documentation from their nominated state sporting association.



Minutes

Resolution: *That the Sports Committee supports the Sporting Donation applications, meeting the specified criteria, as described in the supporting Memo; and*

That applicants who have not met the criteria are provided an opportunity to re-submit their application for consideration at the next sports committee meeting containing all supporting documentation

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

3.2. Amendments to the Sporting Grants and Donation Policy

At the Council Meeting held 7 July 2023, Council resolved to amend the Grants, Donations and Community Sponsorship Policy. The resolution from Council specified that:

- a) *Council places the amended Policy on public exhibition for a period of 28 days subject to the following amendments:*
- b) *Point 7.9.2. relating to sporting donations, that council staff rework the available funds to be more broader and increase the amount for sporting grants to individuals and report back to Council with a recommendation for amounts.*

Resolution: *That the Liverpool Council Sport Committee notes and supports Councils resolution to increase the amount for sporting grants;*

The Sporting Grants program is amended to reflect the following

<i>State Representation</i>	<i>\$200</i>	<i>Competitors, and Coaches representing NSW in their chosen sport* within NSW</i>
	<i>\$400</i>	<i>Competitors and Coaches representing NSW in their chosen sport* outside of NSW</i>
<i>National Representation</i>	<i>\$600</i>	<i>Competitors and Coaches representing Australia in their chosen sport* within Australia and New Zealand</i>
	<i>\$800</i>	<i>Competitors and Coaches representing Australia in their chosen sport* outside of Australia and New Zealand.</i>

* Sport is defined as an organised activity governed by a state sporting organisation, school sporting body or equivalent and recognised by the Australian Sports Commission.



Minutes

That the award of Sporting Grants is limited to one successful application for State and National representation in any financial year;

That state or national representation is based on a merit selection process defined by the state sporting organisation, school sporting body and recognised by the Australian Sports Committee.

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

3.3. Hire Agreements and Licences

An overview of the 2023/24 fees and charges for Sportsfield Hire was provided.

Resolution: That the information be received and noted.

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

4. CLOSE

Meeting Close at 8.45pm

CTTE 06

**Minutes of the Audit, Risk and Improvement
Committee meeting held on 21 July 2023**

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	273711.2023
Report By	George Hampouris - Head of Audit, Risk and Improvement
Approved By	Michelle Mcilvenny - Director Customer & Business Performance

EXECUTIVE SUMMARY

This report is tabled in order to present the Minutes of the Audit, Risk and Improvement Committee (ARIC) Meeting held on 21 July 2023.

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 July 2023; and
2. Endorse the recommendations in the Minutes.

REPORT

The Minutes of the Audit, Risk and Improvement Committee held on 21 July 2023 are attached for the information of Council and endorsement of its recommendations. The Minutes identify a number of actions that require Council staff to undertake, none of which will have any financial impact on Council.

FINANCIAL IMPLICATIONS

No recommendations pertaining to these minutes will require financial resources to implement.

CONSIDERATIONS

Economic	There are no economic and financial considerations.
Environment	There are no environmental and sustainability considerations.
Social	There are no social and cultural considerations.
Civic Leadership	Provide information about Council's services, roles and decision making processes. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
Legislative	Local Government Act 1993, sections 8B and 23A.
Risk	The risk associated with this report is low.

ATTACHMENTS

1. Liverpool Council ARIC Minutes 21 July 23



Audit, Risk and Improvement Committee Minutes

21 July 2023 - Level 6 Boardroom, 35 Scott Street, Liverpool - 9.30am-12.30pm

Committee Members Present:

Andrew Mcleod	Chairperson (Online), Independent Member
Sheridan Dudley	Independent Member
Robert Lagaida	Independent Member
Karress Rhodes	Councillor
Peter Harle	Councillor (Online)

Attendees:

John Ajaka	Chief Executive Officer
Farooq Portelli	Director Corporate Support
Michelle Mcilvenny	Director Customer and Business Performance
Jason Breton	Director Operations (Online)
Lina Kakish	Director Planning and Compliance
Vishwa Nadan	Chief Financial Officer
Jessica Saliba	Acting Manager Council and Executive Services
Julie Scott	Acting Director City Futures
Craig Knappick	Chief People Officer (Online)
Tim Gavan	Strategic Property Consultant
Hany Kamel	Audit & Risk Coordinator
Christopher Guthrie	Coordinator Business Development
Lawrissa Chan	NSW Audit Office, Director, Financial Audit Services (Online)
Craig Thomason	NSW Audit Office (Online)

1. WELCOME / OPENING

The Chairperson welcomed attendees and opened the meeting at 9:32am.

2. APOLOGIES

George Hampouris Head of Audit, Risk and Improvement

3. DECLARATIONS OF INTEREST

There were no declarations of interest

4. CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Audit, Risk & Improvement Committee Meeting held on 14 April 2023 be confirmed as a true record of that meeting.

5. ACTION TRACKING FROM MINUTES

No items of business under this section

13. GENERAL BUSINESS

The Committee brought forward item 13.2 and then item 13.1 for discussion and resolution.

13.2 ARIC resolution tracking- brought forward

The Committee prefers that the actions completed and those outstanding within the ARIC resolution document are separated within the register for ease of visibility.

ACTION- Review the Resolution Register to include Risk rating to assist in determining the prioritisation of their completion.

ACTION- That the actions completed and the actions still outstanding within the ARIC resolution document are separated with the register and dealt with as an item of business after the minute endorsement.

ARIC RESOLUTION

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

13.1 CEO Organisational Update – Brought Forward

The CEO welcomed Michelle McIlvenny the newly appointed Director Customer and Business Performance to the team.

The CEO provided an organisational structure update and noted that a sixth director will be appointed for City Futures by the end of August.

The CEO indicated that Stage 2 of the organisational re-structure was in its last stages of consultation and anticipates that it will be finalised and approved by Council at the end of August.

The CEO indicated that the Internal Ombudsman function was being transitioned to a “Complaints and Investigation” position within the existing structure. The CEO noted that most Councils with Internal Ombudsman functions were subject to being in administration and this position was a legacy of the past. The CEO noted that extensive consultation and

analysis occurred prior to reaching this decision. The change was supported by all committee members.

The CEO provided a copy of a letter from the Audit Office detailing interactions with PricewaterhouseCoopers.

The CEO also advised that over recent period the organisation has worked to resolve outstanding requests from OLG and ICAC which was an excellent result.

ACTION – An Organisational chart is to be provided to the Committee

ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives a verbal organisational quarterly update from the CEO and that this item be included as a separate Agenda Item immediately following the Confirmation of the Minutes.

6. FINANCIAL & PERFORMANCE MANAGEMENT

6.1 Long Term Financial Plan/Budget (LTFP)

The CFO provided the Committee with an overview of Council's Long Term Financial Plan (LTFP).

