

# COUNCIL AGENDA

## ORDINARY COUNCIL MEETING

29 May 2024

### BOOK 1



You are hereby notified that an **Ordinary Council Meeting** of Liverpool City Council will be held at the **LIVERPOOL CIVIC TOWER COUNCIL CHAMBERS, LEVEL 1, 50 SCOTT STREET, LIVERPOOL NSW 2170** on **Wednesday, 29 May 2024** commencing at 2:00pm. Doors to the Chambers will open at 1.50pm.

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

A handwritten signature in black ink, appearing to read "Jason Breton".

**Jason Breton**

ACTING 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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## ORDER OF BUSINESS

### Council in Closed Session

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

CONF 01 Purchase of Lot 1 DP 1203671, 210 Fifth Avenue, Austral for RE1 Public Recreation and SP2 Local Drainage

*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 Acquisition of 90 Eighteenth Avenue in Austral, Lot 153 in DP 2475.

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

CONF 03 RCL3258 - Stormwater Drainage Pipes Rehabilitation Works

*Reason: Item CONF 03 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 04 Western Sydney Infrastructure Grants Program - procurement of in-ground lighting Macquarie Street

*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 Hammondville Park – Proposed Land Sale – Consultation Update

To be provided in addendum later in the week.

**Update: this report will be brought to a future Council meeting.**

*Reason: ITEM CONF 05 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.*

**Close**



## MINUTES OF THE ORDINARY MEETING HELD ON 24 APRIL 2024

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### PRESENT:

Mayor Ned Mannoun  
 Councillor Ammoun  
 Councillor Goodman  
 Councillor Dr Green  
 Councillor Hadid OAM  
 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  
 Mr Mark Hannan, Acting Director Planning & Compliance  
 Ms Michelle McIlvenny, Director Customer Experience & Business Performance  
 Mr Shayne Mallard, Director City Futures  
 Mr Jason Breton, Director Operations  
 Mr David Galpin, General Counsel, Manager Governance, Legal and Procurement  
 Mr Vishwa Nadan, Chief Financial Officer  
 Ms Noelle Warwar, Manager Community Standards  
 Mr John Lac, Manager Project Delivery  
 Ms M'Leigh Brunetta, Manager Civic and Executive Services  
 Ms Melissa Wray, Councillor Executive and Support Officer  
 Ms Susan Ranieri, Coordinator Council and Executive Services

The meeting commenced at 2.04pm.

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### STATEMENT REGARDING WEBCASTING OF MEETING

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

The Prayer of the Council was read by Father Paul Monkerud from All Saints Catholic Church.

## NATIONAL ANTHEM

The National Anthem was played at the meeting.

### COUNCILLORS ATTENDING REMOTELY

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

**Motion:**                      **Moved: Clr Kaliyanda**                      **Seconded: Clr Green**

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

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

## APOLOGIES

NIL.

## CONDOLENCES

NIL.

## CONFIRMATION OF MINUTES

**Motion:**                      **Moved: Clr Macnaught**                      **Seconded: Clr Hadid**

That the minutes of the Ordinary Meeting held on 27 March 2024 be confirmed as a true record of that meeting.

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

## DECLARATIONS OF INTEREST

NIL.



Clr Hadid left the Chambers at 2.43pm.

Clr Hadid returned to the chambers at 2.45pm.

## **MAYORAL MINUTE**

**ITEM: MAYOR 01**  
**SUBJECT: Wakely Church Attack**  
**REPORT OF: Mayor Ned Mannoun**  
**DATE: 24 April 2024**

In light of the terrorist attack at Christ The Good Shepherd Church in Wakeley, it is with profound sadness that I address our community. The stabbing of Bishop Mar Mari Emmanuel and parish priest Father Daniel Kochou is an abhorrent act of violence that has shaken us all. Such acts of hatred have no place in our society and must be unequivocally condemned.

I extend my deepest sympathies and prayers to Bishop Emmanuel, Father Kochou, their families, the Parish and the Assyrian Community during this difficult time. I wish the Bishop Emanuel and Father Daniel Kochou a swift and full recovery from their injuries.

It is heartening to witness the astute leadership from our community leaders in the aftermath of this tragedy. I would like to acknowledge the efforts of Premier Chris Minns, Mayor Frank Carbone, David Saliba MP, and Dai Le MP for their exemplary leadership during this challenging time. Their dedication to ensuring the safety and well-being of the community is truly commendable.

I would like to also acknowledge the collective efforts of Christian and Islamic leaders in condemning the incident and calling for peace. Interfaith dialogue and cooperation are more vital now than ever before. By engaging in open and respectful conversations, we can bridge divides, dispel misconceptions, and promote harmony within our community.

In the face of such adversity, it is imperative that we stand together in solidarity, rejecting division and embracing unity. We have a responsibility to foster an environment of peace, respect, and understanding among all.

As we condemn this senseless act of violence, let us reaffirm our commitment to building a society where all individuals can worship freely and live without fear of persecution. Together, we can strive towards a future where compassion prevails over violence.

Let us continue to work tirelessly to create a more peaceful and inclusive community for all.





## MAYORAL MINUTE

**ITEM:** MAYOR 02  
**SUBJECT:** Bondi Junction Tragedy  
**REPORT OF:** Mayor Ned Mannoun  
**DATE:** 24 April 2024

I stand before you with a heavy heart as we come together to address another tragedy that has deeply affected our community. On the 13th of April 2024, a horrifying incident unfolded at Bondi Junction Westfield, where six precious lives were lost, and twelve individuals were hospitalised due to a senseless mass stabbing attack.

Our thoughts and prayers are with the victims, their families, and friends who are grappling with unimaginable grief. We extend our deepest condolences to the wider communities of Bondi and Waverly.

In the face of adversity, it is crucial to acknowledge the unwavering courage displayed by our community members and first responders who bravely confronted danger amidst chaos.

Their selfless acts of heroism exemplify the strength of our community in times of crisis. We also express gratitude to those who continue to support the ongoing investigation, victims' and mental health services, and recovery efforts, demonstrating compassion and solidarity during this challenging period.

I want to highlight the heartfelt letter of condolence sent by the Lord Mayor of Parramatta to Cr Paula Masselos, the Mayor of Waverley Council, offering our sympathies to the affected communities of Bondi and Waverly. I joined a delegation of Western Sydney Mayors to lay wreaths at the Oxford Street Mall on the 17th of April 2024, paying tribute to the victims and honouring the courageous actions of bystanders and first responders.

As we navigate through this time of profound sadness, let us come together in unity and strength. In honour of the lives lost and in solidarity with those affected, I propose that we observe another moment of silence to pay our respects to the victims of this unfathomable tragedy.

1. Acknowledges the tragic incident that occurred at Bondi Junction Westfield on April 13, 2024 and extend deepest condolences to the victims, their families, and friends, as well as the wider communities of Bondi and Waverly;
2. Recognises and commends the unwavering courage displayed by community members and first responders during the crisis;
3. Expresses gratitude to those supporting ongoing investigations, victim and mental health services, and recovery efforts; and
4. Proposes observing a minute of silence to pay respects to the victims of this tragic event.

**COUNCIL DECISION:**

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

1. Acknowledges the tragic incident that occurred at Bondi Junction Westfield on April 13, 2024 and extend deepest condolences to the victims, their families, and friends, as well as the wider communities of Bondi and Waverly;
2. Recognises and commends the unwavering courage displayed by community members and first responders during the crisis;
3. Expresses gratitude to those supporting ongoing investigations, victim and mental health services, and recovery efforts;
4. Proposes observing a minute of silence to pay respects to the victims of this tragic event; and
5. Write to the Mayor of Waverly on behalf of our community notifying them of this Mayoral Minute and the sympathies expressed within it.

On being put to the motion was declared CARRIED.

Councillors voted unanimously for this motion.

A one minute silence was then held for the victims of the Bondi Junction Westfield tragedy.

**MAYORAL MINUTE**

**ITEM:** MAYOR 03  
**SUBJECT:** Farewell and Thanks to Professor Barney Glover AO  
**REPORT OF:** Mayor Ned Mannoun  
**DATE:** 24 April 2024

I rise today to extend our heartfelt gratitude and appreciation to Professor Barney Glover AO, Vice-Chancellor and President of Western Sydney University, as he concludes his tenure and embarks on a new chapter of his distinguished career.

Professor Glover has been a stalwart partner in our city's journey towards academic excellence. His leadership at Western Sydney University has been marked by unwavering dedication to student success, impactful research, and the prosperity of our communities, both within South Western Sydney and beyond.

One of Professor Glover's enduring legacies in our city is the establishment of Liverpool's first city campus, a milestone that has played a pivotal role in elevating Liverpool as a true University City. This initiative has not only expanded educational opportunities for our residents but has also fostered a culture of learning and innovation within our community.

I would be remiss not to acknowledge Professor Glover's invaluable contributions to the Committee for Liverpool, particularly during its inaugural days. His insights, guidance, and unwavering support have been instrumental in shaping the Committee's vision and strategic direction.

I also extend my gratitude to Professor Pollock for her interim leadership during this transition period, and I am confident that under her stewardship, Western Sydney University will continue to thrive and uphold its commitment to excellence.

In reflecting on Professor Glover's distinguished career, it is impossible to overlook his numerous accolades, including his appointment as an Officer of the Order of Australia (AO) for his distinguished service to tertiary education.

As Professor Glover embarks on new endeavours, I wish him all the best in his future. His legacy will continue to inspire generations of scholars, educators, and community leaders for years to come.

Thank you, Professor Glover, for your unwavering dedication, visionary leadership, and profound impact on Western Sydney University and our city as a whole.

**RECOMMENDATION:**

That Council:

1. Formally recognises and thanks Professor Barney Glover for his outstanding service and contributions to Western Sydney University and the City of Liverpool;
2. Extends its best wishes to Professor Glover as he embarks on a new chapter of his career. We express our gratitude for his unwavering dedication, exemplary leadership, and profound impact on higher education and community development; and
3. Holds a suitable civic event to thank Professor Glover and celebrate our partnerships with WSU.

**COUNCIL DECISION:**

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

That the recommendation be adopted.

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

Mayor Mannoun advised that Council would now move into Closed Session to discuss a Confidential Mayoral Minute.

He stated that it was confidential pursuant to the provisions of s10A(2)(a) of the *Local Government Act 1993* because it contains personal matters concerning particular individuals (other than councillors).

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

**Division Called** (to go into Closed Session):

**Vote for:** Mayor Mannoun, Deputy Mayor Macnaught, Cllr Ammoun, Cllr Goodman and Cllr Hadid.

**Vote against:** Cllr Dr Green, Cllr Harle, Cllr Kaliyanda, Cllr Karnib and Cllr Rhodes.

The Motion to move into Closed Session was carried on the Mayor's casting vote.

All staff and the public were requested to leave the Chambers at 3.05pm.

Closed Session commenced following a holding period, and following the departure of all public members.

## **CLOSED SESSION**

### **CONFIDENTIAL MAYORAL MINUTE**

**ITEM:** MAYOR 05  
**REPORT OF:** Mayor Ned Mannoun  
**SUBJECT:** Chief Executive Officer dated 24 April 2024.

The Report was circulated to the Chamber and noted.

### **RECOMMENDATION:**

That Council:

1. Exercise Clause 9.8 (special leave) of the CEO's employment agreement and grant leave with pay until the matters raised in the Mayoral Minute are considered independently.
  - a. Appoint Mr. Jason Breton, Director Operations as Acting Chief Executive Officer until the matter is concluded.
2. Investigate Liverpool City Council Workplace Health and Safety concerns that are advised to be impacting organisation culture including:
  - a. Issues raised and feedback provided by USU representatives with Mayor and other Councillors on Tuesday 23 April 2024 regarding safe, acceptable and appropriate workplace culture.
  - b. Offensive chants made by attendees participating in the public gathering on Wednesday 24 April 2024, that included Council employees in the Civic Place Public Domain, specifically chanting racist religious comments.
  - c. Report back to Council on this matter.
3. Notify the Office of Local Government regarding this matter.

**COUNCIL DECISION:****Motion:** **Moved: Mayor Mannoun**

That the recommendation be adopted.

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

**Division Called:**

**Vote for:** Mayor Mannoun, Deputy Mayor Macnaught, Cllr Ammoun, Cllr Goodman, Cllr Hadid and Cllr Harle.

**Vote Against:** Cllr Green, Cllr Kaliyanda, Cllr Karnib and Cllr Rhodes.

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

That Council:

1. Investigate Liverpool City Council Workplace Health and Safety concerns that are advised to be impacting organisation culture including:
  - a. Issues raised and feedback provided by USU representatives with Mayor and other Councillors on Tuesday 23 April 2024 regarding safe, acceptable and appropriate workplace culture.
  - b. Offensive chants made by attendees participating in the public gathering on Wednesday 24 April 2024, that included Council employees in the Civic Place Public Domain, specifically chanting racist religious comments.
  - c. Report back to Council on this matter.
2. Notify the Office of Local Government regarding this matter.

Mayor Mannoun called a recess of meeting at 5.17pm.

The meeting resumed at 5.40pm in Open Session with all Councillors present. Mayor Mannoun then read the resolution (as shown above for item MAYOR 05 – Chief Executive Officer) that was carried in Closed Session.

Mayor Mannoun called a recess of meeting at 5.44pm.

## OPEN SESSION

The meeting resumed at 6.05pm in Open Session with all Councillors present.

## PUBLIC FORUM

### Representation – items on agenda

1. **Mr Gary Angel** requested his statement be read to Council on the following item:

**Item No: PLAN 04** - Post Door Knocking Report - Renaming of Street Sections Middleton Grange.

Mr Angel's statement was unable to be read in person, however requested to be read by a council officer due to the significant importance. The statement was read by Ms M'Leigh Brunetta, Manager Civic & Executive Services.

2. **Mr Joe Habib** requested to address Council on the following item:

**Item No: CFD 01** – Update Austral Park Masterplans – Craik Park and Scott Memorial Park.

Mr Habib could not attend the meeting. Cllr Harle stated that Mr Habib had been in contact with him and advised the Masterplan did not align with existing use, it was noted that feedback could be captured through Council's masterplan community engagement process.

3. **Mr Colin Harrington** would like to address Council on the following item:

**Item No: NOM 01** – WWI & WWII Honour Boards.

Mr Colin Harrington could not attend the meeting. Cllr Harle stated that Mr Harrington had been in contact with him and confirmed his support for item NOM 01.

4. **Mr Colin Harrington** would like to address Council on the following item:

**Item No: NOM 02** – Mayor and Elected Officials Photo Display.

Mr Colin Harrington could not attend the meeting. Cllr Harle stated that Mr Harrington had been in contact with him and confirmed his support for item NOM 02.



## COUNCIL DECISION

That Council:

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

Councillors voted unanimously for this motion.

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

1. Receives and notes this Report;
2. Submits a s3.22 amendment request to the Department of Planning, Housing and Infrastructure (DPHI) to amend Clause 7.42 of the *Liverpool Local Environmental Plan 2008* as per this Report; and
3. Notifies the Proponent on the outcome of the s3.22 amendment request once the determination decision is received from the DPHI.

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

Councillors voted unanimously for this motion.

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

1. Receives and notes this Report;
2. Endorses the public exhibition of the draft 'Compliance and Enforcement Policy' for a period of no less than 28 days; and
3. Notes that a Post-Exhibition Report will be bought back to a future Ordinary Meeting of Council for Council consideration.

Chairperson

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

1. Notes the outcome and feedback from residents and property owners through the door knocking exercise.
2. Supports renaming of the street sections Southern Cross Avenue/Seventeenth Avenue East and Hall Circuit to Southern Cross Avenue, Middleton Grange.
3. Supports the renumbering of properties located on the street sections Southern Cross Avenue/Seventeenth Avenue East and Hall Circuit to Southern Cross Avenue, Middleton Grange.
4. Delegates authority to the Chief Executive Officer to proceed with the process of gazettal.
5. Notes that Council staff will make Southern Cross Avenue a fixed road in an upcoming amendment to the Middleton Grange Development Control Plan.

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

Councillors voted unanimously for this motion.



**Motion:** **Moved:** Clr Harle **Seconded:** Clr Ammoun

1. Notes and receives this Report;
2. Notes that Transport for NSW is responsible for the management of fixed and mobile speed cameras on NSW public roads, in accordance with the *Road Transport (Safety and Traffic Management) Act 1999*; and
3. Continues to nominate high risk locations across the Liverpool LGA to Transport for NSW for potential mobile speed camera enforcement.

Councillors voted unanimously for this motion.

**Mayor Mannoun left the meeting at 6.20pm and Cllr Macnaught, as the Deputy Mayor became the Chairperson.**

**ITEM NO:** PLAN 07

**FILE NO:** 107145.2024

**SUBJECT:** Planning Proposal to amend the Liverpool Local Environmental Plan 2008 at 146 Newbridge Road Moorebank - Georges Cove Village

### **COUNCIL DECISION**

**Motion:**

**Moved: Cllr Harle**

**Seconded: Cllr Hadid**

That Council:

1. Endorses “in principle” the amended Planning Proposal for 146 Newbridge Road, Moorebank (Lot 1 DP 1246745) to amend Part 7, Division 2 of the *Liverpool Local Environmental Plan 2008* to permit the land use of a ‘Shop’ with a maximum Gross Floor Area of 4,000m<sup>2</sup>;
2. Requests the Proponent updates the Planning Proposal Justification Report, in-line with Recommendation 1 of this Resolution, prior to forwarding the Planning Proposal to the Department of Planning, Housing and Infrastructure for a Gateway determination;
3. Delegates to the CEO authority to make any minor amendments to the Planning Proposal if required;
4. Upon receiving an amended Planning Proposal Justification Report from the Proponent, forwards the Planning Proposal to the Department of Planning, Housing and Infrastructure pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979* for a Gateway determination;
5. Subject to Gateway determination, prepares a site-specific Development Control Plan (DCP) and undertakes community consultation for the Planning Proposal and site-specific DCP in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan 2022; and
6. Receives a further Report on the outcomes of public exhibition and community consultation.

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

Councillors voted unanimously for this motion.

**Note:** Mayor Mannoun was not in the Chambers when this item was voted on.

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

1. Notes and receives this Report;
2. Endorses the public exhibition of an amended draft Planning Agreement (VPA-49) associated with SSD-10446 at 275 Adams Road, Luddenham and draft Explanatory Notes for a minimum of 28 days in accordance with Section 7.5 of the *Environmental Planning and Assessment Act 1979* and Council's Community Participation Plan;
3. If no objections are received and no amendments are requested by the Proponent during the public exhibition period, delegate to the CEO to execute the draft Planning Agreement in the form that was publicly exhibited; and
4. If objections are received during the public exhibition period and/or any further amendments are requested by the Proponent, a further Report be prepared for Council consideration at a future Ordinary Meeting of Council.

Councillors voted unanimously for this motion.

Chairperson



**Mayor Mannoun returned to the Chambers at 6.28pm.**

## **COMMUNITY & LIFESTYLE REPORTS**

**ITEM NO:** COM 01

**FILE NO:** 091030.2024

**SUBJECT:** Report Back to Council: Illegal Drug Issues in Liverpool

## **COUNCIL DECISION**

**Motion:**

**Moved: Cllr Rhodes**

**Seconded: Cllr Harle**

That Council:

1. Receives and notes this report;
2. Notes the evidence that the Liverpool LGA has the highest number of drug related offences and incidences in the areas as shown in the report;
3. Write to South West Sydney Local Health District and request evidence of the level of funding on alcohol and other drug programs including community support based; and
4. Consider having a drug summit with relevant stakeholders to obtain information and discuss potential strategies and solutions to improve these statistics at a date convenient to Council.

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

Councillors voted unanimously for this motion.

**Mayor Mannoun resumed as Chairperson at 6.33pm.**

**ITEM NO:** COM 02

**FILE NO:** 093801.2024

**SUBJECT:** Grants Donations and Community Sponsorship Report

### **COUNCIL DECISION**

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

That Council:

1. Endorses the funding recommendation of **\$14,480** (GST exclusive) under the **Community Grant Program** for the following projects:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
The Business Concierge	Survivor Life Skills	\$10,000
Liverpool Meals on Wheels Inc	Community Meal Compliance	\$4,480

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

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Play Matters Australia	Sing & Grow Community Partnership - Austral	\$15,000

3. Endorses the funding recommendation of **\$5,000** (GST exclusive) under the **Sustainable Environment Program** for the following project:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Newbridge Height Public School Parents and Citizens Association	Newbridge Heights - Bush Tucker Garden	\$5,000

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



## CITY FUTURES REPORTS

**ITEM NO:** CFD 01

**FILE NO:** 110135.2024

**SUBJECT:** Update Austral Park Masterplans - Craik Park and Scott Memorial Park

### COUNCIL DECISION

**Motion:**

**Moved: Cllr Harle**

**Seconded: Cllr Ammoun**

That:

1. Council receives and notes the report;
2. Council approves the preferred option for Craik Park for public exhibition for community information and feedback for a period of 28 days;
3. Council approves the draft Masterplan for WV Scott Memorial Park for public exhibition for community information and feedback for a period of 28 days;
4. A further report and final masterplan to be brought back to Council at the end of the public exhibition period; and
5. A meeting with Little Athletics Austral be organised with all Councillors and relevant staff.

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











**Motion:**                      **Moved: Clr Hadid**                      **Seconded: Clr Green**

1. Notes and receives this Report; and
2. Endorses the recommendations of the Liverpool Local Traffic Committee Meeting held on 20 March 2024.

Chairperson

**Motion:**                      **Moved: Clr Hadid**                      **Seconded: Clr Green**

1. Receives and notes the Minutes of the Aboriginal Consultative Committee Meeting held on 7 March 2024; and
2. Endorse the recommendations in the Minutes.

Chairperson

**Motion:**                      **Moved: Clr Hadid**                      **Seconded: Clr Green**

1. Receives and notes the Minutes of the Governance Committee meeting held on 9 April 2024; and
2. Endorse the recommendations in the Minutes.

Chairperson

**ITEM NO:** CTTE 07  
**FILE NO:** 115219.2024  
**SUBJECT:** Minutes of the Project Control Advisory Committee Meeting held on 9 April 2024

## COUNCIL DECISION

**Motion:**                      **Moved: Clr Hadid**                      **Seconded: Clr Green**

That Council:

1. Receives and notes the Minutes of the Project Control Advisory Committee meeting held on 9 April 2024; and
2. Endorse the recommendations in the Minutes.

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

## QUESTIONS WITH NOTICE

**ITEM NO:** QWN 01

**FILE NO:** 113406.2024

**SUBJECT:** Question with Notice - Cllr Harle - Increase in illegal advertising at intersections along Hoxton Park Road

There seems to be considerable increase in illegal advertising at intersections along Hoxton Park Road. These banners, signs and posters distract drivers' attention from a busy road and cause potential safety issues.

Please address the following:

1. Could I suggest Council implement regular bi-monthly blitzes along major routes to address the issues?

### **Response (Provided by Planning and Compliance)**

Council Rangers have recommenced ongoing targeted patrols along Hoxton Park Road to ensure illegal advertising signs are removed. Council Rangers are also notifying those entities responsible for the signs about potential fines. Repeat offenders will be fined.

**ITEM NO:** QWN 02  
**FILE NO:** 113469.2024  
**SUBJECT:** Question with Notice - Cllr Harle - Vehicles parking on verges

Constituents have recently raised an emerging safety issue that seems to have worsened.

It appears there are many residents taking dangerous action to prevent vehicles parking on verges and damaging them in front of their properties. This includes placing star posts and pickets between gutters, verges and property boundaries. These pose dangerous safety risks to anyone walking past them possibly tripping and impaling themselves on sharp pickets and posts. In some instances they also prevent access to letter boxes, as do vehicles parked on verges preventing the Postman delivering mail.

I have been shown photos of pickets placed along the border of verges. Areas mentioned were at Hoxton Park Pacific Palm Circuit and Armidale Avenue.

Council needs to address the issue urgently to prevent safety issues.

**Please address the following:**

- 1. What can Council do to address the issue urgently to prevent safety issues? Does it include any policy changes and information published in social media etc?**

**Response (provided by Planning and Compliance)**

On 10 April 2024, Council Rangers conducted an audit of Armidale Avenue and Pacific Palms Circuit, Hoxton Park and engaged with the residents responsible for placing objects on Council land through door-to-door visits. Residents were informed about the public safety risks associated with using devices to deter vehicles from parking over the nature strip, with clear instructions to remove the objects. Failure to comply will result in objects being physically removed by Council.

As per Council's standard practice, any complaints received regarding objects placed on Council land will continue to be addressed as a matter of priority. Residents are encouraged to report such matters to Council's Customer Service Centre.

Regarding policy changes, the draft Parking Enforcement Policy proposes that vehicles may park with two wheels on the nature strip and two wheels on the road, provided the road has rolled-back kerbing and the parked vehicle does not obstruct driveways or footpath. However, this Policy is still under review following submissions made during public exhibition.

Given concerns raised, Council will consider revising the draft Policy to address the unauthorised use of implements used to deter motorists from parking on the nature strip.

Once the status of the draft Parking Enforcement Policy is determined, appropriate notifications will be made on social media to keep the community informed.

**ITEM NO:** QWN 03  
**FILE NO:** 115335.2024  
**SUBJECT:** Question with Notice - Deputy Mayor Macnaught - Nuwarra Road, Moorebank Resurfacing

In the recent few years there were extensive upgrades to the road surface along Nuwarra Road, Moorebank, between Heathcote Road and Brickmakers Drive.

The condition of the road at present is generally poor, and contains extensive deformity to the surface, particularly on approach to and upon the roundabout at Marshall Avenue.

Please address the following:

1. Given that the works were done so recently, is there opportunity for Council to have the contractor involved repair the surface to an acceptable standard?

**Response (provided by Operations Directorate)**

The recent roundabout works at the intersection of Nuwarra Road and Marshall Avenue were undertaken to improve traffic safety for motorists and pedestrians at this intersection.

As part of these works, the road pavement in and around these new traffic facilities were addressed with a 'holding treatment', a deliberate short to medium term treatment to correct levels and provide a trafficable surface, until more comprehensive pavement rehabilitation works could take place.

As the works were undertaken by Contractors per Council's direction, Council is unable to instruct the contractor to return to undertake repairs from a contractual standpoint.

Acknowledging the poor condition of this section of Nuwarra Road, Council's engineers have commenced investigation and design works for the full rehabilitation of this section of road to address these issues.

Investigations have recently been completed and the project is now moving on to the design stage, with an anticipated completion timeframe of July this year.

Once designs are completed and anticipated costs are quantified through a Bill of Quantities, funding sources will be sought to proceed on to the construction stage.



**ITEM NO:** QWN 04  
**FILE NO:** 117232.2024  
**SUBJECT:** Question with Notice - Clr Green - Addressing Trades Skills Shortage

The skills shortages of trades workers is well documented with recent analysis by Jobs and Skills Australia highlighting current and persisting gaps in technical trades such as electricians, fitters, and mechanics.

Apprenticeships are recognised as a viable solution to closing the skills gap with various assistance programs available to participating employers.

Please provide advice for the following:

1. Has Council a current trades skills shortage and if so:
  - a. What trades or hard to fill trade positions currently exist in Council?
2. In Council's approach to addressing hard to fill trades positions in high demand areas, has this included the active participation of Council in apprenticeship programs and if so:
  - a. How many apprentices have been employed by Council to date; and
  - b. In what trades?
3. If the active participation in apprenticeship programs has not been considered, can this be explained why this is the case?

**Response (provided by Operations Directorate)**

1. **Has Council a current trades skills shortage and if so:**
  - a. **What trades or hard to fill trade positions currently exist in Council?**

Yes, trade positions currently vacant due to a shortage or are hard to fill positions are:

Mechanics (current council salary range for mechanics is too low compared to other councils and also the market rate), Carpenters (with broad construction experience in low to medium class 2 building work), Plumbers with specialist areas of pipelining, fabricator, drainage, gas and metal roofing install and/or experience in roofing applications (water leaks). Council also need Air conditioning mechanics with general HVAC experience, Electricians with Programable Logic Controller Experience and Metal Fabricator with specialist welding skills (MIG, Stick, Arc and ability to weld Alloy).

**2. In Council's approach to addressing hard to fill trades positions in high demand areas, has this included the active participation of Council in apprenticeship programs and if so:**

- a. How many apprentices have been employed by Council to date; and**
- b. In what trades?**

Liverpool City Council (Council) currently employs the following number of trainees and apprentices:

- Community & Lifestyle Directorate – One (1) apprentice chef
- Operations Directorate – Three (3) trainees (Mechanics) apprentice

**3. If the active participation in apprenticeship programs has not been considered, can this be explained why this is the case?**

Over the past twelve months, the Council has undergone substantial organisational restructuring, resulting in a considerable number of vacancies within the newly designed framework. These vacancies, under the new leadership of the organisation, have been the top priority in ensuring councils services are provided.

The challenges posed by an ageing workforce at LCC and with a commitment to fostering opportunities for young individuals in the community, the Council has been working over the last 2 months on implementing a more formalised approach to apprenticeship recruitment as well as cadets, graduates and trainees. A proposal was put to the Executive in February 2024 after reviewing past practice and other opportunities that other councils and organisations have been undertaking. The executive approved for the next financial year for the HR team at Council to progress new programs. This initiative aims to not only address workforce demographic concerns but also to offer a viable career pathway for young people at Council in a range of entry level roles.

Currently, the Council is in the process of crafting a specialised role dedicated to coordinating apprentices, trainees, graduates, cadets, work experience participants, and volunteers. This strategic endeavour seeks to enhance opportunities for individuals across various developmental stages, thereby contributing to the broader enrichment of our workforce and community.





Liverpool City Council previously displayed Portrait photographs of Mayors and Councillors in Council Administrative buildings at the Town Hall prior to 1987, then at 1 Hoxton Park Road Administration Centre and most recently in the Francis Greenway Hall/Chamber in George Street. Council passed a Motion to include a Group photograph of all Councillors, including the Mayor representing the Governing Body of Council, be placed in Council Chambers.

1. Install a historical photo display of all former and current serving Liverpool Mayors to be showcased on an appropriate wall space in Civic Place Tower.
2. Install a photo displaying all current serving Liverpool Councillors (group) to be showcased on an appropriate wall space in Civic Place Tower and include:
  - a. the names of each of the Councillors and the ward they represent; and
  - b. Council to decide if the CEO should be included in the group photograph.

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

1. Install a historical photo display of all former and current serving Liverpool Mayors to be showcased on an appropriate wall space in Civic Place Tower.
2. Install a photo displaying all current serving Liverpool Councillors (group) to be showcased on an appropriate wall space in Civic Place Tower and include:
  - a. the names of each of the Councillors and the ward they represent.
3. Direct that this item be discussed at a Governance Committee meeting at a future date and that this matter be resolved within two (2) months.

Chairperson

**ITEM NO:** NOM 03  
**FILE NO:** 118962.2024  
**SUBJECT:** ARC Project on Employment in South-West Sydney

### **BACKGROUND**

In July 2022, Council wrote in support of proposed research and application for funding submitted to the Australian Research Council by the Multi-Disciplinary Research Team led by Dr Sukhmani Khorana, (Vice-Chancellor's Senior Research Fellow, young and Resilient Research Centre, Western Sydney University). Dr Khorana is continuing this research in her new role at the University of NSW.

The purpose of the research project is to increase understanding of the settlement and employment challenges (as well as potential) of multicultural young people in Southwest Sydney. The proposed project aligns with the Liverpool City Council's (Council) Economic Development Strategy 2019-2029 that focuses on creating more employment opportunities, an attractive environment for investment and increased community engagement. However, Council is cognisant of the fact that the realisation of this economic development strategy is dependent on empowering the local population – many of whom are migrants and refugees who call Liverpool home.

As Council, we are aware that the level of unemployment and social disadvantage among young migrants and refugees is high. With the proposed research project, there is an opportunity to generate deep understanding of the employment needs and skills requirements of young migrant and refugee young women. They will have a voice in the co-creation of solutions to socio-economic inclusion – a value we believe underpins sustainable development. Given the proposed engagement with several key stakeholders, community organisations and services, employers/local businesses and, most importantly, local young people, it is anticipated the project will contribute to the exploration and implementation of possible solutions with the aim of better settlement and employment outcomes.

Council's contribution to the project would be a total of \$15,000 cash contribution (over 3 years) and \$35,000 in in-kind support (over 3 years).

However, the research team was recently advised that Council was withdrawing their support for this project, which threatens the potential for this important research to proceed at all.

1. Reinstate their support for the ARC Project on Employment in South West Sydney, led by Dr Sukhmani Khorana of UNSW; and
2. Provide a letter of support indicating Council's willingness to meet the requirements of a Partner Organisation.

**Motion:**                      **Moved: Clr Kaliyanda**                      **Seconded: Clr Ammoun**

1. Reinstate their support for the ARC Project including the financial commitment on Employment in South West Sydney, led by Dr Sukhmani Khorana of UNSW; and
2. Provide a letter of support indicating Council's willingness to meet the requirements of a Partner Organisation.

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

NIL.

**CONFIDENTIAL ITEMS****ITEM NO:** CONF 01**FILE NO:** 040662.2024**SUBJECT:** Transfer/Dedication to Council as Public Road - Pt Lot 100 in DP 1049508  
Moorebank Avenue, Moorebank**COUNCIL DECISION****Motion:****Moved: Cllr Hadid****Seconded: Cllr Harle**

That Council:

1. Approves that Council enter into a Security of Purpose Deed with the Commonwealth of Australia associated with the proposed transfer/dedication of land being Pt Lot 100 in DP 1049508 at Moorebank Avenue, Moorebank;
2. Authorises the CEO or delegate to negotiate and execute all documents necessary to give effect to these resolutions;
3. Resolves to dedicate the land as a public road if transferred to Council;
4. Notes that if Council changes the use from Public Road, or seeks to sell the land in the future, it may need to pay compensation and/or grant a covenant in favour of the Commonwealth; and
5. 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.

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



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

1. Purchase Lot 169 DP 1240562 Aries Street & Lot 240 DP 1273155 Tenth Avenue, Austral for the price and terms as outlined in this report;
2. Upon settlement classifies Lot 169 DP 1240562 & Lot 240 DP 1273155 as "Community Land";
3. Keeps confidential this report pursuant to the provisions of Section 10A(2)(c) of the Local Government Act 1993 as this information would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
4. Authorises the CEO or delegate to execute all documents necessary to give effect to these resolutions.

Chairperson

**ITEM NO:** CONF 03  
**FILE NO:** 106788.2024  
**SUBJECT:** Compulsory Acquisition of Lot 1 DP 1224201, 275 Jardine Drive, Edmondson Park for RE1 Public Recreation

## **COUNCIL DECISION**

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

That Council:

1. Proceeds with the compulsory acquisition of Lot 1 DP 1224201, 275 Jardine Drive, Edmondson Park zoned RE1 Public Recreation;
2. Notes that if an agreement is not reached on the amount of compensation payable, then compensation will be determined by the Valuer General under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 (NSW);
3. Proceeds with the compulsory acquisition of the Land under s186 of the Local Government Act 1993 (NSW) and in accordance with the Land Acquisition (Just Terms Compensation) Act 1991;
4. Delegates authority to, and directs the CEO and his delegates, to proceed with making the necessary application to the Minister for Local Government and the Governor in accordance with Section 187(2) of the Local Government Act 1993 to obtain approval to give an acquisition notice to the owners of Lot 1 DP 1224201, 275 Jardine Drive, Edmondson Park and commence compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991;
5. Takes all necessary actions to proceed with and complete the compulsory acquisition of the land in accordance with the applicable legislation, including making any application or giving notice to the relevant Minister and the Governor and serving or publishing any other documentation or notice;
6. Delegates authority to and directs the Chief Executive Officer and his delegates to enter into negotiations with the property owner and/or their representative to acquire the property by agreement and enter into any agreement reached with the Owner pursuant to s30 of the Land Acquisition (Just terms Compensation) Act without having to submit a further report to Council for approval if the owners agree to the current offer. If a negotiated agreement is reached above the current offer prior to compulsory acquisition, a further report is to be submitted to Council;
7. Authorises payment of compensation as determined by the Valuer General, if accepted by the Owner, plus statutory interest in accordance with S49 of the Land Acquisition (Just Terms Compensation) Act;

8. If the Owner commences proceedings in the Land and Environment Court (Court) then Council authorises:
  - i. Payment to the Owner of 90% of the compensation as determined by the Valuer-General pursuant to s68(2)(a) of the Land Acquisition (Just Terms Compensation) Act, or if that payment is not accepted by the Owner, pay that amount into trust pursuant to s68(2)(b) of the Land Acquisition (Just Terms Compensation) Act.
  - ii. Engage solicitors, experts and counsel, as needed, to defend Council's position in Court; and
  - iii. Payment of compensation in accordance with the Order issued by the Court.
9. Upon gazettal of the compulsory acquisition classify Lot 1 DP 1224201 as "Community Land";
10. 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
11. Authorises the CEO or delegate to execute all documents necessary to give effect to these resolutions.

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

**THE MEETING CLOSED AT 6.57pm.**

<Signature>

Name: Ned Mannoun

Title: Mayor

Date: 29 May 2024

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 24 April 2024. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.



## MINUTES OF THE EXTRAORDINARY MEETING HELD ON 14 MAY 2024

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### **PRESENT:**

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

The meeting commenced at 2.04pm.

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

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

## NATIONAL ANTHEM

**CHIEF EXECUTIVE OFFICER REPORTS**

**ITEM NO:** CEO 01  
**FILE NO:** 151505.2024  
**SUBJECT:** Correspondence - Terms of Reference - Office of Local Government

**COUNCIL DECISION**

**Motion:** **Moved: Cllr Macnaught** **Seconded: Cllr Harle**

That Council:

1. Notes, correspondence received 'Terms of Reference' from the Office of Local Government dated 6 May 2024. Ref: A899475.
2. Notes, correspondence has been issued to Councillors and tabled at the next Council meeting, as per correspondence request.

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

## CITY FUTURES REPORTS

**ITEM NO:** CFD 01  
**FILE NO:** 113658.2024  
**SUBJECT:** For Public Exhibition - Draft Delivery Program 2022-2026 and Operational Plan 2024-2025, including Revenue Pricing Policy, (fees and charges) and Draft Long-Term Financial Plan

## COUNCIL DECISION

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

That Council:

1. Endorses to place the draft Delivery Program 2022-2026, Operational Plan and Budget 2024-2025, Statement of Revenue Pricing Policy (fees and charges) and Long-Term Financial Plan on public exhibition for 28 days from 15 May 2024 to 11 June 2024;
2. Notes the proposed amendments to the 2022-2026 draft Delivery Program; and
3. Receives a further report at the June 2024 Council meeting to review public submissions and any associated changes.

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

### Division called:

**Vote for:** Mayor Mannoun, Cllr Ammoun, Cllr Goodman, Cllr Hadid, Cllr Macnaught and Cllr Rhodes.

**Vote against:** Cllr Green, Cllr Harle, Cllr Kaliyanda and Cllr Karnib\*.

**\*Note:** Cllr Karnib's microphone was muted and he did not vote for or against the motion. Therefore in accordance with Clause 11.4 of Council's Code of Meeting Practice (as shown below), he is recorded as voting against the motion:

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



**THE MEETING CLOSED AT 2.17pm.**

<Signature>

Name: Ned Mannoun

Title: Mayor

Date: 29 May 2024

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 14 May 2024. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

## PLAN 01

**Housekeeping amendments to Liverpool  
Development Control Plan 2008 - Conservation  
and Employment Zone Reform**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
<b>File Ref</b>	259343.2023
<b>Report By</b>	Stephen Peterson - Senior Strategic Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**Renaming of 'Environment' Zones to 'Conservation' Zones

On 1 December 2021, the Department of Planning, Housing and Infrastructure (DPHI) amended Clause 2.1 (Land use zones) of the *Standard Instrument — Principal Local Environmental Plan* to rename 'Environmental' zones to 'Conservation' zones. This amendment did not impact land use tables, objectives or controls, and only changed the zone prefix and name.

Since this amendment, the *Liverpool Local Environmental Plan 2008* (LLEP 2008) has been updated to reference the Conservation zone names. As the Liverpool Development Control Plan 2008 (LDCP 2008) references the former Environmental zones, a housekeeping review of the LDCP 2008 has been undertaken to reference the Conservation zone names.

'Employment' Zones Reform

In May 2021, the DPHI proposed to replace the existing 'Business' and 'Industrial' zones with 'Employment' zones. The new 'Employment' zones were subsequently introduced into the *Standard Instrument (Local Environmental Plans) Order 2006* in December 2021

Employment zones commenced within the LLEP 2008 on 26 April 2023. Due to references throughout the LDCP 2008 to the former Business and Industrial zones, a review of the LDCP 2008 has been undertaken to remove references to the former Business and Industrial zones, and replace with the new Employment zone names.

In addition to renaming the zones, the Employment Zones Reform introduced Key Site Areas for certain employment zoned land. In this regard, the LDCP 2008 has been updated with the 'area map' reference where applicable.