The Committee had questions on the assumptions applied within Council's LTFP pertaining to the asset management plan and depreciation.

The CFO confirmed that depreciation of Liverpool Civic Place (LCP) has been included in the version of the LTFP tabled. In addition, the CFO advised that asset renewals have been included in the capital works program and this is therefore factored into the LTFP.

The Committee advised that the Asset Management Plan should be updated to ensure that the asset assumptions applied in the LTFP were up to date.

The Director Corporate Support confirmed that the Asset Management Plan is current and was reviewed as part of the LTFP process. Notwithstanding this, the CEO was expecting that management update its Asset Management Plan in a year's time which will then result in a more up to date LTFP.

The Director Corporate Support provided an update on the asset management process and discussed the future options of divesting some of Council's portfolio to fund other areas of Council's rapid growth and ensure sustainability.

The CEO has requested an extensive report on all assets to examine asset utilisation and a project has commenced to review existing sites in order to generate a maximum return on investment. Once report is completed, the CEO will take it to Council for consideration.

The CFO has advised that CPI and salary growth - an average of 2.5-3% has been factored in the LTFP.

The Committee noted that the LTFP does not factor in the best case (optimistic) and worst case (pessimistic) scenarios adequately. It would benefit from additions of risk considerations and opportunities, specifically around the Aerotropolis due to its importance to the LGA.

ACTION – The Committee recommends that the LTFP includes a target for self-generated revenue for the life of the plan. In addition, there should be improved visibility of what the acceptable ratios are and what Council's target ratio is.

ACTION – Explore opportunities for the Directors to take improved ownership of Council's financial outcomes against the LTFP assumptions.

ACTION- Council should consider including clear assumptions and measures into its LTFP.

ACTION – The Committee has requested an update to the LTFP to include "in accordance with the Reserves Policy" under the Cash and Reserves section.

ACTION – The Committee has requested for an updated LTFP to be tabled in October 2023.

ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receives and notes this report.

6.2 Credit card policy

The CFO provided an overview and advised that Council has performed a gap analysis and will be bring an update policy to the October 2023 ARIC meeting.

The CEO advised that the allocation of credit cards has been strict and this position is reflected in the policy, to support effective controls in this high risk area.

ACTION – Credit card policy will be tabled in October 2023.

ARIC RESOLUTION

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

6.3 Interim Management Letter (Addendum Item)

The CFO provided an overview and took questions.

The Director Corporate Services responded to the question about the Segregation of Duties issues identified in Aurion, indicating that it will be rectified once the team has been resourced appropriately.

ARIC RESOLUTION

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

7. GOVERNANCE, COMPLIANCE AND INTERNAL CONTROL

7.1 Governance Report - January 2023 - June 2023

The Committee expressed concern with the 146 overdue policies and procedures.

The Director Corporate Support has indicated that he has worked with all Directors to agree on a plan to have them reviewed and updated in a timely manner.

The Committee also discussed the approach to communicating policies and procedures and the need for them to be Plain English and easy to read. The Committee also indicated that the review timeframes should reflect the risk level of the document.

The Committee raised questions around secondary employment approvals and how the decision making could be centralised. It was clarified that Governance only keeps a register of secondary employment and approval lies with the respective Manager and Director.

The Committee also expressed concerns with the number of compliance obligations being managed and suggested opportunities to improve the approach.

The Committee had concerns with the lack of information surrounding the legislation identified as “partially complies”.

The Committee commented on the use of the word “oversee” with regards to referencing Council’s Probity advisory functions as typically the word “advise” would be more appropriate.

ACTION – That the Governance Team meet with Penrith Council to review their approach to managing and reporting on compliance obligations.

ACTION – That the Committee receive a report on the establishment of the Probity Advisor panel and how it will be used to minimise risk and address any potential issues.

ACTION – With respect to legislative compliance reporting, more detail should be provided about the methodology for allocation of compliance levels.

ARIC RESOLUTION

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

7.2 Ombudsman Report

The Committee discussed opportunities for this report to provide better information through the use of graphs and additional information. In addition, the reference the Committee noted that there was not enough information surrounding the term “non business items”.

ACTION – The Committee recommends the inclusion of community compliments, improved explanations, including the definition of “Non business items” and trend analysis breakdown in future reports.

ARIC RESOLUTION

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

8. RISK MANAGEMENT

No items of business were tabled.

9. INTERNAL AUDIT

9.1 2023/24 Internal Audit plan

The Committee commented on the manual workflow audit which was included on the 23/24 Annual Plan. The Committee noted that it shouldn't be assumed that digitising a process will solve a problem. Therefore, not every manual workflow needs to be digital.

The Committee recommended that the Conflict of Interest audit scope include a review of risk treatments to manage those conflicts.

The Committee advised that the Internal Audit Plan should include risk ratings. The Committee would like the Internal Audit Plan reviewed to include more front facing audits (community focused).

The Committee advised that fire safety compliance is a necessary audit due to Council's history in managing this area. Therefore, it is recommended that it is retained in the plan.

The Committee sought clarification on the budget identified in the 4 Year Strategic Plan and whether it was sufficient to undertake the audits identified.

The conversation moved to risk management more generally where the Committee noted that Council should reframe its Climate Change risk to “adapting to climate change”. This is a far more practicable approach towards risk-managing climate related risks.

ACTION – The Audit Scope for each audit is circulated to the Committee prior to each audit being commenced.

ACTION – That the Internal Audit Plan includes risk ratings

ACTION – That Council includes the inherent risk and not the residual risk rating in the Assurance Map.

ACTION – That Council review the adequacy of \$50,000 budget for support for external audits.

ARIC RESOLUTION

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

9.2 Internal Audit Report

The Committee noted that for future Super User Access audits consideration should be given to whether:

- 1 Super users were authorised
- 2 Changes by super users were authorised
3. Changes made in the remit of the super users were authorised

The Committee suggested that further testing is required as a sample of 10 seems statistically invalid in the Customer Experience Audit given how large the data set is.

The Committee raised concerns with the timeframes for the management response in the Customer Experience Audit. The Committee recommended that further details of actions undertaken is included in these responses.

ACTION – Council to provide a timeframe on when the review of Council's Charters will be completed.

ACTION – Management provide more detail on how they will address the Customer Experience audit recommendations

ARIC RESOLUTION

That the Audit, Risk & Improvement Committee notes the audit activities report and outcomes from audits undertaken.

10. SERVICE REVIEWS AND IMPROVEMENTS

No items of business were tabled.

11. ARIC SUPPORT

11.1 Strategic ARIC Work Plan

The Committee reviewed the ARIC work plan and endorsed it subject to inclusions and suggestions as outlined below;

ACTION – Committee recommends to rename the “strategic work plan” to “Annual ARIC Work Plan”

ACTION – To schedule an ARIC review of the Annual Financial Statements prior to its being tabled and endorsed by Council.

Action- That Cyber Security is included in the IT Disaster Recovery Planning item.

Action- To remove the “secretariat support” line item from the Work Plan. The need for secretariat support alterations should be raised by exception rather at set intervals through the work plan.

Action- To include a status tracking table for the Work Plan.

ARIC RESOLUTION

That the Audit, Risk & Improvement Committee endorse the ARIC Work Plan for July 2023 to December 2024.

11.2 ARIC assessment questionnaire outcomes

ARIC RESOLUTION

That the Audit, Risk & Improvement Committee:

1. Receive and note the 2022/23 “ARIC Self-Assessment” and “ARIC attendee assessment” questionnaire.
2. Notes that in 2023/24, year on year trend data will be reported on
3. That a reconciliation between the agenda and the ARIC workplan be included as a standing item

12. SPECIAL AGENDA ITEMS

Nil

13. GENERAL BUSINESS

Note that items 13.1 and 13.2 are captured in the minutes (under Section 5) to reflect the order of business.

13.3 Western Sydney Aerotropolis City Deal - risk and opportunities review

Acting Director City Futures highlighted significant government change over the last few weeks and that the Aerotropolis Authority and the Greater Cities Commission (GCC) have now moved into the Department of Planning and Environment.

There are continuing risks and opportunities faced by all levels of Government to ensure success of the Aerotropolis in relation to funding, infrastructure and ability to approve Development Applications.

The Committee recommended that Liverpool Council forward plan sufficiently to ensure that they can provide the services for Bradfield in the long term.

Councillor Harle has concerns about the future costs to the drainage of naturalised water channels and will be a major financial risk and has not been taken into consideration in the plan, which in turn becomes a burden for Council.

ACTION – The CEO advised any relevant updates received through his scheduled City Deal meetings will be communicated to the Committee when this item is re-tabled at the next ARIC meeting.

ARIC RESOLUTION

That the WSA risk and opportunities review item be re-tabled to the next ARIC meeting and included after the “CEO organisational update”.

13.4 Compliance training

The Committee has commented that the quality of the online training is critical and it will need to ensure that knowledge questions are asked to ensure that staff appropriately review the content and understanding is tested.

Council has advised knowledge questions are being asked and have condensed the ten compliance training items into four.

ARIC RESOLUTION

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

14 Liverpool City Place (LCP) (Confidential)

Project Manager of LCP discussed some of the risks pertaining to the LCP project and how these are being mitigated.

Early 2024 will be the projected date for Council's move in date into LCP.

ARIC RESOLUTION

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

15 CLOSE

The Chairperson closed the meeting at 12:47pm.

16 NEXT MEETING

Friday, 13 October 2023, Level 6 Boardroom, 35 Scott Street, Liverpool, 9:30 am – 12:30 pm

QWN 01

Question with Notice - Cllr Green - Restructure

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	273729.2023

QUESTION WITH NOTICE

Please address the following:

The current organisational restructure, including directorate changes, have been in progress for several months.

Can Council provide:

A report of the organisational restructure including but not limited to:

- a. The progress of the restructure

Basically, the corporate structure is completed as at the 30 August 2023 Council meeting although there are a few smaller teams that will be progressed during September through the Joint Consultative Committee process with the union as well as ongoing tweaking which is always possible on an ongoing basis.

- b. Number of positions including full and/or part time deleted and/or made redundant and the affected Directorate/s

Three from Community and lifestyles all managed and negotiated with relevant staff.

Two from Corporate Support (Internal Ombudsman and Deputy IO) replaced with a Complaints and Investigation Lead to be located within Governance.

- c. Number of newly created positions including full and/or part-time including enhancement of seniority or award or remuneration of the created position and in which Directorate/s

Seven (7) new in Futures being 1 Director, 2 Managers and 4 technical/support staff.

Three (3) in Community and Lifestyles (Co-Ordinator Recreation and Community (amalgamation of 2 roles), Venues Coordinator and Visitors Economy)

Four (4) in Corporate Support (Recruitment, Property Officers x 2), Senior Investigation Officer

Four (4) in Planning and Compliance (2 Managers, 1 Coordinator and 1 technical/administration officer)

Twenty-eight (28) in Operations

Four (4) in Civil maintenance (footpath)

Three (3) in open space operatives

Seven (7) in facilities management

Thirteen (13) in Operations Support – trades and other operatives

One (1) in resource recovery

- d. Confirm the final number of Directorates of the organisation and its corresponding Director.

There are six final confirmed directorates of the organisation and these consist of:

City Futures	Shayne Mallard
Operations	Jason Breton
Community and Lifestyle	Tina Bono
Planning and Compliance	Lina Kakish
Customer and Business performance	Michelle Mcilvenny
Corporate Support	Farooq Portell

ATTACHMENTS

Nil

QWN 02	Question with Notice - Clr Green - Progress of Tree Planting and Monitoring of Liverpool's Tree Canopy
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Strategic Objective	Liveable, Sustainable, Resilient Protect and enhance our natural environment and increase the city's resilience to the effects of natural hazards, shocks and stresses
File Ref	273963.2023

QUESTION WITH NOTICE

Liverpool's tree canopy is stated as less than 10% (*Liverpool Climate Action Plan* pg6.). The recent LEP Review Survey indicated the natural environment is strongly supported by residents (*LEP Review Project Q11*) with public submissions stating the importance of trees with residents requesting increased tree canopy, the retention of trees and bush regeneration.

Additionally, submissions indicated the management of urban heat as very important. It is well established that a key measure in reducing urban heat is increasing the vegetation and tree coverage. Modelling based on research undertaken by the NSW Office of Environment and Heritage found for every 10% increase in tree coverage can result in reduced land temperatures by more than 1C.

Increased temperatures in the form of heatwaves are expected to be more frequent, hotter and longer as the climate changes has direct impact of human health and wellbeing. The Community Action Plan refers to the development of urban heat resilience and of greening standards (*Liverpool Climate Action Plan, 2022, pg18*)

Could Council advise:

- 1. What strategies will or have been implemented or integrated to encourage urban greening, minimizing urban heat and mitigating climate change in the assessment of development applications?**

Council is currently developing a new tree management framework. This will involve updating Council's Tree Management Policy, developing a Tree Management Strategy and associated guidelines, and reviewing pertinent sections of Council's Development Control Plan.

The Tree Management Strategy, which is currently being drafted, aims to increase the extent and quality of the urban canopy cover. Canopy cover analysis is being refined as part of the Strategy development, with preliminary assessment indicating that the canopy cover for the LGA is approximately 20-26%. Canopy cover targets and monitoring are proposed to be included within the Strategy. A key focus is to ensure that species selection is suitable for our changing climate, and targeting canopy cover increases in urban areas with extensive planting opportunities.