#### Other Amendments

The Liverpool Local Strategic Planning Statement, '*Connected Liverpool 2040*', includes a short-term action to review the LDCP 2008 to encourage new commercial and industrial buildings to be rooftop solar ready. To address this, a new control relating to rooftop solar panels is drafted within Part 4 (Development in Liverpool CBD), Part 6 (Development in Business areas) and Part 7 (Development of Industrial Areas) of the LDCP 2008.

A minor typographical amendment has also been made within Part 7 (Development in Industrial Areas) of the LDCP 2008. This amendment is to specify the depth of landscaped area from a street frontage required for industrial sites, as this control currently refers to 'width' instead of 'depth'.

This Report details the required updates to the LDCP 2008 in response to the zone name changes under the LLEP 2008. It is recommended that amendments to the LDCP 2008 are supported. If supported, the proposed amendments will undergo community consultation in accordance with Council's Community Participation Plan.

#### **RECOMMENDATION**

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That Council:

1. Receives and note this Report;
2. Supports "in principle" the proposed housekeeping amendments to the Liverpool Development Control Plan 2008 in response to zone name changes to the former Environmental, Business and Industrial zone names, and further amendments in response to industrial and commercial rooftop solar panel provisions, and industrial landscaping controls;
3. Undertakes public exhibition of the draft Liverpool DCP amendments for a minimum of 28 days in accordance with Council's Liverpool Community Participation Plan;
4. Delegates authority to the Acting CEO (or delegate) to proceed with finalising the amendment if no submissions opposing the amendment are received. Alternatively, if submissions are received, receives a further report on the outcomes of the public exhibition period.

## REPORT

### Background

The Liverpool Development Control Plan 2008 (LDCP 2008) provides detailed planning and design guidelines to support the planning controls in areas subject to the *Liverpool Local Environmental Plan 2008* (LLEP 2008).

### Renaming of 'Environment' Zones to 'Conservation' Zones

On 1 December 2021, the Department of Planning, Housing and Infrastructure (DPHI) amended Clause 2.1 (Land use zones) of the *Standard Instrument — Principal Local Environmental Plan*. The amendment meant that the overall group name of the 'Environmental' zones was changed to 'Conservation' zones, and the numbering E1, E2, E3 changed to C1, C2 and C3. The change applies to all Standard Instrument Local Environmental Plans (LEPs) in NSW. The land use zones under the LLEP 2008 were amended on 1 December 2021 as per Table 1 below.

Table 1: Comparison of former Environmental zones and new Conservation zones

Former Environmental Zone	New Conservation Zone
E1 National Park and Nature Reserve	C1 National Park and Nature Reserve
E2 Environmental Conservation	C2 Environmental Conservation
E3 Environmental Management	C3 Environmental Management

The changes outlined in Table 1 above were administrative in nature. There were no changes to Land Use Tables, or development controls. In this regard, a supporting review of the LDCP 2008 has been undertaken to change any reference to the former Environmental Zones to the equivalent new Conservation zone names.

### Employment Zones Reform

In May 2021, the DPHI proposed to replace the existing 'Business' and 'Industrial' zones with 'Employment' zones. The Employment zones were subsequently finalised in December 2021 and commenced within the LLEP 2008 on 26 April 2023.

Table 2 demonstrates how all Business and Industrial zoned land were replaced by new Employment zones, which combined various zones.

*Table 2: Employment zones reform and key site area maps*

<b>Former LLEP 2008 Zone</b>	<b>New LLEP 2008 zone</b>	<b>New Key Site Area</b>
B1 Neighbourhood Centre	E1 – Local Centre	(Area G)
B2 Local Centre	E1 – Local Centre	(Area C)
B3 Commercial Core	E2 – Commercial Centre	(Area D)
B4 Mixed Use	MU1 – Mixed Use	
B5 Business Development	E3 – Productivity Support	(Area E)
B6 Enterprise Corridor	E3 – Productivity Support	(Area A)
IN1 General Industrial	E4 – General Industrial	(Area F)
IN2 Light Industrial	E4 – General Industrial	(Area B)
IN3 Heavy Industrial	E5 – Heavy Industrial	
IN3 Heavy Industrial land – Chipping Norton	E4 – General Industrial	

As noted in Table 2, the Employment Zones Reform introduced new 'Area' mapping for certain Employment zones. Given that certain Business and Industrial zones were combined (e.g. B1 and B2 zones were combined to E1), the introduction of 'Areas' ensured relevant clauses under the LLEP 2008 for this land could still be applied.

A supporting review of the LDCP 2008 has been undertaken to remove references to former Business or Industrial zones, and replace these with the new relevant Employment zone and Employment Zone 'Areas'.

### **Liverpool Local Strategic Planning Statement (Connected Liverpool 2040)**

Local Planning Priority 15 of the Liverpool Local Strategic Planning Statement '*Connected Liverpool 2040*' includes an action (15.5) which commits Council to "*review DCP to encourage new commercial and industrial buildings to be rooftop solar ready*". In this regard, Part 4 (Development in Liverpool CBD), Part 6 (Development in Business areas) and Part 7 (Development of Industrial Areas) of the LDCP 2008 includes a new control under building design which reads as follows:

*For Part 7: All new Industrial buildings are to demonstrate on the architectural plans that the rooftop of all new buildings includes measures to be ready for the installation of solar panels.*

*For Parts 4 and 6: All new commercial buildings are to demonstrate on the architectural plans that the rooftop of all new buildings includes measures to be ready for the installation of solar panels.*

### **Housekeeping Amendment to LDCP 2008 Part 7 (Development in Industrial Areas)**

A minor housekeeping amendment has been identified within Part 7 (Development in Industrial Areas) regarding the front landscaping of industrial areas. The intent of the control is to specify the dimension of landscaping required for an industrial site from the street frontage. Currently the control refers to a minimum landscape width, however, the intent of the control is to

regulate the depth. As such, an amendment is proposed to replace the word ‘*width*’ with ‘*depth*’ to ensure landscaping is provided at a 10 metre depth along the frontage.

### **Next Steps**

The proposed amendments are anticipated to align the LDCP 2008 with the LLEP 2008.

In accordance with the *Environment Planning and Assessment Regulation 2021*, and Council’s Liverpool Community Participation Plan, the amendment will be placed on public exhibition for a minimum of 28 days.

If no objections are received, the amendments to the LDCP 2008 will be finalised and published on the Council website. If objections are received, a Post-Exhibition Report will be prepared and referred to Council for consideration and endorsement.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

### **CONSIDERATIONS**

Economic	Facilitate economic development.
Environment	Enhance the environmental performance of buildings and homes. Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.
Social	There are no social and cultural considerations.
Civic Leadership	There are no civic leadership and governance considerations.
Legislative	Section 3.45 of the <i>Environmental Planning and Assessment Regulation 2021</i>
Risk	There is no risk associated with this Report.

### **ATTACHMENTS**

1. Marked up version - LDCP 2008 Part 1 General Controls for all Development - May 2024 (Under separate cover)
2. Marked up version - LDCP 2008 Part 2.3 Georges fair Moorebank - May 2024 (Under separate cover)
3. Marked up version - LDCP 2008 Part 2.10 Moorebank East - May 2024 (Under separate cover)

4. Marked up version - LDCP 2008 Part 2.11 Land Subdivision and Development in Edmondson Park - May 2024 (Under separate cover)
5. Marked up version one - LDCP 2008 Part 2.13 Pleasure Point - May 2024 (Under separate cover)
6. Marked up version - LDCP 2008 Part 3.9 Boarding House Development - May 2024 (Under separate cover)
7. Marked up version - LDCP 2008 Part 4 Liverpool city centre - May 2024 (Under separate cover)
8. Marked up version - LDCP 2008 Part 5 Development in Rural and E3 zones - May 2024 (Under separate cover)
9. Marked up version - LDCP 2008 Part 6 Development in Business Zones - May 2024 (Under separate cover)
10. Marked up version - LDCP 2008 Part 7 Development in Industrial Zones - May 2024 (Under separate cover)

**PLAN 02****Quarterly Report - Clause 4.6 Variations to  
Development Standards**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
<b>File Ref</b>	114980.2024
<b>Report By</b>	William Attard - Manager Development Assessment
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

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

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

There were five (5) development applications approved in the last reporting quarter with a Clause 4.6 variation

**RECOMMENDATION**

That Council receives and notes this report.

**REPORT**

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

Generally, a Development Standard is a requirement of an Environmental Planning Instrument that has a numerical value. Common development standards include Height of Building,



Minimum Lot Size and Floor Space Ratio. Development Control Plan numerical values are not development standards.

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

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

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

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

The Clause 4.6 Variation Register for the quarter between January to March 2024 is provided within **Attachment 1** for the information of the Council and community.

## FINANCIAL IMPLICATIONS

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There are no financial implications relating to this recommendation.

## CONSIDERATIONS

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

## ATTACHMENTS

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1. Clause 4.6 Variation Register





**PLAN 03****Liverpool Local Heritage Management Policy**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	134641.2024
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

The *Environmental Planning and Assessment Act 1979* (EP&A 1979) requires Councils to identify and protect items of heritage significance within their respective Local Government Areas (LGA). Council must ensure that while it is protecting items of heritage significance, it is also providing the best possible guidance in accordance with the applicable legislative requirements and industry best practices.

The Liverpool Local Heritage Management Policy aims to fill a gap in the heritage management functions of Liverpool City Council ("Council") and enhance the guidance and advice available to property owners and guardians of heritage items.

The Policy does not increase the requirements on an owner of a heritage item, but clearly defines and documents what is already required and how it should be submitted to Council. The intent is to minimise delays to the Development Application (DA) process as well as divert applications to the Minor Works Applications (MWA) pathway where a DA is not required.

At the Ordinary Meeting of Council on 27 September 2023, Council endorsed the public exhibition of the Draft Liverpool Local Heritage Management Policy (PLAN 03). A copy of the Council Report from the September 2023 Ordinary Meeting of Council is provided in **Attachment 2**.

Following Council endorsement, the Draft Policy was publicly exhibited from 11 March 2024 to 11 April 2024. Council received no submissions on the Draft Policy during the exhibition period.

This Report seeks Council endorsement to finalise the Liverpool Local Heritage Management Policy (**Attachment 1**).

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## RECOMMENDATION

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That Council:

1. Receives and notes this Report.
2. Endorses the Liverpool Local Heritage Management Policy.

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## REPORT

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The Liverpool Local Heritage Management Policy (**Attachment 1**) aims to establish clear guidelines for managing local heritage within the Development Assessment and Strategic Planning Framework. The Policy does not add further burden to owners or developers of heritage sites, rather it seeks to clarify and clearly outline what is required and when.

The Policy intends to reduce instances of Requests for Further Information (RFIs) and reduce assessment timelines where heritage is a factor.

The Policy also aims to remove where possible areas of objectivity or ambiguity that can drive uncertainty within the heritage sphere. Providing clear directions, criteria and frameworks ensures that all parties are aware of the process of application/request, decision-making and final determination of matters relating to heritage.

The Policy is consistent with NSW Government Guidelines for Heritage Management and ensures that the Council implements and adheres to best practices guided by the Burra Charter.

Specifically, the Policy provides direction on the following key aspects of heritage management within the Liverpool LGA.

### Heritage Framework

The Policy identifies the various mechanisms and guides that either have been developed or are in the process of being developed to identify, protect, support, and manage heritage items within the Liverpool LGA. The intent of this section is to demonstrate the suite of documents and guides which are available to owners and developers of heritage sites, as well as internal Council staff, ensuring there is information available up-front to the public.

### Liverpool Heritage Inventory

The Liverpool Heritage Inventory (LHI) is a legally required register of heritage items within the LGA. This section of the Policy guides the approach for listing and delisting, including the identification of the criteria for heritage listing, and linking to a proposed procedure that will outline internal processes for the implementation of Interim Heritage Orders (IHOs) and

assessments of heritage significance. The intent of this section is to provide a consistent approach to heritage identification and protection that reflects best practice, and is robust and informative.

### **Minor Works and Maintenance**

A common misconception with heritage is that any work (regardless of scale) to a heritage item requires development consent from the Council, and the preparation of extensive plans and Consultant Reports. This is incorrect, noting that Section 5.10 of the Liverpool Local Environmental Plan 2008 provides Council with the ability to issue exemptions for minor works and maintenance to heritage items, removing the requirement for Development Applications. This section outlines the key policies for submitting a request for a minor works permit and what processes Council will follow.

### **Demolition and Relocation**

Demolition and relocation is a contentious matter, in relation to listed heritage items. This section of the Policy outlines when demolition and relocation would be supported in relation to a heritage item, and what is required to accompany a Development Application that is seeking the demolition of a heritage item.

### **Preparing a Development Application**

This section of the Policy represents the core of the document, and its relevance to development assessment and Review of Environmental Factors (REF) processes. It clearly outlines Pre-Lodgement and Development Application requirements, including descriptions and guides for the various documents required, such as conservation management plans, statements of heritage impact and archaeological assessments.

### **Public Exhibition**

At the Ordinary Meeting of Council on 27 September 2023, Council endorsed the public exhibition of the Draft Liverpool Local Heritage Management Policy (PLAN 03). A copy of the Council Report from the September 2023 Ordinary Meeting of Council is provided in **Attachment 2**.

The Draft Policy was subsequently publicly exhibited from 11 March 2024 to 11 April 2024, and Council received no submissions.

This Report seeks Council endorsement to finalise the Liverpool Local Heritage Management Policy

## **FINANCIAL IMPLICATIONS**

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There are no financial implications relating to this recommendation.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this Report.
<b>Risk</b>	The risk is deemed to be low.

## **ATTACHMENTS**

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1. Heritage Policy (Final).
2. Council Report - 27 Sep 2023 - PLAN 03 - Draft Liverpool Local Heritage Management Policy



## HERITAGE POLICY

Adopted: (Current date)

TRIM: (Number)





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## HERITAGE POLICY

**DIRECTORATE:** Planning and Compliance

**DEPARTMENT:** City Planning

**BUSINESS UNIT:** City Design and Public Domain

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### 1. PURPOSE OF THIS POLICY

- 1.1 The purpose of this Policy is to establish a framework for the management of Liverpool City Council (Council) and privately owned local heritage items located within the Liverpool Local Government Area (LGA), consistent with NSW Government legislation, Council and community priorities, and best industry practice.
- 1.2 This Policy ensures Council's management of heritage items is consistent with relevant NSW Government legislation, including the relevant sections of the *Environmental Planning and Assessment Act 1979* (NSW), and the *Heritage Act 1977* (NSW).
- 1.3 This Policy delivers on the objectives of Council's *Community Strategic Plan 2022-2032* (CSP), including to create a healthy, inclusive, and engaging city, through embracing the city's history and heritage. This Policy guides strategies and actions related to heritage management that are identified in Council's *Delivery Program 2022-2026 and Operational Plan 2022-2023* (DPOP). This Policy underpins Council's *Heritage Strategy*, *Heritage Management Procedure*, and other strategic and operational documents related to the management of Council and privately owned heritage items located within the Liverpool LGA.
- 1.4 This Policy also ensures Council's management of heritage items is aligned with best industry practice, including the Australia International Council on Monuments and Sites' (Australia ICOMOS) *The Burra Charter*, and the Government Architect NSW's *Better Placed: Design Guide for Heritage*.
- 1.5 This Policy will benefit Council staff, property owners, and developers of properties that are subject to Aboriginal or Post-Colonial heritage, by providing detailed requirements and format/s for technical documentation required for development applications and other approval processes, including Council Review of Environmental Factors and internal assessments. This Policy will

reduce delays in assessing development applications and reduce confusion regarding the requirements for the development assessment process.

## 2. ACKNOWLEDGEMENT OF COUNTRY

- 2.1 Liverpool City Council acknowledges the traditional custodians of the land that now resides within Liverpool City Council's boundaries, the Cabrogal clan of the Darug Nation. Liverpool City Council acknowledges that this land was also accessed by peoples of the Dharawal and Darug Nations.

## 3. ACCESS AND EQUITY STATEMENT

- 3.1 Liverpool City Council acknowledges and respects First Nations people as the original inhabitants of the land which now resides within the Liverpool Local Government Area, the people of the Dharug (Darug) and Tharawal (Dharawal) nations. Liverpool City Council also acknowledges and respects Liverpool's multicultural communities and their varied backgrounds, languages, traditions, religions and spiritual practices.

## 4. DEFINITIONS

<b>Adaptation</b>	Adaptation means modifying a place to suit the existing use or a proposed use.
<b>Associations</b>	Associations means the special connections that exist between people and a place.
<b>Burra Charter</b>	<i>The Burra Charter</i> , prepared by the Australia International Council on Monuments and Sites (Australia ICOMOS), is a localised version of <i>The Venice Charter</i> , recognising the general philosophy of the Charter but written in a form that was practical and useful for Australia. <i>The Burra Charter</i> defines the basic principles and procedures to be observed in the conservation of important places. These principles and procedures can be applied to a wide range of places such as a monument, a ruin, a courthouse, a midden, a cottage, a road, a mining or archaeological site, a whole district, or a region.
<b>Compatible use</b>	Compatible use means a use that respects the cultural significance of a place. Such use involves no, or minimal, impact on its cultural heritage significance.

<b>Conservation</b>	Conservation means all the processes involved in looking after a heritage place, to retain its cultural significance.
<b>Conservation Management Plan</b>	A Conservation Management Plan (CMP) is a document that states the conservation policy and the statement of significance of an item and looks in more detail at achieving the future viability of the item and retaining the maximum heritage significance in future development proposals.
<b>Cultural Significance</b>	Cultural Significance means aesthetic, historic, scientific, social, or spiritual value for past, present, or future generations. Cultural significance is embodied in the place itself, its fabric, setting, use, associations, meanings, records, related places, and related objects. Places may have a range of values for different individuals or groups.
<b>Environmental Planning Instrument</b>	An environmental planning instrument (including a State Environmental Planning Policy or Local Environmental Plan but not including a Development Control Plan) made, or taken to have been made, under Part 3 of the Environmental Planning and Assessment Act 1979 (NSW) and in force.
<b>Fabric</b>	Fabric means all the physical material of the place including components, fixtures, contents, and objects.
<b>Local Heritage Item</b>	A local heritage item is a place, site, object or building that has been assessed and considered to be of local heritage significance and is listed within the relevant Local Environmental Planning Instrument.
<b>Maintenance</b>	Maintenance means the continuous protective care of the fabric and setting of a place, and is to be distinguished from repair, which involves restoration or reconstruction.
<b>Meaning</b>	Meaning denotes what a place signifies, indicates, evokes, or expresses.
<b>Interpretation</b>	Interpretation means the ways of presenting the cultural significance of a place.
<b>Photographic Archival Record</b>	Photographic Archival Record means a photographic recording of a place that contributes to the understanding and appreciation of the significance of the place.  A Photographic Archival Record is a record for the future, of the environment, aesthetics, technical skills, and customs associated with the creation and use of heritage

	items, before they are lost, either by progressive changes or the ravages of time.
<b>Place</b>	Place means a site, area, land, landscape, building, group of buildings, or other works, and may include components, contents, spaces, and views.
<b>Preservation</b>	Preservation means maintaining the fabric of a place in its existing state and retarding deterioration.
<b>Reconstruction</b>	Reconstruction means returning a place to a known earlier state and is distinguished from restoration, which involves the introduction of new material into the fabric.
<b>Related Object</b>	Related object means an object related to the cultural significance of a place but is not located at the place.
<b>Related Place</b>	Related place means a place that contributes to the cultural significance of another place.
<b>Restoration</b>	Restoration means returning the existing fabric of a place to a known earlier state, by removing accretions or by reassembling existing components without the introduction of new material.
<b>Setting</b>	Setting means the area around a place, which may include the visual catchment.
<b>Statement of Heritage Impact</b>	<p>A Statement of Heritage Impact analyses and justifies the impact of any proposal to alter a heritage item.</p> <p>The statement should demonstrate where there are adverse or no adverse impacts and seek to provide viable mitigation measures.</p>
<b>State Heritage Inventory</b>	The State Heritage Inventory is a list of heritage items within New South Wales. The inventory provides any known historical and physical information for each item, and an assessment of significance and statement of significance.
<b>Structural Condition Assessment</b>	Structural Condition Assessment means a report prepared by a qualified structural engineer, with experience working with heritage buildings that assesses the structural state of a building or element.
<b>Use</b>	Use means the functions of a place, as well as the activities and practices that may occur at the place.
<b>Within the vicinity</b>	<p>Within the vicinity means:</p> <ul style="list-style-type: none"> <li>• a heritage item within the vicinity of a proposed development is directly adjacent to the site of the proposed development; or</li> </ul>

	<ul style="list-style-type: none"> <li>on the same streetscape where the proposal has a direct visual impact on view corridors towards the heritage item from the public domain.</li> </ul>
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## 5. POLICY STATEMENT

### 5.1 Background

5.1.1 Heritage includes the places, objects, and stories that we have inherited from the past and want to protect for future generations. It gives us a sense of our history and provides meaningful insights into how earlier generations lived and developed. It also enriches our lives and helps us to understand who we are. Our heritage includes tens of thousands of years of Aboriginal culture and landscapes, and historic buildings, monuments, gardens, archaeological sites, shipwrecks, bridges, industrial structures, streetscapes, conservation precincts and intangible heritage from post-colonial settlement (Heritage NSW, 2022).

5.1.2 Liverpool is the third oldest settlement in Australia and the first recognised Macquarie town, having been established in 1810. The growth and development of Liverpool since 1810, have resulted in a vast collection of buildings, monuments, and structures that are representations of the various periods and phases of Liverpool.

5.1.3 Despite this significant history, by comparison to Parramatta, Hawkesbury, Bathurst, and Sydney, Liverpool has one of the smallest collections of recognised local heritage items, with potential heritage items going unnoticed and subsequently being lost through development.

5.1.4 Council recognises the significance of its local heritage and its role in the identification and protection of local heritage items. It is recognised that this is now inclusive of not only the Aboriginal and post-colonial heritage of Liverpool but also multicultural heritage which has evolved since World War II.

### 5.2 Council's Commitment to Heritage

5.2.1 Council recognises that heritage is the cumulative memory of the community which anchors a sense of place and is a key factor to the identity and character of the Liverpool LGA.

5.2.2 Council is committed to the efficient and effective management of Aboriginal, European, Migrant, and Transnational heritage items

located within the Liverpool LGA. This includes heritage items, heritage conservation areas, archaeological sites, and places of Aboriginal cultural heritage significance, together with associated fabric, settings, and views.

5.2.3 This policy aims to ensure the long-term management of Council and privately owned heritage assets are sustainable, effective, and beneficial for the community.

5.2.4 This policy should be read in conjunction with Council's *Heritage Strategy*, *Heritage Management Procedure*, and Heritage Fact Sheets, identified in the reference list within this policy.

### 5.3 Policy Scope

5.3.1 This policy applies to Council and privately owned heritage items located within the Liverpool LGA. This Policy does not apply to NSW Government-owned and managed heritage items located within the Liverpool LGA.

5.3.2 This policy applies to the Mayor, Councillors, members of Council staff, and any other persons acting for or on behalf of, or in the name of, Council irrespective of any delegation or authority issued in the name of any position title or individual member of Council staff.

### 5.4 Policy Principles

Council's decision-making in relation to heritage management is guided by the following principles:

5.4.1 The Articles of the Australia ICOMOS' *The Burra Charter* (2013), which underpins the Council's approach to heritage conservation and management.

5.4.2 Recognising the importance of Aboriginal and post-colonial cultural heritage in creating, defining, and reinforcing the identity, character, and sense of place within the Liverpool LGA.

5.4.3 Identifying, protecting, promoting, and enhancing Aboriginal and post-colonial cultural heritage in the Liverpool LGA.

5.4.4 Ensuring methods of managing heritage matters align with current legislative requirements and best practice in heritage management and conservation.

5.4.5 Considering the importance and value of heritage in the long-term planning for the Liverpool LGA.


- 5.4.6 Acknowledging the importance of consultation with relevant Aboriginal Communities and Heritage Groups.
- 5.4.7 Encouraging the adaptive and compatible re-use of heritage buildings, places, and spaces.
- 5.4.8 Recognising the contribution heritage makes to tourism and the visitor economy within the Liverpool LGA.
- 5.4.9 Actively seeking grant funding to assist in recognising, protecting, enhancing, and promoting Aboriginal and post-colonial cultural heritage in the Liverpool LGA.
- 5.4.10 Advocating for the protection and promotion of Aboriginal and post-colonial cultural heritage in the Liverpool LGA, including supporting conservation and management of heritage items, places, and spaces, including those privately owned and 'heritage listed' through environmental planning instruments applicable to the Liverpool LGA.

## 5.5 Policy Objectives

The objectives of this Policy are as follows:

- 5.5.1 Establish clear principles and guidelines to assist Council, its staff and the community on best practice principles and procedures for heritage management.
- 5.5.2 Ensure Council acts promptly, consistently, and effectively in response to heritage dealings.
- 5.5.3 Enable Council to align its strategic and operational planning with the policy of the NSW Government.
- 5.5.4 Provide a whole of Council commitment to managing heritage within the Liverpool LGA.
- 5.5.5 Engage with all Aboriginal stakeholders including Local Aboriginal Land Councils, custodians and tribal corporations, and Council's Aboriginal Consultative Committee.
- 5.5.6 Support community initiatives in relation to heritage, where possible.
- 5.5.7 Empower Council as a leader for the protection of Aboriginal and European cultural heritage.
- 5.5.8 Ensure that the risks to heritage are understood and managed by Council and communicated to the community.



- 5.5.9 Inform core functions and operations of Council, noting that heritage must be considered in strategic decision making, planning processes and day-to-day operations.
- 5.5.10 Provide direction on heritage for Council staff and the community.
- 5.5.11  mmit Council to the principles outlined in clause 5.4.

## 6. COUNCIL'S HERITAGE FRAMEWORK

- 6.1 Council's Heritage Framework comprises this policy, and a series of interconnected development controls, strategies, plans, guidelines, and information, which collectively guide and support the management of Council and privately owned and managed heritage items located within the Liverpool LGA. Figure 1.0 below, illustrates the Framework.

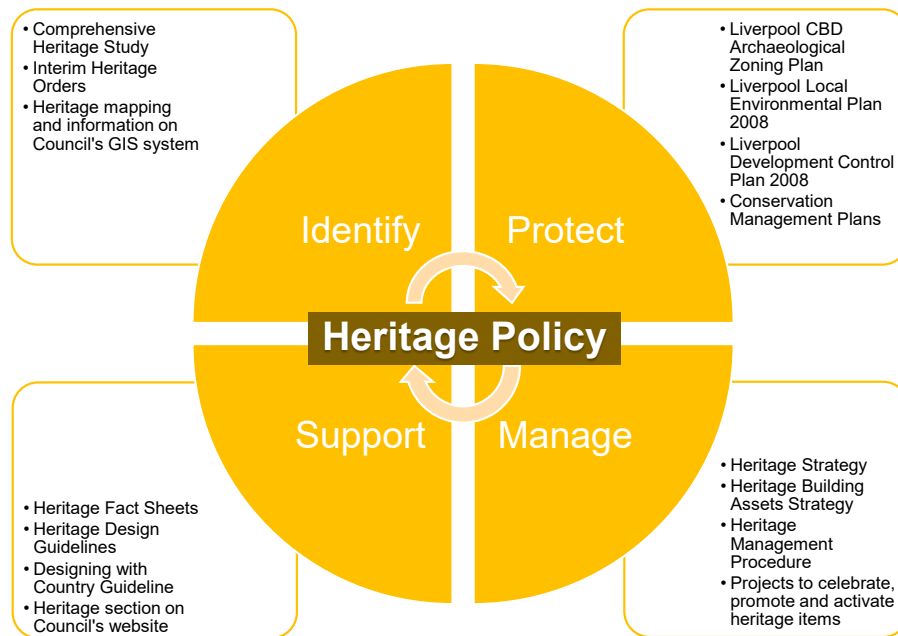


Figure 1.0: Liverpool City Council's Heritage Framework

### Legend

**Identify:** Enables the orderly management of heritage within the Liverpool LGA, through the proper identification of items of heritage significance.

**Protect:** Provides the appropriate policies, guidelines, and development controls to protect and conserve items of local heritage significance within the Liverpool LGA. Additionally, it provides guidance as to design opportunities and outcomes to support the upgrade, sensitive modification, and development of a heritage item.

**Manage:** Provides strategies and procedures to guide Council in the management of heritage assets that are owned by Council, on behalf of the local community.

**Support:** Provide a series of documents and guidelines aimed at supporting private owners of heritage items in the conservation, maintenance, and interpretation of their heritage items.

## 7. LIVERPOOL HERITAGE INVENTORY

### 7.1 General

- 7.1.1 The Liverpool Heritage Inventory consists of heritage items identified in Council's *Liverpool Local Environmental Plan 2008* and the NSW Government's *State Environmental Planning Policy (Western Parkland City) 2021*, and subsequent replacement instruments.
- 7.1.2 The addition or removal of an item on the inventory requires the preparation of a detailed heritage significance assessment which includes the following:
  - a) A history of the item;
  - b) A physical description of the item;
  - c) An assessment against the heritage significance criteria; and
  - d) A statement of significance.
- 7.1.3 An assessment of significance can consider the condition, land use planning and economic impact/s of the listing.
- 7.1.4 The delisting or refusal of listing of an item on grounds of its condition, land use planning or economic impact/s must be supported by peer review evidence, that can state beyond reasonable doubt that heritage listing would be detrimental and invoke unnecessary hardship.
- 7.1.5 The objection of an owner to a proposed heritage listing does not outright rule out an item for heritage listing. Clear reasons of objection should be given by the owner, and these are required to be independently assessed as a part of the assessment process.
- 7.1.6 Procedures for the management of Interim Heritage Order requests are outlined in Council's *Heritage Management Procedure*.

### 7.2 Heritage significance criteria

- 7.2.1 All potential and proposed heritage items are to be assessed in accordance with the heritage significance criteria, specified in Clause

7.2.4 of this Policy. The criteria ensure an objective process that ensures items of value are retained.

7.2.2 To be considered for heritage listing, a potential or proposed item must meet at least three of the criteria directly and not coincidentally.

7.2.3 Single criterion nominations can be considered if the item represents a high or exceptional example of that specific criterion.

7.2.4 The heritage significance criteria for the Liverpool LGA, is as follows:

- a) an item is important in the course or pattern of Liverpool's cultural or natural history.
- b) an item has a strong or special association with the life or works of a person, or group of persons, of importance in Liverpool's cultural or natural history.
- c) an item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement with the Liverpool LGA.
- d) an item has a strong or special association with a particular community or cultural group in the Liverpool LGA for social, cultural, or spiritual reasons.
- e) an item has the potential to yield information that will contribute to an understanding of the Liverpool LGA's cultural or natural history.
- f) an item possesses uncommon, rare, or endangered aspects of Liverpool LGA's cultural or natural history; and
- g) an item is important in demonstrating the principal characteristics of a class of the Liverpool LGA's cultural or natural places, or cultural or natural environments.

## **8. MINOR WORKS AND MAINTENANCE**

- 8.1 To guide the implementation of Clause 5.10 of the *Liverpool Local Environmental Plan 2008* or other applicable zoning instrument, Works permitted as exempt under the following instruments for non-heritage items, can be considered under Clause 5.10 as minor works or maintenance:

- 8.1.1 State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.
- 8.1.2 State Environmental Planning Policy (Housing) 2021.
- 8.1.3 State Environmental Planning Policy (Transport and Infrastructure 2021.
- 8.2 The undertaking of minor works requires notification to Council with a response provided within fourteen (14) days of receipt of the notification.
- 8.3 A notification is to be submitted to Council through the E-planning portal with any applicable fees paid as outlined by Council's endorsed fees and charges.
- 8.4 A notification is to be accompanied by a statement explaining what works are being undertaken, photos of the area subject to the works and any information about how the works will be undertaken. Architectural drawings and specifications are not required.
- 8.5 The process and requirements for a minor works or maintenance exemption are outlined in Council's *Heritage Fact Sheet 1.0 – Minor Works and Maintenance*.
- 8.6 Additional information can be found in Council's *Heritage Fact Sheet 8.0 – The Do's and Don'ts of owning a Heritage Property*.
- 8.7 The procedure of submitting, and the assessment of heritage minor works applications, is outlined in the Council's *Heritage Management Procedure*.
- 8.8 All heritage related fact sheets are available within the heritage section of Council's website (once web page is launched).

## **9. DEMOLITION**

- 9.1 Full demolition of significant or contributory heritage buildings or other heritage items will not be permitted except where:
  - a) It can be demonstrated that the heritage item has lost all relationships to the values previously identified to determine significance; and
  - b) The heritage item is structurally unstable, and repair or reconstruction would result in the loss of significant fabric.

- 9.2 Partial demolition or the demolition of insignificant or low significant elements of a heritage item may be considered subject to the following:
- c) The assessed significance of the building;
  - d) The character and appearance of the building or works and its contribution to the historic, social, and architectural values, character and appearance of the heritage item;
  - e) The significance of the fabric or part of the building, and the degree to which it contributes to the perception of the three-dimensional form and depth of the building; and
  - f) Whether the demolition or removal of any part of the building contributes to the long-term conservation of the significant fabric of the building.
- 9.3 The poor condition of a significant or contributory building is not in itself justification for permitting demolition. Refer to Council's *Heritage Fact Sheet 5.0 – Structural and Condition Assessments for Heritage Properties*.
- 9.4 A demolition permit should not be granted until the proposed replacement building, or works have been approved by the Council.
- 9.5 Where approval is granted for full demolition of a significant building, a recording program including, but not limited to, archival photographic recording and/or measured drawings may be required prior to demolition, to the satisfaction of the Council.
- 9.6 Demolition of front fences and outbuildings that contribute to the heritage place's significance will not be permitted.

## **10. RELOCATION**

- 10.1 A proposal to relocate a significant or contributory building or structure may be permitted, where the existing location of the heritage place is not part of its significance.

## **11. PREPARATION AND ASSESSMENT OF DEVELOPMENT APPLICATIONS**

- 11.1 A development application for works to a heritage item or adjacent to a heritage item should be prepared in accordance with the following:
- a) The applicable Environmental Planning Instrument;
  - b) The applicable Development Control Plan;

- c) Liverpool City Council's *Heritage Policy* (this document);
- d) Liverpool City Council's Heritage Fact Sheets;
- e) Government Architect NSW's *Better Placed: Design Guide for Heritage*; and
- f) Australia International Council on Monuments and Sites (Australia ICOMOS) *The Burra Charter 2014*, as amended.

## 11.2 Pre-lodgement Applications

11.2.1 Pre-lodgement applications relating to a heritage item or is within the vicinity of a heritage item should be accompanied by the following:

- a) Elevations of the proposal including a scaled comparison to the heritage item;
- b) A brief impact assessment prepared by an appropriately qualified and experienced heritage consultant; and
- c) A preliminary materials and colour schedule.

11.2.2 Additional advice and guidance can be found in the following documents:

- a) Council's *Heritage Fact Sheet 4.0 – Myth Busting*; and
- b) Council's *Heritage Fact Sheet 7.0 – Heritage Advisory Service*.

## 11.3 Development Applications

11.3.1 Development Applications relating either to a heritage item or within the vicinity of a heritage item (as defined by this Policy) are to include as a minimum the information in 11.3.2 (minor applications) or 11.3.3 (major applications).

11.3.2 For applications that are likely to have a minor impact to a local heritage item (including change of use, minor internal alterations and additions and signage), the following must be included:

- a) Architectural drawings prepared by a Registered Architect or building designer;

- b) Landscape Architectural drawings prepared by a Registered Landscape Architect (if applicable);
- c) A Statement of Heritage Impact;
- d) A material and finishes schedule; and
- e) Diagrams of proposed signage including colours, materials, content, and dimensions (if signage is proposed).

11.3.3 For applications that are likely to have a major impact to a local heritage item (including major redevelopment, adaptive reuse, major internal and external alterations and additions, demolition, etc.) the following must be included:

- a) Architectural drawings prepared by a Registered Architect or building designer;
- b) Landscape Architectural drawings prepared by a Registered Landscape Architect (if applicable);
- c) A heritage impact assessment;
- d) A building condition assessment by a structural engineer with experience in heritage buildings (where the proposal involves the partial or complete demolition of a heritage item or substantial structural alterations to the item);
- e) A material and finishes schedule;
- f) A detailed scope of works;
- g) Photomontages; and
- h) A Heritage Interpretation Plan.

#### 11.4 Conservation Management Strategy


11.4.1 A Conservation Management Strategy may be required by Council on large, complex, and multi-building sites where there is a need to visually map out levels of significance across a site, and at a broad scale, determine management and conservation requirements of the site.

11.4.2 Where a site is large with multiple buildings, a broad Conservation Management Strategy may be the initial stage to enable a broad site



wide approach, with a Conservation Management Plan developed at the detailed level for a specific building within the site.

#### 11.5 Conservation Management Plan

- 11.5.1 A Conservation Management Plan is required on a significant item of local or state heritage within the Liverpool LGA, prior to the submission of a development application for any major redevelopments, conservation works or adaptive reuse proposals.
- 11.5.2 The content and presentation of a Conservation Management Plan should reflect the policies and procedures of Australia ICOMOS *the Burra Charter* and be commensurate with the size and complexities of the heritage item.
- 11.5.3 The Conservation Management Plan should be concise with clear and direct guidance and advice as to what is significant and how it should be managed. Extensive historical information or physical analysis of the fabric should be provided,  the appendices.
- 11.5.4 In the preparation of a Conservation Management Plan, consideration of innovative techniques and technologies including 3D scanning and Building Information Modelling is encouraged.

#### 11.6 Statement of Heritage Impact

- 11.6.1 A Statement of Heritage Impact is to be submitted for all minor development applications and applications for minor works.
- 11.6.2 A statement does not need to be completed by a heritage expert but should be consistent with the assessment policies of ICOMOS Australia's *The Burra Charter* and this Policy.
- 11.6.3 Refer to Council's *Heritage Fact Sheet 2.0 – Preparing a Statement of Heritage Impact* for guidance on the preparation of a Statement of Heritage Impact.

#### 11.7 Heritage Impact Assessment

- 11.7.1 A Heritage Impact Assessment is to be submitted for all major development applications including adaptive reuse and demolition.
- 11.7.2 A Heritage Impact Assessment should be prepared by a heritage consultant following the ICOMOS Australia's *The Burra Charter*, the

NSW Heritage Office's *Statement of Heritage Impact Guidelines*, and this Policy.

#### 11.8 Archaeological Assessment

- 11.8.1 All development applications and planning proposals submitted for sites within the Liverpool City Centre proposing excavation, should be accompanied by a Preliminary Archaeological Assessment, prepared following Heritage NSW's *Assessing Significance for Historical Archaeological Sites and Relics Guideline*.

#### 11.9 Aboriginal Cultural Heritage

- 11.9.1 Council is required under the *Environmental Planning and Assessment Act 1979* (NSW) to consider the impact of a proposal on Aboriginal Cultural Heritage and to ensure the sustainable management of all cultural heritage within the Liverpool LGA.
- 11.9.2 Where a development application fails to submit a report as specified by this clause, the application will be rejected and returned. This also includes where a preliminary or due diligence assessment is undertaken, and it is recommended to undertake a more detailed assessment.
- 11.9.3 To assess the impacts of a proposal on Aboriginal Cultural Heritage, the following is required to be submitted:
- a) Aboriginal Due Diligence Assessment – for sites not identified as being within 200m of a watercourse but show minimal signs of subsurface disruption;
  - b) Preliminary Aboriginal Cultural Heritage Assessment – where there is the potential for Aboriginal cultural heritage features or values to occur on the site of a proposed development, with the risk that these features or values may be impacted. (Identified as orange colour in Council's Aboriginal sensitivity mapping, excluding sites that are already disturbed as defined by NSW Office of Environment and Heritage's *Due Diligence Code*); and
  - c) Aboriginal Cultural Heritage Assessment – for sites with known Aboriginal cultural heritage values or features, specifically where there is a declared Aboriginal Place or known cultural place/landscape, or sites close to recorded/known Aboriginal cultural heritage site/s or object/s. (Identified as red colour in Council's Aboriginal sensitivity mapping excluding sites that are already disturbed as defined

by the NSW Office of Environment and Heritage's *Due Diligence Code*).

11.9.4 For guidance in the preparation of Preliminary Aboriginal Cultural Heritage Assessments and Aboriginal Cultural Heritage Assessments, refer to Council's *Heritage Fact Sheet 9.0 – Assessment of Aboriginal Cultural Heritage*.

## **12. PREPARATION AND ASSESSMENT OF INFRASTRUCTURE WORKS BY (OR ON BEHALF OF) LIVERPOOL CITY COUNCIL**

12.1 For Council infrastructure projects, only heritage architects or consultants identified on Council's Professional Consultants Recognised Consultants List (RCL) are to be used for the provision of heritage advice and the required assessments, exempt where approved by the Council's Heritage Officer.

12.2 Grounds for approval of consultants other than those on the RCL are:

- a) The identified consultant has a history with the project through previous engagements;
- b) The consultant has the expertise and technical knowledge which cannot be found on the RCL; and
- c) Consultants on the RCL are unavailable due to workload or other circumstances (excluding cost).

12.3 Preliminary/Due Diligence

12.3.1 Council's Heritage Officer is to be notified of all infrastructure projects requiring a Review of Environmental Factors (REF) prior to the engagement of consultants and the preparation of concept designs.

12.3.2 Council's Heritage Officer is to review the subject site and proposed works, providing written advice as to the heritage implications of the

site and works and what needs to be considered during the design process and the REF assessment requirements.

12.3.3 Council's Heritage Officer will also provide guidance as to the requirements for state heritage referrals if required.

12.3.4 An infrastructure project cannot proceed to concept design until a Heritage Assessment Requirements Advice form has been issued by Council's Heritage Officer.

12.3.5 An exemption from this requirement is applicable for capital works projects where:

- a) The project relates to the upgrade, repair, or maintenance of an existing road without the disruption of any land outside the road corridor or new bridges over a watercourse.
- b) The project relates to a site that is not heritage-listed and the works do not require the clearing of land or excavation.

#### 12.4 Concept Design and Master Planning

12.4.1 Where indicated by the Heritage Assessment Requirements Advice form (which can be located at [<insert web address to the heritage page on Council's website, once launched>](#)), a preliminary cultural heritage assessment is to be prepared by an appropriately qualified and experienced consultant at the completion of the draft concept design or master plan.

12.4.2 A preliminary cultural heritage assessment is a combined Aboriginal Due Diligence Assessment, Preliminary Historic Archaeological Assessment, and Preliminary Statement of Heritage Impact.

12.4.3 A preliminary cultural heritage assessment is an initial assessment of a proposed concept or master plan that incorporates a desktop impact assessment on Aboriginal, historic, and post-colonial heritage. The assessment includes the following:

- a) A desktop review of available heritage inventories, databases, and archaeological records;
- b) An analysis of available parish maps, aerial photos, and geological mapping;
- c) An analysis of the history of the site and available primary and secondary sources;
- d) For Aboriginal heritage, consultation with registered Aboriginal parties;

- e) A preliminary identification of heritage significance and key areas for consideration;
- f) An overview of the concept or master plan;
- g) A preliminary assessment of impacts on Aboriginal, Historic or post-colonial heritage; and
- h) Recommendations as to requirements for future assessment, permits and approvals as well as mitigation measures to be incorporated during the detailed design phase.

12.4.4 The preliminary cultural heritage assessment is to be provided to Council's Heritage Officer for review and approval, prior to proceeding to detailed design. This approval can include conditions or requirements that will need to be considered during the detailed design phase.

## 12.5 Detailed Design

12.5.1 An appropriately qualified and experience heritage architect or consultant is to be actively involved in the development of the detailed design. This should include regular involvement in project working group meetings and direct engagement by the designing architect or engineer.

12.5.2 All comments and advice provided by the heritage architect or consultant are to be documented with an appropriate response to ensure all engagement and correspondence are accounted for.

12.5.3 The detailed design is to be accompanied by a Cultural Heritage Assessment which will consider the impacts of the proposal on Aboriginal, historic and post-colonial heritage as identified by the preliminary cultural heritage assessment and the Heritage Assessment Requirements Advice.

12.5.4 Where the Cultural Heritage Assessment is required to consider Aboriginal Cultural Heritage, it should be sufficient to meet the requirements for an Aboriginal Cultural Heritage Assessment and approval by Heritage NSW or an equivalent agency.

12.5.5 Where the Cultural Heritage Assessment is required to consider Historic Archaeology, it should be sufficient to meet the requirements of a Historic Archaeology Assessment and approval by Heritage NSW or an equivalent agency.

12.5.6 The assessment prepared through this detailed design phase should be treated as an independent assessment. Its outcomes and recommendations should reflect the true nature of the project and not

attempt to justify inappropriate or unsympathetic works. Where mitigation measures are required, and these include significant design changes, these should be detailed to ensure the project design team address the identified issues as a part of the REF process.

## 12.6 Assessment Requirements

- 12.6.1 The Cultural Heritage Assessment should be included as a part of the REF as a technical document. The REF should draw on this document for the basis of its assessment and address any issues, mitigation measures or recommendations identified in the report.
- 12.6.2 Where the consultant or project design team preparing the REF disagree with the recommendations or findings of the Cultural Heritage Assessment, this should be outlined in the REF and a justification (supported by analysis) provided.
- 12.6.3 The rejection of mitigation measures or recommendations contained within the Cultural Heritage Assessment should also be accompanied by a detailed analysis as to why the measures or recommendations are not required or whether there are alternatives proposed.
- 12.6.4 The REF and Cultural Heritage Assessment will be referred to Council's Heritage Officer for assessment and comment, prior to the determination of the REF. Council's Heritage Officer can decide whether to enforce the mitigation measures and recommendations of the Cultural Heritage Assessment or follow any alternate advice provided by the REF.

## 13. COMPLIANCE, MONITORING AND REVIEW

- 13.1 Council's Heritage Officer is responsible for administering, managing adherence to, and updating this, Policy. Any disagreements, appeals, misunderstandings, or breaches of this Policy should be directed to Council's Manager City Planning or equivalent, in the first instance.
- 13.2 A failure to adhere to the lodgement requirements for a development application for heritage will result in the application being unsupported and recommended for rejection or refusal.
- 13.3 A failure to adhere to the principles and assessment requirements of this policy by Council Staff will be managed in accordance with the grievance and disciplinary procedures identified in the Council's Code of Conduct and the Local Government Award.

13.4 This Policy will be reviewed every two (2) years, which will include the following:

- (a) Relevance of the purpose, principles, objectives, and other content within this Policy;
- (b) Consideration to any feedback received on the Policy, since it's adoption and/or last review; and
- (c) Consideration to any changes and/or updates to relevant; legislation, Council or community priorities, interrelated Council policies, plans or strategies, and industry best practice.

#### **14. RELEVANT LEGISLATIVE REQUIREMENTS**

Australian Government – *Aboriginal and Torres Strait Islander Heritage Protection Act 1984*

NSW Government – *Environmental Planning and Assessment Act 1979 (NSW)*

NSW Government – *Environmental Planning and Assessment Regulation 2021 (NSW)*

NSW Government – *Heritage Act 1977 (NSW)*

NSW Government – *Heritage Regulation 2012 (NSW)*

NSW Government – *Local Government Act 1993 (NSW)*

NSW Government – *National Parks and Wildlife Act 1974 (NSW)*

#### **15. RELATED POLICY AND PROCEDURE REFERENCES**

Australia International Council on Monuments and Sites (Australia ICOMOS) – *The Burra Charter, Charter for the Conservation of Places of Cultural Significance (2013)*

Cessnock City Council – *Heritage Policy 2020*

Government Architect NSW – *Better Placed: Design Guide for Heritage*

Heritage Council of NSW – *2002 Conservation Management Documents, Guidelines on Conservation Management Plans and Other Management Documents.*

Heritage NSW – *Assessing Significance for Historical Archaeological Sites and Relics Guideline*

Liverpool City Council – *Community Strategic Plan 2022-2032*

Liverpool City Council – *Delivery Program 2022-2026 and Operational Plan 2022-2023*

Liverpool City Council – *Heritage Building Asset Strategy*

Liverpool City Council – *Heritage Management Procedure*

Liverpool City Council – *Heritage Strategy*

Liverpool City Council – *Development Control Plan 2008*

Liverpool City Council – *Liverpool CBD Archaeological Zoning Plan*

Liverpool City Council – *Local Environmental Plan 2008*

NSW Government – *Environmental Planning and Assessment Act 1979 (NSW)*

NSW Government – *Heritage Act 1977 (NSW)*

NSW Government – *State Environmental Planning Policy (Western Parkland City) 2021 (NSW)*

NSW Government – *State Heritage Inventory*

Whitsunday Regional Council – *Local Heritage Protection Policy*

#### **AUTHORISED BY**

Council Resolution

#### **EFFECTIVE FROM**

XX March 2023 *(This is the date the policy is adopted by Council resolution)*

#### **REVIEW DATE**

XX March 2025 *(2 years from above date)*



## 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	Council	Original for Council Adoption	XX/XX/2023	XXXX

## **THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH**

This Policy has been developed in consultation with Council staff from the following directorates and respective departments, which are involved in the planning, design, approvals, construction, maintenance, management and/or activation activities, relating to heritage items within the Liverpool LGA:

### **City Futures Directorate**

- Economic Development and Partnerships Department

### **Community and Lifestyle Directorate**

- Recreation and Community Outcomes Department
- Library and Museum Services Department

### **Corporate Support Directorate**

- Council and Executive Services Department
- General Counsel, Governance, Legal and Procurement Department
- Property Services Department

### **Operations Directorate**

- City Environment Department
- City Works - Civil Operations Department
- City Works - Parks, Sport Fields, and Open Space Department
- Facilities Management Department
- Infrastructure Delivery Department
- Infrastructure Planning Department
- Operational Support Department

### **Planning and Compliance Directorate**

- City Planning Department
- Development Assessment Department
- Transport Management Department

This Policy has also been developed in consultation with Council's Heritage Advisory Committee.

## **ATTACHMENTS**

Attachments that accompany this Policy, are as follows:

- Heritage Strategy
- Heritage Management Procedure
- Heritage Fact Sheet 01 – Minor Works and Maintenance
- Heritage Fact Sheet 02 – Preparing a Statement of Heritage Impact
- Heritage Fact Sheet 03 – Preparing a Photographic Archival Recording
- Heritage Fact Sheet 04 – Myth Busting
- Heritage Fact Sheet 05 – Structural and Condition Assessments for Heritage Properties
- Heritage Fact Sheet 06 – Proposing a Property for Heritage Listing
- Heritage Fact Sheet 07 – Heritage Advisory Service
- Heritage Fact Sheet 08 – The Do's and Don'ts of owning a Heritage Property
- Heritage Fact Sheet 09 – Assessment of Aboriginal Cultural Heritage
- Heritage Fact Sheet 10 – Heritage Interpretation
- Heritage Fact Sheet 11 – Maintenance Planning and Schedules

Copies of the Heritage Strategy and Fact Sheets are available on the Heritage section of Council's website (once web page is launched)

<b>PLAN 03</b>	<b>Local Heritage Management Policy</b>
<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	238513.2023
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

The Environmental Planning and Assessment Act 1979 (EP&A 1979) requires Councils to identify and protect items of heritage significance within their respective Local Government Areas (LGA). It is cognisant of Council to ensure that while it is protecting items of heritage significance, it is providing the best possible guidance in accordance with the applicable legislative requirements and industry best practices.

The proposed Local Heritage Policy (LHP) aims to fill a gap in the heritage management functions of Liverpool City Council (LCC) and enhance the guidance and advice available to owners and managers of heritage items.

The proposed LHP does not increase the requirements on an owner of a heritage item, but clearly defines and documents what is already required and how it should be submitted to Council. The intent is to minimise delays to the Development Application (DA) process as well as divert applications to the Minor Works Applications (MWA) pathway where a DA is not required.

This report provides an overview of the policy and its purpose, and seeks endorsement of the draft Policy, for public exhibition.

**RECOMMENDATION**

That Council:

1. Receives and notes this report.
2. Places the Draft Policy on public exhibition for a period of 21 days.
3. Notes that a report be prepared for Council after the exhibition period outlining any submissions received and the relevant responses.

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**REPORT**

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It is a legal requirement under the Environmental Planning and Assessment Act 1979 (EP&A 1979), Heritage Act 1977, and the National Parks and Wildlife Act 1974, that Development Applications or Council-initiated Reviews of Environmental Factors that may impact Aboriginal Cultural Heritage (or built, natural and archaeological heritage), are required to submit certain documents with their Development Application to ensure assessment under the relevant legislation.

Council has prepared a draft Local Heritage Policy (Policy), which outlines clear objectives and principles that reflect Council's obligations under the legislative instruments identified above, as well as ensures best practice is consistently implemented in the care and management of heritage located within the Liverpool Local Government Area (LGA).

The policy provides direction on the following key aspects of heritage management within the Liverpool LGA.

**Heritage Framework**

The policy identifies the various mechanisms and guides that either have been developed or are in the process of being developed to identify, protect, support, and manage heritage within the Liverpool LGA. The intent of this section is to demonstrate the suite of documents and guides which are available to owners and developers of heritage sites, as well as internal Council staff, ensuring there is information available up-front to the public.

**Liverpool Heritage Inventory**

The Liverpool Heritage Inventory (LHI) is a legally required register of heritage items within the LGA. This section of the policy guides the approach for listing and delisting, including the identification of the criteria for heritage listing, and linking to a proposed procedure that will outline internal processes for the implementation of Interim Heritage Orders (IHOs) and assessments of heritage significance.

The intent of this section is to provide a consistent approach to heritage identification and protection that reflects best practice, and is robust and informative.

**Minor Works and Maintenance**

A common misconception with heritage is that any work (regardless of scale) to a heritage item requires development consent from the Council, and the preparation of extensive plans and consultant reports. This is incorrect, noting that Section 5.10 of the LEP provides Council with the ability to issue exemptions for minor works and maintenance to heritage items, removing the requirement for Development Applications.

This section outlines the key policies for submitting a request for a minor works permit and what processes Council will follow.

### **Demolition and Relocation**

Demolition and relocation is a contentious matter, in relation to listed heritage items. This section of the policy outlines when demolition and relocation would be supported in relation to a heritage item, and what is required to accompany a development application that is seeking the demolition of a heritage item.

### **Preparing a Development Application**

This section of the policy represents the core of the document, and its relevance to development assessment and review of environmental factors processes. It clearly outlines pre-lodgement and development application requirements, including descriptions and guides for the various documents required, such as conservation management plans, statements of heritage impact and archaeological assessments.

This section also notes when these documents may be required and minimum requirements for content and preparation.

The intent of this section is to provide information upfront, to avoid delays to development applications.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Include any relevant legislation and section here. There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be Low.

## **ATTACHMENTS**



4

**ORDINARY MEETING  
27 SEPTEMBER 2023  
PLANNING & COMPLIANCE REPORT**

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1. 2023.08.30 - Heritage Policy (Final Draft) (Under separate cover)

**Council****COUNCIL DECISION****Motion:****Moved: Cllr Rhodes****Seconded: Cllr Green**

That Council:

1. Receives and notes this report.
2. Places the Draft Policy on public exhibition for a period of 28 days.
3. Notes that a report be prepared for Council after the exhibition period outlining any submissions received and the relevant responses.

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

Councillors voted unanimously for this motion

## PLAN 04

**Request to proceed with the preparation of a planning proposal to heritage list - 124 Moore Street, Liverpool**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	134644.2024
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

On 12 February 2021, an Interim Heritage Order (IHO) was gazetted in the NSW Government Gazette for 124 Moore Street, Liverpool. A copy of the gazettal is provided in **Attachment 7**.

Following the gazettal, a Report was tabled at the Ordinary Meeting of Council on 30 June 2021 (CONF06) where Council resolved to prepare a Planning Proposal to heritage list the property at 124 Moore Street, Liverpool.

The proposed heritage listing of 124 Moore Street was included in Draft Amendment No.95 (RZ-4/2021) of the *Liverpool Local Environmental Plan 2008* (LLEP 2008) but was deferred by Council at the Ordinary Meeting of Council on 26 October 2022 (PLAN02) (**Attachment 5**) to enable further consultation with the property owner of 124 Moore Street, Scouts NSW.

Between 27 July 2022 and 26 April 2023, further consultation was undertaken with the property owner and the opportunity was provided for the owner to submit an alternate Heritage Significance Assessment prepared on their behalf for the consideration of Council. A copy of the alternate Heritage Significance Assessment submitted by Scouts NSW is provided in **Attachment 1**.

The alternate Heritage Significance Assessment was submitted to Council on 26 April 2023 for review by Council staff.

Following a review of the alternate Heritage Significance Assessment, Council staff determined that the proposed heritage listing for 124 Moore Street should continue and prepared a further Report again recommending that Council prepare a Planning Proposal to amend the LLEP 2008 to heritage list the property. A copy of the Report is provided in **Attachment 4**.



The Report (PLAN 02) was tabled for Council consideration at the Ordinary Meeting of Council on 26 July 2023 where it was resolved to defer the matter for consideration at the next available Governance Committee Meeting.

At the Governance Committee of 10 October 2023, a Report was tabled again recommending the heritage listing of 124 Moore Street, Liverpool. On considering the Report, the Committee requested further information on the transfer of ownership of the property to Scouts NSW, and whether any restrictions on title were imposed to restrict the use of the site for scouting purposes only.

A review of the available information associated with the title transfer identified no restrictions to title, covenants or other agreements in place that would prevent the land from being used for any purpose. This information was provided to Council at the Governance Committee on 9 April 2024. A copy of the Committee Report is provided at **Attachment 9**.

At the Committee Meeting on 9 April 2024, Council endorsed the following recommendations:

1. Endorses the listing of 124 Moore Street, Liverpool on Schedule 5 of the *Liverpool Local Environmental Plan 2008*.
2. Notes that a Report is to be referred to the next available meeting of the Council recommending the commencement of a Planning Proposal to amend the *Liverpool Local Environmental Plan 2008*.

This Report reflects the history of this matter and seeks to continue with the original Council Resolution from 30 June 2021 to commence the preparation of a Planning Proposal to amend the *Liverpool Local Environmental Plan 2008* to heritage list 124 Moore Street, Liverpool.

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## **RECOMMENDATION**

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That Council:

1. Notes and receives this Report;
2. Notes the Resolution of Council from 30 June 2021 to prepare a Planning Proposal to amend the *Liverpool Local Environmental Plan 2008* to list 124 Moore Street, Liverpool under Schedule 5 – Environmental Heritage; and
3. Notifies the property owner of 124 Moore Street, Liverpool of Council's decision to continue with the heritage listing of the property.

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## **REPORT**

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### **Validity of Interim Heritage Order**

An Interim Heritage Order (IHO) for 124 Moore Street, Liverpool was gazetted in accordance with Section 25 of the *Heritage Act 1975* and the Ministerial Order dated 22 April 2013 by the then NSW Minister for Heritage, the Hon. Robyn Parker MP. A copy of the gazettal is provided in **Attachment 6**.

Due to the passage of time, the Interim Heritage Order is no longer in force. However, the absence of the Interim Heritage Order does not prevent the preparation of a Planning Proposal to amend the LLEP 2008 to list 124 Moore Street under Schedule 5 – Environmental Heritage.

### **Council response to Scouts NSW Submission**

It is acknowledged that the pattern of subdivision and the history associated with the subdivision of the site, while identified by Edwards Heritage, is not a strong argument for heritage listing. The subdivision has been obscured by years of development and re-subdivision, changing the local pattern and connection to historic landforms.

However, it is important to understand from the beginning that the proposal was to heritage list 124 Moore Street, Liverpool as a local heritage item, therefore being of local heritage significance. When considering the property against the heritage significance criteria, the assessment should be based on the local area and not the whole of NSW as the aim is to protect or conserve what is significant to the history and/or people of Liverpool.

References by DFP Planning to the relationship of 124 Moore Street, Liverpool to the wider NSW Scouting Movement or Scouting Halls around NSW, while may be relevant to a broader consideration of State Heritage Significance, are irrelevant when considered at a local heritage significance level.

**Council response to Scouts NSW Submission**

It is acknowledged that the pattern of subdivision and the history associated with the subdivision of the site, while identified by Edwards Heritage, is not a strong argument for heritage listing. The subdivision has been obscured by years of development and re-subdivision, changing the local pattern and connection to historic landforms.

However, it is important to understand from the beginning that the proposal was to heritage list 124 Moore Street, Liverpool as a local heritage item, therefore being of local heritage significance. When considering the property against the heritage significance criteria, the assessment should be based on the local area and not the whole of NSW as the aim is to protect or conserve what is significant to the history and/or people of Liverpool.

References by DFP Planning to the relationship of 124 Moore Street, Liverpool to the wider NSW Scouting Movement or Scouting Halls around NSW, while may be relevant to a broader consideration of State Heritage Significance, are irrelevant when considered at a local heritage significance level.

Further, the weighting placed on the impact of Scouts NSW not using the building since the early 2000s is not agreed. A building or place may not necessarily retain its original use or occupancy, but it can still provide evidence of that use through its design and built form. Reducing or minimising the significance of a potential heritage item due to no longer being used for its original purpose is not supported.

The subject property retains its external appearance as a Scout Hall and there is documentary evidence from the 1930s which demonstrates this. The building is identifiable as a Scout Hall and despite the cessation of physical scouting use, the physical characteristics of the use through the purpose-built form still remain.

At the Ordinary Meeting of Council on 26 July 2023, a representative of Scouts NSW also raised matters relating to maintenance and the long-term financial burden of the building. While these are factors for consideration, these should not be the sole determinate and need to be compared with the overall significance of the building and the impact of the loss of such a structure.

Therefore, it is still the opinion of the Council's Heritage Officer that the property located at 124 Moore Street, Liverpool demonstrates local heritage significance through its physical form and connection to the local scouting movement and should be listed under Schedule 5, of the LLEP 2008.

**Inclusion in previous Heritage Studies**

The building was not identified in the overarching LGA-wide studies undertaken in 1991 nor the review in 2004. Furthermore, it was not part of the small review undertaken between 2014 and 2017.

However, it should be noted that the recent review only considered a small sample of potential items identified in 2004. Furthermore, a heritage study is not an exact science. It is widely influenced by the views of the expert undertaking the study but also it is only a snapshot at that time.

As heritage is created by the community, it will evolve and change as the community does. Therefore, what may have been significant, or not significant in 1991 or 2004, may or may not be significant today.

As a result, Heritage NSW recommends heritage studies be undertaken every 5 to 10 years to ensure an area's heritage register is accurate and reflects its associated community.

The undertaking of an isolated heritage assessment for 124 Moore Street, as well as the ongoing wider heritage study is consistent with this approach and ensures the Liverpool Heritage Register is reflective of its community values.

#### **Investigations regarding transfer and use of land**

In February 2024, at the request of the Governance Committee, Council's Legal Services Team conducted land registry searches to ascertain if there was any record of a requirement for the site to be used in perpetuity by Scouts NSW.

The NSW Land Registry searches did not indicate there were any restriction on the title that would limit the use or disposal of the land by the Scouts Association of Australia, NSW Branch.

The searches showed that the land was bequeathed to the Liverpool School of Arts in 1924 and the Trustees of that institution agreed in 1928, with the consent of the NSW Minister for Public Instruction, to transfer the Land to the Boy Scouts Association New South Wales Branch for the consideration of 60 pounds.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

### **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.

<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be low.

## **ATTACHMENTS**

1. Scouts NSW - Independent Heritage Assessment.
2. 124 Moore Street - Assessment of Significance - Edwards Heritage.
3. Scouts NSW - 124 Moore Street LIVERPOOL - further information for the Governance Committee.
4. Council Report - 26 July 2023 - PLAN 01 - Update on the Interim Heritage Order for 124 Moore Street Liverpool
5. Council Report - 26 Oct 2022 - PLAN 02 - Post exhibition report - Amendment 95 to Liverpool Local Environmental Plan 2008 - Schedule 5 Environmental Heritage
6. Gazettal - Ministerial order - Council delegation make Interim Heritage.
7. NSW gazette Interim Heritage Order No.2 - 124 Moore Street, Liverpool.
8. Council Resolution - 30 June 2021 - CONF 06 - Interim Heritage Order.
9. Governance Report - 09 Apr 2024 - IPC 02 - Interim Heritage Order for 124 Moore Street, Liverpool

Tuesday 25 April 2023  
Liverpool City Council

Ms. Lilyan Abosh – Strategic Planner Mr.  
Thomas Wheeler – Heritage Officer  
Mr. Ian Stendara – Acting Coordinator Strategic Planning.

cc:

Mr. Ned Mannoun – Mayor  
Mr. John Ajaka – Chief Executive Officer

RE: 124 Moore Street, LIVERPOOL  
*Draft amendment No. 95 and Planning Proposal RZ-4/2021*

E: [ABoshL@liverpool.nsw.gov.au](mailto:ABoshL@liverpool.nsw.gov.au)  
[WheelerT@liverpool.nsw.gov.au](mailto:WheelerT@liverpool.nsw.gov.au)  
[LCC@liverpool.nsw.gov.au](mailto:LCC@liverpool.nsw.gov.au)

The Scout Association of Australia – NSW Branch (“Scouts NSW”) provides further correspondence in relation to the above matter, concerning real estate property located at 124 Moore Street, LIVERPOOL.

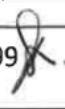
Notwithstanding matters previously outlined and raised in prior correspondence which remain actively on foot, Scouts NSW now provides:

- Letter to Liverpool City Council prepared by independent, Heritage subject matter expert with extensive experience, Mr. Brian McDonald of DFP Planning Pty. Ltd.
- Independent Heritage Significance Assessment report – 124 Moore Street, LIVERPOOL as prepared by Mr. Brian McDonald, Principal Urban Designer and Heritage Consultant, DFP Planning Pty Ltd.

Scouts NSW now asks that Liverpool City Council diligently considers the Heritage Significance Assessment report as prepared independently for Scouts NSW ***and that the property should not be listed as an item of environmental heritage.***

Scouts NSW asserts and reaffirms all rights pursuant in this matter.

Yours sincerely,

ScNSWP099 

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Scout Movement





## Heritage Significance Assessment

Former Liverpool Scout Hall – 124 Moore Street, Liverpool

June 2021  
EHC2020/0149

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PLAN 04 Request to proceed with the preparation of a planning proposal to heritage list - 124 Moore Street,  
Liverpool  
*Attachment 2* 124 Moore Street - Assessment of Significance - Edwards Heritage.

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## 1.0 EXECUTIVE SUMMARY

In early February 2021, a Mayoral Direction of Liverpool City Council ('Council') was made, to issue an Interim Heritage Order under Section 25 of the *Heritage Act 1977* on the former Liverpool Scout Hall at 124 Moore Street, Liverpool.

Interim Heritage Order No.2 was published in the NSW Government Gazette No.57 on 12 February 2021 (see **Appendix B**).

Consequently, this Heritage Significance Assessment has been prepared at the request of Liverpool City Council to establish the cultural heritage significance of the Liverpool Scout Hall and to determine if it reaches the threshold for listing as an item of heritage significance on Schedule 5 of the *Liverpool Local Environmental Plan 2008*.

The site is situated within the Liverpool City Council local government area and in the locality of Liverpool, which is 27 kilometres southwest of Sydney city. The site comprises Lot 1 in Deposited Plan 10447, commonly known as 124 Moore Street, Liverpool.

Situated on the site is a single-storey, timber hall of weatherboard construction, displaying characteristics and features which attribute it to the small-scaled community hall vernacular of the early 20<sup>th</sup> century Inter-War period.

This report has assessed the heritage significance of the former Liverpool Scout Hall, based on a visual analysis of the site and historical research. The report includes a detailed assessment of the site against the Heritage Council of NSW significance assessment criteria (being the standard evaluation criteria) to determine the significance of the place to the Liverpool context and, more broadly, the NSW context.

This report establishes and demonstrates that the former Liverpool Scout Hall, satisfies the NSW Heritage Council significance assessment criteria for its historical, associative, aesthetic, social, rarity and representative values and is of cultural heritage significance at the local level for the following reasons:

- The Liverpool Scout Hall evidences the culmination of a five-year, grassroots fundraising effort by the community, opening in the height of the Great Depression – a major achievement and testament to the determination and cooperative nature of the local community.
- Its opening in 1930 was a significant event in local history that involved the Governor of New South Wales and local dignitaries.
- The hall has important historical associations with the Scouts movement and specifically, Liverpool Scouts, but also with the Liverpool community, having been the focus of a large and varied number of community and social events for 90 years.
- The building was used as the training venue of the local Volunteer Defence Corps during the Second World War and has an important contribution to the historical narrative of the Liverpool area.
- The building retains a high degree of design integrity, having been little altered from its original form and style. This makes it of architectural interest and value and is considered a good representative example of an early 20<sup>th</sup> century Inter-War period community hall.
- The Liverpool Scout Hall is rare in the locality, as a rare surviving example of a small-scaled timber community hall. Its purpose-built association with the Scouts movement makes it of particular rarity value in the locality, with few Scout halls provided for in any one locality.
- The building is an important and visually prominent feature in the streetscape.

## 2.0 INTRODUCTION

### 2.1 Context of the report

In early February 2021, a Mayoral Direction of Liverpool City Council ('Council') was made, to issue an Interim Heritage Order under Section 25 of the *Heritage Act 1977* on the former Liverpool Scout Hall at 124 Moore Street, Liverpool.

Interim Heritage Order No.2 was published in the NSW Government Gazette No.57 on 12 February 2021 (see **Appendix B**).

Consequently, this Heritage Significance Assessment has been prepared at the request of Liverpool City Council to establish the cultural heritage significance of the Liverpool Scout Hall and to determine if it reaches the threshold for listing as an item of heritage significance on Schedule 5 of the *Liverpool Local Environmental Plan 2008*.

The report considers:

1. An analysis of the physical attributes and characteristics of the property.
2. An analysis of the historical context of the property.
3. A comparative analysis with other items or places displaying similar characteristics and attributes.
4. An assessment of the property to establish its cultural heritage significance, using the NSW Heritage Significance Assessment Criteria, with the formulation of a Statement of Significance.
5. Recommendations on future management of the item or place.

### 2.2 Methodology

This report has been prepared in accordance with guidelines outlined in the publication '*Assessing Heritage Significance*' as contained in the NSW Heritage Manual, produced by the Heritage Council of NSW.

The assessment is based on a visual examination of the subject site and analysis of the site in its context. The historical analysis is based on material sourced from, Liverpool Council files, Liverpool Local Studies Library, NSW Land and Property Information and other various archival resources and information repositories.

The analysis of the site in its context and historical analysis is then proceeded by a significance based desktop assessment of the cultural significance of the subject site.

The overarching philosophy and approach to this report is guided by the conservation principles and guidelines of the Australia ICOMOS *Charter for the Conservation of Places of Cultural Significance (Burra Charter)* 2013.

The objective of this report is to analyse, assess and establish the heritage values and cultural significance of the subject site and its heritage curtilage, followed by providing preliminary guidelines and recommendations to ensure that any identified heritage values are retained, protected and appropriately managed.

### 2.3 Authorship

This Heritage Impact Statement has been prepared by Michael Edwards B.Env.Plan M.Herit.Cons, M.ICOMOS, JP, Director & Principal Heritage Consultant / Advisor, Bethany Robinson BA, M.Mus&Herit, Heritage Consultant and Isabelle Adamthwaite BA, M.Herit.Cons, Heritage Consultant for Edwards Heritage Consultants.

The report has been reviewed and endorsed by Michael Edwards.

Ms Robinson is a young and vibrant Heritage Consultant who is passionate about the historic built environment. Her fast-growing skills set is underpinned by her background and experience in cultural heritage management and conservation practice with various museums collections.

Ms Adamthwaite is an enthusiastic Heritage Consultant whose combined skills and experience in history and heritage management and conservation practice, reinforces her well-rounded, balanced approach to effective research and conservation theory and practice.

Mr Edwards has over 15 years extensive experience in both the town planning and heritage conservation disciplines and has held previous positions in Local and State Government. Mr Edwards has previously worked with the former Heritage Division of the NSW Office of Environment and Heritage and is currently Heritage Advisor to the City of Ryde Council, Cessnock City Council and Georges River Council.

## 2.4 Limitations

This Heritage Significance Assessment:

- Considers the site, external structures and internal rooms and spaces that were visually and physically accessible by EHC on the day of the inspection. It is noted that access to the site, including internal access, was not obtained.
- Is based on information that is available 'in the public domain', including information that is accessible online.
- Is limited to the investigation of the non-Aboriginal cultural heritage of the site. Therefore, it does not include any identification or assessment of Aboriginal significance of the place.
- Is limited to a due-diligence archaeological assessment only and does not present a detailed archaeological assessment of the site.
- Does not provide a structural assessment or advice. Subsequently, this report should be complemented by advice from a Structural Engineer with demonstrated heritage experience.
- Is not intended to establish a comprehensive conservation management framework to guide the ongoing use, management and protection of the place.

## 2.5 Terminology

The terminology used throughout this report is consistent with the NSW Heritage Manual and the *Burra Charter*.

A glossary of common terms used is listed in Appendix A.

## 2.6 Physical Evidence

A visual examination of the site and the surrounding area was undertaken on 8 June 2021. All contemporary photography used in Section 2 of this report was captured at this time.

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### 3.0 SITE ASSESSMENT

#### 3.1 Context

The site is situated within the Liverpool City local government area and in the locality of Liverpool, which is 27 kilometres southwest of Sydney city. The site comprises Lot 1 in Deposited Plan 10447, commonly known as 124 Moore Street, Liverpool, or the 'Liverpool Scout Hall'.



**Figure 1:** Aerial view of the locality, subject site denoted in red.  
[Source: NSW Land and Property Information, 2021]



**Figure 2:** Aerial view of the site.  
[Source: NSW Land and Property Information, 2021]



### 3.2 Description of the site

#### *Inherent characteristics*

The subject site is located on the south side of Moore and is situated within an established urban streetscape, which is largely characterised by four-storey and five-storey residential apartment buildings.

The site is rectangular in shape and comprises an area of approximately 594sqm.

The site is adjoined to the north by Moore Street, to the east by a four-storey residential apartment building, to the south by a three-storey residential apartment building and to the west by Castlereagh Street. The site is described as a 'corner allotment', being bound on two sides by public roads.



**Figure 3:** View of the subject dwelling and surrounding buildings, looking south.

#### *Form, materiality and detailing*

The hall is a simple, rectangular, timber weatherboard building with brick foundations. It has a gabled roof form, which is clad in short sheets of corrugated metal. The sheeting is substantially corroded.

The building has a deep setback from the street. The front elevation is symmetrical and features two double casement windows on either side of a double-leaf door. The windows have been partially covered with paint and do not appear to open. The window frames and sills are timber, and the lintels are angled on the left and right sides. There are two cement steps leading to the main entry door, the second of which is capped with bricks. Above the door there is a flat awning supported by two timber brackets. Near the apex of the front gable, above the door, there is a wide timber louvre vent. The gable is bordered by simple timber bargeboards. There is a flag post projecting from the apex of the gable which is supported by thin, horizontal timber beam in line with the top of the louvre vent.

On the eastern elevation there are four double casement windows which match the windows on the front elevation. There are another three of these windows on the western elevation as well as a double-leaf



door with steps, both of which matches the entryway at the front of the hall. The rear elevation has a louvre vent in the same position as the one on the front elevation. A rainwater pipe crosses the rear of the building below the gable and connects to a large, cylindrical rainwater tank made of corrugated metal which sits on the western side of the rear elevation.

In the south-eastern corner of the site there is a rectangular toilet block of masonry construction which post-dates the hall.

The definitive framework for identifying architectural styles within Australia is that developed by Apperly, Irving and Reynolds in *'Identifying Australian Architecture: Style and Terms from 1788 to the Present'*. The authors provide a perceptive account of what constitutes and defines a style. Mostly concerned with 'high' or 'contrived' architectural styles, rather than the 'popular' styles or the vernacular, it is accepted that the boundaries between identified styles are not always clear-cut.

Subsequently, the terminology for a style and the framework to be applied in defining the style, comprises two parts, firstly identifying the period in which the building belongs and secondly describing the major characteristics.

In this manner, the building displays characteristics that are attributed to the early 20<sup>th</sup> century Interwar period and of the timber hall vernacular typical of the period. The building is not considered attributed to any one particular or definitive architectural style.



**Figure 4:** Front elevation of the subject building, looking south.



**Figure 5:** Front elevation, looking east.



**Figure 6:** Western elevation.



**Figure 7:** Rear of the hall, looking east.



**Figure 8:** Toilet block at the southern side (rear) of the hall, looking east.



**Figure 9:** Rear elevation of the hall, looking north.



**Figure 10:** Front elevation of the building, looking southwest.

#### *Interior*

Internal access was not provided, whereby the interior of the hall has not been inspected.

#### *Landscape*

The hall is set on a flat, grassed site, with a minimalistic landscaped setting. A straight concrete path leads from the main street (Moore Street) to the front entry of the hall and a rectangular area paved with bricks which adjoins the doors on the western elevation. Beside this paved area is a raised rectangular vegetable garden. At the north end of the west side of the hall there is a small, rectangular, covered barbeque structure with a flat roof.



The site is bordered on the north and part of the west side by a low metal post and mesh fence. On the west side, this transitions into a high metal chain link fence. There is a high Colourbond post and panel fence on the east and south sides of the property.



Figure 11: View of the front garden facing south.



Figure 12: View of the front garden facing south east.



Figure 13: View of the rear garden facing southeast.



Figure 14: View of the rear garden facing northeast.

### 3.3 Streetscape contribution

Built c1930, the Liverpool Scout Hall forms a part of the early 20<sup>th</sup> Century character of Moore and Castlereagh Streets being prominently situated on a corner allotment. The building is unique, in its form and architectural language being one of the only surviving Inter-War period civic buildings within the immediate vicinity. The remainder of the built form is largely detached multi-storey residential flat buildings, commercial buildings and civic buildings.

Individually, the building is considered visually distinctive by virtue of the simple form, scale, and architectural style and detailing, having architectural features that distinguish the Liverpool Scout Hall from other built forms within the street.

The attributes and characteristics of the Liverpool Scout Hall make an important contribution to the streetscape character and pattern of development, evidencing an early built form and thus contributing to the sensory appeal of the streetscape.

As a result, the Liverpool Scout Hall is considered a contributory element to the streetscape and its loss through demolition or unsympathetic alterations and additions would erode the integrity of the area, as one of the last remaining built forms from the Inter-War period within the immediate vicinity.

### 3.4 Integrity and condition

A visual inspection of the subject site and analysis of the surrounding streetscape evidence that little change has occurred to the streetscape, whereby the setting and context of Liverpool Scout Hall has remained largely unchanged since its construction.

Documentary and physical evidence shows that a number of minor changes have been undertaken to the building, although the principal characteristics of the architectural style remain. The construction of the toilet block at the rear is the most notable change to the site and does not impact the existing form and language of the building. As such, the scout hall retains the overall original silhouette when viewed from the streetscape.

Overall, the changes that have occurred to the dwelling have not detracted from the character and appearance when viewed in the context of the streetscape. The dwelling appears in sound and good condition and is considered to be a good example of an early 20<sup>th</sup> Century civic building, attributed to the early 20<sup>th</sup> century Inter-War period and of the timber hall vernacular.

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## 4.0 HISTORICAL OVERVIEW

### 4.1 Introduction

This section attempts to place 124 Moore Street, Liverpool, into the context of the broader history of the region as well as outlining the sequence of development, occupation and use of the site.

Analysing and understanding the historical context of the site is an important consideration in the assessment of cultural significance (see Section 9.0), informing the assessment of historical significance and historical associations of significance.

The history of the site is presented in a narrative form and is mainly derived from the documentary sources referenced throughout. The historical analysis also builds on existing extensive publication and research and assumes a prior knowledge of the Aboriginal history of the area.

### 4.2 First land grants and early settlement

Soon after arriving in the colony, Matthew Flinders and surgeon George Bass sailed up the Georges River, camping at its junction with Prospect Creek. Their favourable report of the area led to the first land grants in 'Banks Town.' The first grants in the area were issued by Governor Hunter to Bass and Flinders in April 1798. Captains George Johnson and Thomas Rowley also received grants along the river.<sup>1</sup>

Land grants within Liverpool itself were made between 1798 and 1805, with many issued to marines and soldiers.<sup>2</sup> Early settlers included Thomas Moore, who received 750 acres at the Georges River in December 1805. Moore had arrived in Sydney in 1792 as the carpenter on the whaling boat *Britannia* and was appointed surveyor of timber for naval purposes in March 1803. He retired as master boatbuilder in 1809 and built a house at his property at Moorebank. Another whaler, Captain Eber Bunker, was granted land opposite Moore's in 1803.<sup>3</sup> By 1810, serving military officers owned over a quarter of all grants in the area.<sup>4</sup>



**Figure 15:** Drawing by Edward Mason of Moore Bank, the residence of Thomas Moore, and the town of Liverpool on the right. The church's spire is artistic licence.

[Source: Ian Jack, *Macquarie's Towns* (Sydney: Heritage Council of New South Wales, 2010), 18]

<sup>1</sup> Christopher Keating, 'European Foundations, 1810-22,' *On the Frontier: A Social History of Liverpool* (Sydney: Hale & Ironmonger, 1996), 9.

<sup>2</sup> Keating, 'European Foundations, 1810-22.'  
Carol Liston, 'Earliest Grants,' *Pictorial History: Liverpool and District* (Alexandria: Kingsclear Books, 2018), 8.

<sup>3</sup> Liston, *Pictorial History*, 8.

<sup>4</sup> Lynne McLoughlin, 'Landed Peasantry or Landed gentry: A Geography of Land Grant,' in Christopher Keating, 'European Foundations, 1810-22,' *On the Frontier: A Social History of Liverpool* (Sydney: Hale & Ironmonger, 1996), 12.

Governor Macquarie arrived in the fledgling township on 7 November 1810 and named it 'Liverpool' after Robert Banks Jenkinson, the 2nd Earl of Liverpool and Secretary of State for the Colonies at the time. He later became Prime Minister of England in 1812 and held office until 1827.<sup>5</sup> Liverpool was the fourth town to be established in the colony of New South Wales after Sydney, Parramatta and Toongabbie.