- 2. What efforts have been made towards increasing and/or maintaining Liverpool's tree canopy?**
 - a. Is there a defined tree planting goal?**
 - b. How many trees are planted annually?**

The Tree Management Strategy will include canopy cover targets. This approach is considered to a more robust way to respond to this issue given that planting goals alone do not recognise factors such as canopy size at maturity and planting success.

Council's tree team have forecast that approximately 800 trees will be planted in a calendar year under their works program.

During National Tree Day 2023, 3200 plants were installed at Gough Park, Cecil Hills.

Council has been successful in applying for grants over the last few years to contribute to the urban canopy cover, including the following projects:

- Georges River Casula Parklands – 210 trees
- Street Tree Program, Bugong St Prestons – 50 trees
- Liverpool City Centre Urban Forest – 335 trees
- Apex Park Upgrade – 801 trees

Council's current Tree Management Policy requires that for each tree removed either by council or private resident that one tree of 15L size is to be replanted as close to

the position of the removed tree. It is anticipated that the revised policy or Tree Management Strategy will include (or exceed) this replacement planting requirement.

- 3. In the protection of green cover including trees on private land, what measures are available for Council in instances where unauthorized removal of bushland and /or vegetation occurs?**

In accordance with Council's Enforcement Policy and the relevant legislation, there are a wide range of options Council can take when unauthorised land clearing has been observed, subject to obtaining the required standard of evidence. Council may choose to issue warnings/cautions, Penalty Notices (on the spot fines), commence proceedings in the Local Court (jurisdictional limit of \$100,000) or for the most serious offences a prosecution in the NSW Land and Environment Court (NSWLEC) where there is a maximum penalty of \$5 Million. Council can also take civil proceedings either by way of Restoration Orders or requiring offenders to restore areas via obtaining Court Orders in the NSW LEC

- 4. What proactive measures has/can Council take in discouraging the unauthorised removal of bushland, especially native vegetation?**

The implementation phase of the Cumberland Plain Conservation Plan includes a monitoring program by DPE of potential unauthorised clearing events based on the review of aerial photography. Council intends to raise public awareness of this monitoring to act as a disincentive for unauthorised clearing.

Council's Environment Restoration Plan program includes community planting activities to raise community awareness and ownership of local bushland areas. Plant selection for these events includes, but is not limited to, canopy species to improve and expand bushland areas for biodiversity outcomes. This program has the additional benefit of expanding canopy cover, among other community and biodiversity outcomes. It is anticipated that by raising awareness and ownership, community members will be less likely to vandalise natural areas and report any unauthorised activities they observe.

ATTACHMENTS

Nil

NOM 01

Keeping Cats and Wildlife Safe

Strategic Objective	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
File Ref	270802.2023
Author	Karress Rhodes - Councillor

BACKGROUND

Legislative reforms are required to ensure responsible ownership of cats that would keep them safe, while preventing predation on wildlife.

Pet cats are both a valued companion animal and one of the world's most successful predators. Pet cats allowed to freely roam outside kill an estimated 323 million native Australian animals and an additional 223 non-native animals annually.

Despite these impacts on our native wildlife, the NSW Companion Animals Act 1998 does not currently include requirements for cats to be secured at home and prevented from roaming, this is often termed a cat curfew or cat containment. NSW and WA are the only States in Australia that do not enable councils to consider cat containment through State legislation. For example, the respective companion animal management legislation in Victoria, Tasmania, Queensland, and South Australia supports local governments to create locally specific laws for pet containment.

Councils should have the flexibility to introduce containment policies in consultation with the local community that meet the specific needs of their area and community, including phase-in periods, selection of which areas within their jurisdiction the policy applies and monitoring frameworks including consideration of resource allocation.

I call on Council to support my call for the NSW Government to make amendments to the *Companion Animals Act 1998* that would equip local governments with the necessary powers to implement cat containment at a local level.

NOTICE OF MOTION

1) That council notes that:

- a) Keeping cats at home is the safest option for wildlife, community and the cats themselves.
- b) Pet cats allowed to freely roam outside kill an estimated 323 million native Australian animals and an additional 223 non-native animals annually.^{1, 2}
- c) Roaming cats are a direct threat to species which are found in our local bushland.
- d) Unlike in other states and territories, the NSW Companion Animals Act 1998 does not currently allow local councils the flexibility to introduce cat containment policies in consultation with the local community that meet the specific needs of their area and protect local wildlife.
- e) Cat containment and responsible pet ownership policies would require cat owners to keep their pet within the bounds of their property, as is currently the case for dogs, livestock and other pets.
- f) The Local Government Association of NSW supports “Amendments to legislation to enable councils to more effectively manage the nuisance effects of cats on residents and wildlife, including streamlining the process of animal registration and limiting the roaming of cats beyond their owner’s property.”³
- g) Cats that are kept safely at home live up to 10 years longer. According to the RSPCA NSW, two in three cat owners have lost a cat to a roaming-related incident and one in three to a car accident⁴.
- h) The NSW Government through the NSW Environmental Trust is working with RSPCA NSW and 11 councils to deliver the ‘Keeping Cats Safe at Home’ project to encourage owners to improve responsible pet ownership and reduce the number of roaming pet and stray cats through education and subsidised desexing programs.

¹ Legge, S, Woinarski, JCZ, Dickman CR, Murphy, BP, Leigh-Ann, W & Calver MC 2020, ‘We need to worry about Bella and Charlie: the impacts of pet cats on Australian Wildlife’, *Wildlife Research*.

² Stobo-Wilson et al. 2011, ‘Counting the bodies: estimating the numbers and spatial variation of Australian reptiles, birds and mammals killed by two invasive mesopredators’, *Diversity and Distributions*.