The George's River had flooded in 1800, 1806 and 1809.<sup>6</sup> Macquarie sought to establish towns with river access but a low risk of flooding. As the George's River was deep enough at Liverpool for large ships and the land was on high ground, Liverpool was a promising site. Macquarie announced another five towns that also fulfilled these criteria on 6 December 1810 - Windsor, Richmond, Pitt Town, Wilberforce and Castlereagh – all of which are located in the Hawkesbury.<sup>7</sup>

Thomas Moore was appointed magistrate in May 1810.<sup>8</sup> Over the ensuing years, Liverpool emerged as an agricultural district, with the town being a centre of trade. Free tradesmen were allowed to lease large allotments on the basis that they would live there permanently and built substantial houses. There was also a large common ground nearby for tradesmen who were living in town wished to graze cattle.<sup>9</sup>



**Figure 16:** The first full plan of Liverpool, approved by Governor Macquarie in 1819. It was prepared by an unnamed surveyor. The subject site is indicated in red.

[Source: Ian Jack, *Macquarie's Towns* (Sydney: Heritage Council of New South Wales, 2010), 19.]

<sup>5</sup> Carol Liston, 'Governor Macquarie's First Town,' *On the Frontier: A Social History of Liverpool* (Sydney: Hale & Ironmonger, 1996), 11.

<sup>6</sup> Ian Jack, 'Liverpool,' *Macquarie's Towns* (Sydney: Heritage Council of New South Wales, 2010), 15.

<sup>7</sup> Carol Liston, 'Governor Macquarie's First Town,' 11.

<sup>8</sup> Keating, 'European Foundations, 1810-22,' 13.

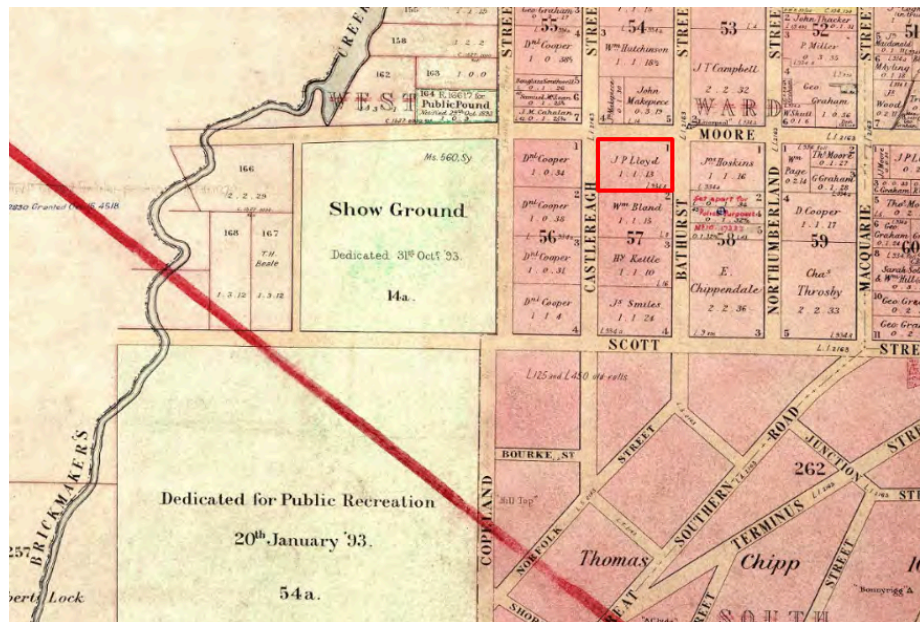
<sup>9</sup> Carol Liston, 'Governor Macquarie's First Town,' 11.



A two-storey school-church was erected in 1811, although the development of private houses was slow. Surveyor James Meehan did not present a detailed plan of the town to Governor Macquarie until 1819. The town was laid out in 36 long rectangles and street names commemorated the king, British politicians and the governor and his wife, Elizabeth, in the typical manner of a 'Macquarie town.' Thomas Moore was the only local man to be recognised in a street name.<sup>10</sup>

#### 4.3 John Payne Lloyd and William Bland

John Payne Lloyd received a grant of 1 acre, 1 rood and 13 perches, including the subject site, on the first of January 1837. Born in Devonshire in 1788, joined the army in 1806 and fought under Sir Arthur Wellesley. He traded between Madagascar and Mauritius from 1817 to 1822, when he brought a general cargo ship to Sydney. After the agents that given care of the cargo became bankrupt, Lloyd settled in the colony. He pursued agriculture before settling in Liverpool and entering business. He was one of the first members of the Freemasons in Australia. Bad fortune followed him to New Zealand, where he was shipwrecked and lost his property. Returning to Australia, he settled in Victoria.<sup>11</sup>



**Figure 17:** Detail from sheet 1, 1898 St Luke parish map, showing John Payne Lloyd's land, indicated in red. [Source: NSW Land Registry Services Historical Land Records Viewer.]

In December 1839, John Payne Lloyd and his wife Catherine leased the property to the controversial medical practitioner William Bland.<sup>12</sup> Bland owned the allotment directly to the south of Lloyd's property. Bland was a naval surgeon on the *Hesper* when he became involved in an argument with the ship's purser, Robert Case. The two fought a duel in which Case was fatally wounded. Consequently, Bland was sentenced to seven years' transportation. He was sent to the Castle Hill asylum to treat inmates, but it is also known that he treated a free person during this period, so he may have been allowed to practice privately. Although Bland received a free pardon in 1815 and began private practice in Sydney, he was soon sentenced to a further twelve months imprisonment and a consequent two-year good behaviour

<sup>10</sup> Jack, 'Liverpool,' 21.

<sup>11</sup> 'Lloyd, John Payne (1788-1872),' *Obituaries Australia*, accessed May 27, 2021, <https://oa.anu.edu.au/obituary/lloyd-john-payne-28024>.

<sup>12</sup> Book Q, No. 188, NSW Land Registry Services Historical Land Records Viewer.

bond for 'composing, writing and publishing ... a manuscript book, containing divers libels on His Excellency Lachlan Macquarie Esq.'<sup>13</sup>

He consequently returned to private practice and was involved in the Benevolent Society from 1821, treating patients at the asylum and dispensing medicines from his own home. Governor Darling praised him for his services and he became a life member in 1830. Bland was also a staff member of the Sydney Dispensary from its inauguration in 1826 to its merger with the infirmary in 1845. He was a generous philanthropist and donated money and land to build a church in Ashfield.<sup>14</sup>

Bland was also involved in public affairs. He played an instrumental role in the establishment of the Sydney School of Arts and Mechanic's Institute in 1833 and the reopening of a free grammar school in 1835. Politically, involved, he advocated for emancipation, a jury system and a representative assembly. He was involved in the Australian Patriotic Association, which drew up several draft Constitutions, trustee of the Australian Medical Subscription Library and trustee of the Australian Medical Association. In 1858, he was nominated to the legislative Council. Towards the end of Bland's life, Dr Evans wrote that he was 'an elegant scholar, a man of science, a gentleman of that antique school of urbanity and refinement, which modern barbarism and ruffianism have almost trampled into oblivion.'<sup>15</sup>

#### 4.4 Early Twentieth Century



**Figure 18:** Robert Clyde Rowe.  
[Source: 'The Late Robert Clyde-Rowe,' *Biz*, November 20, 1957: 23.]

2 acres, 2 roods and 36 ½ perches of land bounded by Moore, Castlereagh and Bathurst Streets eventually came into the possession of the auctioneer William Henry Pickersgill in November 1911.<sup>16</sup> In 1925, this was subdivided into eighteen allotments by the Perpetual Trustee Company Limited.<sup>17</sup> The subject lot was purchased by Robert Clyde Rowe, Lawrence Murphy, Edward Pearce, and Jamie Pirie as joint tenants in 1926.<sup>18</sup> Robert Clyde Rowe was a well-known and respected 'Liverpudlian' who was involved in a variety of aspects of the local community. A pharmacist by trade, he was one of the first committeemen of the Liverpool District Ambulance and a life member of the organisation.<sup>19</sup> He laid the foundation stone of the local Presbyterian Church and later opened the building. He also shared his musical talent with the Church as an organist and admired tenor.<sup>20</sup> Other organisations in which Rowe was involved included the Liverpool and Guildford Masonic Lodges, the Liverpool Rotary Club and the Memorial School of Arts, which he opened in 1925.<sup>21</sup> Rowe was eventually promoted from chief chemist at Liverpool Hospital to become the manager of Waterfall Sanatorium, but retired to Liverpool.<sup>22</sup> His death was said to have 'severed a link in the chain of historic events and persons associated with the Liverpool district's early history.'<sup>23</sup>

<sup>13</sup> Cobley, John, 'Bland, William (1789-1868),' *Australian Dictionary of Biography*, accessed May 28, 2021.

<sup>14</sup> John Cobley, 'Bland, William (1789-1868).'

<sup>15</sup> John Cobley, 'Bland, William (1789-1868).'

<sup>16</sup> Certificate of Title 1832-45, NSW Land Registry Services Historical Land Records Viewer.

<sup>17</sup> Certificate of Title 3803-40, NSW Land Registry Services Historical Land Records Viewer.

<sup>18</sup> Certificate of Title 3952-149, NSW Land Registry Services Historical Land Records Viewer.

<sup>19</sup> 'Noted Liverpudlian Passes,' *Biz*, November 13, 1957: 24.

<sup>20</sup> 'Noted Liverpudlian Passes.'

<sup>21</sup> 'The Late Robert Clyde-Rowe,' *Biz*, November 20, 1957: 23.

<sup>22</sup> 'Noted Liverpudlian Passes.'

<sup>23</sup> 'The Late Robert Clyde-Rowe,' *Biz*, November 20, 1957: 23.

'Official Opening: Memorial School of Arts,' *Cumberland Argus and Fruitgrowers Advocate*, April 3, 1925: 7.

The Late Robert Clyde-Rowe.'

'Noted Liverpudlian Passes.'



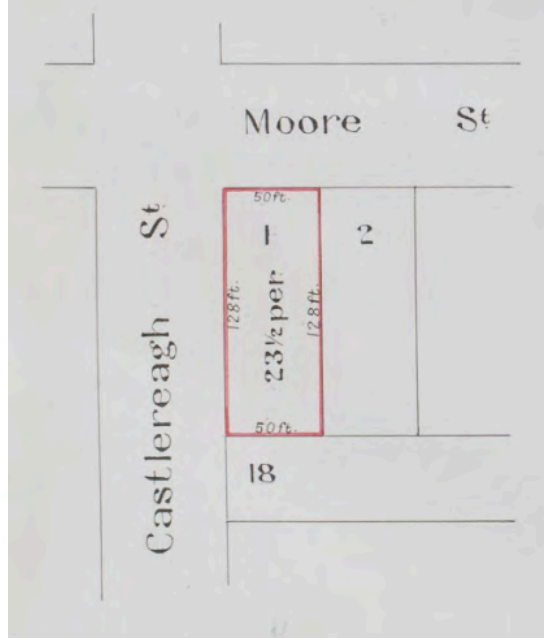
#### 4.5 The Scouting Movement

The Scouting movement in Australia was founded in 1907 by Lord Robert Baden-Powell. Born in 1857, he spent much of his childhood outdoors and developed many skills.<sup>24</sup> Baden-Powell won a scholarship to join the British Army and served in India from 1876<sup>25</sup> and it was there that he began to test his ideas of training soldiers in 'Scouting' – skills such as stalking, being observant and fending for oneself. He outlined these ideas in *Aids to Scouting*, which became a military textbook.<sup>26</sup>

During the Boer War, Baden-Powell led the defending force in the siege of Mafeking in South Africa and returned to England in 1903 as a national hero. Finding that *Aids to Scouting* was being used by youth leaders and teachers, he held an experimental camp on Brownsea Island in 1907.<sup>27</sup>

In response to the success of the camp, Baden-Powell published *Scouting for Boys* in fortnightly instalments from January 1908. Every issue sold out and it became the fourth best-selling book of the twentieth century after the Bible, Koran and Mao's *Little Red Book*.<sup>28</sup>

Scout patrols and Troops formed across Britain while *Scouting for Boys* was being published, and the movement quickly spread to Australia, New Zealand and India. A rally at Crystal Palace in 1909 attracted 10,000 boys. Baden-Powell retired from the army in 1910 to focus on the new Scouting Movement. His sister Agnes formed the Girls Guides in the same year. Robert Baden-Powell was declared World Chief Scout at the first Jamboree in the United Kingdom in 1920. He visited Australia in 1912, 1931 and during the first Australian Jamboree in 1934-35. There are now over twenty-eight million Scouts worldwide.<sup>29</sup>



**Figure 19:** The subject site, purchased by Robert Clyde Rowe and others in 1926.

[Source: Certificate of Title 3952-149, NSW Land Registry Services Historical Land Records Viewer.]

<sup>24</sup> 'The History of Scouting,' Scouts Australia, accessed May 28, 2021, <https://scouts.com.au/about/what-is-scouting/history/>.

<sup>25</sup> 'Baden-Powell,' Scouts, accessed June 2, 2021, <https://www.scout.org/node/52292/introduction>.

<sup>26</sup> 'The History of Scouting.'

<sup>27</sup> 'The History of Scouting.'

<sup>28</sup> 'Baden-Powell.'

<sup>29</sup> 'Baden-Powell.'

<sup>29</sup> 'The History of Scouting.'



**Figure 20:** Lord Robert Baden-Powell with a group of young scouts in New South Wales, 1931.  
[Source: Sydney Morning Herald.]

#### 4.6 The Liverpool Scouts and plans for a hall

The land held by Robert Clyde Rowe and others was transferred to the Boy Scouts Association New South Wales Branch in 1929.<sup>30</sup>

The Liverpool Boy Scouts had been working towards securing a hall of their own for several years. In May 1925, a meeting was held to form a committee to aid the local Boy Scout movement. The district scoutmaster at the time was Mr Tibbits.<sup>31</sup> Consequently, many functions were held in aid of the building fund, including a 'Scout's Queen' dance competition in 1926, a 'Popular Boy' competition in 1928 and a dance in 1930.<sup>32</sup>

In November 1930 the hall was officially opened by the then Governor of New South Wales, Sir Phillip Game, G.B.E., K.C.B., D.S.O. The local newspaper described the hall as of 'a respectable size and neat in appearance'.<sup>33</sup> The event was of regional significance, with Scout Troops from Liverpool, Campbelltown, Fairfield, Camden, Ingleburn and 2<sup>nd</sup> Glenfield participating in a march from the railway station to the site. They were later joined by the Fairfield Girl Guides. The opening was also attended by Liverpool Police, the Mayor of Liverpool and District Scout leaders. The Liverpool scoutmaster was Mr Tepper. Merrylands Band was engaged for the occasion, and a fair was held in the grounds of the hall. In his speech, the Governor spoke of the hall as a n honour for the town. He also acknowledged the Great Depression and reassured the audience that he was sure Australia would soon return to prosperity. Mr W. F. Nicholls, president of the Liverpool Scouts Committee, presented a carved wooden stud-box to the Governor.<sup>34</sup>

<sup>30</sup> Certificate of Title 3952-149, NSW Land Registry Services Historical Land Records Viewer.

<sup>31</sup> 'Liverpool: Boy Scout Meeting,' *Cumberland Argus and Fruitgrowers Advocate*, May 26, 1925: 5.

<sup>32</sup> 'Liverpool: Scouts' Queen,' *Cumberland Argus and Fruitgrowers Advocate*, October 29, 1926: 6.

'Liverpool Scouts: Popular Boy Competition,' *Cumberland Argus and Fruitgrowers Advocate*, May 4, 1928: 3.

'Liverpool Scouts: Dance Held,' *Cumberland Argus and Fruitgrowers Advocate* September 11, 1930: 9.

<sup>33</sup> 'Governor at Liverpool: Opens Scouts' Hall,' *Biz*, November 28, 1930: 6.

<sup>34</sup> 'Governor at Liverpool: Opens Scouts' Hall.'

#### 4.7 The Liverpool Scout Hall: 1930 – 1950s

In addition to being home to the Liverpool Scouts, the building served as a community hall. It was the venue for many dances and social evenings in the 1930s, a large number of which were organised by the 'Waratah Club'.<sup>35</sup> The local Catholic Church held several fundraising events at the hall, including a dance in aid of the All-Saint's Church building fund in 1934 and multiple dances for St Anne's Orphanage in 1934 and a celebration of the first birthday of the Liverpool Catholic Club in 1937.<sup>36</sup> The hall was also hired for personal celebrations such as wedding receptions and birthday parties.<sup>37</sup> Other events include a dance for the Liverpool Tennis Club in 1934 and a social evening for the Liverpool Parents and Citizens' Association in 1937.<sup>38</sup> In 1938, a representative from the Women's Employment Agency visited every Thursday to 'facilitate the finding of employment by women and girls from 14 years upwards'.<sup>39</sup>

During the Second World War, the hall was used as the training venue for the local Volunteer Defence Corps. The group met on Monday evenings to receive training from returned personnel on how to defend the home front in the case of an attack by foreign forces.<sup>40</sup>



**Figure 21:** 1943 aerial photograph of the subject site, indicated in red.

[Source: NSW Historical Imagery Viewer]

- <sup>35</sup> 'Old-Time Dance: Liverpool Attraction,' *Cumberland Argus and Fruitgrowers Advocate*, January 25, 1934: 11.  
 'Waratah Club: Liverpool Dance,' *Cumberland Argus and Fruitgrowers Advocate*, January 25, 1934: 15.  
 'Liverpool Dance: Waratah Club,' *Cumberland Argus and Fruitgrowers Advocate*, March 22, 1934: 18.  
 'Old-time success: Liverpool Dance,' *Cumberland Argus and Fruitgrowers Advocate*, May 21, 1934: 6.  
 'Gents Were Guests: Liverpool Tennis Dance,' *Cumberland Argus and Fruitgrowers Advocate*, March 29, 1934: 11.  
<sup>36</sup> 'For Church: Liverpool Catholic Effort,' *Cumberland Argus and Fruitgrowers Advocate*, April 19, 1934: 7.  
 'Dance for Orphanage,' *Catholic Press*, May 24 1934: 10.  
 'For Orphanage,' *Cumberland Argus and Fruitgrowers Advocate*, May 3, 1934: 13.  
 'Orphanage Dance: Liverpool Effort,' *Cumberland Argus and Fruitgrowers Advocate*, May 17, 1934: 9.  
 'First Birthday: Liverpool Catholic Club,' *Cumberland Argus and Fruitgrowers Advocate*, August 19, 1937: 6.  
<sup>37</sup> 'Liverpool Bride: Stanford – Downey,' *Cumberland Argus and Fruitgrowers Advocate*, April 15, 1937: 15.  
 'Kitchen Tea: Liverpool Couple,' *Liverpool News*, March 31, 1938: 2.  
 '21<sup>st</sup> Birthday Party: Eddie Robinson, Liverpool,' *Liverpool News*, November 2, 1939: 2.  
<sup>38</sup> 'Gents Were Guests: Liverpool Tennis Dance,' *Cumberland Argus and Fruitgrowers Advocate*, March 29, 1934: 11.  
 'Social Evening: Parents and Citizens,' *Cumberland Argus and Fruitgrowers Advocate*, April 29, 1937: 6.  
<sup>39</sup> 'Work for Girls and Women,' *Liverpool News*, June 1938, 3.  
<sup>40</sup> 'The Home Guard: Volunteer Defence Corps,' *Biz*, February 25, 1942, 5.  
 'Guildford V.D.C.,' *Biz*, August 6, 1942: 5.  
 'Voluntary Defence Corps,' *Biz*, August 27, 1942: 6.

In March 1950, a social evening was held to farewell the District Scout Commissioner, Mr S. V. (Peter) Nicholls. The *Biz* reported that 'the strong position of the Scout movement in the District was due in no small measure to Peter Nicholl's efforts.'<sup>41</sup>

The Liverpool Rotary Club held a working bee in October 1953 to paint the Scout Hall.<sup>42</sup>

#### 4.8 Decline in the Liverpool Scout Hall: 1960s - Present

The Scouts movement in the Liverpool area remained popular during the Post-War period. This is demonstrated in the continued use of the Liverpool Scout Hall and the various improvements made during this time. Aerial photographs indicate that a shed was erected in the south-eastern corner of the property between 1965 and 1975. The form of the hall has remained unchanged to the present-day<sup>43</sup>.

However, despite the Scouts being a familiar term within local communities around Australia, by the late 20<sup>th</sup> century a steady decline in numbers were being reported by the many branches. In 1979, the organisation was recorded as having 114,500 youth members, which has since dropped to approximately 52,000 in 2014. Annual reports showed that between 2001 and 2005 the number of participants dropped by 20,000.

The continuing declining numbers were likely the result of the subject site no longer being effectively utilised for the Liverpool Scouts. As such, the Liverpool Scouts group relocated to Lurnea, effectively ceasing the use of the hall in Moore Street.

The site was listed for sale in January 2021 by Colliers International, being marketed as 'B4 Mixed Use Opportunity', with the advertising signage promoting the salient aspects of the site to appeal to opportunists for redevelopment. The property was scheduled to go to public auction on 11 February 2021.



**Figure 22:** View of the former Liverpool Scout Hall in January 2021.  
[Source: South West Voice, 2021]

<sup>41</sup> 'Farewell to District Scout Commissioner,' *Biz*, March 2, 1950: 4.

<sup>42</sup> 'Liverpool Rotary Club, *Biz*, October 22, 1953: 13.

<sup>43</sup> NSW Historical Imagery Viewer.

#### 4.9 Interim Heritage Order

Following the advertising of the property for sale, a Mayoral Direction of Liverpool City Council was made on 9 February 2021 to issue an Interim Heritage Order under Section 25 of the *Heritage Act 1977* on the former Liverpool Scout Hall on the basis that the Council perceived the sale of the property to represent a threat of harm to the future of the building.

Consequently, Interim Heritage Order No.2 was published in the NSW Government Gazette No.57 on 12 February 2021 (see **Appendix B**).

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## 5.0 HERITAGE LISTING STATUS

### 5.1 Introduction

Identification of the existing statutory and non-statutory heritage listings applicable to the subject site is as follows:

### 5.2 Statutory and non-statutory heritage listings

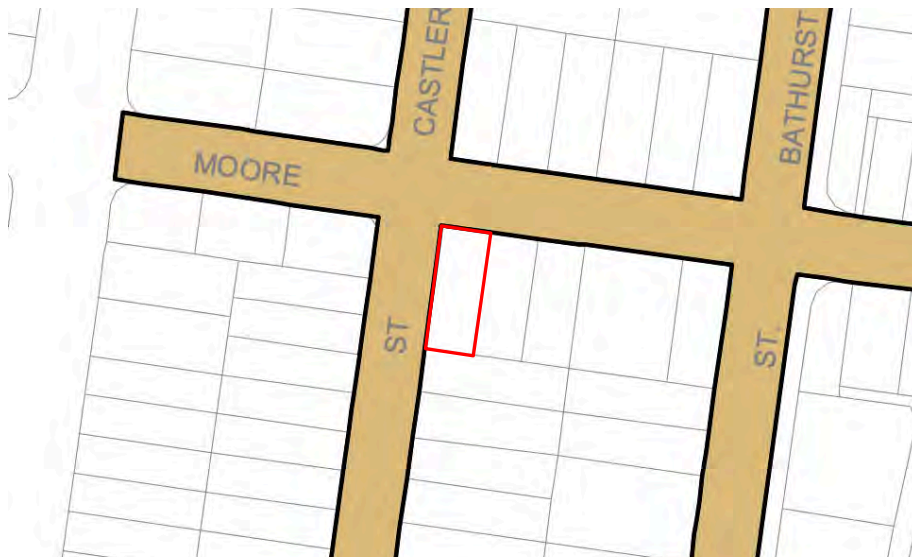
#### Statutory lists

The subject site **is not** identified as an item of local heritage significance, listed under Schedule 5 of *Liverpool Local Environmental Plan 2008*.

The subject site **is not** located within a Heritage Conservation Area listed under Schedule 5 of *Liverpool Local Environmental Plan 2008*.

#### Non-statutory lists

The subject site **is not** identified on any non-statutory heritage lists or registers.



**Figure 23:** Map showing the heritage status of the subject site and surrounding allotments.

[Source: *Liverpool LEP 2005*, Heritage Map HER\_011]

### 5.3 Items of heritage significance within the vicinity of the site

For the purposes of this heritage impact assessment, the term 'in the vicinity' is taken to be any item or items that:

- i) Are within an approximate 100m radius of the boundaries of the subject site;
- ii) Have a physical relationship to the subject site i.e. adjoin the property boundary;
- iii) Are identified as forming a part of a group i.e. a row of terrace houses;
- iv) Have a visual relationship to and from the site; or
- v) Are a combination of any of the above.

In applying the above criteria, items of local heritage significance (listed under Schedule 5 of *Liverpool Local Environmental Plan 2005*) within the vicinity of the subject site include:

- 'Plan of Town of Liverpool (early town centre street layout – Hoddle 1827)' Streets in the area bounded by the Hume Highway, Copeland Street, Memorial Avenue, Scott Street, Georges River and Main Southern Railway Line (excluding Tindall Avenue and service ways) (Item No.189)

There are no items of state heritage significance (listed on the State Heritage Register (SHR) under the *Heritage Act 1977*) within the vicinity of the subject site.

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## 6.0 COMPARATIVE ANALYSIS

### 6.1 Introduction

Comparative analysis of the site is an important consideration in the assessment of cultural significance (see Section 9.0), helping to determine whether a place is 'rare' or 'representative' and also helps to locate it within patterns of history or activity.

The level of design and condition integrity may impact upon how a site compares with other similar examples.

It is important that the comparative analysis is based upon selected examples that display similarities in terms of context of place, or share key features, use, characteristics, attributes, style, association and / or historic themes.

This section of the report examines Liverpool Scout Hall in the context of place, with the following selection criteria applied:

- Scout or community halls in the Sydney region with particular reference to halls dating from c1900 to c1950.

#### 6.1.1 Selection of comparative examples by location

A search of the NSW State Heritage Inventory (SHI) for heritage-listed properties within the Liverpool Council local government area (LGA), did identified two listed church halls and no listed Scout Halls or general community halls. In this regard, the subject site is a rarity.

Three halls have from the wider Sydney region which fulfill the selection criteria will be examined in the following comparative analysis:

- 1<sup>st</sup> Boronia Scout Hall, 21C Farnell Street Hunters Hill (not a listed heritage item)
- Hawkins Hall, 2 Sefton Road Thornleigh (not a listed heritage item)
- Concord Scout Hall, 19 Park Avenue Concord (within a heritage conservation area)

#### 6.1.2 Comparative examples

##### a) 1<sup>st</sup> Boronia Scout Hall, 21C Farnell Street Hunters Hill

Consideration	Response	Similar ✓/X
Class of building	Scout Hall	✓
Construction date	C1930s	✓
Level of significance	-	✓
Context	Low-rise suburban street with flat, grassed, landscape setting.	X
Design integrity	Intact	✓
Condition	In good repair	✓
Historical associations	William A. Windeyer (Bill)	X
Use	Continues to be used as a Scout Hall.	X
Technology	Typical weatherboard construction.	✓
Architectural Style	Interwar	✓
Materiality	Weatherboard	✓
Scale	Small scale, single-storey	✓
Architectural form	Rectangular, gabled	✓



1<sup>st</sup> Boronia Scout Hall is of a similar age, form, scale and materiality as the hall at 124 Moore Street Liverpool. They both date from the 1930s, are rectangular in shape and feature a single gable at the front and rear elevations.

This hall exemplifies the simple and functional style of Scout Halls from this time and is in good condition. Unlike the subject building, the 1<sup>st</sup> Boronia Scout Hall continues to be used as a Scout Hall. The 1<sup>st</sup> Boronia Scout Hall is considered a good comparative example.



**Figure 24:** 1<sup>st</sup> Boronia Scouts Hall, Hunters Hill.  
[Source: 1<sup>st</sup> Boronia Scout Hall website, 2021]

b) *Hawkins Hall, 2 Sefton Road Thornleigh*

Consideration	Response	Similar ✓/X
Class of building	Community Hall	✓
Construction date	C1930-1940s	✓
Level of significance	-	✓
Context	Low-rise suburban street with flat, grassed, landscape setting.	X
Design integrity	Intact	✓
Condition	In good repair	✓
Historical associations	Local community	✓
Use	Continues to be used as a Scout Hall.	X
Technology	Typical weatherboard and fibrous cement sheeting construction.	✓
Architectural Style	Interwar	✓
Materiality	Weatherboard and fibrous cement sheeting.	X
Scale	Small scale, single-storey	✓
Architectural form	Rectangular, gabled	✓

Although Hawkins Hall is not a Scout Hall, it is used by a range of community groups and individuals in a similar way to the former Liverpool Scouts Hall and dates from approximately the same period. It displays a similar form and detailing to the subject hall, with a single gable on both the front and rear elevations and timber framed windows.

The hall is partially constructed in weatherboard, however it is mostly constructed of fibrous cement sheeting. Nevertheless, it bears strong similarities to the design of the former Liverpool Scout Hall. It has also retained its design integrity and is intact.

Hawkins Hall is considered a good comparative example.



**Figure 25:** Hawkins Hall, Thornleigh.  
[Source: Hornsby Shire Council, 2021]

c) *Concord Scout Hall, 19 Park Avenue Concord*

Consideration	Response	Similar ✓/X
Class of building	Scout Hall	✓
Level of significance	Local / within a Conservation Area	X
Context	Low rise suburban street with minimal landscaping, typically grassed flat landscaping.	✓
Design integrity	Intact	✓
Condition	In good repair	✓
Historical associations	Ongoing association with the Scouts	✓
Use	Continues to be used as a Scout Hall.	✓
Technology	Typical weatherboard masonry construction	X
Architectural Style	Interwar	✓
Materiality	Masonry with tiled roof.	X
Scale	Small, single storey.	✓
Architectural form	Rectangular, gabled	✓

1<sup>st</sup> Concord Scouts Hall is of a similar age, form, scale and as the hall at 124 Moore Street Liverpool. They both date from the 1930s, are largely rectangular in shape. They have distinctly different roof forms despite both having gabled roofs.

The Concord Scout Hall roof is steeply pitched and clad in terracotta tiles, whilst the subject site is clad in corrugated sheet metal. The Concord Scout Hall exemplifies the simple form that is typical of Scout Halls, however varies in materiality giving it a different aesthetic, feel and architectural style. The 1<sup>st</sup> Concord Scouts Hall is not considered a good comparative example.



**Figure 26:** 1<sup>st</sup> Concord Scout Hall, Concord.

[Source: Google Images, 2021]

### 6.1.3 Summary observations of the comparative analysis

The comparative analysis has considered two styles of Scout or community halls located in New South Wales that were constructed during the first half of the 20<sup>th</sup> century. The dominant style is broadly defined as Interwar and consists of a rectangular building with a single gable on both the front and rear elevations.

In contrast, the Concord Scout Hall has a steeply-pitched roof of a style that is more often found in Arts and Crafts architecture.

A similar pattern emerges when comparing the materiality and detailing of the three selected halls with the former Liverpool Scout Hall. The 1<sup>st</sup> Boronia Scout Hall and Hawkins Hall both feature weatherboards and timber framed windows and are roofed in corrugated sheet metal, whilst the Concord Scout Hall is face brick and has a tiled roof.

Ultimately, the comparative study has revealed that the Liverpool Scout Hall is representative rather than rare in the Sydney region due to its similarity to the halls in Hunters Hill and Thornleigh. This does not diminish the rarity of the former Liverpool Scout Hall in its immediate locality. It is important to note that this comparative study is limited in scale and more halls could be examined in the future to determine the extent to which the subject hall is rare and/or representative.

## 7.0 ASSESSMENT OF CULTURAL SIGNIFICANCE

### 7.1 Introduction

Within New South Wales, there are different types of statutory heritage listings for local, state and national heritage items.

A property is considered a 'heritage item' if it is:

- Listed in the heritage schedule of a Local Council's Local Environmental Plan (LEP) or a State Environmental Planning Policy (SEPP);
- Listed on the State Heritage Register (SHR), a register of places and items of particular importance to the people of NSW;
- Listed on the National Heritage List established by the Australian Government to list places of outstanding heritage significance to Australia.

### 7.2 Identifying heritage significance

Assessments of heritage significance aim to identify whether a place has heritage values, establish what those values may be, and determine why the item or place (or element of a place) may be considered important and valuable to the community.

The terms 'heritage value' and 'heritage significance' are broadly synonymous with 'cultural significance', which is the term that the Burra Charter uses to mean '*aesthetic, historic, scientific or social value for past, present or future generations*'<sup>44</sup>.

These definitions are broadly consistent with the definitions used and adopted by other organisations including the Australian Heritage Council, the National Trust of Australia (NSW) and the Heritage Division (Office of Environment and Heritage).

Assessments of cultural significance rely on an understanding and analysis of these values, which have been derived from an examination of the context of the item or place, the way in which the extant fabric demonstrates function, associations and aesthetic qualities. An understanding of the historical context of an item or place and consideration of the physical evidence are therefore, key components in the heritage significance assessment.

In order to make informed decisions regarding the ongoing use and future management of the former Liverpool Scout Hall it is necessary to establish the nature of the significance involved.

Article 26.1 of the *Burra Charter* states that:

*'Work on a place should be preceded by studies to understand the place which should include analysis of physical, documentary oral and other evidence, drawing on appropriate knowledge, skills and disciplines'.*

### 7.3 Methodology

The assessment of cultural significance follows the methodology recommended in *Assessing Heritage Significance*<sup>45</sup> by using the NSW Heritage Assessment Criteria and is consistent with the guidelines as set out in the *Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (The Burra Charter 2013)*<sup>46</sup>.

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<sup>44</sup> Australia ICOMOS, 2013. '*The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*', 2013.

<sup>45</sup> NSW Heritage Branch, 2001. '*Assessing Heritage Significance*'.

<sup>46</sup> Australia ICOMOS, 2013. '*Burra Charter*'.

An item or place will be considered to be of heritage significance if it meets at least one or more of the following criteria:

Criterion:	Significance theme:	Explanation:
<b>Criterion (a)</b>	Historical	An item is important in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history of the local area).
<b>Criterion (b)</b>	Historical association	An item has strong or special association with the life or works of a person, or group of persons, of importance in NSW's cultural or natural history (or the cultural or natural history of the local area).
<b>Criterion (c)</b>	Aesthetic	An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW (or the local area).
<b>Criterion (d)</b>	Social	An item has strong or special association with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons.
<b>Criterion (e)</b>	Technical / Research	An item has potential to yield information that will contribute to an understanding of NSW's cultural or natural history (or the cultural or natural history of the local area).
<b>Criterion (f)</b>	Rarity	An item possesses uncommon, rare or endangered aspects of NSW's cultural or natural history (or the cultural or natural history of the local area).
<b>Criterion (g)</b>	Representative	An item is important in demonstrating the principal characteristics of a class of NSW's (or the local area's) cultural or natural places or cultural or natural environments.

It is important to note that only one of the above criteria needs to be satisfied for an item or place to have heritage significance. Furthermore, an item or place is not excluded from having heritage significance because other items with similar characteristics have already been identified or listed.

## 7.4 Assessment against NSW Heritage Assessment Criteria

### 7.4.1 Criterion (a) – Historical Significance

An item or place is important in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history of the local area).

Guidelines for Inclusion	✓/X	Guidelines for Exclusion	✓/X
• Shows evidence of a significant human activity.	✓	• Has incidental or unsubstantiated connections with historically important activities or processes.	X
• Is associated with a significant activity or historical phase.	✓	• Provides evidence of activities or processes that are of dubious historical importance.	X
• Maintains or shows the continuity of a historical process or activity.	✓	• Has been so altered that it can no longer provide evidence of a particular association.	X

### Assessment of Significance

- The subject site contributes to the historical narrative of the subdivision and development of Liverpool. The Scout Hall is located on the former land of John Payne Lloyd, a soldier, businessman, agriculturist, and early settler in Liverpool. He leased the property to the medical practitioner, politician and philanthropist William Bland. However, there is insufficient evidence to suggest that significant historical events occurred at the site during this period.
- A community-based campaign to raise funds for a local Scout Hall began in 1925. Following five years of fundraising, the Scout Hall was opened in 1930 by the then Governor of New South Wales, Sir Philip Game. A large celebration to commemorate the opening which involved Scout groups from across the region.



- The hall served as the venue for countless community events during the twentieth century, including dances, birthdays, wedding receptions, social evenings and fundraising nights.
- During the Second World War, the local Volunteer Defence Corps trained at the hall weekly.
- The Liverpool Scout Hall is connected to multiple historical events and processes that are significant to the local area. Its subdivision pattern and low-scale development reflect early planning in Liverpool. Its construction was the result of a substantial period of fundraising by the local community and its opening was a notable event that involved the Governor of New South Wales and the Mayor of Liverpool, amongst other local leaders. Particularly in the 1930s and 40s, the hall was used for a multitude of charity events and in this way reflects a period when community-based fundraising was highly prevalent in the area. In addition, the hall was directly associated with the town's defence measures during the Second World War as the training venue for the local Volunteer Defence Corps.

The former Liverpool Scout Hall satisfies this criterion in demonstrating historical significance at a local level.

#### 7.4.2 Criterion (b) – Historical Association Significance

An item or place has strong or special association with the life or works of a person, or group of persons, of importance in NSW's cultural or natural history (or the cultural or natural history of the local area).

Guidelines for Inclusion	✓/X	Guidelines for Exclusion	✓/X
• Shows evidence of a significant human occupation.	✓	• Has incidental or unsubstantiated connects with historically important people or events.	X
• Is associated with a significant event, person or group of persons.	✓	• Provides evidence of people or events that are of dubious historical importance.	X
		• Has been so altered that it can no longer provide evidence of a particular association.	X

#### Assessment of Significance

- The Scout Hall is located on the former land of John Payne Lloyd, a soldier, businessman, agriculturist, and early settler in Liverpool. He leased the property to the medical practitioner, politician and philanthropist William Bland. Nevertheless, neither Lloyd nor Bland is believed to have had strong associations with the site.
- The Liverpool Scouts used the hall continuously from its opening in 1930 until recently and it therefore has a strong association with the Scouts group and movement.
- A range of other local community groups also used the hall frequently during the twentieth century.

The former Liverpool Scout Hall satisfies this criterion in demonstrating historical associative significance at a local level.

#### 7.4.3 Criterion (c) – Aesthetic Significance

An item or place is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW (or the local area).

Guidelines for Inclusion	✓/✗	Guidelines for Exclusion	✓/✗
• Shows or is associated with, creative or technical innovation or achievement.	✗	• Is not a major work by an important designer or artist.	✓
• Is the inspiration for a creative or technical innovation or achievement.	✗	• Has lost its design or technical integrity.	✗
• Is aesthetically distinctive.	✓	• Its positive visual or sensory appeal or landmark and scenic qualities have been more than temporarily degraded.	✗
• Has landmark qualities.	✓	• Has only a loose association with a creative or technical achievement.	✓
• Exemplifies a particular taste, style or technology	✓		

#### Assessment of Significance

- The Liverpool Scout Hall is a typical example of a 1930s Scouts or community hall. It does not show evidence of technical innovation or achievement but exemplifies the vernacular style of small-scaled timber halls of its time.
- The hall is the only known surviving example of its type in Liverpool and is therefore aesthetically distinctive at a local level.
- As the hall is located on a prominent corner block near the centre of Liverpool and is the only single-storey building dating from the early twentieth century in the vicinity, the hall has landmark qualities.

The former Liverpool Scout Hall satisfies this criterion in demonstrating aesthetic significance at a local level.

#### 7.4.4 Criterion (d) – Social Significance

An item or place has strong or special association with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons.

Guidelines for Inclusion	✓/✗	Guidelines for Exclusion	✓/✗
• Is important for its associations with an identifiable group.	✓	• Is only important to the community for amenity reasons.	✗
• Is important to a community's sense of place.	✓	• Is retained only in preference to a proposed alternative.	✗

#### Assessment of Significance

- The hall has distinct and strong associations with the Scouts movement and specifically, the Liverpool Scouts, being the home of the group from 1930 until c2021, when the Liverpool Scouts group relocated to Lurnea.
- The hall has also served the social needs of the local community for the past 90 years, serving as the venue for a wide variety of community events during the 20th century, including social dances, birthdays, wedding receptions, social evenings and fundraising nights. Such social events have catered for a variety of individuals, families and community groups.
- The building has been the focus of community events from 1930 to c2021.
- During the Second World War, the building was used for the weekly meeting and training venue for the local Volunteer Defence Corps.

The former Liverpool Scout Hall satisfies this criterion in demonstrating social significance at a local level.

#### 7.4.5 Criterion (e) – Technical / Research Significance

An item or place has potential to yield information that will contribute to an understanding of NSW's cultural or natural history (or the cultural or natural history of the local area).