³ Local Government NSW Policy Platform, April 2022. Available at: https://www.lgnsw.org.au/common/Uploaded%20files/Policy/LGNSW_Policy_Platform_2022_V2.pdf

⁴ RSPCA NSW Keeping Cats Safe at Home project. Viewable at: <https://www.rspcasw.org.au/keeping-cats-safe/>

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- i) In addition to cat containment, desexing pet cats is a key practice that can help reduce the number of roaming cats that result from unintentional breeding and animal abandonment.
- 2) That Council write to the Minister and Shadow Ministers for Local Government, Environment and Animal Welfare; our local Members of Parliament; the NSW Greens and independent Members of Parliament drawing their attention to this motion and calling for:**
- i. Changes to the Companion Animals Act 1998 to bring NSW into line with other states and territories by allowing local government to introduce cat containment policies in consultation with the local community that meet the specific needs of their area and community, including phase-in periods, selection of areas within the LGA to which the policy applies, monitoring frameworks and resource allocation.
 - ii. The establishment of a \$10 million three-year state-wide grant program to support councils to implement domestic cat containment policies and associated responsible cat ownership programs to increase containment, desexing, identification and registration.
 - iii. Implementation of a state-wide 'Safe cat, safe wildlife' campaign that includes the development of a central, state-wide online platform, in consultation with councils, relevant agencies and animal welfare bodies to make responsible pet ownership information easily accessible.
- 3) That Liverpool Council shares the Invasive Species Council, Birdlife Australia, Australian Wildlife Society, Nature Conservation Council of NSW and WIRES support website to enable Councillors to register their individual support for the matters raised in this motion.**
- 4) Supplied attachments to form part of the presentation of this motion Attachment 2 - Sydney Morning Herald article 9 June - death toll of cats
Attachment 3 – NSW Responsible Pet Ownership
Letter Help Advocate for Cat Containment**

CHIEF EXECUTIVE OFFICER'S COMMENT

Council recognises that cat containment or curfew is the most secure choice for wildlife preservation. Nevertheless, it is important to note that any changes to regulations mandating the confinement of domestic cats would necessitate enforcement measures, such as impounding cats found roaming.

Council does not have the required resources for such endeavors, and while negotiations are currently underway for a potential agreement with an animal shelter concerning abandoned dogs, no provisions or plans have been made to address the issue of cats roaming freely.

Council continues to promote to the community the benefits of desexing and responsible pet ownership through education campaigns and programs aimed at providing free or subsidised services to our residents.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

ATTACHMENTS

1. Letter - Help advocate for cat containment in NSW
2. Sydney Morning Herald Article 9 June - death toll of cats
3. NSW Responsible Pet Ownership Briefing



Nature
Conservation
Council
The voice for
nature in NSW



Address for reply:

candicebartlett@invasives.org.au

9 August 2023

Re: Help advocate for cat containment in NSW to save wildlife and keep cats safe

Dear Councillor,

On behalf of the Invasive Species Council, Birdlife Australia, Australian Wildlife Society, Nature Conservation Council of NSW and WIRES, **I am writing to seek your support, and the support of your council, to advocate for important changes to NSW law to allow local governments to introduce cat containment policies.**

As you may be aware from [recent media coverage](#), NSW and WA are the only states that do not allow local governments to introduce cat curfews, whether that be dawn-to-dusk or 24/7. In Victoria for example, over 38 councils have cat containment rules, but this is prohibited in NSW by outdated laws. A simple change in the NSW *Companion Animals Act 1998* would give this power to councils like yours (see **[attached](#)** briefing note for more details).

We are aware this is a change that many councils have publicly called for in recent years, but we are asking for your help now as, with a new NSW Government, there is an opportunity to change the law.

As you may be aware, keeping cats contained safely at home is the best thing cat owners can do to protect wildlife, community and the cats themselves.

When pet cats are allowed to freely roam beyond their property they are at greater risk of injury and premature death. According to the RSPCA, cats kept safely at home live up to 10 years longer and 2 in 3 cat owners have lost a cat due to a roaming-related accident, 1 in 3 to a car accident. This is why **major animal organisations, like RSPCA Australia and PETA recommend keeping cats at home 24/7.**

As an alliance of environmental organisations, our interest lies in the dual benefit that 24/7 cat containment offers wildlife. **New research estimates that 323 million native animals are killed in Australia each year by cats whose owners allow them to freely roam.** This poses a threat to our native mammals, birds, reptiles and frogs that persist in our towns and bushland.

We can't change a cat's natural behaviour, but **we can support better choices by cat owners.**

To help drive this important change we are asking you to please:

1. **Pass a Council motion** in support of cat containment and write to your local state member, the NSW Minister and Shadow Ministers for Local Government, Environment and Animal Welfare to convey the council's position and seek their support (see **[attached](#)** template motion)
2. As an individual, express your support by **adding your name to our list of councillors that support 24/7 cat containment.** You can add your signature by email or via this link:
<https://invasives.org.au/nsw-councillor-cat-containment-sign-up/>

To assist you, we have **attached** a proposed motion of support which we would be grateful if passed at your next meeting. Please let us know if you plan to do so and we would be happy to support you.

We strongly believe that current and future cat **owners should be required to house their cat/s on their property in a way that it cannot escape and freely roam.** Similar to the currently accepted social and legal

expectations for the owners of dogs, birds, livestock and other companion animals. Encouraging responsible cat ownership is a simple way we can protect wildlife that are under pressure from multiple other threats, including habitat destruction, urban spread and climate change.

If you have any questions or would like to arrange a briefing, please contact me on 0447 810 028 or candicebartlett@invasives.org.au

We look forward to hearing from you,

Yours sincerely,



Candice Bartlett
Conservation officer (domestic cats)
Invasive Species Council
Ph: 0447 810 028
E: candicebartlett@invasives.org.au

On behalf of:

- Birdlife Australia
- Australian Wildlife Society
- Nature Conservation Council of NSW
- WIRES

[The staggering death toll of roaming pet cats finally revealed](#)



By [Laura Chung](#)

June 9, 2023 — 6.00am

Sydney Morning Herald

Link:

<https://www.smh.com.au/environment/conservation/the-staggering-death-toll-of-roaming-pet-cats-finally-revealed-20230606-p5de8u.html>

Domestic cats will kill more than a quarter of a billion native animals in Greater Sydney and Melbourne during the next four years unless stricter pet regulations are introduced.

New research by the Australian National University conducted for the Biodiversity Council, Invasive Species Council and Birdlife Australia found that roaming pet cats kill 546 million animals a year in Australia, 323 million of which are native animals.

The research also found that pet cats kill 6000 to 11,000 native animals per square kilometre each year in urban areas. In some jurisdictions, local councils have [the power to implement](#) pet management restrictions, such as cat curfews.

It showed that 71 per cent of pet cats in Australia are able to roam and that 78 per cent of those cats hunted. It also showed that those cats did not bring home 85 per cent of the animals they killed.

Co-author of the new report, Australian National University ecologist Professor Sarah Legge, further crunched the data to determine cat ownership in each major city as well as the annual death toll to native wildlife from pet cats.

She found there were more than one million cats each in Greater Sydney and Greater Melbourne, in which about 767,000 and 730,000 pet cats roamed respectively each year. These cats kill about 65 million native animals annually in Greater Sydney and 62 million annually in Greater Melbourne.

She used more than 60 studies to quantify how many animals are killed by pet cats on average, and then applied that to the number of cats in each major city.

Legge said her research also found that hunting pet cats kill 30 to 50 times more native animals per square kilometre in suburbs due to inflated density than feral cats kill per square kilometre in the bush.

Advertisement

This means that while feral cats kill four times more animals per year, there are between 54 and 100 roaming and hunting cats per square kilometre in suburbs compared with only one feral cat for every three to four square kilometres in the bush.

“Managing pet cat impacts is much easier than managing feral cats,” she said. “It also makes pet cat lives four times longer [if they are contained], than roaming cats.”



The yellow line shows how far a pet cat allowed to roam overnight wandered during one night in Lithgow. *CREDIT: CENTRAL TABLELANDS LOCAL LAND SERVICES*

In Victoria, councils can order cat owners to keep pets inside during specific hours. Last year, the Australian Capital Territory began a district-wide curfew for cats bought after July 1.

NSW and Western Australia remain the only states that have no restrictions. Cat owners in NSW can either take matters into their own hands by building cat enclosures or keeping their pets on leashes, or they can let their domestic cats roam free at the expense of native wildlife.

In NSW, 14 councils – including Hornsby Shire Council, Blue Mountains Council and Wollongong City Council – have supported the introduction of stricter regulation since 2018.

Blue Mountains Council Mayor Mark Greenhill said councils had no power when it came to implementing regulation on cat curfews, but could raise awareness about the impact roaming pet cats had on the environment.

“We have a role to play,” he said. “We can raise our voice to say that governments at all levels need to promote, as best they can, responsible cat ownership. Am I in favour of reasonable and sensible regulation that would maximise the amount of time cats spend indoors and away from harming themselves and wildlife? Yes.”

Councils maintain tougher regulations for dog ownership, including that the owner must take preventative action from allowing dogs to roam free with [fines for those that fail to do so](#).



Some owners in NSW keep their cats in enclosures to ensure their safety, as well as that of local wildlife. *CREDIT: PETER RAE*

A spokesperson for the NSW Minister for Local Government Ron Hoenig said the government acknowledged the challenges being faced by local councils in terms of roaming cats and their impact on native fauna.

“The NSW government is committed to working, and consulting, with councils, local communities and concerned stakeholders in relation to cat management,” he said.

Jaana Dielenberg, spokesperson for the Biodiversity Council and co-author of the research, said she was a doting cat owner who kept her feline companion inside 24 hours a day over wildlife concerns.

“I don’t feel like cat containment is just about personal choices, because my non-cat owning neighbours also have a right to be able to enjoy birds and other wildlife,” she said.

“I know containment is also best for the welfare of my cat and avoids expensive vet bills. I frequently hear stories from cat owners who allow their cats outside about their pets being attacked by dogs, hit by cars and even being accidentally locked in a neighbour’s shed for two weeks.”



Jaana Dielenberg, of Melbourne University's Biodiversity Council, keeps her cat Apollo inside to make sure local wildlife is safe. *CREDIT: DAN PELED*

"Apollo is really happy with his life indoors and on our balcony and loves to have cuddles and play with us. In fact, based on detailed research I'm likely to be saving 110 native animals per year."

Invasive Species Council conservation officer Candice Bartlett said pet ownership had increased dramatically during the pandemic, which was adding more pressure to native wildlife that was already dealing with habitat destruction, urban spread and climate change.

"We want to legislate containment," she said. "[Pet owners should be] responsible for having cats under control all the time. We know that cats predate on birds and mammals and frogs."

For Bartlett, the issue is also personal. When she was in university, her landlord's cat used to roam around their home. It once brought her a sugar glider that it had caught, and that died. It was then that the impact cats can have on wildlife clicked for her. She's since adopted the cat, and keeps it inside.

"I love my cat," she said. "They're one of my favourite animals. But that's why I know the best thing to do is to keep cats contained."

About [100 of Australia's unique flora and fauna species have been wiped off the planet](#) since colonisation, including 34 mammals. Foxes and cats were responsible for 25 of the native mammal extinctions. The rate of loss, which is as comprehensive as anywhere else on earth, [has not slowed](#) over the past 200 years.

Safe cat, safe wildlife: Fostering responsible pet ownership in New South Wales



Recommendations in brief

- Amend the *NSW Companion Animals Act 1998* to enable local governments to enforce anti-roaming laws for pet cats at a local level.
- Allocate a minimum of \$9 million to fund compliance, education, desexing, identification and registration programs.
- Encourage local governments to develop companion animal management plans.
- Develop a state-wide web resource for pet owners.
- Streamline pet identification and registration processes.
- Make desexing mandatory state-wide.

The impact of roaming pet cats

Cats are both a valued companion animal and one of the world's most successful predators.

There are 4.9 million pet cats in Australia and rising.

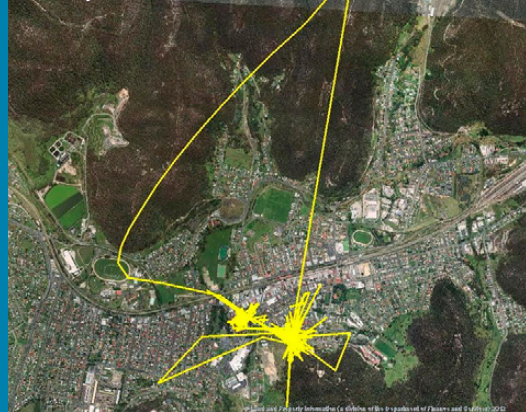
Pet cats that are allowed to freely roam outside kill an estimated 527 million animals annually, the majority native. This equates to an average of 186 animals killed each year per free-roaming, hunting pet cat¹.

Cats have strong natural hunting instincts; when given the opportunity, pet cats will hunt, regardless of whether they've been fed or not. The majority (up to 85%) of prey are not brought home¹.

More than 3 million Australians love or care for cats; almost a third of Australian households keep pet cats and research suggests that **the majority of cat owners (70%) allow their cats to freely roam** all or part of the day, although this level can vary greatly across jurisdictions¹.

¹ Legge, S, Woinarski, JCZ, Dickman, CR, Murphy BP, Woolley, LA & Calver, MC 2020, 'We need to worry about Bella and Charlie: the impacts of pet cats on Australian wildlife', *Wildlife Research*, vol. 47, pp. 523-539.

Movements of a roaming pet cat fitted with a GPS collar. Photo by Central Tablelands Local Land Services



GPS data reveals the secret life of pets. The map above shows the movements of Semi, a cat from Lithgow, who ventures into nearby bushland. Australian research using GPS-tracking collars from over 400 pet cats has shown that **pet cats roam as much as 30 hectares around their home base, although the average area a pet cat roams is 2 hectares.** Two hectares is equivalent to around 40 house yards! (Data: Roetman, P, Tingle, H, Litchfield, C, Chiera, B, Quinton, G, Kikillus, H et al. 2017, 'Cat tracker South Australia: understanding pet cats through citizen science', University of South Australia, Adelaide.)