Guidelines for Inclusion	✓/X	Guidelines for Exclusion	✓/X
<ul style="list-style-type: none"> <li>Has the potential to yield new or further substantial scientific and/or archaeological information</li> </ul>	X	<ul style="list-style-type: none"> <li>The knowledge gained would be irrelevant to research on science, human history or culture.</li> </ul>	✓
<ul style="list-style-type: none"> <li>Is an important benchmark or reference site or type.</li> </ul>	X	<ul style="list-style-type: none"> <li>Has little archaeological or research potential.</li> </ul>	✓
<ul style="list-style-type: none"> <li>Provides evidence of past human cultures that is unavailable elsewhere.</li> </ul>	X	<ul style="list-style-type: none"> <li>Only contains information that is readily available from other resources or archaeological sites.</li> </ul>	✓

#### Assessment of Significance

- Although the site was previously owned by John Payne Lloyd and William Bland, it is unlikely that it contained any structures prior to the construction of the current Scout Hall.
- The site has a low potential to yield new or substantial scientific and/or archaeological information.

The former Liverpool Scout Hall does not satisfy this criterion in demonstrating technical / research significance.

#### 7.4.6 Criterion (f) – Rarity

An item or place possesses uncommon, rare or endangered aspects of NSW's cultural or natural history (or the cultural or natural history of the local area).

Guidelines for Inclusion	✓/X	Guidelines for Exclusion	✓/X
<ul style="list-style-type: none"> <li>Provides evidence of a defunct custom, way of life, or process.</li> </ul>	✓	<ul style="list-style-type: none"> <li>Is not rare.</li> </ul>	X
<ul style="list-style-type: none"> <li>Demonstrates a process, custom or other human activity that is in danger of being lost.</li> </ul>	X	<ul style="list-style-type: none"> <li>Is numerous but under threat.</li> </ul>	X
<ul style="list-style-type: none"> <li>Shows unusually accurate evidence of a significant human activity.</li> </ul>	✓		
<ul style="list-style-type: none"> <li>Is the only example of its type.</li> </ul>	✓		
<ul style="list-style-type: none"> <li>Demonstrates designs or techniques of exceptional interest.</li> </ul>	X		
<ul style="list-style-type: none"> <li>Shows rare evidence of a significant human activity important to the community</li> </ul>	✓		

#### Assessment of Significance

- The Liverpool Scout Hall is the only example of its style and class of building in the Liverpool area and has remained largely unchanged since its construction in c1930.
- The building provides rare evidence of the early Scouts movement in Liverpool.

The former Liverpool Scout Hall satisfies this criterion in demonstrating significance through the item's rarity at a local level.



#### 7.4.7 Criterion (g) - Representativeness

An item or place is important in demonstrating the principal characteristics of a class of NSW's:

- Cultural or natural places; or
- Cultural or natural environments (or a class of the local area's cultural or natural places; or cultural or natural environments.).

Guidelines for Inclusion	✓/X	Guidelines for Exclusion	✓/X
• Is a fine example of its type.	✓	• Is a poor example of its type.	X
• Has the principal characteristics of an important class or group of items.	✓	• Does not include or has lost the range of characteristics of a type.	X
• Has attributes typical of a particular way of life, philosophy, custom, significant process, design, technique or activity.	✓	• Does not represent well the characteristics that make up a significant variation of a type.	X
• Is a significant variation to a class of items.	✓		
• Is part of a group which collectively illustrates a representative type.	✓		
• Is outstanding because of its setting, condition or size.	✓		
• Is outstanding because of its integrity or the esteem in which it is held.	✓		

#### Assessment of Significance

- The Liverpool Scout Hall is typical of a 1930s small-scaled timber community hall and remains largely intact, having been little altered externally, with no notable additions to the original building's form or silhouette and retaining many of the original architectural features.
- As the only example of its type in Liverpool, it has outstanding representative value at a local level. It is also associated with other Australian Scout Halls dating from a similar period which collectively illustrate a representative building type.

The former Liverpool Scout Hall satisfies this criterion in demonstrating representative significance at a local level.

#### 7.5 Summary level of significance

The following table summarises the assessed level of significance against each criterion for assessing heritage significance:

Criterion	What is the assessed level of significance?
Criterion (a) – Historical Significance	LOCAL
Criterion (b) – Historical Association Significance	LOCAL
Criterion (c) – Aesthetic Significance	LOCAL
Criterion (d) – Social Significance	LOCAL
Criterion (e) – Technical / Research Significance	Does not satisfy criterion
Criterion (f) – Rarity Significance	LOCAL
Criterion (g) – Representativeness Significance	LOCAL
<b>Overall assessed level of cultural significance</b>	<b>LOCAL</b>

## 7.6 What is a Statement of Cultural Significance?

A Statement of Cultural Significance is a concise, authoritative declaration of the value and importance given to a place or item. It acknowledges the concept of a place or item having an intrinsic value, which is separate from its economic value.

Based upon the assessment of cultural significance above, a Statement of Cultural Significance has been developed as follows:

## 7.7 Recommended Statement of Cultural Significance

The Liverpool Scout Hall at 124 Moore Street is of historical significance at the local level, as the home of the Liverpool Scouts from its opening in 1930 until c2021.

The building has historical importance and significance as it evidences the culmination of a five-year, grassroots fundraising effort by the community, opening in the height of the Great Depression – a major achievement and testament to the determination and cooperative nature of the local community.

The opening of the hall was a significant event in local history that involved the Governor of New South Wales and local dignitaries. The hall also has historical significance as the training venue of the local Volunteer Defence Corps during the Second World War.

In addition, the Liverpool Scout Hall has associative and social significance at the local level, owing to its strong connections not only to the Scouts movement and specifically, Liverpool Scouts, but also to the Liverpool community, having been the focus of a large and varied number of community and social events.

The hall is of a modest single storey scale, simple in its form and detailing, and is considered a typical and intact example of an early 20<sup>th</sup> century community hall. Its symmetrical, gabled form and weatherboard construction are architectural qualities that are reflective and representative of its style and class. The building retains a high degree of design integrity, making it of architectural interest and value and representative significance at the local level.

The building has rarity significance at the local level, being a rare surviving example of a small-scaled timber community hall in Liverpool. Its purpose-built association with the Scouts movement makes it of particular rarity value in the locality, with few Scout halls provided for in any one locality.

The Liverpool Scout Hall has aesthetic significance at the local level, being prominently positioned in the streetscape owing to its corner allotment orientation. The prominence of the building together with its distinguished architectural form against the backdrop of late-20<sup>th</sup> century built forms, makes it of local landmark quality.

Overall, the Liverpool Scout Hall makes an important contribution to the historical narrative of Liverpool and has historical, associative, aesthetic, social, rarity and representative significance at the local level.

## 8.0 HERITAGE CURTILAGE ASSESSMENT

### 8.1 Introduction to heritage curtilage

The NSW Heritage Council publication *Heritage Curtilages*<sup>47</sup> defines 'curtilage' as the area of land surrounding an item or area of heritage significance, which is essential for retaining and interpreting its heritage significance.

This area is most commonly, but not always, the lot or lots on which the item is situated and is usually, but not always, restricted to land in the same ownership as the item.

It is important to note that the heritage curtilage for an item or place or heritage significance does not preclude development within the defined heritage curtilage boundary, but requires particular care in the consideration of the nature and extent of such development.

A suitable heritage curtilage should contain all elements, structures and features that contribute to the heritage significance of the site, including, but not limited to:

- a) The historic site boundaries;
- b) Significant buildings and structures including their settings;
- c) Spatial relationships between buildings, landscape features and other important structures;
- d) Significant or important views both to and from the place; and
- e) Any items of moveable heritage significance;

The Australia ICOMOS *Burra Charter 2013* places increased emphasis on the importance of the settings of cultural heritage places, which states that:

*'Conservation requires the retention of an appropriate visual setting and other relationships that contribute to the cultural significance of the place.'*

*New construction, demolition, intrusions, or other changes that would adversely affect the setting or relationship are not appropriate' (Article 8).*

The Heritage Council of NSW publication *Heritage Curtilages*<sup>48</sup> identify four different types of heritage curtilages:

Heritage Curtilage Type	How is the heritage curtilage is defined?
<i>Lot boundary heritage curtilage</i>	The legal boundary of the allotment is defined as the heritage curtilage. The allotment will in general contain all related features, for example outbuildings and gardens within its boundaries
<i>Reduced heritage curtilage</i>	An area less than total allotment is defined as the heritage curtilage, and is applicable where not all parts of a property contain places associated with its significance.
<i>Expanded heritage curtilage</i>	The heritage curtilage is actually larger than the allotment, and is predominantly relevant where views to and/or from a place are significant to the place.
<i>Composite heritage curtilage</i>	The heritage curtilage relates to a larger area that includes a number of separate places, such as heritage conservation areas based on a block, precinct or whole village.

Subsequently, care must be taken in the development and management of the surroundings of a significant cultural heritage place.

<sup>47</sup> NSW Heritage Office and the Department of Urban Affairs and Planning. 1996. *'Heritage Curtilages'*

<sup>48</sup> Ibid.

## 8.2 Heritage curtilage assessment

The Liverpool Scout Hall is situated within an established urban precinct. The site is adjoined to the north by the Indonesian Presbyterian Church, and to the east, west and south by multi-storey residential flat buildings.

To help understand and appreciate the curtilage, the scout hall in its present setting can be classified by two distinct precincts:

1. **The building** – comprising the dwelling and the garage at the centre of the site; and
2. **Minimalist garden setting** – comprising the lawn area at the rear of the dwelling, gardens, pathways, and swimming pool.

### *The building*

The primary feature of the site is the intact Scout Hall in the centre. The hall is from the Inter-War period and of the 'austere' architectural style having a simple form and language. The building is evidence of the community's desire for a local scout hall and community hall, raising money to construct and open the building in the 1930.

### *Minimalist garden setting*

The hall is set on a flat, grassed site with a straight concrete path leading from the street to the hall and a rectangular area paved with bricks which adjoins the doors on the western elevation. The low-scale garden setting is reminiscent of the 1930s era depression style garden, being minimalistic but reinforcing the site as a pleasant community meeting space.

## 8.3 Recommended Heritage Curtilage

The curtilage assessment suggests that a lot boundary heritage curtilage (whereby defined by the existing allotment boundaries) is appropriate in any future management of the site as a heritage item, so as to preserve the context and setting.

## 8.4 Grading of Significance

A 'five-level' grading of significance has been applied to the built form and landscaped curtilage for the site and is identified as follows:

Grading	Justification
<b>Exceptional Significance</b>	Rare or outstanding and original element directly contributing to an item's local and state significance.
<b>High Significance</b>	High degree of original fabric. Demonstrates a key element of the item's significance. Alterations do not detract from significance.
<b>Moderate Significance</b>	Altered or modified elements. Elements with little heritage value, but which contribute to the overall significance of the item.
<b>Little Significance</b>	Alterations detract from significance. Difficult to interpret.
<b>Intrusive</b>	Damaging to the item's heritage significance.

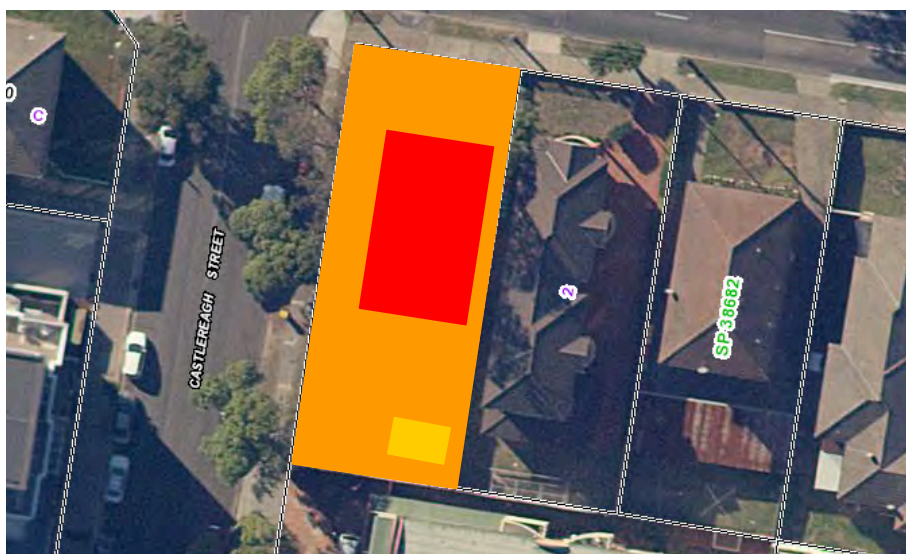


Figure 27: Grading of significance map, aerial photograph of the site with EHC overlay.

## 8.5 Tolerance for Change

Good conservation practice encourages change, adaptation or removal of elements that have a lesser contribution to the overall significance of the item – having a higher tolerance to change. Whereas elements that provide a high contribution to the heritage significance of the site have a lesser tolerance for change and should generally be left intact or altered in a most sympathetic manner that does not detract from the interpretation of the heritage significance.

The 'tolerance for change' based on the equivalent grading of significance is demonstrated in the following table:

Grading of Significance	Grading	Tolerance for Change
Exceptional Significance	Low to no tolerance	Low or no change possible
High Significance	Low to some tolerance	Minor changes possible
Moderate Significance	Moderate tolerance	Some changes possible
Little Significance	Moderate tolerance	Moderate changes possible
Intrusive	High tolerance	Considerable changes possible

## 9.0 CONCLUSION AND RECOMMENDATIONS

### 9.1 Conclusion

This report has assessed the heritage significance of the former Liverpool Scout Hall, based on a visual analysis of the site and historical research. The report includes a detailed assessment of the site against the Heritage Council of NSW significance assessment criteria (being the standard evaluation criteria) to determine the significance of the place to the Liverpool context and, more broadly, the NSW context.

This report establishes and demonstrates that the former Liverpool Scout Hall at 124 Moore Street, Liverpool, satisfies the NSW Heritage Council significance assessment criteria for its historical, associative, aesthetic, social, rarity and representative values and is of cultural heritage significance at the local level for the following reasons:

- The Liverpool Scout Hall evidences the culmination of a five-year, grassroots fundraising effort by the community, opening in the height of the Great Depression – a major achievement and testament to the determination and cooperative nature of the local community.
- Its opening in 1930 was a significant event in local history that involved the Governor of New South Wales and local dignitaries.
- The hall has important historical associations with the Scouts movement and specifically, Liverpool Scouts, but also with the Liverpool community, having been the focus of a large and varied number of community and social events for 90 years.
- The building was used as the training venue of the local Volunteer Defence Corps during the Second World War and has an important contribution to the historical narrative of the Liverpool area.
- The building retains a high degree of design integrity, having been little altered from its original form and style. This makes it of architectural interest and value and is considered a good representative example of an early 20<sup>th</sup> century Inter-War period community hall.
- The Liverpool Scout Hall is rare in the locality, as a rare surviving example of a small-scaled timber community hall. Its purpose-built association with the Scouts movement makes it of particular rarity value in the locality, with few Scout halls provided for in any one locality.
- The building is an important and visually prominent feature in the streetscape.

### 9.2 Future Management of the Site

The following recommendations arise from the assessment findings and observations of this report:

1. The former Liverpool Scout Hall should be listed as an item of local heritage significance on Schedule 5 of the *Liverpool Local Environmental Plan 2008*. This accords with the Australia ICOMOS *Burra Charter* (2013), which advocates that items and places of cultural significance should be retained and safeguarded.
2. The former Liverpool Scout Hall should be retained in its current form and location. This is because the significance of the building is embodied in its physical tangible attributes and setting, as well as the intangible (social) values.
3. Presently, the former Liverpool Scout Hall is vacant and disused. The most appropriate use of a heritage item is often the use for which the building was originally purposed. However, Liverpool Scouts has ceased use and occupation of the building, which is a demonstration that the building is no longer required for the group's needs. This presents opportunities for adaptation and

maintaining an active use of a building is often considered the best way to safeguard by ensuring an active presence, ongoing maintenance and general care and regard. It is recommended therefore, that a suitable alternative use be considered for the building.

4. There is scope for the adaptive re-use of the building. The site is zoned B4 Mixed Use under the *Liverpool Local Environmental Plan 2008*. The objectives of the B4 Mixed Use zone are:
  - a. *To provide a mixture of compatible land uses.*
  - b. *To integrate suitable business, office, residential, retail and other development in accessible locations so as to maximise public transport patronage and encourage walking and cycling.*
  - c. *To allow for residential and other accommodation in the Liverpool city centre, while maintaining active retail, business or other non-residential uses at street level.*
  - d. *To facilitate a high standard of urban design, convenient urban living and exceptional public amenity.*

Permissible land uses within the B4 Mixed Use zone include:

*Amusement centres; Artisan food and drink industries; Boarding houses; Car parks; Centre-based child care facilities; Commercial premises; Community facilities; Depots; Educational establishments; Entertainment facilities; Environmental facilities; Environmental protection works; Flood mitigation works; Function centres; Helipads; High technology industries; Home businesses; Home industries; Hostels; Hotel or motel accommodation; Information and education facilities; Medical centres; Multi dwelling housing; Oyster aquaculture; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Residential flat buildings; Respite day care centres; Restricted premises; Roads; Seniors housing; Service stations; Shop top housing; Signage; Tank-based aquaculture; Tourist and visitor accommodation; Vehicle repair stations; Veterinary hospitals; Water recreation structures*

Clause 5.10(10) of the *Liverpool LEP 2008* provides for incentive provisions, which, in turn, may provide opportunity for a variety of alternative but compatible land uses to be considered. It is noted that reliance on the 'indulgences' of the incentive provisions, requires first and foremost, the conservation of the heritage item.

5. The strong associations with the community should be maintained and preference should be given to any future adaptive re-use of the Liverpool Scout Hall that allows for the continuation of its community use. In this regard, Council should give consideration to the acquisition of the former Liverpool Scout Hall to enable its continued use as a community facility.
6. As the former Liverpool Scout Hall retains a high degree of design integrity, there is a lesser degree of tolerance to alterations and additions occurring. However, there is opportunity for horizontal alterations and additions occurring at the rear of the building and in such manner that do not obscure the original form and silhouette. There should be no vertical additions to the original building.
7. Prior to the development of a specific proposal for the site, further specialist heritage advice should be sought to assist in the formulation of the proposal and to appropriately guide changes to the place.
8. An inventory of moveable heritage objects and items should be undertaken and Significant memorial plaques and the like should be retained in-situ.

End of Report

## Appendix A

### Common Terms Used



The following is a list of terms and abbreviations adopted for use in the NSW Heritage Manual (prepared by the Heritage Council of NSW), and other terms used by those involved in investigating, assessing and managing heritage, including terms used within this Heritage Impact Statement:

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**Aboriginal significance:** An item is of Aboriginal heritage significance if it demonstrates Aboriginal history and culture. The National Parks and Wildlife Service has the primary responsibility for items of Aboriginal significance in New South Wales.

**Adaptation:** Modification of a heritage item to suit a proposed, compatible use.

**Aesthetic significance:** An item having this value is significant because it has visual or sensory appeal, landmark qualities and/or creative or technical excellence.

**Archaeological assessment:** A study undertaken to establish the archaeological significance (research potential) of a particular site and to propose appropriate management actions.

**Archaeological feature:** Any physical evidence of past human activity. Archaeological features include buildings, works, relics, structures, foundations, deposits, cultural landscapes and shipwrecks. During an archaeological excavation the term 'feature' may be used in a specific sense to refer to any item that is not a structure, a layer or an artefact (for example, a post hole).

**Archaeological significance:** A category of significance referring to scientific value or 'research potential' that is, the ability to yield information through investigation.

**Archaeological sites:** A place that contains evidence of past human activity. Below-ground archaeological sites include building foundations, occupation deposits, features and artefacts. Above-ground archaeological sites include buildings, works, industrial structures and relics that are intact or ruined.

**Archaeology:** The study of material evidence to discover human past. See also historical archaeology.

**Artefacts:** Objects produced by human activity. In historical archaeology the term usually refers to small objects contained within occupation deposits. The term may encompass food or plant remains (for example, pollen) and ecological features.

**Australia ICOMOS:** The national committee of the International Council on Monuments and Sites.

**Burra Charter:** (and its guidelines). Charter adopted by Australia ICOMOS which establishes the nationally accepted principles for the conservation of places of cultural significance.

**Comparative significance:** In the NSW Heritage Assessment Procedure there are two

values used to compare significance: representativeness and rarity.

**Compatible use:** A use for a heritage item, which involves no change to its culturally significant fabric, changes which are substantially reversible or changes, which make a minimal impact.

**Cultural landscapes:** Those areas of the landscape, which have been significantly modified by human activity. They include rural lands such as farms, villages and mining sites, as well as country towns.

**Cultural significance:** A term frequently used to encompass all aspects of significance, particularly in guidelines documents such as the Burra Charter. Also one of the categories of significance listed in the Heritage Act 1977.

**Curtilage:** The geographical area that provides the physical context for an item, and which contributes to its heritage significance. Land title boundaries and heritage curtilages do not necessarily coincide.

**Demolition:** The damaging, defacing, destroying or dismantling of a heritage item or a component of a heritage conservation area, in whole or in part.

**Conjectural reconstruction:** Alteration of a heritage item to simulate a possible earlier state, which is not based on documentary or physical evidence. This treatment is outside the scope of the Burra Charter's conservation principles.

**Conservation:** All the processes of looking after an item so as to retain its cultural significance. It includes maintenance and may, according to circumstances, include preservation, restoration, reconstruction and adaptation and will be commonly a combination of more than one of these.

**Conservation Management Plan:** (CMP) A document explaining the significance of a heritage item, including a heritage conservation area, and proposing policies to retain that significance. It can include guidelines for additional development or maintenance of the place.

**Conservation policy:** A proposal to conserve a heritage item arising out of the opportunities and constraints presented by the statement of heritage significance and other considerations.

**Contact sites:** Sites which are associated with the interaction between Aboriginal and non-Aboriginal people.

**Excavation permit:** A permit issued by the Heritage Council of New South Wales under

section 60 or section 140 of the Heritage Act 1977 to disturb or excavate a relic.

**Façade:** The elevation of a building facing the street.

**Heritage Act 1977:** The statutory framework for the identification and conservation of heritage in New South Wales. The Act also describes the composition and powers of the Heritage Council.

**Heritage Advisor:** A heritage consultant engaged by a local council, usually on a part-time basis, to give advice on heritage matters to both the council and the local community.

**Heritage assessment criteria:** Principles by which values for heritage significance are described and tested. See historical, aesthetic, social, technical/ research, representativeness, rarity.

**Heritage conservation area:** An area which has a distinctive character of heritage significance, which it is desirable to conserve.

**Heritage Council:** The New South Wales Government's heritage advisory body established under the Heritage Act 1977. It provides advice to the Minister for Urban Affairs and Planning and others on heritage issues. It is also the determining authority for section 60 applications.

**Heritage fabric:** All the physical material of an item, including surroundings and contents, which contribute to its heritage significance.

**Heritage inventory:** A list of heritage items, usually in a local environmental plan or regional environmental plan.

**Heritage item:** A landscape, place, building, structure, relic or other work of heritage significance.

**Heritage Division:** The State Government agency of the Office of Environment and Heritage, responsible for providing policy advice to the Minister for Heritage, administrative services to the Heritage Council and specialist advice to the community on heritage matters.

**Heritage precinct:** An area or part of an area which is of heritage significance. See also heritage conservation area.

**Heritage significance:** Of aesthetic, historic, scientific, cultural, social, archaeological, natural or aesthetic value for past, present or future generations.

**Heritage study:** A conservation study of an area, usually commissioned by the local council. The study usually includes a historical

context report, an inventory of heritage items within the area and recommendations for conserving their significance.

**Heritage value:** Often used interchangeably with the term 'heritage significance'. There are four nature of significance values and two comparative significance values. See heritage significance, nature of significance, comparative significance.

**Hierarchy of significance:** Used when describing a complex heritage site where it is necessary to zone or categorise parts of the area assigning each a particular significance. A commonly used four level hierarchy is: considerable, some, little or no, intrusive (that is, reduces the significance of the item).

**Industrial archaeology:** The study of relics, structures and places involved with organised labour extracting, processing or producing services or commodities; for example, roads, bridges, railways, ports, wharves, shipping, agricultural sites and structures, factories, mines and processing plants.

**Integrity:** A heritage item is said to have integrity if its assessment and statement of significance is supported by sound research and analysis, and its fabric and curtilage are still largely intact.

**International Council on Monuments and Sites (ICOMOS):** An international organisation linked to UNESCO that brings together people concerned with the conservation and study of places of cultural significance.

There are also national committees in sixty countries including Australia.

**Level of significance:** There are three management levels for heritage items in New South Wales — local, regional and state. The level is determined by the context in which the

item is significant. For example, items of state heritage significance will either be fine examples or rare state-wide or will be esteemed by a state-wide community.

**Local significance:** Items of heritage significance which are fine examples, or rare, at the local community level.

**Moveable heritage:** Heritage items not fixed to a site or place (for example, furniture, locomotives and archives).

**Occupation deposits:** (In archaeology.) Accumulations of cultural material that result from human activity. They are usually associated with domestic sites, for example, under-floor or yard deposits.

**Post-contact:** Used to refer to the study of archaeological sites and other heritage items dating after European occupation in 1788 which helps to explain the story of the relationship between Aborigines and the new settlers.

**Preservation:** Maintaining the fabric of an item in its existing state and retarding deterioration.

**Rarity:** An item having this value is significant because it represents a rare, endangered or unusual aspect of our history or cultural heritage.

**Reconstruction:** Returning a place as nearly as possible to a known earlier state by the introduction of new or old materials into the fabric (not to be confused with conjectural reconstruction).

**Relic:** The Heritage Act 1977 defines relic as: '...any deposit, object or material evidence relating to non-Aboriginal settlement which is more than fifty years old.' The National Parks and Wildlife Act 1974 defines a relic as: '...any

deposit, object or material evidence (not being a handicraft made for sale) relating to indigenous and non-European habitation of the area that comprises New South Wales, being habitation both prior to and concurrent with the occupation of that area by persons of European extraction, and includes Aboriginal remains.'

**Representativeness:** Items having this value are significant because they are fine representative examples of an important class of significant items or environments.

**Restoration:** Returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without introducing new material.

**Social significance:** Items having this value are significant through their social, spiritual or cultural association with a recognisable community.

**State heritage inventory:** A list of heritage items of state significance developed and managed by the Heritage Division. The inventory is part of the NSW Heritage Database.

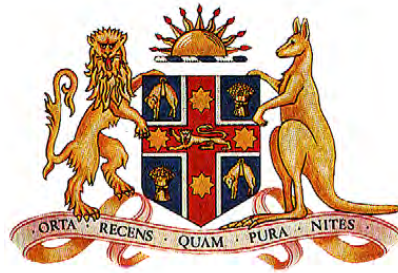
**State significance:** Items of heritage significance which are fine examples, or rare, at a state community level.

**Statement of heritage significance:** A statement, usually in prose form which summarises why a heritage item or area is of importance to present and future generations.

**Technical/research significance:** Items having this value are significant because of their contribution or potential contribution to an understanding of our cultural history or environment.

## Appendix B

### Interim Heritage Order No.2



# *Government Gazette*

of the State of

New South Wales

**Number 57—Planning and Heritage**

**Friday, 12 February 2021**

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The New South Wales Government Gazette is the permanent public record of official NSW Government notices. It also contains local council, non-government and other notices.

Each notice in the Government Gazette has a unique reference number that appears in parentheses at the end of the notice and can be used as a reference for that notice (for example, (n2019-14)).

The Gazette is compiled by the Parliamentary Counsel's Office and published on the NSW legislation website ([www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)) under the authority of the NSW Government. The website contains a permanent archive of past Gazettes.

To submit a notice for gazettal, see the Gazette page.

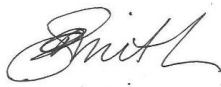
**HERITAGE ACT 1977****INTERIM HERITAGE ORDER NO. 2**

Under Section 25 of the Heritage Act 1977 Liverpool City Council does by this order:

- i. make an interim heritage order to cover the item of environmental heritage specified or described in Schedule "A"; and
- ii. declare that the Interim Heritage Order shall apply to the curtilage or site of such item, being the land described in Schedule "B".

This Interim Heritage Order will lapse six months from the date that it is made unless the local Council has passed a resolution before that date; and

- (i) in the case of an item which, in the council's opinion, is of local significance, the resolution seeks to place the item on the heritage schedule of a local environmental plan with appropriate provisions for protecting and managing the item; or
- (ii) In the case of an item which, in the Council's opinion, is of State heritage significance, the resolution requests the Heritage Council to make a recommendation to the Minister for Heritage under section 32(2) of the Heritage Act to include the item on the State Heritage Register.



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David Smith  
A/Director City Economy and Growth  
Liverpool City Council

Liverpool, 10 February 2021

**Schedule "A"**

The property known as the Liverpool Scout Hall, situated at 124 Moore Street, Liverpool on land described in Schedule B.

**Schedule "B"**

All those pieces or parcels of land known as (Cnr Lot 1 DP 10447) in Parish of St Luke, County of Cumberland.

Monday 21 August 2023  
Liverpool City Council

Ms. Lilyan Abosh - Strategic Planning Manager  
Mr. Thomas Wheeler - Heritage Officer

re: 124 Moore Street, LIVERPOOL  
Your Ref: 192504.2023  
Interim Heritage Order on 124 Moore Street, Liverpool  
Further Information

E: [ABoshL@liverpool.nsw.gov.au](mailto:ABoshL@liverpool.nsw.gov.au)

The Scout Association of Australia – NSW Branch (“Scouts NSW”) provides further correspondence in relation to the above matter, concerning real estate property located at 124 Moore Street, LIVERPOOL.

Notwithstanding matters previously outlined and raised in prior correspondence which remain actively on foot, Scouts NSW now provides:

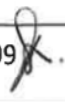
- Further letter and additional matters for consideration by the Governance Committee - Liverpool City Council, as prepared by independent Heritage subject matter expert with extensive experience, Mr. Brian McDonald of DFP Planning Pty. Ltd.

Scouts NSW now asks that Liverpool City Council considers all information as submitted, in relation to our Property located at 124 Moore Street, LIVERPOOL.

We appreciate the opportunity to provide additional information as now attached, further to the previous Letters of correspondence; the prior independent Heritage report completed by Mr. Brian McDonald of DFP Planning Pty Ltd; representation and attendance at Liverpool Council to speak to our position on 26 July in relation to said property; and Scouts NSW continues to maintain its position on the matter re: 124 Moore Street, LIVERPOOL.

We trust that all matters as presented by Scouts NSW, will be duly considered and we look forward to further engagement as may be required.

Yours sincerely,

ScNSWP099 

**(electronic signature)**

**Brett Clarke**

Head of Asset Management, Scouts NSW.

cc:

Chief Executive Officer - Carolyn Campbell.  
Chair State Asset Committee - Peter Lee



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Scouts Australia  
Member of the World  
Organization of the  
Scout Movement



planning consultants

21 August 2023  
Our Ref: 21849A.BMcD.2\_Heritage

The General Manager  
Liverpool City Council  
33 Moore Street  
Liverpool  
NSW 2170

Dear Sir

**LIVERPOOL SCOUT HALL  
SUBMISSION TO LIVERPOOL COUNCIL GOVERNANCE COMMITTEE MEETING**

At the Council's meeting on 26 July 2023, Council resolved to refer the proposed listing of the former Liverpool Scout Hall at 124 Moore Street Liverpool in Schedule 5 of the Liverpool Local Environmental Plan to the Council's Governance Committee. At the Council meeting Scouts NSW was invited to put before the Governance Committee any further representations in the matter. DFP Planning were engaged to make an independent assessment of heritage significance of the former Liverpool Scout Hall at 124 Moore Street Liverpool. The independent assessment and this letter have been prepared by the writer, an experienced heritage consultant and architect with 50 years of experience.

This letter sets out key points for the deliberations of the Committee.

**1. HERITAGE SIGNIFICANCE**

Our independent Heritage Assessment Significance Assessment, 26 April 2023: set out the historical background of the site and the scout hall; provided a description of the site and scout hall, including the present condition; provided a comparative analysis of twenty-three (23) scout halls in the Sydney metropolitan area; and assessed its significance against the criteria established by the NSW Heritage Council.

**COMPARITIVE SIGNIFICANCE.**

Seven (7) scout halls examined were found to be of the same Inter War period. One (1), First Epping Scout Hall, is a heritage item.



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Ten (10) scout halls have similar gable roofed built form as the former Liverpool Scout Hall, 1st Epping Scout Hall, is a heritage item and the only heritage listed gable roofed weatherboard scout hall that is a heritage item is 1<sup>st</sup> Bayview Scout Hall.



The only other heritage listed scout halls are of a very different period and design than the former Liverpool Scout Hall.

Dulwich Hall Scout Hall is a rare example of its type dating from 1921. It is a two storey Arts and Crafts style building, certainly worthy of heritage listing.



1st Mosman Scout Hall is a State Heritage item for its pre-scouting history and association with Archibald Mosman. It has a long and continuing use as Scout Hall since 1925 by a Scout Troop that was formed in 1908 warranting its listing as State heritage item. The Mosman Scout group is the oldest Scout group in Australia.





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It may be argued that a local heritage listing should be confined to consideration of the local government area involved. This kind of consideration is too narrow, regard should be given to the relative characteristics and background in a wider context. The fact that out of the twenty-three (23) scout halls compared only four (4) are listed local heritage items and of these, only one (1) has any similarity to Liverpool Scout Hall must be seen in the wider context of evaluation of potential heritage items.

The heritage significance assessment report by Edwards Heritage Consultants compared Liverpool Scout Hall with only three (3) other examples, none within Liverpool Local Government Area and one (1) is not a scout hall

#### ASSESSMENT CRITERIA

There is a tendency to approach individual items with a narrow a focus rather than from a comparative perspective. Our heritage significance assessment against the assessment criteria comes to very different conclusions than the assessment by Edwards Heritage Consulting. An important distinction between the approaches taken is interpretation of the terms of each criterion.

To meet the threshold for criterion (A) it is necessary to assess whether:

*An item is **important** in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history **of the local area**).*

It is not sufficient to make the assessment on a general connection with the cultural history of Liverpool. The association must demonstrate the **importance** of the potential heritage item.

To meet the threshold for criterion (B) it is necessary to assess whether:

*An item **has strong or special association** with the life or works of a person, or group of persons, of **importance** in NSW's cultural or natural History (or the cultural or natural history **of the local area**).*

The former Liverpool Scout Hall does not have **strong or special associations**. The site is associated with notable persons in the locality prior to erection of the Scout Hall, but the building does not. The association with the scouting movement was severed when the Liverpool Scout Group vacated the premises fifteen years ago.

To meet the threshold for criterion (C) it is necessary to assess whether:

*An item is **important** in demonstrating aesthetic characteristics and/or a **high degree of creative or technical achievement** in NSW (State significance);*

*OR*  
*An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in the local area (local significance).*

The simple gable roofed weatherboard building does not demonstrate any characteristics that are **important** in terms of Criterion (C). The same can be said for the similar scout halls in the comparative survey that have not been listed in their local government areas.

To meet the threshold for criterion (D) it is necessary to assess whether:

*An item has **strong or special association** with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons*

The former Liverpool Scout Hall has been vacant for 15 years. Any **association** with the scouting movement is **tenuous** and long in the past. Community support for heritage listing has been limited.

To meet the threshold for criterion (E) it is necessary to assess whether:

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*An item has **potential** to yield information that will contribute to an understanding of NSW's cultural or natural history (or the cultural or natural history of **the local area**)*

Documentary evidence does not indicate any prior uses of the site the state and does not meet this criterion. Should any archaeological resources be encountered on the site the provisions of the NSW Heritage Act would apply as they do throughout the State.

To meet the threshold for criterion (F) it is necessary to assess whether:

*An item possesses **uncommon, rare or endangered** aspects of NSW's cultural or natural history (or the cultural or natural history of **the local area**).*

The former Liverpool Scout Hall is typical of the simple vernacular form of scout halls erected throughout the state during the early to mid-twentieth century. It has **no uncommon, rare or endangered** characteristics.

To meet the threshold for criterion (G) it is necessary to assess whether:

*An item is **important** in demonstrating the principal characteristics of a class of NSW's - cultural or natural places; or- cultural or natural environments of **the local area**).*

The former Liverpool Scout Hall is **not an important** example of vernacular scout halls throughout the metropolitan area or in the Liverpool Local Government Area. To the extent that it was to be representative of a type meeting this criterion alone it would not have been elevated to the threshold for heritage listing.

#### PREVIOUS HERITAGE STUDIES

It is worth noting that in previous heritage studies, the former Liverpool Scout Hall was not evaluated as worthy of heritage listing. It was not recommended for heritage listing in the Liverpool Heritage Study 1992 or the Potential Items Heritage Study March 2017.

## 2. ZONING

The former Liverpool Scout Hall site falls within the MU1 Mixed use zone. Development in the vicinity of the site is subject to a minimum Lot size of 1,000m<sup>2</sup>; maximum height of buildings 45 metres ; and Floor Space Ratio 2.5:1. On the other side of Castlereagh Street the land is zoned R4 High Density Residential; minimum lot size 1,000m<sup>2</sup>; height of buildings 35 metres; and FSR 2:1. The locality will change significantly. While this is not strictly a heritage consideration, when the land was rezoned, the strategic planners did not envisage this site would be proposed for heritage listing. From the perspective of "*orderly and economic development*" a key objective of the Environmental Planning and Assessment Act 1979, isolation of 124 Moore Street as an undersized lot with a single storey building is both unreasonable and unfair.

## 3. FINANCIAL BURDEN

Declining numbers have resulted in Scouting NSW consolidating scout groups. 1st Liverpool was amalgamated with 1<sup>st</sup> Lurnea Scout Group. Regrettably, the scouting movement's fall in numbers means that 1<sup>st</sup> Liverpool will not return to the former Liverpool Scout Hall, and it is no longer viable. More stable scout groups at Green Valley, Hoxton Park and Wattle Grove, as well as Lurnea serve the needs of Scouting NSW in the region.

Over the period since the scout hall was vacated, Scouts NSW have been burdened with an asset with ongoing holding costs against very little return only for very infrequent short term

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(e.g., one night) lettings). These expenditures would otherwise go to funding to maintain sustainable scouting in the State.

#### **4. CONCLUSION**

It would be most unreasonable to heritage list an asset: which has been found to fail the tests for heritage significance, that would continue to be a financial burden on Scouts for NSW; and would thwart realisation of strategic planning objectives for Liverpool City Centre.

#### **5. RECOMMENDATIONS**

We re-iterate the recommendations made in the Heritage Significance Assessment by DFP Planning dated 26 April 2023.

##### **ARCHIVAL RECORD**

Prior to disposal of the site an archival photographic record is to be made in accordance with the publication "Photographic Recording of Heritage Items Using Film or Digital Capture" published by NSW Heritage. Two copies shall be lodged with Liverpool Council.

##### **INTERPRETATION**

A condition of consent is to be imposed on any development application for an interpretation plan in accordance with the publication "Interpreting Heritage Places and Items Guidelines" by Heritage NSW to be prepared prior to issue of a construction certificate. The interpretation plan shall detail the historic context, interpretation media and venue in a publicly accessible location within the development.

##### **ARCHAEOLOGY**

Any relic or artifact encountered on the site must be notified to the NSW Heritage Council in accordance with Section 146 of the NSW Heritage Act 1977.

Regards

A handwritten signature in black ink that reads 'Brian McDonald'.

Brian McDonald

Principal Urban Designer and Heritage Consultant

DFP Planning Pty Ltd.

<b>PLAN 01</b>	<b>Update on the Interim Heritage Order for 124 Moore Street, Liverpool</b>
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<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	192504.2023
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Lina Kakish - Acting Director Planning & Compliance

### **EXECUTIVE SUMMARY**

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At the Council meeting of 26 October 2022, Council resolved to defer the listing of the property located at 124 Moore Street, Liverpool on Schedule 5 – Environmental Heritage of the Liverpool Local Environmental Plan (LLEP) 2008, to enable further consultation with the owner (Scouts NSW).

Consistent with this resolution, further consultation was undertaken with Scouts NSW and the opportunity was provided for Scouts to submit an alternative heritage significance assessment prepared on their behalf for the consideration of Council.

The alternate heritage significance assessment (**Attachment B**) was submitted to Council on 26 April 2023 and reviewed by Council's Heritage Officer.

This report provides a summary of the process in response to the resolution of 26 October 2022 and a summary assessment of the original heritage significance assessment (**Attachment A**), and the alternate assessment.

### **RECOMMENDATION**

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That Council:

1. Prepare a planning proposal to amend the Liverpool Local Environmental Plan 2008 to list 124 Moore Street, Liverpool under Schedule 5 – Environmental Heritage; and
2. Notify the owner of Council's decision to continue with the listing of the property and detail future consultation opportunities as part of the planning proposal process.

### **REPORT**

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### **Background**

Council resolved at its meetings in November 2020 and February 2021, to issue an Interim Heritage Order (IHO) for the properties located at 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool. Both IHOs were subsequently gazetted by the NSW Government.

Following the NSW Government guidelines for IHOs, a Preliminary Assessment of Heritage Significance was undertaken for each property, identifying the need to complete a more detailed assessment.