Each year pet cats kill 90 million native birds, including rainbow lorikeets. Photo by Anna Tarasovich

Current constraints in NSW

The NSW *Companion Animals Act 1998* sets out the duties and responsibilities of pet owners. These are enforced at a local government level. However, the *Act* currently provides limited controls for the management of free-roaming pet cats by local government.

NSW local governments can prohibit the presence of cats in very specific circumstances, namely, prohibition from food and consumption areas and areas declared wildlife protection areas.

The *Act* does not allow local governments to regulate roaming cats generally. This presents a major challenge for increasing responsible pet ownership in the state.

Responsible pet ownership laws

The most effective solution to prevent pet cats preying on native animals is for owners to keep them indoors and only provide controlled access to the outdoors via a cat run, cat-proof fencing, a harness and leash or similar. This is often termed 'cat containment' or a '24/7 curfew'. This can also have significant benefits for pet cat health, through reduced risk of injury and disease. In fact, **pet cats that are responsibly kept at home can live up to 10 years longer than if they were free-roaming².**

Alternate solutions, such as predation-inhibiting devices offer a sub-optimal solution. For example, cat bibs, a collar-mounted pounce protector, only reduce predation success by 50%³.

In 2021 the NSW Environmental Trust invested \$2.4 million in a four-year project, 'Keeping Cats Safe at Home.' The project is being delivered by RSPCA NSW in close partnership with 11 local governments. The project starts to provide further resources and interventions to improve the way people care for their cats and increase the practice of cat containment through a behaviour change and education lens.

Social research has identified a desire by local governments for powers under the *Companion Animals Act 1998* to enforce cat containment to meet local needs, as an additional management strategy in the toolkit⁴.

'Cat containment' has been recommended or supported by a broad suite of organisations:

- **Local Government NSW (LGNW)** has consistently identified the need for stronger legislation. Their current policy platform advocates for 'amendments to legislation to enable councils to more effectively manage the nuisance effects of cats on residents and wildlife, including... limiting the roaming of cats beyond their owner's property'.
- In 2021 the **National Threatened Species Recovery Hub** surveyed 240 local governments and recommended creating strong, enabling legislation for pet cat management that includes 'mandatory requirements to keep cats contained to the owner's property, or under equivalent control e.g. on a leash, or in a carrier) when off-property.'

2 RSPCA NSW, <https://www.rspcansw.org.au/keeping-cats-safe/cat-lovers-2>

3 Calver, M, Thomas, S, Bradley, S & McCutcheon, H 2007, 'Reducing the rate of predation on wildlife by pet cats: the efficacy and practicability of collar-mounted pounce protectors', *Science Direct*, vol. 137, pp. 341-348

4 Nou, T, Legge, S, Woinarski, J, Dielenberg, J & Garrard, G 2021, 'The management of cats by local governments of Australia', Threatened Species Recovery Hub, National Environmental Science Programme, Brisbane.

Case study:

What impact can a single cat have?

A single free-roaming cat can detrimentally affect sensitive species – not only through direct predation, but secondary effects. In Mandurah, Western Australia, one unregistered, desexed male cat entered a protected breeding colony of fairy terns. Over a period of three weeks, regular predation and disturbance by the cat caused the complete reproductive failure of all 111 nests; 6 adults and multiple chicks were directly killed and the remaining birds abandoned their nests. The presence of one cat meant the bird colony failed to produce a single chick that made it to the end of nesting season¹.



Roaming pet cat spotted at the fairy tern sanctuary.
Photo by Claire Greenwell.

1 Greenwell, CN, Calver, MC & Loneragan, NR 2019, 'Cat gets its tern: a case study of predation on a threatened coastal seabird', *Animals*, vol. 8, pp. 445.

- In 2017-18 **RSPCA Australia** reviewed best practice cat management and identified 'education programs are needed to increase the acceptance and uptake of 24-hour cat containment, with subsequent regulation in areas of high conservation value.
- The 2016 **NSW Natural Resources Commission** (NRC) state-wide review of pest animal management recommended the NSW Government 'revise the current regulatory arrangements to make the declaration and enforcement of cat containment areas by local government more effective'. The NRC recognised that reducing the threat cats pose to biodiversity requires the holistic management of both domestic and feral cats.



Each year pet cats kill 143 million native reptiles, including the blue-tongued skink. Photo by MTSofan

Minor amendments to the *Companion Animals Act 1998* could create an enabling environment for local governments to enforce containment measures that meet their community's needs and expectations, and would complement the current 'Keeping Cats Safe at Home' project.

The success of mandatory cat containment will be dependent on active enforcement and public awareness of its requirement. The recommendations outlined below will ensure councils that opt-in to improve the management of pet cats in their area are better resourced to support compliance with the *Companion Animals Act 1998*.

Such laws would help shift the norms around how cats are cared for – encouraging owners to keep their pet cats safe, while preventing predation on wildlife. **Previous social research has found that a majority of Australians would support mandatory cat containment⁵.**

⁵ Toukhsati, SR, Young, E, Bennett, PC & Coleman, GJ 2012, 'Wandering cats: attitudes and behaviours towards cat containment in Australia', *Anthrozoos*, vol. 25, pp. 61-74.

A win for all: wildlife, cats and community

Cats can live up to 10 years longer when they aren't allowed to roam away from home.

All cat owners have a responsibility to their cat, their community and the environment.

Preventing pet cats from freely roaming not only helps reduce the impact on local biodiversity from hunting, but helps protect pets from contracting diseases, reduces their risk of becoming injured or killed through fighting and accidents, prevents accidental breeding, increases the opportunity for owner-animal interaction, minimises transmission of diseases like the zoonoses toxoplasmosis and reduces disturbance caused to neighbours by roaming pets¹.



Photo by Sarah Skelton

¹ RSPCA Australia, www.safeandhappycats.com.au



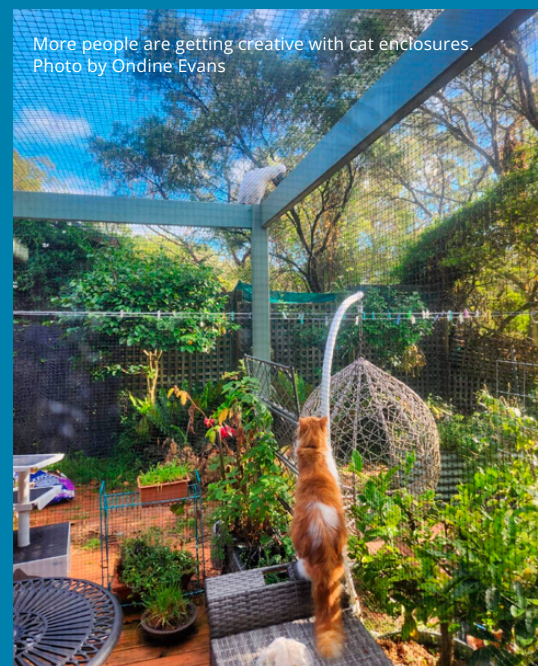
Sugar gliders are one of the native marsupials hunted by pet cats. Each year pet cats kill 88 million native mammals. Photo by Patrick Kavanagh

Aligning NSW with Australian standards

In response to the 2020 federal inquiry into the problem of feral and domestic cats, the **Australian government recommended local governments actively consider 24/7 containment options.**

NSW and WA are the only states in Australia that do not enable local governments to consider cat containment through the state legislation. For example, the respective companion animal management legislation in Victoria, Tasmania, Queensland and South Australia supports local governments to create locally-specific laws for pet containment.