In November 2020, FORM Architects were engaged by Council to prepare an Assessment of Heritage Significance for 122 Atkinson Street, Liverpool. The report concluded that the building is historically and socially significant and therefore meets the threshold for local heritage listing.

Similarly, in March 2021, Edwards Heritage was engaged by Council to prepare an Assessment of Heritage Significance for 124 Moore Street, Liverpool. The report noted that despite the locality evolving, the significance of the building as one of the first scout halls in the area and a purpose-built scout hall had not been undermined. It was concluded that the property holds local heritage significance.

Council subsequently resolved at the 28 April 2021 and 30 June 2021 meetings to prepare a planning proposal to list 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool in Schedule 5 - Environmental Heritage of the Liverpool Local Environmental Plan (LLEP) 2008.

Consistent with Council's resolution, a planning proposal was prepared to list the properties as well as remove six heritage items from Schedule 5 (Items 4, 5, 27, 36, 57A & 59). The items to be removed are no longer subject to the LLEP and/or have been heavily impacted by previous State Significant Development (SSD) or State Significant Infrastructure (SSI) applications, as detailed in the Planning Proposal Report.

At its meeting on 23 February 2022, Council resolved the following:

*That Council:*

- 1. Notes the advice of the Liverpool Local Planning Panel;*
- 2. Endorses the planning proposal to amend Schedule 5 – Environmental Heritage of the Liverpool Local Environmental Plan 2008;*
- 3. Delegates to the Acting CEO (or delegate) to make any typographical or other editing amendments to the planning proposal 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, with a request that Council be authorised as the local plan-making authority;*

5. *Subject to Gateway determination, undertake public exhibition and community consultation in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan;*
6. *Receive a further report on the outcomes of public exhibition and community consultation; and*
7. *Notify the owners of 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool of the Council's decision to endorse the planning proposal for a Gateway determination and to provide advice on the next steps of the plan-making process.*

The planning proposal was placed on public exhibition between 11 May 2022 to 10 June 2022 in line with the Gateway conditions. No formal submissions were received from the public exhibition. The proposal also was referred to Heritage NSW who raised no objections.

Throughout the planning proposal process, Council staff experienced difficulties contacting the landowner of No. 124 Moore Street, Liverpool. On 27 July 2022, Council received a response from the owner requesting the draft planning proposal be deferred. Council staff have since been engaging with the owner concerning preparing a formal submission for the proposed heritage listing of their property. The landowner had requested six months to engage a heritage consultant to peer review the Heritage Significance Assessment prepared for Council.

To allow a submission to be considered without substantially delaying the planning proposal, the property was removed from Amendment 95 to further consider the property as a part of a new planning process.

The post-exhibition report, outlining the exhibition process and outcomes was tabled at the 26 October 2022 meeting and the following resolution was passed.

*That Council:*

1. *Notes the Gateway determination for Liverpool Local Environmental Plan 2008 (Amendment 95) and the results of the public authority and community consultation;*
2. *Notes that consultation with the owner of 124 Moore Street, Liverpool is ongoing and removes the property from Amendment 95;*
3. *Proceeds with Amendment 95 (as amended by point 2) and delegates authority to the Acting Chief Executive Officer (or delegate) to liaise with the NSW Parliamentary Counsel's Office and the Department of Planning and Environment to finalize the amendment;*
4. *Notes that the proposed heritage listing of 124 Moore Street, Liverpool in Schedule 5 – Environmental Heritage of the LEP will be progressed as a separate planning proposal or through the LEP Review underway to enable sufficient time for the landowner to engage their own heritage consultant and provide a submission to Council; and*

**5. *Receives a further report and recommendation following further consultation with the owner of 124 Moore Street, Liverpool.***

This report addresses point five (5) of the above resolution. The heritage significance assessment (**Attachment A**) was provided to the owners of 124 Moore Street, Liverpool and they were provided with the opportunity to engage their independent heritage consultant who has provided their assessment for consideration (**Attachment B**).

**Assessment of Heritage Significance**

The following section of this report compares the original assessment of significance undertaken by Edwards Heritage (**Attachment A**) for Liverpool City Council with the assessment completed by DFP Planning Consultants for Scouts NSW (**Attachment B**). This section of the report goes through each criterion of the accepted Heritage Council of NSW Heritage Significance Criteria, and includes summary comments from Council's Heritage Officer.

**CRITERION (A) – HISTORICAL SIGNIFICANCE**

**An item or place is important in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history of the local area).**

**EDWARDS HERITAGE**

- The subject site contributes to the historical narrative of the subdivision and development of Liverpool. The Scout Hall is located on the former land of John Payne Lloyd, a soldier, businessman, agriculturist, and early settler in Liverpool. He leased the property to the medical practitioner, politician and philanthropist William Bland. However, there is insufficient evidence to suggest that significant historical events occurred at the site during this period.
- A community-based campaign to raise funds for a local Scout Hall began in 1925. Following five years of fundraising, the Scout Hall was opened in 1930 by the then Governor of New South Wales, Sir Philip Game. A large celebration to commemorate the opening which involved Scout groups from across the region.
- The hall served as the venue for countless community events during the twentieth century, including dances, birthdays, wedding receptions, social evenings and fundraising nights.
- During the Second World War, the local Volunteer Defence Corps trained at the hall weekly.
- The Liverpool Scout Hall is connected to multiple historical events and processes that are significant to the local area. Its subdivision pattern and low-scale development reflect early planning in Liverpool. Its construction was the result of a substantial period of fundraising by the local community and its opening was a notable event that involved the Governor of New South Wales and the Mayor of Liverpool, amongst other local leaders. Particularly in the 1930s and 40s, the hall was used for a multitude of charity events and in this way reflects a period when community-based fundraising was highly prevalent in the area. In addition, the hall was directly associated with the town's defence measures during the Second World War as the training venue for the local Volunteer Defence Corps.

**DFP PLANNING**

**Comment:** The early history of subdivision and development in the locality has been obscured by twentieth century and early twenty first century development and site amalgamations. Although the present site remains as Lot 1 of the 1925 18-lot subdivision by the Perpetual Trustee Company Limited, comparison between the existing allotment pattern (**Figure 13** and the 1943 pattern (**Figure 14**) in which the 1925 subdivision is clearly shown demonstrates the extent to which the subdivision has been altered by consolidations and development.

The connection of the property with the Scouting movement has been broken for fifteen years. Liverpool Scout Hall demonstrates the type of facility common to the Scouting movement as it expanded throughout metropolitan Sydney and NSW after its establishment by Lord Baden Powell in 1907. As a member of the Scouting movement during the 1950s, the writer is familiar with the typical timber Scout halls up to that period.

In relative terms Liverpool Scout Hall is not assessed as being of interest but not important in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history of the local area).

**CRITERION (B) – HISTORICAL ASSOCIATION**

**An item or place has strong or special association with the life or works of a person, or group of persons of importance in NSW's cultural or natural history (or the cultural or natural history of the local area).**

**EDWARDS HERITAGE**

- The Scout Hall is located on the former land of John Payne Lloyd, a soldier, businessman, agriculturist, and early settler in Liverpool. He leased the property to the medical practitioner, politician and philanthropist William Bland. Nevertheless, neither Lloyd nor Bland is believed to have had strong associations with the site.
- The Liverpool Scouts used the hall continuously from its opening in 1930 until recently and it therefore has a strong association with the Scouts group and movement.
- A range of other local community groups also used the hall frequently during the twentieth century.



#### **DFP PLANNING**

**Comment:** Historic connections with the previous land holders and occupants, John Payne Lloyd, and William Bland, is tenuous. Up to the time the site was purchased by Robert Clyde Rowe, Lawrence Murphy, Edward Pearce and Jamie Pirie in 1926 there is no record of the use of the site.

While William Bland has a colourful history and a tale of redemption becoming a prominent citizen after 1821 there is little to connect the land with his activities. Similarly, Robert Clyde Lloyd's distinguished contribution to local affairs and organisations and success in his career as a pharmacist is not reflected in the physical fabric and use of the site. Transfer of ownership to the Scouting movement in 1929 and construction of the Scout Hall in 1930 was a result of philanthropy and community fund raising. This has been a common way of establishing local Scouting groups. Use of the hall for community activities and fund-raising functions are also common uses for Scout halls. The Scout hall the writer attended in the 1950s hosted film nights, Scottish dancing, Empire nights and community activities as did other Scout halls in the district. However, the link with the Scouting movement has been severed for 15 years.

Liverpool Scout Hall no longer has strong associations with the persons or groups connected with the history of the place and does not meet this criterion.

#### **CRITERION (C) AESTHETIC**

**An item or place is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW (or the local area).**

#### **EDWARDS HERITAGE**

- The Liverpool Scout Hall is a typical example of a 1930s Scouts or community hall. It does not show evidence of technical innovation or achievement but exemplifies the vernacular style of small-scaled timber halls of its time.
- The hall is the only known surviving example of its type in Liverpool and is therefore aesthetically distinctive at a local level.
- As the hall is located on a prominent corner block near the centre of Liverpool and is the only single-storey building dating from the early twentieth century in the vicinity, the hall has landmark qualities.

#### **DFP PLANNING**

**Comment:**

Liverpool Scout Hall now stands in an altered context compared to the Inter War and Post War periods and is of scale that despite its corner location does not present landmark qualities. The simple gable roofed and weatherboard building does not demonstrate any significant aesthetic or technical values. Liverpool Scout Hall does not meet this criterion.

#### **CRITERION (D) SOCIAL**

**An item or place has strong or special association with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons.**

PLAN 04	Request to proceed with the preparation of a planning proposal to heritage list - 124 Moore Street, Liverpool
Attachment 4	Council Report - 26 July 2023 - PLAN 01 - Update on the Interim Heritage Order for 124 Moore Street Liverpool

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#### **EDWARDS HERITAGE**

- The hall has distinct and strong associations with the Scouts movement and specifically, the Liverpool Scouts, being the home of the group from 1930 until c2021, when the Liverpool Scouts group relocated to Lurnea.
- The hall has also served the social needs of the local community for the past 90 years, serving as the venue for a wide variety of community events during the 20th century, including social dances, birthdays, wedding receptions, social evenings and fundraising nights. Such social events have catered for a variety of individuals, families and community groups.
- The building has been the focus of community events from 1930 to c2021.
- During the Second World War, the building was used for the weekly meeting and training venue for the local Volunteer Defence Corps.

#### **DFP PLANNING**

**Comment:** Liverpool Scout Hall's link with the Scouting movement was severed in 2008 when the local Scout group was wound up. It has not had a connection with community or cultural groups for 15 years. It does not meet this criterion.

#### **CRITERION (E) TECHNICAL/RESEARCH**

**An item or place has potential to yield information that will contribute to an understanding of NSW's cultural or natural history (or the cultural or natural history of the local area).**

#### **EDWARDS HERITAGE**

- Although the site was previously owned by John Payne Lloyd and William Bland, it is unlikely that it contained any structures prior to the construction of the current Scout Hall.
- The site has a low potential to yield new or substantial scientific and/or archaeological information.

#### **DFP PLANNING**

**Comment:** The documentary evidence does not indicate any use of the land prior to construction of Liverpool Scout Hall. While assessment of aboriginal archaeological potential is not within the scope of this assessment, should any artifacts be encountered the protocols of the NSW Heritage Act would apply.

#### **CRITERION (F) RARITY**

**An item or place possess uncommon, rare or endangered aspects of NSW's cultural or natural history (or the cultural or natural history of the local area).**

#### **EDWARDS HERITAGE**

- The Liverpool Scout Hall is the only example of its style and class of building in the Liverpool area and has remained largely unchanged since its construction in c1930.
- The building provides rare evidence of the early Scouts movement in Liverpool.

PLAN 04	Request to proceed with the preparation of a planning proposal to heritage list - 124 Moore Street, Liverpool
Attachment 4	Council Report - 26 July 2023 - PLAN 01 - Update on the Interim Heritage Order for 124 Moore Street Liverpool

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**DFP PLANNING**

**Comment:** Liverpool Scout Hall is typical of the simple vernacular form of Scout halls erected throughout the state during the early to mid-twentieth century and does not meet this criterion.

**CRITERION (G) REPRESENTATIVE**

**An item or place is important in demonstrating the principal characteristics of a class of NSW's: cultural or natural places or cultural or natural environments (or a class of the local area's cultural or natural places; or cultural or natural environments).**

**EDWARDS HERITAGE**

- The Liverpool Scout Hall is typical of a 1930s small-scaled timber community hall and remains largely intact, having been little altered externally, with no notable additions to the original building's form or silhouette and retaining many of the original architectural features.
- As the only example of its type in Liverpool, it has outstanding representative value at a local level. It is also associated with other Australian Scout Halls dating from a similar period which collectively illustrate a representative building type.

**DFP PLANNING**

**Comment:** Liverpool Scout Hall does have the attributes of the simple form of hall usually built to a budget throughout Sydney. Although some examples of this type of Scout hall have been lost due to dwindling numbers in the scouting movement, several still exist as shown in the comparative analysis. The Scout Hall's ability to demonstrate the principal characteristics of this type of building alone does not lift it to the level of local heritage significance.

**SUMMARY COUNCIL RESPONSE**

It is acknowledged that the pattern of subdivision and the history associated with the subdivision of the site, while identified by Edwards Heritage, is not a strong argument for heritage listing. The subdivision has been obscured by years of development and re-subdivision, changing the local pattern and connection to historic landforms.

However, it is important to understand from the beginning that the proposal was to heritage list 124 Moore Street, Liverpool as a local heritage item, therefore being of local heritage significance. When considering the property against the heritage significance criteria, the assessment should be based on the local area and not the whole of NSW as the aim is to protect or conserve what is significant to the history and/or people of Liverpool.

References by DFP Planning to the relationship of 124 Moore Street, Liverpool to the wider NSW Scouting Movement or Scouting Halls around NSW, while may be relevant to a broader consideration of State Heritage Significance, are irrelevant when considered at a local heritage significance level.

Further, the weighting placed on the impact of the Scouts not using the building since the early 2000s is not agreed. A building or place may not necessarily retain its original use or occupancy, but it can still provide evidence of that use through its design and built form. Reducing or minimising the significance of a potential heritage item due to no longer being used for its original purpose is not supported.

The subject property, 124 Moore Street, Liverpool retains its external appearance as a Scout Hall and there is documentary evidence from the 1930s which demonstrates this. The building is identifiable as a Scout Hall and despite the cessation of physical scouting use, the physical characteristics of the use through the purpose-built form remain.

Therefore, it is still the opinion of Council's Heritage Officer that the property located at 124 Moore Street, Liverpool demonstrates local heritage significance through its physical form and connection to the local scouting movement and should be listed under Schedule 5, of the Liverpool Local Environmental Plan (LLEP) 2008.

#### **Next Steps**

It is therefore recommended that a planning proposal be prepared, which seeks to include 124 Moore Street, Liverpool in Schedule 5 of the Liverpool Local Environmental Plan (LLEP) 2008.

#### **FINANCIAL IMPLICATIONS**

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There are no financial implications relating to this recommendation.

#### **CONSIDERATIONS**

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<b>Economic</b>	There are no economic or financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Include any relevant legislation and section here. There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be Low.

	There is no risk associated with this report.
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### **ATTACHMENTS**

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1. Attachment A - 124 Moore Street - Assessment of Significance - Edwards Heritage. (Under separate cover)
2. Attachment B - Scouts NSW Submission - Heritage Assessment Final V2 (Under separate cover)

### **Council**

### **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.

<b>PLAN 02</b>	<b>Post exhibition report - Amendment 95 to Liverpool Local Environmental Plan 2008 - Schedule 5 Environmental Heritage</b>
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<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	333267.2022
<b>Report By</b>	Lilyan Abosh - Strategic Planner
<b>Approved By</b>	David Smith - Director Planning & Compliance

### **EXECUTIVE SUMMARY**

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At the Council meetings of 28 April 2021 (CONF04) and 30 June 2021 (CONF06), Council resolved to prepare a planning proposal to amend Schedule 5 – Environmental Heritage of the Liverpool Local Environmental Plan (LLEP) 2008 to list 122 Atkinson Street, Liverpool (Lot 52 DP 1090837) and 124 Moore Street, Liverpool (Cnr Lot 1 DP 10447) as heritage items in the LEP.

Consistent with this resolution, a planning proposal (**Attachment 1**) was prepared which lists the two properties as well as removing six heritage items from Schedule 5. The removed heritage items are no longer subject to the LLEP 2008 and / or have been heavily impacted by previous State Significant Development (SSD) or State Significant Infrastructure (SSI) applications.

The proposal was endorsed at the 23 February 2022 Council meeting (PLAN04) and subsequently submitted to the Department of Planning and Environment (DPE) for a Gateway determination in accordance with Council's resolution.

A Gateway determination was issued by DPE on 7 April 2022 (**Attachment 2**), which required Council update the Planning Proposal Report, conduct state agency consultation and place the proposal on public exhibition. The requested additional information has been included in the Planning Proposal Report and supporting attachments.

The planning proposal was placed on public exhibition between 11 May 2022 to 10 June 2022 in line with the Gateway conditions. No formal submissions were received as a result of public exhibition. The proposal was referred to Heritage NSW who raised no objections.

Throughout the planning proposal process, Council staff experienced difficulties contacting the landowner of No. 124 Moore Street, Liverpool. On 27 July 2022, Council received a response from the owner requesting the draft planning proposal be deferred. Council staff have since been engaging with the owner in relation to the preparation of a formal submission for the proposed heritage listing of their property. The landowner has requested a period of six months to engage a heritage consultant to peer review the Heritage Significance Assessment prepared for Council.

To allow a submission to be considered without substantially delaying the planning proposal, the property has been removed from Amendment 95 and will be progressed as part of a new planning proposal process, most likely the Phase 2 LEP Review.

This report updates Council on the Gateway determination issued by DPE, the outcomes of public consultation of the planning proposal and recommends that Council proceeds with Amendment 95 to the LLEP 2008 (with 124 Moore Street, Liverpool excluded) and delegates authority to the A/CEO (or delegate) to liaise with DPE and the Parliamentary Counsel Office (PCO) to finalise the amendment.

## **RECOMMENDATION**

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That Council:

1. Notes the Gateway determination for Liverpool Local Environmental Plan 2008 (Amendment 95) and the results of the public authority and community consultation;
2. Notes that consultation with the owner of 124 Moore Street, Liverpool is ongoing and removes the property from Amendment 95;
3. Proceeds with Amendment 95 (as amended by point 2) and delegates authority to the Acting Chief Executive Officer (or delegate) to liaise with the NSW Parliamentary Counsel's Office and the Department of Planning and Environment to finalise the amendment;
4. Notes that the proposed heritage listing of 124 Moore Street, Liverpool in Schedule 5 – Environmental Heritage of the LEP will be progressed as a separate planning proposal or through the LEP Review underway to enable sufficient time for the landowner to engage their own heritage consultant and provide a submission to Council; and
5. Receives a further report and recommendation following further consultation with the owner of 124 Moore Street, Liverpool.

PLAN 04	Request to proceed with the preparation of a planning proposal to heritage list - 124 Moore Street, Liverpool
<i>Attachment 5</i>	Council Report - 26 Oct 2022 - PLAN 02 - Post exhibition report - Amendment 95 to Liverpool Local Environmental Plan 2008 - Schedule 5 Environmental Heritage

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**REPORT**


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**Background**

Council resolved at its meetings in November 2020 and February 2021, to issue an Interim Heritage Order (IHO) for the properties located at 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool. Both IHO's were subsequently gazetted by the NSW Government (**Attachment 3** and **Attachment 4**).

In accordance with the NSW Government guidelines for IHOs, a Preliminary Assessment of Heritage Significance was undertaken for each property, identifying the need to complete a more detailed assessment.

In November 2020, FORM Architects were engaged by Council to prepare an Assessment of Heritage Significance for 122 Atkinson Street, Liverpool. The report concluded that the building is historically and socially significant and therefore meets the threshold for local heritage listing.

Similarly, in March 2021, Edwards Heritage were engaged by Council to prepare an Assessment of Heritage Significance for 124 Moore Street, Liverpool. The report noted that despite the locality evolving over time, the significance of the building as one of the first scout halls in the area and a purpose-built scout hall had not been undermined. It was concluded that the property holds local heritage significance.

Council subsequently resolved at the 28 April 2021 and 30 June 2021 meetings to prepare a planning proposal to list 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool in Schedule 5 - Environmental Heritage of the Liverpool Local Environmental Plan (LLEP) 2008.

Consistent with Council's resolution, a planning proposal was prepared to list the properties as well as removing six heritage items from Schedule 5 (Items 4, 5, 27, 36, 57A & 59). The items to be removed are no longer subject to the LLEP and / or have been heavily impacted by previous State Significant Development (SSD) or State Significant Infrastructure (SSI) applications, as detailed in the Planning Proposal Report (**Attachment 1**).

At its meeting on 23 February 2022, Council resolved the following:

*That Council:*

1. *Notes the advice of the Liverpool Local Planning Panel;*
2. *Endorses the planning proposal to amend Schedule 5 – Environmental Heritage of the Liverpool Local Environmental Plan 2008;*
3. *Delegates to the Acting CEO (or delegate) to make any typographical or other editing amendments to the planning proposal 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, with a request that Council be authorised as the local plan making authority;*

5. *Subject to Gateway determination, undertake public exhibition and community consultation in accordance with the conditions of the Gateway determination and the Liverpool Community Participation Plan;*
6. **Receive a further report on the outcomes of public exhibition and community consultation; and**
7. *Notify the owners of 122 Atkinson Street, Liverpool and 124 Moore Street, Liverpool of Council's decision to endorse the planning proposal for a Gateway determination and to provide advice on the next steps of the plan making process.*

This report addresses point 6 of the above resolution. The proposal was sent to the Department of Planning and Environment (DPE) on 15 March 2022 requesting a Gateway determination.

### **Gateway Determination**

A Gateway determination was issued on 7 April 2022 (**Attachment 2**), which included the following conditions that were to be satisfied prior to community consultation:

*Prior to public exhibition the planning proposal is updated to:*

- (a) *clearly identify the land involved on relevant maps, which may require removal of Heritage Map Sheet HER\_001 from the planning proposal;*
- (b) *accurately identify the land description of the items;*
- (c) *refer and assess consistency with relevant Section 9.1 Directions issued on 1 March 2022; and*
- (d) *refer and address consistency with relevant State Environmental Planning Policies that are in force.*

The requested additional information was included in the post Gateway Planning Proposal Report and report attachments. The timeframe for completing the amendment is 7 October 2022. Due to delays experienced contacting the landowners of the proposed heritage listed properties, Council has had to submit a request to extend the Gateway determination by an additional 3 months.

### **Community Consultation**

The planning proposal and relevant documents were placed on public exhibition from 11 May 2022 until 10 June 2022. During this period Council staff responded to two email enquiries seeking clarification on the status of the heritage items to be removed. These enquiries did not eventuate into submissions and as such, no community submissions were formally received.

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**Public Authority Consultation**

In accordance with the Gateway determination, state agency consultation was required with the NSW Heritage Office. The agency submission deferred back to Council as the authority for decisions on listing and delisting local heritage, however encouraged the identification of new local heritage items. The agency submission is provided at **Attachment 5**.

**Consultation with Owner of 122 Atkinson Street, Liverpool**

Council staff notified the landowner of 122 Atkinson Street of the planning proposal during the public exhibition period and via letter on 1 July 2022. A response from the owner of 122 Atkinson Street, Liverpool was received on 25 July 2022, to which Council's heritage officer provided advice on the development potential of the site. Council staff also subsequently contacted the owner by phone to reiterate the details of the planning proposal, next steps and the impacts of heritage listing the property with regards to development.

**Consultation with Owner of 124 Moore Street, Liverpool**

Council staff experienced difficulties contacting the landowner through the planning proposal process. It was not until Council staff contacted the owner via email that correspondence was received on 27 July 2022, requesting the draft planning proposal be deferred. Council staff have since been engaging with the landowner in relation to the preparation of a formal submission for the proposed heritage listing. In this regard, the owner has requested six months to engage a heritage consultant to peer review the Heritage Significance Assessment prepared for Council.

It is considered reasonable to allow further time for the landowner to complete analysis and provide a detailed submission. Therefore, to allow a submission from the landowner to be considered without substantially delaying the planning proposal, it is recommended that the property be removed from Amendment 95. This matter can be progressed as part of a new separate planning proposal process, potentially as part of the Phase 2 LEP Review.

**Next Steps**

If Council resolves to finalise Amendment 95 as recommended, staff will liaise with the NSW Parliamentary Counsel's Office and DPE to begin the legal drafting of the amendment to the LEP. Once finalised, LLEP 2008 Amendment 95 will be notified in the NSW Government Gazette.

**Conclusion**

The Gateway determination requirements for Amendment 95 have been satisfied and matters raised by the state agency appropriately considered.

It is recommended that Council finalises Amendment 95 to the LLEP 2008, noting the proposed removal of the 124 Moore Street site, and delegates authority to the Acting CEO (or his delegate) to liaise with the Parliamentary Counsel's Office and DPE to finalise Amendment 95.

### **FINANCIAL IMPLICATIONS**

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There are no financial implications relating to this recommendation

### **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	Foster neighbourhood pride and a sense of responsibility.
<b>Legislative</b>	Sections 3.31 to 3.37 of the <i>Environmental Planning and Assessment Act 1979</i> Sections 28 and 29 of the <i>Heritage Act 1977 No 136</i>
<b>Risk</b>	The risk is deemed to be Medium.  With the removal of 124 Moore Street, Liverpool from Amendment 95 and the expiry of the IHO, there is a risk that the site will not be protected for a period of time, during which the landowner may sell the property or potentially be able to demolish the structure without submitting a development application to Council.  Furthermore, there is a risk in relation to potential time delays due to the removal of the 124 Moore Street, Liverpool site and the need for a separate process in order to consider landowner concerns.  The risk is considered within Council's risk appetite.

### **ATTACHMENTS**

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1. Planning Proposal (Under separate cover)
2. Gateway Determination (Under separate cover)
3. Government Gazette IHO - 122 Atkinson St, Liverpool (Under separate cover)
4. Government Gazette IHO - 124 Moore St, Liverpool (Under separate cover)
5. State Agency Consultation (Under separate cover)

**Council**

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

1. Notes the Gateway determination for Liverpool Local Environmental Plan 2008 (Amendment 95) and the results of the public authority and community consultation;
2. Notes that consultation with the owner of 124 Moore Street, Liverpool is ongoing and removes the property from Amendment 95;
3. Proceeds with Amendment 95 (as amended by point 2) and delegates authority to the Acting Chief Executive Officer (or delegate) to liaise with the NSW Parliamentary Counsel's Office and the Department of Planning and Environment to finalise the amendment;
4. Notes that the proposed heritage listing of 124 Moore Street, Liverpool in Schedule 5 – Environmental Heritage of the LEP will be progressed as a separate planning proposal or through the LEP Review underway to enable sufficient time for the landowner to engage their own heritage consultant and provide a submission to Council; and
5. Receives a further report and recommendation following further consultation with the owner of 124 Moore Street, Liverpool.

The Councillors voted unanimously for this item.

Note: Clr Kaliyanda was not in the meeting when this item was voted on.

12 July 2013

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## 4. Further action under the Act

The making of this declaration does not prevent the carrying out of voluntary management of the site and any person may submit a voluntary management proposal for the site to the EPA.

## 5. Submissions invited

The public may make written submissions to the EPA on:

- Whether the EPA should issue a management order in relation to the site; or
- Any other matter concerning the site.

Submissions should be made in writing to:

Manager, Contaminated Sites,  
Environment Protection Authority,  
PO Box A290,  
Sydney South NSW 1232,

or faxed to (02) 9995 5930,

by not later than 4 weeks from the date of this letter.

Dated: 9 July 2013.

NIALL JOHNSTON,  
Manager,  
Contaminated Sites,  
Environment Protection Authority

## Note:

## Management order may follow

If management of the site or part of the site is required, the EPA may issue a management order under s.14 of the Act.

## Amendment/Repeal

This declaration may be amended or repealed. It remains in force until it is otherwise amended or repealed. The subsequent declaration must state the reasons for the amendment or repeal (s.44 of the Act).

## Information recorded by the EPA

Section 58 of the Act requires the EPA to maintain a public record. A copy of this significantly contaminated land declaration will be included in the public record.

## Information recorded by councils

Section 59 of the Act requires the EPA to give a copy of this declaration to the relevant local council. The council is then required to note on its planning certificate issued pursuant to s149 (2) of the Environmental Planning and Assessment Act 1979 that the land is declared significantly contaminated land. The EPA is required to notify council as soon as practicable when the declaration is no longer in force and the notation on the s149 (2) certificate is no longer required.

## Relationship to other regulatory instrument

This declaration does not affect the provisions of any relevant environmental planning instruments which apply to the land or provisions of any other environmental protection legislation administered by the EPA.

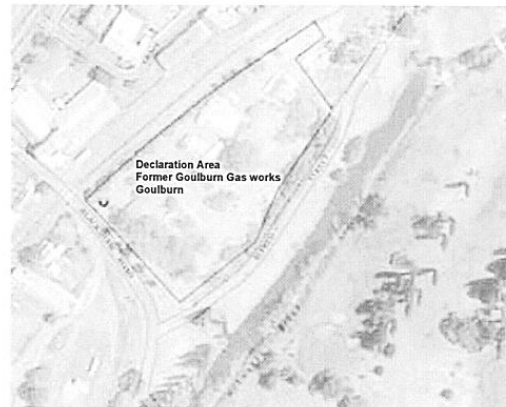


Figure 1. Land to which this declaration applies,  
1 Blackshaw Road, Goulburn NSW

Map Source: NSW Land and Property Website,  
<http://maps.six.nsw.gov.au/>; 4 March 2013

## HERITAGE ACT 1977

## Ministerial Order

Authorisation for Local Councils to make Interim Heritage Orders

Section 25 of the Heritage Act 1977

Section 43 Interpretation Act 1987

I, ROBYN PARKER M.P., Minister for Heritage, do by this order:

1. **revoke** the order made under section 25 of the Heritage Act 1977 and published in the *New South Wales Government Gazette* dated 1st February 2002, at pages 708 to 710.
2. **authorise** the local councils identified in Schedule 1 to make Interim Heritage Orders for items in the local council's area in accordance with section 25 of the Heritage Act 1977 and subject to the conditions listed in Schedule 2.

Dated: 22 April 2013.

ROBYN PARKER, M.P.,  
Minister for Heritage

## SCHEDULE 1

Local Councils Authorised to make Interim Heritage Orders under Section 25 of the Heritage Act 1977

Albury City Council  
Armidale Dumaresq Council  
Ashfield Council  
Auburn City Council  
Ballina Shire Council  
Balranald Shire Council  
Bankstown City Council  
Bathurst Regional Council  
Bega Valley Shire Council  
Bellingen Shire Council  
Berrigan Shire Council  
Blacktown City Council

Bland Shire Council	Junee Shire Council
Blayney Shire Council	Kempsey Shire Council
Blue Mountains City Council	The Council of the Municipality of Kiama
Bogan Shire Council	Kogarah City Council
Bombala Council	Ku-ring-gai Council
Boorowa Council	Kyogle Council
The Council of the City of Botany Bay	Lachlan Shire Council
Bourke Shire Council	Lake Macquarie City Council
Brewarrina Shire Council	Lane Cove Municipal Council
Broken Hill City Council	Leeton Shire Council
Burwood Council	Leichhardt Municipal Council
Byron Shire Council	Lismore City Council
Cabonne Council	City of Lithgow Council
Camden Council	Liverpool City Council
Campbelltown City Council	Liverpool Plains Shire Council
City of Canada Bay Council	Lockhart Shire Council
Canterbury City Council	Maitland City Council
Carrathool Shire Council	Manly Council
Central Darling Shire Council	Marrickville Council
Cessnock City Council	Mid-Western Regional Council
Clarence Valley Council	Moree Plains Shire Council
Cobar Shire Council	Mosman Municipal Council
Coffs Harbour City Council	Murray Shire Council
Conargo Shire Council	Murrumbidgee Shire Council
Coolamon Shire Council	Muswellbrook Shire Council
Cooma-Monaro Shire Council	Nambucca Shire Council
Coonamble Shire Council	Narrabri Shire Council
Cootamundra Shire Council	Narrandera Shire Council
Corowa Shire Council	Narromine Shire Council
Cowra Shire Council	Newcastle City Council
Deniliquin Council	North Sydney Council
Dubbo City Council	Oberon Council
Dungog Shire Council	Orange City Council
Eurobodalla Shire Council	Palerang Council
Fairfield City Council	Parkes Shire Council
Forbes Shire Council	Parramatta City Council
Gilgandra Shire Council	Penrith City Council
Glen Innes Severn Council	Pittwater Council
Gloucester Shire Council	Port Macquarie-Hastings Council
Gosford City Council	Port Stephens Council
Goulburn Mulwaree Council	Queanbeyan City Council
Great Lakes Council	Randwick City Council
Greater Hume Shire Council	Richmond Valley Council
Greater Taree City Council	Rockdale City Council
Griffith City Council	Ryde City Council
Gundagai Shire Council	Shellharbour City Council
Gunnedah Shire Council	Shoalhaven City Council
Guyra Shire Council	Singleton Council
Gwydir Shire Council	Snowy River Shire Council
Harden Shire Council	Strathfield Municipal Council
Hawkesbury City Council	Sutherland Shire Council
Hay Shire Council	Council of the City of Sydney
The Hills Shire Council	Tamworth Regional Council
Holroyd City Council	Temora Shire Council
The Council of the Shire of Hornsby	Tenterfield Shire Council
The Council of the Municipality of Hunters Hill	Tumbarumba Shire Council
Hurstville City Council	Tumut Shire Council
Inverell Shire Council	Tweed Shire Council
Jerilderie Shire Council	Upper Hunter Shire Council

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Upper Lachlan Shire Council  
 Uralla Shire Council  
 Urana Shire Council  
 Wagga Wagga City Council  
 The Council of the Shire of Wakool  
 Walcha Council  
 Walgett Shire Council  
 Warren Shire Council  
 Warringham Council  
 Warrumbungle Shire Council  
 Waverley Council  
 Weddin Shire Council  
 Wellington Council  
 Wentworth Shire Council  
 Willoughby City Council  
 Wingecarribee Shire Council  
 Wollondilly Shire Council  
 Wollongong City Council  
 Woollahra Municipal Council  
 Wyong Shire Council  
 Yass Valley Council  
 Young Shire Council

#### SCHEDULE 2

##### Conditions for Local Councils to make Interim Heritage Orders

- (1) A council must not make an Interim Heritage Order (IHO) unless:
- (a) an environmental planning instrument containing a schedule of heritage items derived from a heritage study and provisions for the management of those items is in force in the Local Government Area; and
  - (b) it has considered a preliminary heritage assessment of the item prepared by a person with appropriate heritage knowledge, skills and experience employed or retained by the council and considers that:
    - (i) the item is or is likely to be found, on further inquiry and investigation, to be of local heritage significance;
    - (ii) the item is being or is likely to be harmed;
    - (iii) the IHO is confined to the item determined as being under threat; and
  - (c) where the IHO is made over land which includes an item which is likely to be found, on further inquiry and investigation, to be of significance to Aboriginal people, a council must refer the proposal to make an IHO to the Office of Environment and Heritage for assessment regarding significance and community consultation, before the IHO is made. Council must comply with the recommendations of the Office of Environment and Heritage made in its assessment prepared pursuant to the referral.
- (2) A council must not make an IHO where:
- (a) the item is listed on:
    - (i) an environmental planning instrument as an item of environmental heritage;
    - (ii) the item is within a heritage conservation area identified in an environmental planning instrument; or

- (b) the item is covered by:
    - (i) an order under s.136 of the Heritage Act, 1977; or
  - (c) the council has previously placed an interim heritage order on the item; or
  - (d) a development consent (other than a complying development certificate), has been granted in relation to the item that permits the item to be harmed, and the development consent is still in force; or
  - (e) a complying development certificate has been granted for the demolition of an existing dwelling and the erection of a new single storey or two storey dwelling house, and the complying development certificate is still in force.
- (3) A council must not make an IHO in relation to item(s) that are located on land:
- (a) that is Crown land; or
  - (b) which is being developed by or on behalf of the Crown; or
  - (c) which is subject to a development for which the Minister for Planning and Infrastructure is the consent authority or approval authority under the Environmental Planning & Assessment Act 1979.

For the purposes of this clause, "the Crown" includes State Government Agencies, State Owned Corporations, Statutory Corporations, Statutory Authorities and Ministerial Corporations. "Crown" is also taken to have the same meaning as specified in section 57(1A)(b) of the Heritage Act, 1977.

- (4) A council must not make an IHO in respect of an item (which includes a building, work, relic, or place) that is subject to an approval, consent, licence, permit, permission or any other form of authorisation that requires or permits the item to be harmed and that is issued by the Crown, an officer or employee of the Crown or a Minister.

For the purposes of this clause, "the Crown" includes State Government Agencies, State Owned Corporations, Statutory Corporations, Statutory Authorities and Ministerial Corporations. "Crown" is also taken to have the same meaning as specified in section 57(1A)(b) of the Heritage Act, 1977. This clause does not apply to an approval, consent, licence, permit, permission or any other form of authorisation that requires or permits the item to be harmed and that is issued by the council.

- (5) An IHO made by a council must contain the following condition:
- "This Interim Heritage Order will lapse after six months from the date it is made unless the local council has passed a resolution before that date; and
- (i) in the case of an item which, in the council's opinion, is of local significance, the resolution seeks to place the item on the heritage schedule of a local environmental plan with appropriate provisions for protecting and managing the item; or
  - (ii) in the case of an item which in the Council's opinion, is of State heritage significance, the resolution requests the Heritage Council to make a recommendation to the Minister for Heritage under section 32(2) of the Heritage Act to include the item on the State Heritage Register."



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OFFICIAL NOTICES

12 July 2013

- (6) A council must publish annually in its State of Environment Report or Annual Report a summary of all decisions regarding IHOs for that year and provide a copy to the Office of Environment and Heritage.

Note: A council will be responsible for defending proceedings in any Court relating to its decisions made under this authorisation (including the bearing of all costs).

#### NATIONAL PARKS AND WILDLIFE ACT 1974

Draft Amendments to the Plans of Management for

Garigal National Park,

Ku-Ring-Gai Chase National Park and Lion Island,

Long Island and Spectacle Island Nature Reserves,

Marramarra National Park, Muogamarra Nature Reserve

and Maroota Historic Site

THE Public Exhibition Period for the draft amendments to the above plans has been extended until Friday, 19 July 2013.

These amendments can be viewed on [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au) (use the 'quicklinks' to 'park management plans') and at other locations as notified in the *New South Wales Government Gazette* of 31 May 2013.

They are also available free of charge from the Bobbin Inn Visitor Centre, Ku-ring-gai Chase National Park, Bobbin Head Road, Mount Colah (ph 9472 8949) and the OEH Information Centre, Level 14, 59-61 Goulburn Street, Sydney.

Written submissions on the draft plan should be forwarded by 19 July 2013, to 'The Planner', Metropolitan North East Region, NPWS, PO Box 3031, Asquith NSW 2077, by email to [mne.planning@environment.nsw.gov.au](mailto:mne.planning@environment.nsw.gov.au) or they can be submitted on-line at [www.environment.nsw.gov.au/consult](http://www.environment.nsw.gov.au/consult).

All submissions received by NPWS are a matter of public record and are available for public inspection upon request. Your comments on these documents may contain information that is defined as 'personal information' under the NSW Privacy and Personal Information Protection Act 1998. The submission of personal information with your comments is voluntary.

#### PESTICIDES ACT 1999

Notice under Section 48 (4)

NOTICE is hereby given, pursuant to section 48(4) of the Pesticides Act 1999, that I have granted a Pilot (Pesticide Rating) Licence, particulars of which are stated in the Schedule.

SEAN NUNAN,

Team Leader,

Chemicals and Radiation Licensing,

Hazardous Materials, Chemicals and Radiation Section,

Environment Protection Authority

(by delegation)

#### SCHEDULE

Pilot (Pesticide Rating) Licence

Name and Address  
of Licensee

Date of Granting  
of Licence

Nicholas MASON,  
PO Box SM232,  
Mildura South VIC 3501.

5 July 2013.

#### POISONS AND THERAPEUTIC GOODS ACT 1966

Order under Clause 175(1),  
Poisons and Therapeutic Goods Regulation 2008

Withdrawal of Drug Authority

IN accordance with the provisions of Clause 175(1) of the Poisons and Therapeutic Goods Regulation 2008, an Order has been made on Dr Nandini POLEPALLI, DEN0001677187, of Suite 1, 9 Station Street, Fairfield NSW 2165, prohibiting her until further notice, as a dental practitioner from supplying or having possession of drugs of addiction as authorised by Clause 101 of the Regulation and issuing a prescription for a drug of addiction as authorised by Clause 77 of the Regulation.

This Order is to take effect on and from 7 June 2013.

Dr MARY FOLEY,  
Director-General

Ministry of Health, New South Wales.  
3 June 2013.

#### SUBORDINATE LEGISLATION ACT 1989

Erratum

IN *New South Wales Government Gazette* No. 87, dated 5 July 2013, at Folio 3392, the text of the notice relating to the Subordinate Legislation Act 1989, omitted the word 'Tribunal' in referring to the proposed Dust Diseases Tribunal Regulation 2013 and the Dust Diseases Tribunal Regulation 2007. The gazettal date remains the same, 5 July 2013.

#### THREATENED SPECIES CONSERVATION ACT 1995

Notice of Preliminary Determination

THE Scientific Committee has made a Preliminary Determination proposing that the following be listed in the relevant Schedule of the Threatened Species Conservation Act 1995.

**Critically Endangered Ecological Community** (Part 2 of Schedule 1A)

Hygrocybeae community of Lane Cove Bushland Park in the Sydney Basin Bioregion

Any person may make a written submission regarding this Preliminary Determination. Send submissions to Suzanne Chate, NSW Scientific Committee Unit, PO Box 1967, Hurstville BC 1481. Submissions close 6th September 2013.

A copy of the Determination, which contains the reasons for the determination, may be obtained free of charge on the Internet [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au), by contacting the Scientific Committee Unit, PO Box 1967, Hurstville BC 1481. Tel.: (02) 9585 6940 or Fax (02) 9585 6606, or in person at the Office of Environment and Heritage Information Centre, Level 14, 59-61 Goulburn Street, Sydney. Copies of the determination may also be obtained from National Parks and Wildlife Service Area Offices and Visitor Centres, subject to availability.

Associate Professor MICHELLE LEISHMAN,  
Chairperson,  
Scientific Committee



## HERITAGE ACT 1977

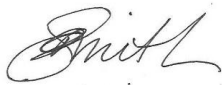
### INTERIM HERITAGE ORDER NO. 2

Under Section 25 of the Heritage Act 1977 Liverpool City Council does by this order:

- i. make an interim heritage order to cover the item of environmental heritage specified or described in Schedule "A"; and
- ii. declare that the Interim Heritage Order shall apply to the curtilage or site of such item, being the land described in Schedule "B".

This Interim Heritage Order will lapse six months from the date that it is made unless the local Council has passed a resolution before that date; and

- (i) in the case of an item which, in the council's opinion, is of local significance, the resolution seeks to place the item on the heritage schedule of a local environmental plan with appropriate provisions for protecting and managing the item; or
- (ii) In the case of an item which, in the Council's opinion, is of State heritage significance, the resolution requests the Heritage Council to make a recommendation to the Minister for Heritage under section 32(2) of the Heritage Act to include the item on the State Heritage Register.



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David Smith  
A/Director City Economy and Growth  
Liverpool City Council

Liverpool, 10 February 2021

#### Schedule "A"

The property known as the Liverpool Scout Hall, situated at 124 Moore Street, Liverpool on land described in Schedule B.

#### Schedule "B"

All those pieces or parcels of land known as (Cnr Lot 1 DP 10447) in Parish of St Luke, County of Cumberland.

## Council Resolution

**For Action**

Council

30/06/2021

**ATTENTION:** Personal Assistant to Director Planning & Compliance  
(Naidu, Sheela)

**SUBJECT:** Interim Heritage Order - 124 Moore Street, Liverpool  
**DUE DATE:** 09/07/2021  
**FILE REF:** 2020/6132 184376.2021

**TRIM NOTES:** Hi Sheela, please reassign to the appropriate person in your team. Please remind them to make a Manager Comment. Thanks, Maree.

**COUNCIL DECISION**

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

That Council:

1. Endorse the finding of the independent assessment of heritage significance prepared by Edwards Heritage for 124 Moore Street, Liverpool;
2. Direct the CEO to prepare a planning proposal to amend the Liverpool Local Environmental Plan 2008 to include 124 Moore Street, Liverpool in Schedule 5 – Environmental Heritage;
3. Note the planning proposal is required to be considered by the Liverpool Local Planning Panel pursuant to the *Local Planning Panels Direction – Planning Proposals* dated 27 September 2018; and for the Panel's advice to be considered by Council prior to Council making a decision to forward the planning proposal to the Department of Planning, Industry & Environment for a Gateway determination; and
4. Notify the landowner of Council's decision.

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

[Open Item in Minutes](#)

This action sheet contains a Resolution of Council and has been produced by Council & Executive Services from the Minutes of a Council meeting

**Don't forget:**

- Add Trim notes
- Close the action through Trim (but only if the Resolution and all points assigned to you have been completed). Or, if not completed then extend the due date in Trim if required
- Save any documentation relating to this resolution as a response document in Trim

<b>IPC 02</b>	<b>Interim Heritage Order for 124 Moore Street, Liverpool.</b>
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<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	355027.2023
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Mark Hannan - Acting Director Planning & Compliance

### **EXECUTIVE SUMMARY**

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At the Governance Committee of 10 October 2023, a Report was tabled recommending the heritage listing of 124 Moore Street, Liverpool which is currently the subject of an Interim Heritage Order (IHO). On considering the Report, the Committee requested further information on the transfer of ownership of the property to Scouts NSW, and whether any restrictions on title were instigated to restrict the use of the site for scouting purposes only.

This Report has been prepared in response to this request for additional information. The background and supporting information can be read in the Committee Report from 10 October 2023 (Attachment A).

### **RECOMMENDATION**

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That Council:

1. Note this Report.
2. Endorse the listing of 124 Moore Street, Liverpool on Schedule 5 of the *Liverpool Local Environmental Plan 2008*.
3. Note that a Report is to be referred to the next available meeting of the Council recommending the commencement of a Planning Proposal to amend the *Liverpool Local Environmental Plan 2008*.

### **REPORT**

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At the Governance Committee of 10 October 2023, a Report was tabled recommending the heritage listing of 124 Moore Street, Liverpool which is currently the subject of an Interim Heritage Order. On considering the Report, the Committee requested further information on

the transfer of ownership of the property to Scouts NSW, and whether any restrictions on title were imposed to restrict the use of the site for scouting purposes only.

Further research undertaken by Edwards Heritage on behalf of Council identified that the original land transfer was dated 17 July 1928. The Certificate of Title (Vol. 3952 Fol.149) identified that the land was owned by William Pickersgill until 16 March 1926 when the land was transferred to the Trustees of the School of Arts by the Executors of his Estate.

The trustees of the School of Arts included Robert Clyde Howe, Leslie James Ashcroft, Lawrence Murphy, Edward Pearce and Dr James Pirie.

In 1928, the School of Arts Trustee agreed in writing to transfer the land to The Public Trustee for the State of New South Wales as Trustee for the Boy Scouts Association of NSW for consideration of £60.

The gifting of the land did include the transfer of a token sum of £60 from the Boy Scouts Association of NSW to the respective owner's group. Based on the evidence available through various newspaper articles from that period, this payment was drawn from funds raised through the community (and initiated by the Mayor at the time) to deliver a scout hall for the Liverpool Boy Scouts.

On 25 May 1925, The Cumberland Argus and Fruitgrowers Advocate reported on a meeting of persons interested in the Boy Scout movement held at Liverpool Town Hall on 14 May 1925, which was called and presided over by Mayor (Alderman) L. J. Ashcroft. The purpose of the meeting was to facilitate fundraising activities for the delivery of a Scout Hall for the Liverpool Boy Scout movement.

Furthermore on 28 November 1930, The Biz reported on the opening of the Scout Hall at 124 Moore Street and noted that in 1926 a "Queen" competition reaped £187; a "Popular Boy Scout" competition brought in £55; and a community ball raised £22. In addition, Former Mayor Ashcroft, E Hirst and J Shepherd provided an additional £140. Additional funds were raised through various small activities held by the community and supported by the Mayor of Liverpool.

There is no evidence to suggest that a restriction of the use of land was placed on the title. However, based on the token sale sum and the considerable fundraising activities of the community spearheaded by Mayor Ashcroft for the provision of a scout hall, there was a clear intent from the community for this site to be for the Scout movement and the benefit of the community.

## 3

**LIVERPOOL  
CITY  
COUNCIL****GOVERNANCE COMMITTEE MEETING  
9 APRIL 2024****INFRASTRUCTURE AND PLANNING COMMITTEE REPORT****LEGAL ADVICE**

Following the October 2023 Governance Committee Meeting, legal advice was sought to establish whether any restrictions were placed on the transfer of title from Trustees of the School of Arts to the Boy Scouts Association of NSW.

A review of the available information associated with the title transfer has identified no restrictions to title, covenants or other agreements in place that would prevent the land from being used for any purpose.

**FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Include any relevant legislation and section here. There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

- Governance Committee Meetings 2023-10-10 - Report - IPC 02 - Proposed heritage listing of 124 Moore Street, Liverpool.

## PLAN 05

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

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city
<b>File Ref</b>	152161.2024
<b>Report By</b>	Luke Oste - Coordinator Strategic Planning
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

At the Ordinary Meeting of Council on 2 February 2022, Council endorsed the “100-Day Plan” which included the following commitments to reform the *Liverpool Local Environmental Plan 2008* (LLEP 2008):

- “*Start the process to create a new Liverpool LEP as a matter of urgency*”; and
- “*Prepare a Planning Proposal to lower the height of buildings development standards in the Liverpool Local Environmental Plan 2008 down to 12 metres in Carnes Hill, Casula, Cecil Hills, Chipping Norton, Green Valley, Hammondville, Prestons and Wattle Grove*”.

Since this Resolution of Council, significant work has been undertaken to prepare the Principal Planning Proposal (**Attachment 1**). This includes Councillor workshops, preliminary engagement with the community, stakeholders and the development industry, as well as additional investigations such as design and feasibility testing to support the new Local Environmental Plan (LEP).

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

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

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

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

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

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

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

Since the LPP on 21 December 2023, the Principal Planning Proposal for a new Liverpool Local Environmental Plan was presented to the Ordinary Meeting of Council on 28 February 2024. The item was deferred to enable facilitation of a further workshop for Councillors on the Draft Proposal.

Following the workshop, the item was referred and subsequently deferred at the Ordinary Meetings of Council on 27 March 2024 and 24 April 2024.

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

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

## **RECOMMENDATION**

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That Council:

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

## **REPORT**

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### **BACKGROUND INFORMATION**

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

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



- **October 2022:** Medium Density Housing Workshop with development industry and stakeholders;
- **March 2023:** Post-Exhibition Report to Council deferred for further discussion regarding height of buildings for commercial areas;
- **April 2023:** Post-Exhibition Report to Council detailing outcomes of the exhibition period;
- **February - August 2023:** Procurement processes to engage a Consultant to undertake additional investigations to support the Planning Proposal;
- **August - November 2023:** Additional investigations including yield, feasibility and design testing undertaken by Mecone, Smith & Tzannes, and Atlas Economics. Refer to the Residential, Commercial and Industrial Lands Investigations at **Attachments 2, 3 and 4**;
- **November 2023:** Preparation of the Principal Planning Proposal and attachments;
- **December 2023:** Presentation of the Principal Planning Proposal to the Local Planning Panel (LPP). Refer to **Attachment 17** for the LPP Report, which includes additional information regarding the outcomes of Mecone's investigations, including design and feasibility testing;
- **February 2024:** Principal Planning Proposal for a new Liverpool LEP was presented to Council at the Ordinary Meeting of Council on 28 February 2024 and the matter was deferred for a further workshop;
- **March 2024:** Further Councillor Workshop on the new Liverpool LEP was held on 11 March 2024. The matter was rereported to the Ordinary Meeting of Council on 27 March 2024 for Council consideration and again deferred;
- **April 2024:** The matter was rereported to the Ordinary Meeting of Council on 24 April 2024 for Council consideration and again deferred; and
- **May 2024:** A further Councillor briefing on the LEP Review Project was undertaken at the May Governance Committee Meeting on 14 May 2024.

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

## Principal Planning Proposal

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

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

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

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

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

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

## Residential Land

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



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

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

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

### **High Density Residential Summary**

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

### **Medium Density Residential Summary**

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

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

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

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



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



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

### Low Density Residential Summary

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

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

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

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

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

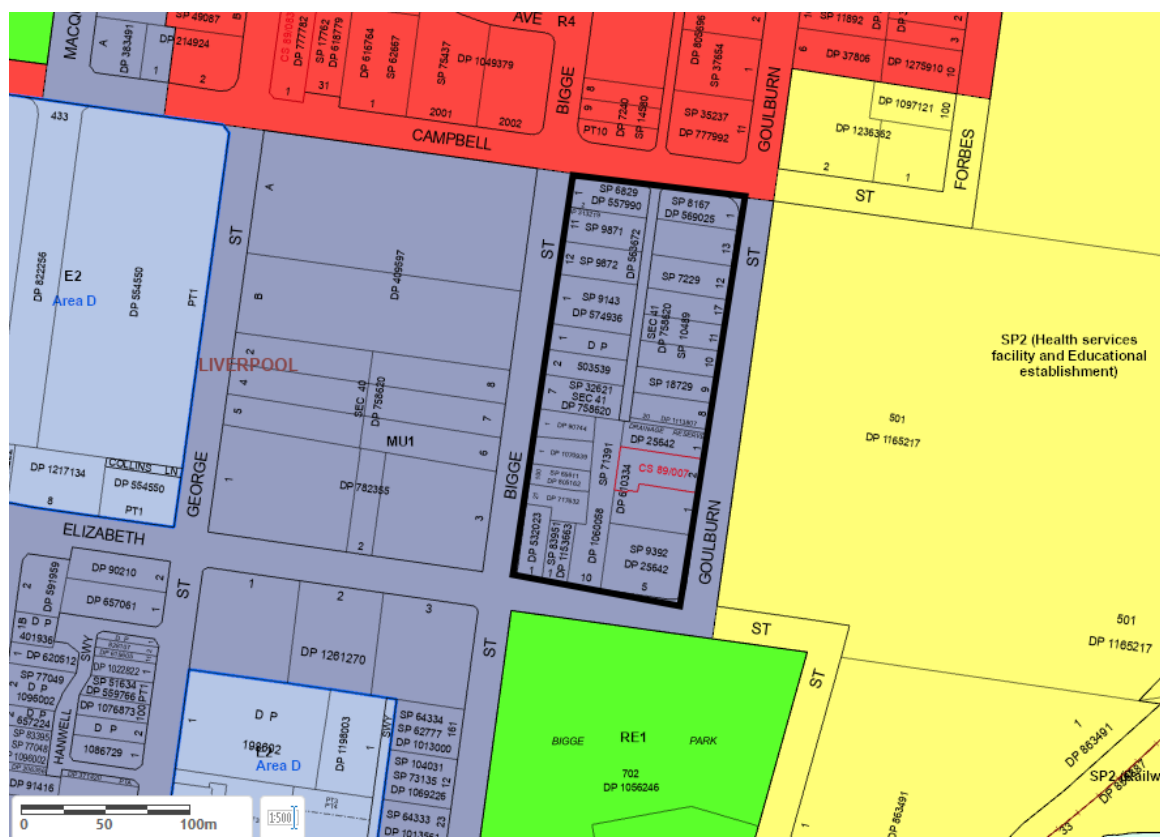


Figure 3: Additional ‘Area 9’ provisions marked in black

### Commercial Land – Other Centres

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

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

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

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



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

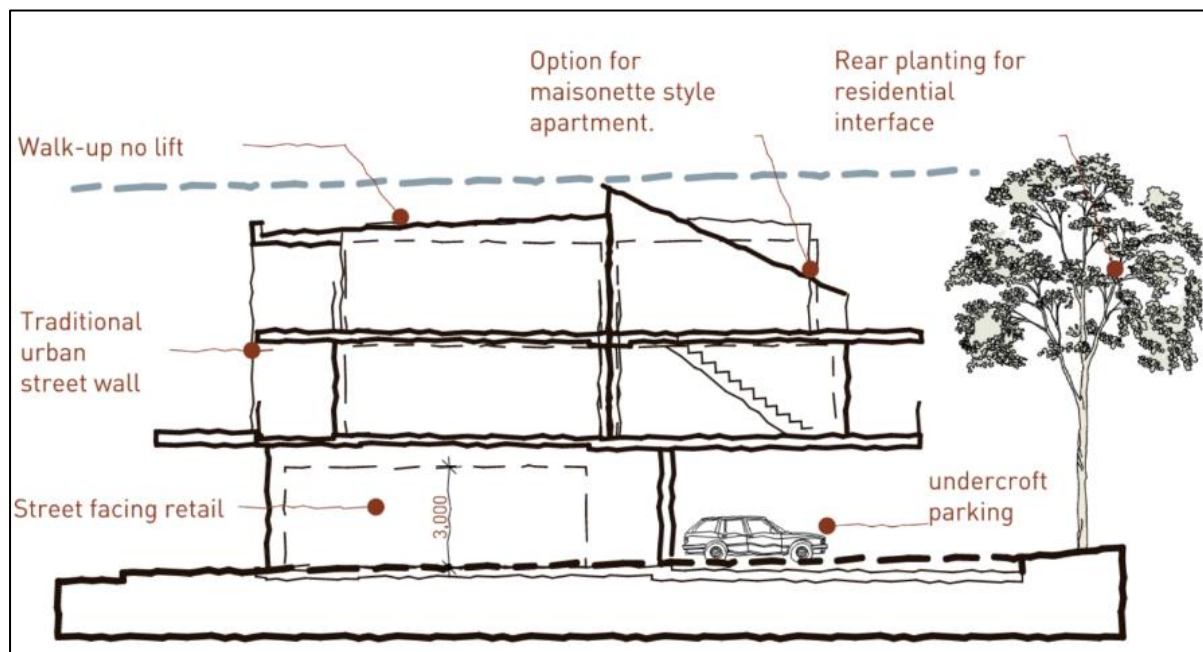


Figure 4 - Shop-top cross section (Mecone 2023)

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

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

## Industrial Land

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

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

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

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

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

## Environmental Land

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

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

Recycled Water, Stormwater and Water Sensitive Urban Design, Waste as essential service, Urban Heat and Landscaping.

## **Recreation Land**

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

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

## **Infrastructure Land**

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

- **Land Acquisition Mapping Review:** Refer to **Attachment 13** 'Land Acquisition Layer Review' which identifies all parcels required for land acquisition in the new LEP. Sites which have been acquired by Council or Transport for NSW have been removed from mapping. Acquisition markings yet to be acquired are retained on maps, and new acquisition markings are proposed when required by the land use zone (i.e. RE1 Public Recreation). It is noted that not all existing and proposed marking are mapped within a Contributions Plan, however the Contributions Plan will be reviewed following the LEP, to ensure alignment where needed.
- **Endeavor Energy & Sydney Water Sites:** In consultation with relevant agencies, 10 Endeavour Energy sites and seven Sydney Water sites are to be zoned SP2 Infrastructure, to reflect their current and future intended uses.

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

### **Miscellaneous Amendments**

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

- **Public Art Clause:** The proposed clause would not require consent for public art if the Applicant has notified Council, and Council has advised that it is satisfied the proposed public artwork meets a listed set of requirements (refer to Part E of **Attachment 6** 'Written Instrument Report').
- **Gateway Site Clause:** As requested by Council in their workshops, a Gateway Site clause is proposed to ensure high quality architectural design on certain key sites identified on main roads leading into the Liverpool City Centre. Refer to Part of **Attachment 8** 'Comparison to LLEP 2008 Mapping'.
- **Airport Noise Maps:** The LLEP 2008 contains Australian Noise Exposure Concept (ANEC) mapping for the Western Sydney International (Nancy-Bird Walton) Airport and the Bankstown Airport. The new LEP is to contain updated Australian Noise Exposure Forecasted (ANEF) mapping which is the more accurate mapping standard.
- **Land Use Tables:** Additional permissible uses in accordance with the nature of land use zones. Refer to **Attachment 17** 'LPP Report' for a summary.
- **Other housekeeping matters:** Review of clauses and maps across the LLEP 2008 and remove redundant clauses, including where development has occurred and provisions are no longer required, updates to Key Site Maps to correct errors and boundaries etc.

### Local Planning Panel Comments

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

- Reconsider the Nil FSR for the R3 zone, to ensure size and bulk of buildings is considered. Undertake design modelling of potential outcomes, to ensure medium density and Residential Flat Buildings (RFB's) are designed comfortably within height and setback controls. Additionally, consider a minimum lot size for RFB's in the R3 zone.

- Council Response: The proposed permissibility of RFB's across the R3 Medium Density Zone (as per Mecone's Report) has been refined following the Panel's advice. RFB's in the R3 zone are now proposed as part of the bonus provision for corner and end-block sites only, and would require a minimum lot size of 1,000sqm.

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

- Recommend undertaking modelling of potential built forms under the proposed HOB and FSR in the R4 zone, to ensure compatibility of development standards.

- Council Response: This was undertaken as part of Mecone's Residential Lands Investigation. Refer to **Attachment 2** of this report.

- Reconsider whether the proposed 9m and 12m HOB's align with the anticipated number of storeys, to reduce clause 4.6 variations.

- Council Response: The Planning Proposal has been amended following LPP's advice to clarify that 9m in the R3 zone is to enable two-storey built form (with potential attic space), where as 11.5m in the R3 zone (corner and end block sites) and 12m in the R4 zone are to enable three-storey built forms. Future supporting DCP's will also provide further design guidance.

- Supportive of the 8,000sqm lot size for industrial development and the retention of the 'closed' land use industrial zones. A minimum landscape and/or site cover for industrial development in the LEP is recommended.

- Council Response: A minimum of 10% (as per the existing DCP) is proposed in the new LEP.

### **Next Steps**

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

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

### **FINANCIAL IMPLICATIONS**

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

<b>201594 – LEP &amp; DCP Review</b>	<b>2023-24 Remaining</b>
Employee – LEP Review Staff	\$1,248
Consultants	\$179,043
<b>Total</b>	<b>\$226,908</b>

### **CONSIDERATIONS**

<b>Economic</b>	<p>Further develop a commercial centre that accommodates a variety of employment opportunities.</p> <p>Encourage and promote businesses to develop in the hospital health and medical precinct (of the City Centre).</p> <p>Enhance the environmental performance of buildings and homes.</p> <p>Facilitate economic development.</p>
<b>Environment</b>	<p>Manage the environmental health of waterways.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high-quality bushland as part of an attractive mix of land uses.</p>

<b>Social</b>	<p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p> <p>Regulate for a mix of housing types that responds to different population groups such as young families and older people.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p>
<b>Legislative</b>	<p>Division 3.2 and 3.4 of the <i>Environmental Planning and Assessment Act 1979</i>.</p>
<b>Risk</b>	<p>The risk is deemed to be Low. The new <i>Liverpool Local Environmental Plan</i> will lead to implications for landowners in the LGA (where land use zone, development standards and/or mapping varies from the LLEP 2008). However, extensive community engagement has already occurred, and further engagement will continue to occur as part of the Planning Proposal process. The risk is considered within Council's risk appetite.</p>

[Please click on this link for attachments 2-17 \(click on the 'documents' tab\)](#)

## **ATTACHMENTS**

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



COM 01

**Grants Donations and Community Sponsorship  
Report**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Promote a harmonious community that celebrates its diversity
<b>File Ref</b>	126849.2024
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

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

This report provides a recommendation for endorsement of funding totalling **\$58,337** from the Community Grant Program and Community Sponsorship Program.

**RECOMMENDATION**

That Council:

1. Endorses the funding recommendation of **\$5000** (GST exclusive) under the **Community Grant Program** for the following projects:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Australian Arab Cultural Forum	Writing Poetry & Visual Art Competition	\$5000



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

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
A Sound Life Limited	Sound Mentoring Program	\$15,000

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

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Melkite Charitable Foundation	Community Celebration Day	\$10,000
St Vincent de Paul Society NSW	Liverpool Vulnerable Community Event Series 2024	\$10,000

4. Endorses the funding recommendation of **\$18,337** (GST exclusive) under the **Sustainable Environment Program** for the following projects:

<b>Applicant</b>	<b>Project</b>	<b>Recommended</b>
Scouts Australia NSW Branch	Glenfield Scout Activity Centre - Waste Management Project	\$5,000
St. Francis Catholic College	Sustainable Herb and Veg Garden	\$3,337
Good Samaritan Catholic College	Think Global Eat Local	\$5,000
Wattle Grove Public School - Dept of Education	Our Backyard	\$5,000

## REPORT

### Community Grant Program

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

<b>Applicant</b>	Australian Arab Cultural Forum		
<b>Project</b>	Writing Poetry & Visual Art Competition		
<b>Amount Requested</b>	\$5,000	<b>Total Project Cost</b>	\$5,500
<b>Location</b>	Liverpool LGA Schools	<b>Date</b>	May to August 2024
<b>About the Applicant</b>	<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 Migrant Recourse Centre (MRC), aims to provide opportunities to Arabic and English-speaking migrants to engage in storytelling and poetry programs. Since its establishment in 2019, AACF has delivered multiple programs improving social cohesion and cultural exchange in Southwest Sydney.</p>		
<b>Description</b>	<p><b>Objectives:</b></p> <p>The Arabic and English short story and visual art competition is a dual effort to bring community members together. The program invites everyone to explore their literary creativity and submit a short story. AACF will work closely with the WSMRC and local schools/high schools to promote the competition. With a variety of categories, the program aims to:</p> <ul style="list-style-type: none"> <li>• Encourage literary and artistic creativity, identify local talent, and celebrate cultural and intellectual exchange; and</li> <li>• Enhance Arabic and English writing skills in youth through literary and storytelling workshops.</li> </ul> <p>Funding will be used to:</p> <ul style="list-style-type: none"> <li>• Compile English and Arabic short story submissions into a book to commemorate the efforts of all writers;</li> <li>• Deliver an awards presentation recognising the winners of the short story writing competition and visual art competition; and</li> <li>• Partner with storytelling and creative art professionals to deliver story writing and art workshops to further develop creative skills in children.</li> </ul>		

	<b>Outcomes:</b> <ul style="list-style-type: none"> <li>• Increase number of community members participating in activities to strengthen social wellbeing while building connections through storytelling; and</li> <li>• Increase participation and improve writing and artistic capabilities of young creatives across schools in the Liverpool LGA.</li> </ul>
<b>Beneficiaries</b>	LGA Schools, CALD and Migrant groups.
<b>Assessment</b>	<b>Recommended for Funding - \$5,000</b> The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging, Objective 3 - Evolving, Prosperous, Innovative, Objective 4 - Visionary, Leading, Responsible</i> , and meets the Community Grants Program's funding priorities.  <b>Expected program outcomes 7.4.1 a) b) and d)</b>

### Matching Grants Program

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

<b>Applicant</b>	A Sound Life Limited		
<b>Project</b>	Sound Mentoring Program		
<b>Amount Requested</b>	\$15,000	<b>Program Cost</b>	\$22,300
<b>Location</b>	Street University, 403 Newbridge Rd, Moorebank NSW 2170.	<b>Date</b>	May to November 2024
<b>About the Applicant</b>	A Sound Life (ASL) is Australia's first charity to bring free music, yoga and meditation to vulnerable people across the country. In 2020 ASL delivered its first Sound Mentoring Program, which provides free music mentoring sessions to at-risk young people aged 12-25 with the mission of empowering them to achieve their potential as artists and as people. ASL works closely with Street University in Liverpool, through capacity building programs with local youth.		
<b>Description</b>	<b>Objectives:</b> ASL is seeking funds to engage ten new mentees and mentors with an aim to deliver 80 free mentoring sessions over six months across the Liverpool LGA		

	<p>and hold at least five group music sessions at Street University Liverpool. The program targets insulated youth to build their confidence and resilience through an engaging music mentoring program. ASL works closely in collaboration with youth hubs such as Gandangara Local Aboriginal Land Council, KARI, Whitlam Leisure Centre and healthcare such as South West Sydney Local Health District to connect young people and programs.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Encourage healthy activities instead of Alcohol &amp; Other Drug (AOD) use and reduce antisocial behaviour through effective role-modelling and mentoring;</li> <li>• Strengthened opportunities for young people to build personal creativity and self-expression through musical skill development;</li> <li>• Strengthen Liverpool's talent pool with the greater exposure to artistic opportunities through event performances and partnership opportunities;</li> <li>• Increase number of young people connecting with local youth services and accessing youth support services (health, employment, etc); and</li> <li>• Increased opportunities for community members to acquire or develop new skills and/or employment.</li> </ul>
<b>Beneficiaries</b>	<ul style="list-style-type: none"> <li>• Liverpool residents aged 12-25, local high schools and families, local youth services and broader community.</li> </ul>
<b>Assessment</b>	<p><b>Recommended for Funding - \$15,000</b></p> <p>The project aligns with the Community Strategic Plan Objective 1 - <i>Healthy, Inclusive, Engaging</i>, and meets the Matching Grant funding priorities.</p> <p><b>Expected program outcomes 7.6.2</b> a), b), c), and d).</p>

### **Community Sponsorship Program**

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

<b>Applicant</b>	Melkite Charitable Foundation		
<b>Project</b>	Community Celebration Day		
<b>Amount Requested</b>	\$10,000	<b>Total Project Cost</b>	\$30,000
<b>Location</b>	St Rita Melkite Catholic Church, Ashcroft NSW 2168	<b>Date</b>	18 May 2024
<b>About the Applicant</b>	St Rita Melkite Catholic Parish is part of the Melkite Catholic Welfare Association, a registered charity providing benevolent activities to the local community for over 20 years. The organisation brings together a diverse community from all parts of the Liverpool LGA, particularly seniors and the ageing community in the 2168 postcode area. This year, the foundation celebrates 20 years of community services and activities		
<b>Description</b>	<p><b>Objective:</b> The Celebration Day, commemorating 20 years of the Melkite Charitable Foundation is free to attend and aims to celebrate Liverpool's diversity through a fun-filled day of cross-cultural experiences. This includes rides and activities for children, culinary experiences, and entertaining performances. Local businesses and vendors are invited to hold food and beverage stalls, with an emphasis on opportunities for local partnerships and broader community participation.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Increase community participation and social cohesion of Liverpool's rich cultural diversity through a family fun day experience;</li> <li>• Opportunities for community partnerships and social experiences for isolated and vulnerable families; and</li> <li>• Improve brand exposure and opportunities for small businesses and local entrepreneurs in the Liverpool LGA.</li> </ul>		
<b>Beneficiaries</b>	500+ visitors.		
<b>Assessment</b>	<p><b>Recommended for Funding - \$10,000</b> The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i> and meets the Community Sponsorship priorities. <b>Expected program outcomes 7.7.1 a), b), c) and e).</b></p>		

<b>Applicant</b>	St Vincent de Paul Society NSW		
<b>Project</b>	Liverpool Vulnerable Community Event Series		
<b>Amount Requested</b>	\$10,000	<b>Total Project Cost</b>	\$10,000
<b>Location</b>	2 Cambridge Ave, Glenfield NSW 2167	<b>Date</b>	July to December 2024
<b>About the Applicant</b>	<p>The St Vincent de Paul Society NSW (Vinnies) is a member and volunteer-based organisation that proudly serves the needs of the vulnerable and disadvantaged in our communities. Vinnies has 100 local services across New South Wales, dealing with a range of issues including homelessness, domestic and family violence, alcohol and other drug rehabilitation, disability, mental health, youth wellbeing, refugee and migrant inclusion. In the Liverpool area, Vinnies operates a van service that distributes food and other material assistance to people experiencing disadvantage or food insecurity, five nights per week, as well as crisis accommodation refuge for single men who are 25 years and older on Lachlan Street with case management support.</p>		
<b>Description</b>	<p><b>Objective:</b></p> <p>This series of events targets the vulnerable community in Liverpool in an effort to create a safe space for visitors to access support services while creating a sense of social inclusivity. Funding is required for the delivery of the following events taking place at Liverpool Uniting Church Community Hub, in terms of providing visitors and members meals, coffee, and entertainment.</p> <ul style="list-style-type: none"> <li>• Thursday 11 July – NAIDOC Week</li> <li>• Thursday 8 August – Homelessness Week</li> <li>• Thursday 17 October – Anti Poverty Week</li> <li>• Thursday 14 November – White Ribbon Day</li> <li>• Thursday 12 December – Christmas Lunch</li> </ul> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Increased number of vulnerable community members attending events and accessing assistance services;</li> <li>• Increased opportunity for vulnerable community members to build social connections and overcome isolation; and</li> <li>• Improvement in services and assistance provided to vulnerable communities through appropriate case management by service providers present at these events.</li> </ul>		

<b>Beneficiaries</b>	People experiencing homelessness and financial insecurity.
<b>Assessment</b>	<p><b>Recommended for Funding - \$5000</b></p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging</i>, and meets the Community Sponsorship Priority 2 - Community, Cultural, and Social Benefit.</p> <p><b>Expected program outcomes 7.7.1 a), b) and c).</b></p>

### **Sustainable Environment Grants Program**

The Sustainable Environment Grant Program received four applications which met the eligibility criteria and are recommended for funding as follows:

<b>Applicant</b>	Scouts Australia NSW Branch		
<b>Project</b>	Glenfield Scout Activity Centre - Waste Management Project		
<b>Amount Requested</b>	\$5000	<b>Total Project Cost</b>	\$5,273.38
<b>Location</b>	2 Cambridge Ave, Glenfield NSW 2167	<b>Date</b>	May to November 2024
<b>About the Applicant</b>	Glenfield Scout Activity Centre (GSAC) is an active bush camp on the Georges River with many local scout members from the Liverpool LGA representing the Hume Region. GSAC is seeking funding opportunities to deliver a waste management project targeting landfill waste minimisation, environmental improvement, and sustainable living.		
<b>Description</b>	<p><b>Objective:</b></p> <p>GSAC aims to implement a waste separation system waste management project, designed to reduce landfill waste by sorting rubbish into categorised bins. Through an educational waste-sorting program with the use of appropriate waste disposal signage sorting bins in each communal area, GSAC envisions becoming a waste-free campsite in the coming years.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>Increased number of visitors educated on waste minimisation and participating in the waste management system;</li> <li>A reduction in the amount of waste going to landfill from the campsite through purposeful bin placement and signage; and</li> <li>An increase in recyclable material being diverted from landfill towards the GSAC Return &amp; Earn program.</li> </ul>		

<b>Beneficiaries</b>	2000+ visitors, local camp groups and Scouts Australia community.
<b>Assessment</b>	<p><b>Recommended for Funding - \$5000</b></p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging, Objective 2 - Livable, Sustainable, Resilient</i>, and meets the Sustainable Environment Grants Program's funding priorities of <i>Waste Minimisation; Sustainable Water Use; Environmental Improvement; and Sustainable Living</i>.</p> <p><b>Expected program outcomes 7.5.1 a), b), c) e) and f)</b></p>

<b>Applicant</b>	St. Francis Catholic College		
<b>Project</b>	Sustainable Herb and Veg Garden		
<b>Amount Requested</b>	\$3,337	<b>Program Cost</b>	\$3,450
<b>Location</b>	St. Francis Catholic College 130-150 Jardine Dr, Edmondson Park NSW 2174	<b>Date</b>	August 2024
<b>About the Applicant</b>	St. Francis Catholic College is a kindergarten to year twelve school located in Edmondson Park. The school is seeking opportunities to deliver programs where students learn essential life skills around sustainable living and develop important attitudes towards environmental impact and self-sufficiency.		
<b>Description</b>	<p><b>Objectives:</b></p> <p>To provide students with a practical, hands-on program that promotes sustainable living and self-sufficiency through an active garden club. Students will undertake a range of daily tasks in an active approach towards teaching environmental sustainability.</p> <p>Funding will be used to purchase gardening equipment, compost materials and water harvesting tanks.</p> <p>The Sustainable Herb and Veg Garden aims to:</p> <ul style="list-style-type: none"> <li>• Demonstrate to students how to grow and maintain herbs, fruits, and vegetables in garden beds;</li> <li>• Educate and equip students with new skills on living sustainably; and</li> <li>• Teach students the importance of waste minimisation and how to correctly dispose of food waste with a composting initiative.</li> </ul> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Raise awareness and promote sustainable living as a way of life through active management of garden beds, water conservation and positive solutions to food waste; and</li> </ul>		



	<ul style="list-style-type: none"> <li>Encourage students to develop leadership skills through the garden caretaker program.</li> </ul>
<b>Beneficiaries</b>	Kindergarten to year 12 students, schoolteachers, and school community.
<b>Assessment</b>	<p><b>Recommended for Funding - \$3,337</b></p> <p>Objective 1 - Healthy, Inclusive, Engaging, Objective 3 - Evolving, Prosperous, Innovative, Objective 4 - Visionary, Leading, Responsible and meets the Sustainable Environment Grant funding priority – Environmental Improvement.</p> <p><b>Expected program outcomes 7.5.1 a), b), and f).</b></p>

<b>Applicant</b>	Good Samaritan Catholic College		
<b>Project</b>	Think Global Eat Local Program Extension		
<b>Amount Requested</b>	\$5000	<b>Total Project Cost</b>	\$5,760
<b>Location</b>	Hoxton Park, 2168 NSW	<b>Date</b>	May 2024
<b>About the Applicant</b>	<p>Good Samaritan Catholic College (GSCC) is a kindergarten to year twelve school located in Hoxton Park. In 2018 the school received a Sustainable Environment Grant from Council to establish the Think Global Eat Local program and successfully grew over 1000 square metres of fruits and vegetables. The school is seeking further opportunities to enhance this program and equip students with essential life skills around waste minimisation and sustainable living.</p>		
<b>Description</b>	<p><b>Objective:</b></p> <p>The GSCC Garden Club (GSCCGC) aims to expand its existing environmental program by demonstrating to the wider community how curriculum, sustainability and landscape design can be integrated to increase awareness of environmental stewardship.</p> <p>Funding is required for the construction of large planter boxes that will provide a total of 24 square metres of additional gardening space to be used by the college to assist in achieving curriculum outcomes in Key Learning Areas and provide shaded seating for students all year round.</p> <p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>Increase number of students educated on sustainable living practices and empower young people (and by extension their families as well) to grow their own food;</li> <li>Beautification of school gardens and shared learning spaces; and</li> </ul>		

**COMMUNITY & LIFESTYLE REPORT**

	<ul style="list-style-type: none"> <li>An Increase in the quantity of nutrient-dense, fully organic produce which will be enjoyed by the College community and from which all financial proceeds are used to sustain Gardening Club activities.</li> </ul>
<b>Beneficiaries</b>	School students, teachers, and school community.
<b>Assessment</b>	<p><b>Recommended for Funding - \$5000</b></p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging, Objective 2 - Livable, Sustainable, Resilient</i>, and meets the Sustainable Environment Grants Program's funding priorities of <i>Waste Minimisation; Sustainable Water Use; Environmental Improvement; and Sustainable Living</i>.</p> <p><b>Expected program outcomes 7.5.1 a), b), c) e) and f)</b></p>

<b>Applicant</b>	Wattle Grove Public School		
<b>Project</b>	Our Backyard		
<b>Amount Requested</b>	\$5000	<b>Total Project Cost</b>	\$5,025
<b>Location</b>	Wattle Grove, 2173 NSW	<b>Date</b>	April to September 2024
<b>About the Applicant</b>	Wattle Grove Public School is a kindergarten to year six school located in Wattle Grove. The school is passionate about sustainability with a multi-stage plan to create environmentally sustainable spaces across the school grounds. The school aims to improve biodiversity in the local area, enhance water and soil quality and provide educational opportunities for the school community focusing on sustainable living.		
<b>Description</b>	<p><b>Objective:</b></p> <p>'Our Backyard' project centres around the regeneration and maintenance of the Castlereagh Ironbark Forest surrounding Wattle Grove Public School, a shared space within the local community. The program is designed to engage stage 3 students with hands-on gardening and maintenance activities, with a vision to create a beautiful yet safe shared space, free of obnoxious weeds and rubbish that is currently restricting fauna and flora to flourish in the forest area.</p>		

	<p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>Increased number of students participating in regeneration programs that promote a healthy and safe environment and a sustainable eco-system;</li> <li>Improved outdoor learning space for school lessons, and beautification of walkways through tree canopy regeneration and management; and</li> <li>Enhanced sense of school pride and student accountability through a forest maintenance program, equipping students with tools and skills to care for their local environment.</li> </ul>
<b>Beneficiaries</b>	School Students, teachers, volunteers, and school community.
<b>Assessment</b>	<p><b>Recommended for Funding - \$5000</b></p> <p>The project aligns with the Community Strategic Plan <i>Objective 1 - Healthy, Inclusive, Engaging, Objective 2 - Livable, Sustainable, Resilient</i>, and meets the Sustainable Environment Grants Program's funding priorities of <i>Waste Minimisation; Sustainable Water Use; Environmental Improvement; and Sustainable Living</i>.</p> <p><b>Expected program outcomes 7.5.1 a), b), c) e) and f)</b></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.