There is no equivalent capacity in NSW legislation to enforce cat containment currently, however, minor amendments to the *Companion Animals Act 1998* could equip local governments with the necessary powers to consider cat containment at a local level.



More people are getting creative with cat enclosures. Photo by Ondine Evans

Recommendations

Legislative reform priorities

Amend the *Companion Animals Act 1998* to enable local governments to enforce the containment of pet cats at a local level:

- Amend the *Companion Animals Act 1998* and associated Companion Animals Regulation 2018 to allow local governments to declare entire jurisdiction, or any area within their jurisdiction, as a cat containment or curfew area for the purposes of preventing pet cats from roaming at large.
- Ensure local governments have the flexibility to introduce containment laws that meet the specific needs of their area and community, including phase-in periods, selection of which areas within their jurisdiction the policy applies and enabling community support and monitoring frameworks.



Additional opportunities for the NSW Government to reduce wildlife predation by pet cats

1. Allocate funding to support local governments to enforce compliance with the *Companion Animals Act 1998*:

- Develop a three-year **\$9 million state-wide grant program** to support local government implementation of domestic **cat containment**, including through increasing the number of rangers, education programs and subsidies for cat enclosures.
- The fund should provide multi-year funding to local governments to support employment of staff to establish and implement cat containment Orders provided for under the proposed legislative amendments.

2. Increase investment in programs that support the responsible cat ownership measures of containment, desexing, identification and registration:

- Provide funding for councils to undertake large-scale desexing, microchipping and registration programs, and fund effective education programs to encourage people to keep cats indoors.
- Extend the Keeping Cats Safe at Home project which is due to conclude in 2024 and develop a strategy to expand the program across NSW's 128 local government areas via a prioritisation process based on key biodiversity values.
- Part of this process should involve developing guides for local governments and collating all materials developed as part of the Keeping Cats Safe at Home project into a centralised resource for re-use and easy distribution.

3. Encourage local governments to develop and implement companion animal management plans that address objectives, strategies, monitoring and evaluation.

4. Fund the development of a state-wide web resource for responsible pet ownership

- In partnership with the state's animal welfare bodies develop a central, state-wide web platform that makes responsible pet ownership information easily accessible.
- This should include a map and search function that makes it easy for residents to look up the local rules that apply to pet ownership in their area, similar to the ACT cat containment and dog exercise area map.

5. Streamline pet identification and registration processes.

- Streamline the pet identification and registration into one process, rather than two separate processes.
- Transfer the NSW Pet Registry to a database managed by Service NSW and improve service to owners of companion animals by establishing self-service functions via the Service NSW app.
- Require any animal sold or given away to be registered.

6. Transition to state-wide mandatory desexing laws

- Simplify the *Companion Animals Management Act 1998* to require pet cats to be desexed by four months of age, with limited exceptions for licenced breeders, to align with existing state approaches in Western Australia, Tasmania, Australian Capital Territory, and South Australia.
- Make it mandatory for animals rehomed or sold through council pounds or rehoming organisations to be desexed, unless there is a welfare or health reason not to.

Contact us
cats@invasives.org.au
or visit invasives.org.au



NOM 02

Toda Student Exchange

Strategic Objective	Healthy, Inclusive, Engaging Deliver great and exciting events and programs for our people and visitors
File Ref	276577.2023
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BACKGROUND

Council's relationship with its sister city, Toda, stretches back 30 years. As a city with a new international airport being constructed on our doorstep, Liverpool's sister city relationship has enabled our cultural ties to enhance commercial opportunities.

A key pillar of this relationship is the student exchange program.

The exchange program allows students from Japan to be based and study at local Liverpool schools. These exchanges have been extremely successful and resulted in strong and fruitful bonds between our two cities.

With Liverpool positioning itself as the third CBD and an international airport set to open in 2026, Japan is a key relationship for our city. The future bonds that will deliver the opportunity promised by Western Sydney Airport and Bradfield, may well be formed through our sister city student exchange.

As Councillor Rhodes wisely stated in 2017:

I remind Council that the single most important objective raised by our fellow Councillors from Toda last year was their wish that Liverpool re-engage in the Student Exchange Program with them...

It would be a great disappointment to our Sister City if this was not to happen because the schools participating are from socio-economic disadvantaged areas.

Council's financial assistance to make it happen would go a long way to promoting the Program at the participating schools and ensuring greater interest and the on-going success of the program in following years.

The cultural exchange through participating schools is not to be under estimated in measuring positive outcomes, not only for the participating Students but also for the Liverpool economy by encouraging business and other cultural exchanges and opportunities that can only be of benefit to the entire Liverpool Community.

NOTICE OF MOTION

That Council direct the CEO to bring a report back to Council at the September 2023 meeting on:

1. Costs to Council in previous years specifically for the student exchange program with Toda students coming to Liverpool;
2. Potential costs to fund the student exchange program for Toda students coming to Liverpool in July 2024; and
3. Potential sources for funding the student exchange program in July 2024, including but not limited to:
 - Liverpool Council
 - Western Sydney Airport
 - Japan Local Government Centre
 - Consul General of Japan
 - AusTrade

CHIEF EXECUTIVE OFFICER'S COMMENT

Council hosted Toda Sister City students in 2019. The estimated cost to host the 10 Toda students and teachers was \$29,744. The cost included homestay networks, school charges, day tour to Scenic World, welcome and farewell functions and first nation gifts.

At the September 2022 Council Meeting, Council resolved to:

2. Maintain the Sister City relationship in a virtual/online forum, and
3. Directs the Acting CEO to discontinue the current funding for the exchange program with Toda, Japan and that the budget be redirected towards the establishment of Liverpool Tourism printed and online tourism promotional material to attract national and international visitation.

Council is currently developing the destination website, improving event promotion and booking systems and continuing ongoing tourism promotion on different platforms.

Council's Economic Development and Partnerships unit is investigating how to better engage with sister cities and will provide a report at the September Council meeting.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this recommendation.

ATTACHMENTS

Nil