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

<b>COMMUNITY SPONSORSHIP</b>			
Budget	Balance	<i>Recommended for funding in this report</i>	<b>Remaining</b>
\$100,000	<b>-\$29,029</b>	\$20,000	<b>-\$49,029</b>
<b>COMMUNITY GRANTS</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
\$102,000	<b>-\$32,254</b>	\$5,000	<b>-\$37,254</b>
<b>MATCHING GRANTS</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
\$200,000	<b>\$134,282</b>	\$15,000	<b>\$119,282</b>
<b>SUSTAINABLE ENVIRONMENT GRANTS*</b>			
Budget	Balance	<i>Recommended funding in this report</i>	<b>Remaining</b>
\$75,000	<b>\$45,000</b>	\$18,337	<b>\$26,663</b>
<b>COMBINED FUNDING BALANCE</b>			
Combined Budget	Combined Balance	<i>Total recommended funding in this report</i>	<b>Remaining</b>
\$477,000	<b>\$116,999</b>	\$58,337	<b>\$58,662</b>

## **CONSIDERATIONS**

<b>Economic</b>	The financial impacts are outlined in the report above.
<b>Environment</b>	Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Foster neighborhood pride and a sense of responsibility. Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
<b>Legislative</b>	Local Government Act 1993, including sections 24 and 356.  The council may by resolution contribute money or otherwise grant financial assistance to people for the purpose of exercising its functions. Council's grant programs are targeted to ensure a lawful and consistent approach to its contributions and financial assistance. Key functions that are supported are Council's functions of providing

**COMMUNITY & LIFESTYLE REPORT**

	goods, services, and facilities, and conducting activities, appropriate to the current and future needs within the Liverpool local community and of the wider public, subject to the Local Government Act, the regulations, and any other law.
<b>Risk</b>	There is no risk associated with this report.

**ATTACHMENTS**

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Nil

<b>COM 02</b>	<b>Report back to Council: Establishing a framework for community-owned and led community gardens</b>
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<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Improve liveability and quality of life for the community by delivering vibrant parks, places and facilities
<b>File Ref</b>	137822.2024
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

## **EXECUTIVE SUMMARY**

At its meeting on 26 April 2023, Council adopted the *Establishing a Community Owned and led Garden on Council land or Council Managed Land Application Form* as the framework to enable residents to construct and operate community gardens on community land.

In addition, Council resolved that:

- *A report is brought back to Council after 12 months which details all applications that were successful, unsuccessful, and why they were unsuccessful, if they were; and*
- *The report also includes information on the nature of the applications, for example, were they in apartments were they in specific areas, so that Council can look at trends and what is encouraging some of our community groups to put these ideas forward.*

This report outlines enquiries received in relation to establishing community gardens on Council owned or managed land since creating this framework, up to April 2024. It should be noted that no applications have been received to establish new community gardens since this process was implemented.

## **RECOMMENDATION**

That Council receives and notes this report.

## REPORT

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### Background

At its meeting on 26 April 2023, Council adopted the *Establishing a Community Owned and led Garden on Council land or Council Managed Land Application Form* (Application Form) as the framework to enable residents to construct and operate community gardens on community land.

This framework was designed to support the assessment of requests to establish community group led gardens on public land. This assessment is to be undertaken by staff for technical viability, using the adopted guidelines as a basis for assessment. The assessment process includes the following steps:

1. Completion of a “*Establishing a Community Owned and Led Garden on Council Land or Council Managed Land Application Form*” to Council Customer Service team (either online or in person).
2. Assessment of application undertaken by Council Officers based on site suitability (if known), applicants’ technical capacity and capability, financial modelling including the applicants’ ability to fund, environmental considerations. Planning Approval may be required, and
3. Formal response provided by Council outlining the outcomes of the assessment process within three (3) months of receiving the proposal.

The Application Form was uploaded to Council’s website in June 2023 for the public to access, alongside information and guidelines relating to community gardens.

### Current management of community gardens

The report to Council in April 2023 reiterated earlier reports from 2021 and 2022 that indicated there are insufficient resources within Council’s budget and staff capacity to consider expanding the current community garden network or for Council to manage community gardens. This position remains unchanged, and the establishment of Council-managed community gardens is not recommended. This position led to the development of this Application Form and assessment process.

Liverpool’s existing community garden network consists of three gardens located on Council-owned land at Hart Park, Dunbier Park and Lighthouse Park. Each of these gardens is independently managed by the group of residents who hold plots within the garden. The independent management of these gardens builds capacity among the gardeners and promotes community cohesion through the collaborative management and shared responsibility of maintaining and tending to these spaces. Additionally, the independent management model promotes a sense of ownership amongst gardeners and provides vital access to green space in locations where backyard/garden space is limited.

**Summary of requests received.**

Since the establishment of this process in April 2023, Council officers have received three unique new enquiries related to community gardens:

<b>Nature of enquiry</b>	<b>Action</b>	<b>Outcome</b>
Resident contacted Council to enquire about joining one of the existing community gardens (Hart Park).	Council officers connected the resident with the relevant Garden Lead, who manages this garden independently of Council.	Resident was allocated a plot in the Hart Park community garden.
Resident contacted Council to enquire about joining one of the existing community gardens (Hart Park).	Council officers connected the resident with the relevant Garden Lead, who manages this garden independently of Council.	Resident was placed on the waiting list for a plot in the Hart Park Community Garden.
<p>A resident contacted Council to enquire about their position on a waiting list to join the Hart Park community garden, as they had been waiting for some time.</p> <p>Additionally, the resident sought information about how to establish a new community garden in their local area.</p>	<p>Council officers connected this resident with the relevant Garden Leader, who manages this garden independently of Council.</p> <p>The resident was provided with the Application Form for their review and submission to Council for consideration.</p>	<p>The resident was advised of their position on the waiting list by the Garden Lead.</p> <p>To date, the resident has not applied to establish a new community garden.</p>

This table indicates those instances where residents have enquired directly with Council staff. It does not consider instances where residents may have contacted Councillors directly (where these enquiries have not been passed on to staff), or those who have accessed the Application Form independently through Council's website. Further, it should be noted that no applications for establishing new community gardens have been received by Council since this process was implemented.

As noted above, there has been very limited interest in establishing new community gardens on Council-owned or managed land since the implementation of this Application Form and assessment process. This level of enquiry is consistent with that of the past several years, where only a handful of enquiries have been received annually. This suggests that there is not a substantial community need or desire for further community gardens in Liverpool at the present time.



Council officers will continue to monitor and record enquiries relating to community gardens, and assess any applications received via the process outlined in this report.

### **FINANCIAL IMPLICATIONS**

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There are no financial implications relating to this recommendation.

### **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	Retain viable opportunities for local food production while managing land use to meet urban growth. Raise community awareness and support action in relation to environmental issues.
<b>Social</b>	Promote community harmony and address discrimination.
<b>Civic Leadership</b>	Foster neighborhood pride and a sense of responsibility. Facilitate the development of community leaders.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

### **ATTACHMENTS**

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Nil

## COM 03

**Re-establishing Alcohol Free Zone in Liverpool  
Local Government Area**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Support an inclusive community by fostering access and equity for all
<b>File Ref</b>	143686.2024
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

Established by a local council, an Alcohol-free Zone (AFZ) is an area where drinking of alcohol is prohibited. Alcohol-free zones are implemented as an early intervention method to prevent the escalation of street drinking. An AFZ can only be established to include a public road, footpath, or public car park. AFZs have been shown to be a successful way of reducing alcohol related crime and behaviour in known hot spots.

AFZs have been implemented and enforced within the Liverpool Local Government Area (Liverpool LGA) for several years. The Liverpool AFZs most recent review was conducted in 2020 and signs across thirty-five (35) locations were updated for a period of four years. The Liverpool City Police Area Command (Liverpool City PAC) have submitted applications to Council for the renewal of the thirty-seven (37) existing AFZs including two new AFZ for Wattle Grove Lakes and Collimore Park.

Subsequently, in April 2024 details of all zones were submitted to Anti-Discrimination NSW for approval. Approval for the re-establishment of Liverpool's AFZs was granted by Anti-Discrimination NSW in May 2024.

This report recommends that Council endorses the re-establishment of AFZs in Liverpool and exhibit the AFZ sites for public comment for a 30-day period, as required by the Ministerial Guidelines for Alcohol Free Zones.

**RECOMMENDATION**

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That Council:

1. Endorses the recommended sites for re-establishment of Liverpool Alcohol-Free Zones (AFZ); and
2. Places the recommended AFZs on public exhibition for a period of 30 days as required by the Ministerial Guidelines on Alcohol-Free Zones.
3. Delegates to the CEO the finalisation of the recommended AFZs if no submissions are received; or receive a further report outlining details of the submissions received at the conclusion of the exhibition period.

**REPORT**

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**BACKGROUND**

AFZs have been implemented and enforced within the Liverpool LGA for several years. The Liverpool AFZs most recent review was conducted in 2020 and signs across 35 locations were updated for a period of 4 years, to 2024. Liverpool's AFZs are inclusive of small areas of public space, typically in locations adjacent to outlets supplying alcohol such as pubs, clubs, and liquor stores. These locations were identified in consultation with Liverpool City PAC, service providers and internal stakeholders including Community Standards and Legal Services. The AFZs have been enforced in known hotspots in Liverpool where street drinking occurs, aiming to minimize community safety concerns and anti-social behaviour.

AFZs are implemented as an early intervention method to prevent the escalation of irresponsible street drinking. The AFZs aim to:

- Create easily identifiable locations where street drinking is prohibited.
- Intervene and prevent the escalation of irresponsible street drinking.
- Reduce and prevent alcohol related crime and behaviour.
- Inform and educate community members about the importance of eradicating alcohol consumption within these areas.
- Create a safe environment for all community members.
- Provide opportunities for collaboration with the Liverpool City PAC and relevant community organisations to promote healthier behaviours; and
- Monitor alcohol consumption in known hotspot locations.

## AFZs RENEWAL PROCESS

The Ministerial Guidelines for AFZs, overseen by Anti-Discrimination NSW, requires that requests for AFZs must be made to Council by a member of the NSW Police Force, a community organisation or a member of the general public. The proposed zones are then submitted to Anti-Discrimination NSW for their review and approval. This process also requires a public exhibition period of 30 days to allow comment and feedback from the community.

Council's Community Development and Planning team has consulted with Liverpool City PAC and relevant stakeholders to determine the necessity of renewing the existing AFZs in Liverpool. The feedback received identified the need for AFZs to be reinstated in the existing locations as a strategy to manage and reduce alcohol related crime and behaviour.

The Liverpool City PAC has submitted applications to Council for the renewal of the thirty-seven existing AFZs and an additional AFZ application for Wattle Grove Lakes and Collimore Park.

Subsequently, as required by the Ministerial Guidelines, details of all zones were submitted to Anti-Discrimination NSW for approval in April 2024. As of May 2024, approval has been granted to Council by Anti-Discrimination NSW for the re-establishment of Liverpool AFZs. Following the required period of public exhibition, Liverpool's AFZs will be re-established for a further four-year period to 2028.

## PROPOSED LOCATIONS

The table below outlines the recommended locations to re-establish the AFZs within the Liverpool LGA and to update signs at designated locations.

Location Description	Previous term	Number of signs
Macquarie St and Northumberland St (bounded by Campbell St and Hume Highway) – Liverpool City centre	01/09/2020 – 01/09/2024	2
Castlereagh St – Liverpool City Centre	01/09/2020 – 01/09/2024	1
Bathurst St – Liverpool City Centre	01/09/2020 – 01/09/2024	1
Northumberland St – Liverpool City Centre	01/09/2020 – 01/09/2024	5
Macquarie St – Liverpool City Centre	01/09/2020 – 01/09/2024	5
George St – Liverpool City Centre	01/09/2020 – 01/09/2024	9
Bigge St (including Liverpool Bus Rail exchange) – Liverpool City Centre	01/09/2020 – 01/09/2024	9
Goulburn St – Liverpool City Centre	01/09/2020 – 01/09/2024	2
Campbell St – Liverpool City Centre	01/09/2020 – 01/09/2024	1
Elizabeth St – Liverpool City Centre	01/09/2020 – 01/09/2024	1

Moore St – Liverpool City Centre	01/09/2020 – 01/09/2024	2
Memorial Ave – Liverpool City Centre	01/09/2020 – 01/09/2024	8
Scott St – Liverpool City Centre	01/09/2020 – 01/09/2024	1
Railway St – Liverpool City Centre	01/09/2020 – 01/09/2024	7
Pirie St – Liverpool City Centre	01/09/2020 – 01/09/2024	5
Hill Rd (between Wonga Rd and Lions Ave) – Lurnea	01/09/2020 – 01/09/2024	1
Reilly St (between West St and Webster Rd) – Lurnea	01/09/2020 – 01/09/2024	6
Ingham Dr (roadway and pathway area including street parking facility outside Casula Community Centre and Library) – Casula	01/09/2020 – 01/09/2024	9
Maryvale Ave (shop frontage between Memorial Ave and St Paul's Cres, roadway, and footpath area) – Liverpool	01/09/2020 – 01/09/2024	1
Mannix Parade (shops between Lawrence Hargrave Dr and McGirr Parade) – Warwick Farm	01/09/2020 – 01/09/2024	3
Khancoban St (along shop frontage) – Heckenberg	01/09/2020 – 01/09/2024	4
Green Valley Rd (along shop frontage) – Green Valley	01/09/2020 – 01/09/2024	2
William Dr (along shop frontage) – Cartwright	01/09/2020 – 01/09/2024	4
Sutton Rd and Sinclair Rd (adjacent to shops) - Ashcroft	01/09/2020 – 01/09/2024	2
Miller Shopping Centre car park	01/09/2020 – 01/09/2024	2
The Hub – Miller	01/09/2020 – 01/09/2024	3
Lady Woodward Cres and Shropshire St – Miller	01/09/2020 – 01/09/2024	8
Edmondson Ave and Tenth Ave (adjacent to shops and Austral Public School) – Austral	01/09/2020 – 01/09/2024	4
Eastern and Western side of Hume Highway (bounded by Atkinson St and Hoxton Park Rd) – Hoxton Park	01/09/2020 – 01/09/2024	3
Both sides of Hoxton Park Rd to the intersection of Gill Ave – Hoxton Park	01/09/2020 – 01/09/2024	1
Gillespie St – Liverpool	01/09/2020 – 01/09/2024	4
Pearce St – Liverpool	01/09/2020 – 01/09/2024	17
Atkinson St – Liverpool	01/09/2020 – 01/09/2024	8
Bathurst Street carpark (near Northumberland St entry) – Liverpool City Centre	01/09/2020 – 01/09/2024	3
Carnes Hill Community and Recreation Precinct (within area bordered by Beard Creek, Cowpasture Rd, Kurrajong Rd and Margaret Dawson Drive) – Carnes Hill	01/09/2020 – 01/09/2024	1
Collimore Park	01/09/2020 – 01/09/2024	3
Wattle Grove Lakes	01/09/2020 – 01/09/2024	3

## **SIGNAGE**

Signs are placed on the outer limits of the zone, at the site of known hotspots and at any other suitable intervals within the zone. The AFZ signs indicate that drinking of alcohol is prohibited within that given area. The start and finish dates of the term are included on the sign, ensuring community members are aware of the valid term for the AFZ. The signs across the Liverpool LGA will be consistent and with easily recognised symbols. To avoid confusion, graphic representation will be used on the signs making them easily recognisable by members of the public.

## **ENFORCEMENT**

Once implemented, AFZs are enforceable by any Officer of the NSW Police Force. The power to seize and tip out or otherwise dispose of alcohol without the need to issue a warning applies within an AFZ. A Police Officer may use their discretion to issue a warning to a person who is drinking in an AFZ. An individual who does not comply with an AFZ order, at the direction of a Police Officer, can be charged with obstruction under Section 660 of the Local Government Act 1993. This offence carries a maximum penalty of \$2,200.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support policies and plans that prevent crime.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Include any relevant legislation and section here. There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

Nil

**CORP 01**

**Investment Policy**

<b>Strategic Direction</b>	Leading through Collaboration Seek efficient and innovative methods to manage our resources
<b>File Ref</b>	127036.2024
<b>Report By</b>	Vishwa Nadan - Chief Financial Officer
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

Council's Investment policy is the main instrument guiding Council's investment decisions and requires review every two years or more frequently depending on legislative changes or in response to changes in market conditions. The current version of Council Investment Policy was adopted on 25 August 2021 and is due for review.

**RECOMMENDATION**

That Council adopt the amended Investment Policy.

**REPORT**

Council's Investment policy is the main instrument guiding Council's investment decisions and requires a review every two years or more frequently depending on legislative changes or Council's positioning to market conditions.

The current version of Council Investment Policy was adopted on 25 August 2021 and is due for review.

The review process includes consultation with Council's investment advisor and agreement with NSW Treasury Corporation as part of the loan conditions.

This report seeks a council resolution to adopt a minor change removing reference to investment in NSW TCorp's Cash Fund which is no longer offered as an investment instrument. There are no further changes.

## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic considerations
<b>Environment</b>	The environmental and sustainability considerations are included in the policy.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Section 625 of the Local Government Act 1993 permits Council to invest funds.
<b>Risk</b>	The investment risk management framework is included in the policy

## **ATTACHMENTS**

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1. Investment Policy review April 2024





## INVESTMENT POLICY

Adopted: (25 August 2021)

TRIM (255741.2021)



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## INVESTMENT POLICY

**DIRECTORATE:** Corporate Services  
**BUSINESS UNIT:** Financial Management

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### 1. PURPOSE/ OBJECTIVES

- 1.1 Council will seek to maximise earnings from authorised investments within agreed levels of risk, return and exposure.
- 1.2 This policy establishes the framework within which investment principles are to apply to the investment of Council funds at the most favourable term available to Council at the time, to maximise returns, while paying due consideration to matters of risk, liquidity and security for its investments.
- 1.3 This policy sets out:
  - a) Council's objectives for its investment portfolio;
  - b) How investments are to be undertaken;
  - c) The applicable risks to be managed;
  - d) Any constraints and other prudential requirements to apply to the investments of funds, having regard to the applicable legislation and regulations governing Council investments;
  - e) The manner in which compliance with the policy and strategy will be monitored and reported;
  - f) Appropriate benchmarks for each category of investments.
- 1.4 While exercising the power to invest, consideration needs to be given to preservation of capital, liquidity and the return on investments. Council, therefore, has several primary objectives for its investment portfolio:
  - a) Compliance with legislation, regulations, the prudent person tests of the *Trustee Act* and best practice guidelines;
  - b) The preservation of the amount invested;
  - c) Ensuring that there are sufficient liquid funds to meet all reasonably anticipated cash flow requirements; and
  - d) Generating income from investments that exceeds the performance benchmarks mentioned later in this document.

## 2. DEFINITIONS

### **Authorised Deposit Taking Institutions**

ADIs (Authorised Deposit-taking Institutions) are financial institutions which are authorised under the *Banking Act* 1959 and are subject to the prudential standards set out in the Act and regulated by APRA.

### **Australian Prudential Regulation Authority**

APRA (Australian Prudential Regulation Authority) is the prudential regulator of the Australian financial services industry. APRA enforces prudential standards and practices (e.g. capital adequacy and other risk management issues) of banks, credit unions, building societies, insurance companies and friendly societies.

### **Bill of Exchange**

A bill of exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of the specified person, or to the bearer. These can be underwritten by banks, to become "bank bills" on which the benchmark return is calculated.

### **Bloomberg UBS Bank Bill Index**

UBS Australia calculated a daily Bank Bill Index representing the performance of a notional rolling parcel of bills averaging 45 days. This is the main performance benchmark that is widely used in the local government industry. The UBS Australia index family has been acquired by Bloomberg from Q3 2014, and while branding changed the benchmark is unaltered.

### **Code**

Code means the *Local Government Code of Accounting Practice and Financial Reporting* published by the Office of Local Government (as in force from time to time).

### **Credit Rating**

Credit Rating refers to a short- or long-term summary assessment of the credit worthiness of a debt issuer or of a specific issue.

### **Credit Risk**

Credit risk is the risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this document it relates to the risk of loss due to the failure of an institution/entity with which an investment is held to pay the interest and/or repay the principal of an investment.

**Direct Deposits**

Direct deposits refer to investments made by Council (or on behalf of Council) directly with financial institutions.

**Fitch Ratings**

Fitch Ratings is a credit rating agency that assigns credit ratings to corporate issues based on the prospects of default.

**Investment Portfolio**

The total pool of Council's investments.

**Minister's Order**

Minister's Order refers to the Order of the Minister for Local Government relating to Investments made by Councils dated 12 January 2011, and its successors.

**Moody's Investor Services**

Moody's Investor Services is a credit rating agency that assigns credit ratings to corporate issues based on the prospects of default.

**Prudent Person Standard**

Council's investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

**Responsible Accounting Officer**

Responsible Accounting Officer (RAO) of a council means a member of the staff of the council designated by the Chief Executive Officer. Liverpool City Council's designated RAO is the Chief Financial Officer (CFO)

**Standard & Poor's**

Standard & Poor's is a credit rating agency that assigns credit ratings to corporate issues based on the prospects of default.

**Surplus Funds**

Surplus Funds refers to money that is not, for the time being, required by the council for any other purpose.

**Current Account**

Cash invested on an overnight basis. Funds can be recalled or re-invested any time on the following business day.

**Term Deposit**

Funds invested with a financial institution at a predetermined rate that applies to the duration of the deposit. The principal is held on deposit for a fixed term with interest payable at set periods during the term and/or on maturity. It is not a tradeable security - the investor may well be penalised if funds are prepaid; increasingly, term deposits are declared "non-breakable" instruments.

**Bank Bill**

Bank-accepted bills are bills of exchange drawn by a company or individual (borrower) usually for periods between 30 and 180 days. The bill is accepted by the bank, which in turn accepts the liability for payment at maturity. It is a short-term investment issued at a discount to the face value and is of a very high credit standing, consequently trades at the lowest yields of all commercially issued bills.

**Negotiable Certificate of Deposit (NCD)**

These are short-term bearer securities issued by banks, usually for up to 180 days although they can be for longer terms. They are often sold at a discount to face value and are highly liquid securities; representing the bank's debt. Creditworthiness of the bank will determine where the bank's NCD trades, relative to the BBSW. Also "Transferable Certificate of Deposit" (TCD).

**Floating Rate Note/Bond (FRN)**

The FRN is a longer-term debt security issued for a fixed period of time but has a variable (floating) coupon on a monthly or quarterly basis. The coupon reflects current interest rates, which is determined as a margin over the BBSW rate set. FRNs appeal to investors who are reluctant to commit funds to fixed rates for longer periods in times of fluctuating interest rates. Typical issuers are banks, corporates, financial institutions and securitised vehicles. Only Senior FRNs issued by an Australian Authorised Deposit Taking Institution such as a bank, credit union or building society are an eligible form of FRN investment.

**Fixed Interest Securities (Bonds)**

Securities issued by Commonwealth, State, trusts or corporate institutions that pay a fixed rate of interest (coupon) and mature at a fixed point in time. The interest (coupon) is paid at regular intervals (semi-annually, but can be paid monthly, quarterly, or annually). These securities are generally issued for a period of greater than one year. Currently, only the senior bonds issued by an Australian Authorised Deposit Taking Institution such as a bank, credit union or building society are an eligible form of FRN investment.

**Covered Bonds and FRNs**

In some cases, bank securities are secured by an external pool of assets. They are senior obligations of the bank, and therefore compliant with the Order, but command a higher credit rating – potentially AAA – due to the additional credit support.

**Pooled Managed Funds**

- **Sector Specific Funds**

These funds invest in one particular asset sector. A Cash Management Fund is an example of Sector Specific Funds as they predominately invest in the single asset sector of fixed/floating income securities with the aim of outperforming the Bloomberg AusBond Bank Bill Index benchmark. They are designed to enhance returns on short-term holdings as an alternative to short-dated bank bill and term deposit portfolios. They provide easy access to holdings and are usually redeemable within 24 to 48 hours.

These types of funds tend to have no fixed maturity date. Only funds managed by NSW Treasury Corporation are currently eligible pooled managed fund investments.

- **Diversified Funds**

These funds invest in a pre-determined range of asset classes including one or more of cash, fixed interest, property, and Australian & international shares. The weighting among the various asset classes will differ depending upon the type of diversified fund chosen, e.g. Conservative Funds (TCorpIM's Medium Term Growth) have a higher weighting in cash and fixed interest than Balanced Funds (TCorpIM's Long Term Growth) that have higher weightings in growth assets such as property and shares. These types of funds tend to have no fixed maturity date. These types of Funds are however eligible investments under the Ministerial Order.

### 3. POLICY STATEMENT

#### 3.1. Authorised Investments

3.1.1 All of Council's investments must be denominated in Australian dollars. Council may only invest money in the following forms of investment, as taken directly from the *Local Government Act* 1993 – Order (of the Minister) Circular No: 11/01, gazetted on 11 February 2011, and its successors. (*The complete document is included in Schedule 3.*):

- a) Any public funds or securities issued by or guaranteed by, the Commonwealth, any State or Territory of the Commonwealth
- b) Any debentures or securities issued by a council (within the meaning of the *Local Government Act* 1993 (NSW));
- c) Interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act* 1959 (Cth), but excluding subordinated debt obligations;
- d) Any bill of exchange which has a maturity date of not more than 200 days, and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- e) A deposit with the New South Wales Treasury Corporation (NSW TCorp) or investments in NSW TCorpIM funds;
- f) Existing investments “grandfathered” under the Ministerial Investment Order.

3.1.2 All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

#### 3.2 Transitional Arrangements

3.2.1 Subject to clause 3.2.2 of this policy, nothing in the Order affects any investment made before the date of the Order which was made in compliance with the previous Ministerial Order dated 31 July 2008 and such investments are taken to be in compliance with the Order.

3.2.2 Clause 3.2.1 only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with the Order.

#### 3.3 Risk Management: Credit and Maturity Guidelines

3.3.1 Investments are to comply with three key criteria relating to:

- a) Overall Portfolio Credit Framework: Limit overall credit exposure of the portfolio;
- b) Institutional Credit Framework: Limit exposure to individual ADIs, based on their credit ratings; and
- c) Term to Maturity Framework: Limits based upon maturity of securities.

3.3.2 All references to credit ratings refer by default to that applied by ratings agency Standard and Poor's (S&P) or in the absence of an S&P rating, the lower of any rating assigned to the entity by either Moody's or Fitch ratings agencies.

3.3.3 Overall Portfolio Credit Framework

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any credit rating category. (Refer to Appendix F for Standard and Poor's ratings definitions).

Overall Portfolio Credit Limits	
Long-term Credit Ratings	Direct Investments Maximum
AAA Category	100%
AA Category / Major Bank Category	100%
A Category or below	60%
BBB Category or below	45%
Unrated	10%
Specific Ministerial Approved Forms of Investment	
NSW TCorp Deposits and TCorpIM Funds	100%

For the purpose of this Policy, "Major Banks" are currently defined as the deposits or senior guaranteed principal and interest securities issued by the major Australian banking groups being:



- Australia and New Zealand Banking Group Limited
- Commonwealth Bank of Australia
- National Australia Bank Limited
- Westpac Banking Corporation

including any ADI subsidiaries which are both wholly owned and explicitly guaranteed (e.g. St George Bank).

#### 3.3.4 InstitutionalCreditFramework

Exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited, as set out in the table below:

Long-term Credit Ratings	Direct Investments Maximum
AAA Category	45%
AA Category/ Major Bank Category	35%
A Category or below	25%
BBB Category	15%
Unrated	5%
Council Approved NSW Treasury Corporation Deposits and TCorpIM Funds	
Cash Fund	45%
Strategic Cash Fund	45%
Medium Term Growth Fund	20%
Long Term Growth Fund	20%

Need to delete -  
TCorp Cash  
Fund is no  
longer offered  
as an  
investment  
instrument.

- 3.3.5 The investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Profile		
Portfolio % <1 year	Min 30%	Max 100%
Portfolio % >1 year	Min 0%	Max 70%
Portfolio % >3 years	Min 0%	Max 35%

- 3.3.6 Council's risk profile for the purposes of investing surplus cash funds can generally be described as *conservative, risk averse and defensive*, and has the following characteristics:

- a) A requirement for a secure income stream, and
- b) A requirement for capital protection.

- 3.3.7 Section 14C of the *Trustee Act 1925* sets out requirements for trustees to have regard to, when exercising the power of investments. These guidelines (Attachment D) are considered appropriate for Council and underpin the formulation of this investment policy and are in accordance with legislative requirements.

### 3.4 Risk Management – Additional Guidelines

- 3.4.1 Investments obtained are to be considered in light of the following key criteria:

- a) **Preservation of Capital:** The requirement for preventing losses in an investment portfolio's total value.
- b) **Credit Risk:** The risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this policy, it relates to the risk of loss due to the failure of an institution/ entity with which an investment is held to pay the interest and/or to repay the principal of an investment when due;

- c) **Diversification:** The requirement to place investments in a broad range of products and issuers so as not to be overly exposed to a particular entity or sector of the investment market
- d) **Liquidity Risk:** The risk that a tradable security cannot be sold in a timely manner for a fair market price due to a lack of buyers
- e) **Market Risk:** The risk that fair value or future cash flows will fluctuate due to changes in market prices, or that benchmark returns will unexpectedly overtake the investment's return;
- f) **Maturity Risk:** The risk relating to the length of term to maturity of the investment. The longer the term, the greater is the length of exposure and risk to market volatilities and eventual default
- g) **Rollover Risk:** The risk future income will not meet expectations or budgeted requirements because monies available at maturity of an investment must be re-invested at a lower interest rate due to market movements.

3.4.2 The following Risk Management Strategies will apply, where appropriate:

- a) Investment credit rating and maturity percentage limits will be applicable as at the time of making the specific investment, and retested for compliance at least annually, taking into consideration reasonable cash flow expectations;
- b) Investments that fall outside of the above eligibility rules post initial investment shall be divested as soon as practicable whilst being cognisant of prevailing market conditions;
- c) This policy does not mandate a minimum credit rating for any single investment. If the credit ratings profile in aggregate falls outside the credit rating limits, as set within this policy, Council will review investments of the non-complying category. Divestment of some investments to conform to this policy should be evaluated, while Council should be cognisant of transaction costs, any extenuating circumstances and the time taken to rebalance through scheduled maturities.

### 3.5 Liquidity

- 3.5.1 Cash flows must be monitored daily and Council will ensure that it maintains a minimum level of liquid funds available to finance day-to-day requirements.

### **3.6      Performance Benchmarks**

- 3.6.1      The performance of Council's investment will be assessed against the Bloomberg Ausbond Bank Bill Index (BAUBIL)
- 3.6.2      It is Council's expectation that the performance of each investment will be equivalent to the applicable benchmark to justify the investment, taking into account its risks, liquidity and other benefits of the investment.
- 3.6.3      It is also expected that Council will take due steps to ensure that any investment is executed at the best pricing reasonably possible.
- 3.6.4      "Grandfathered" investments are allocated to the appropriate horizon based on expected or average maturity date and should be considered when allocating the rest of the portfolio.
- 3.6.5      The decision on when to exit "grandfathered" investments is based on a range of criteria specific to the investments, including but not limited to factors such as:
- a) Returns expected over the remaining term;
  - b) Fair values;
  - c) Competing investment opportunities;
  - d) Costs of holding;
  - e) Liquidity and transaction costs;
  - f) Outlook for future investment values, and
  - g) Risk of defaulting payment
- 3.6.6      In general, it is expected that professional advice will be sought before transacting in any investments that become "grandfathered" by regulatory or policy changes.

### **3.7      Investment Strategy**

- 3.7.1      Council's Investment Strategy will run in conjunction with its Investment Policy and will set out:
- a) Councils current cash flow expectations and the implications for deviations from a long-term liquidity profile;

- b) Diversification: allocation of investment type, credit quality, counterparty exposure and term to maturity profile;
- c) Market conditions and the appropriate responses, particularly relative positioning within the limits outlined in this policy;
- d) Relative return outlook, risk-reward considerations, assessment of the market cycle and hence constraints on risk; and
- e) Appropriateness of overall investment types for Council's portfolio.

3.7.2 The Investment Strategy will fully comply with legislative requirements and the investment policy. The strategy will operate within the investment policy limits such that there are sufficient "buffers" to minimise the possibility of a breach of any policy limits. Any investment strategy will operate conservatively within policy limits which are to be viewed as maximum rather than target exposures.

### **3.8 Direct Investments**

#### **3.8.1 Third Party Suppliers and Dealers**

Council will structure its affairs in order to be economical in its investment management costs, favouring dealing direct in its fixed interest (or, where intermediated, arrangements that result in a rebate of brokerage) where possible.

When dealing with third party suppliers of investment product, Council will have regard to the:

- a) Administrative cost savings;
- b) Ability to access higher (retail) rates where these exceed the direct transaction costs;
- c) Access to ADIs that would not normally have an institutional direct channel;
- d) Limited access or other secondary market opportunities that are only available from specific sources; and
- e) The costs of other distribution channels that do not involve transaction remuneration.

Council will take steps to ensure that:

- a) Any suppliers used are appropriately licensed, reputable and capable;
- b) Funds and identification data are sufficiently secured;
- c) Third party arrangements do not materially worsen Council's credit risks by creating exposure to the dealer as counterparty; and
- d) Remuneration arrangements are reasonable and transparent, whether paid by Council or by the issuer directly.

### 3.8.2 Minimum Investments

Face value of individual investments should generally be a minimum of \$500,000, but typically a larger parcel should be purchased.

## 3.9 **Environmental, Social and Governance (ESG) Investing**

- 3.9.1 Where financial institutions are offering equivalent investment returns with the same credit rating and assessed financial risk and the investment fits within the provisions of this Investment Policy, consideration will be given to placing funds with institutions identified as having the higher ESG standards, which may include but not limited to, investing with institutions not financing fossil fuel companies.

## 3.10 **Trading Policy**

- 3.10.1 It is not Council's intention to trade instruments within the portfolio to seek capital gains, rather Council will be a hold to maturity investor, excepting for circumstances where monies are held in tradable securities for the purposes of providing a contingent liquidity buffer as an alternative to using the overdraft facility or where monies have been invested as part of a long term liability defeasance strategy and a rebalancing is necessary due to changes in the assessed value of either the liabilities or the investments used to hedge those liabilities
- 3.10.2 For the avoidance of doubt this is not a restrictive clause that prevents Council from trading securities rather it outlines an aim that in the first instance investments are purchased with the intention of holding them to maturity unless other circumstances dictate it would be more favourable to sell them prior to maturity

### **3.11      Long Term Liability Defeasance**

- 3.11.1      Council may seek to invest monies in the appropriate TCorp funds in line with the restrictions outlined in the Diversification section of this policy for the purpose of defeasing long term liabilities held by Council. Council may have long term liabilities which may be better matched (the risks hedged) by longer term investments which contain a capital growth as well as an income component.

### **3.12      Independent Investment Advisors**

- 3.12.1      Council will appoint an independent investment advisor and obtain advice as may be required.
- 3.12.2      Council's investment advisor is appointed by the Chief Executive Officer and must be licensed by the Australian Securities and Investment Commission. The advisor must be independent and must confirm in writing that they have no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council.
- 3.12.3      In making an appointment, Council shall give regard to selection criteria provided in the Office of Local Government Investment Guidelines.
- 3.12.4      The above shall not prevent Council from seeking investment advice from NSW TCorp.

### **3.13      Responsibility for implementing this policy and reporting obligations**

- 3.13.1      The Chief Financial Officer is responsible for implementing this policy and providing the following reports:
- a) A monthly report to Council showing:
- 1) Confirmation of compliance with legislation and policy limits;
  - 2) The market value of investments, as provided by Council's designated third party reporting provider;
  - 3) Investment portfolio performance; and
  - 4) Monthly investment income earned versus budget.

- b) For audit purposes, certificates must be obtained from financial institutions confirming the amounts of investment held on Council's behalf at 30 June each year.
- c) The current month Investment Register, which must be published on Council's website.

### **3.14 Delegation of authority**

- 3.14.1 The Chief Executive Officer is delegated by Council to invest surplus funds and may sub-delegate this function to appropriately qualified and experienced members of Council staff, subject to financial limits and statutory restrictions, as set out in this policy and in Council's delegations.
- 3.14.2 This policy is subject to any revision of the Minister's Order.

## **4. RELEVANT LEGISLATIVE REQUIREMENTS *(where applicable)***

All Council investments are to be made in accordance with:

- a) *Local Government Act* 1993: Section 412 and 625 (Attachment A)
- b) *Local Government Act* 1993: Prevailing Order of the Minister (Attachment B)
- c) *Local Government (General) Regulation* 2005: Clause 212 (Attachment C)
- d) *Trustee Act* 1995: Sections 14A(2) and 14C(1) and (2) (Attachment D)

## **5. RELATED POLICIES & PROCEDURE REFERENCES**

- a) Australian Accounting Standards
- b) Office of Local Government Investment Policy Guidelines.

**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

Version	Amended by	Changes made	Date	TRIM Number
1	Adopted by Council	Not applicable	5 September 2005	036623.2005
2	Council resolution	Minor amendments	6 November 2006	113456.2006
3	Council resolution	Complete review	19 April 2010	071463.2010
4	Council resolution	Complete review	28 September 2011	162083.2011
5	Council resolution	Complete review	25 February 2015	028348.2015
6	Council resolution	Minor amendment	26 May 2015	132894.2015
7	Council resolution	Minor amendments plus eligibility of TCorpIM Growth	25 October 2017	356625.2017
8	Council resolution	Minor amendment	25 March 2020	313307.2020
9	Council resolution	Minor amendments and change to new policy template	25 August 2021	255741.2021

## THIS POLICY HAS BEEN DEVELOPED IN CONSULTATION WITH

Council's Investment Advisor

Internal Audit unit

Governance Unit

## ATTACHMENTS

### Attachment A

#### ***Local Government Act 1993 – Section 625***

##### **625      How may councils invest?**

- (1)      A council may invest money that is not, for the time being, required by the council for any other purpose.
- (2)      Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.

**Editorial note:** See Gazettes No 152 of 24.11.2000, p 12041; No 94 of 29.7.2005, p 3977 and No 97 of 15.8.2008, p 7638.

- (3)      An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.
- (4)      The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.

**Attachment B - Investment Order**

**Attachment C*****Local Government (General) Regulation 2005 – Clause 212*****212 Reports on council investments**

(1) The responsible accounting officer of a council:

(a) must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:

- (i) if only one ordinary meeting of the council is held in a month, at that meeting, or
- (ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and

(b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.

(2) The report must be made up to the last day of the month immediately preceding the meeting.

**Note.** Section 625 of the Act specifies the way in which a council may invest its surplus funds.

## **Attachment D**

### **The *Trustee Act 1925* Sections 14A (2), 14C (1) & (2)**

#### **14 Powers of investment**

A trustee may, unless expressly forbidden by the instrument (if any) creating the trust:

- (a) Invest trust funds in any form of investment, and
- (b) At any time vary any investment.

#### **14A Duties of trustee in respect of power of investment**

(1) This section has effect subject to the instrument (if any) creating the trust.

(2) A trustee must, in exercising a power of investment:

- a) if the trustee's profession, business or employment is or includes acting as a trustee or investing money on behalf of other persons, exercise the care, diligence and skill that a prudent person engaged in that profession, business or employment would exercise in managing the affairs of other persons, or
- b) If the trustee is not engaged in such a profession, business or employment, exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

Some Acts deem investments under the Acts to be investments that satisfy the prudent person test. See, for example, section 39 of the *Public Authorities (Financial Arrangements) Act 1987*.

(3) A trustee must exercise a power of investment in accordance with any provision of the instrument (if any) creating the trust that is binding on the trustee and requires the obtaining of any consent or approval with respect to trust investments.

(4) A trustee must, at least once in each year, review the performance (individually and as a whole) of trust investments.

**14C Matters to which trustee is to have regard when exercising power of investment**

- (1) Without limiting the matters that a trustee may take into account when exercising a power of investment, a trustee must, so far as they are appropriate to the circumstances of the trust, if any, have regard to the following matters:
- (a) the purposes of the trust and the needs and circumstances of the beneficiaries.
  - (b) the desirability of diversifying trust investments,
  - (c) the nature of, and the risk associated with, existing trust investments and other trust property,
  - (d) the need to maintain the real value of the capital or income of the trust,
  - (e) the risk of capital or income loss or depreciation,
  - (f) the potential for capital appreciation,
  - (g) the likely income return and the timing of income return,
  - (h) the length of the term of the proposed investment,
  - (i) the probable duration of the trust,
  - (j) the liquidity and marketability of the proposed investment during, and on the determination of, the term of the proposed investment,
  - (k) the aggregate value of the trust estate,
  - (l) the effect of the proposed investment in relation to the tax liability of the trust,
  - (m) the likelihood of inflation affecting the value of the proposed investment or other trust property,
  - (n) the costs (including commissions, fees, charges and duties payable) of making the proposed investment,
  - (o) the results of a review of existing trust investments in accordance with section 14A(4).
- (2) A trustee may, having regard to the size and nature of the trust, do either or both of the following:
- (a) obtain and consider independent and impartial advice reasonably required for the investment of trust funds or the management of the investment from a person whom the trustee reasonably believes to be competent to give the advice,

(b) pay out of trust funds the reasonable costs of obtaining the advice.

(3) A trustee is to comply with this section unless expressly forbidden by the instrument (if any) creating the trust.

## **Attachment E – Standard & Poor's Ratings Description**

### **Credit Ratings**

Standard & Poor's (S&P) is a *Nationally Recognized Statistical Rating Organization (NRSRO)* as defined by the US SEC; it provides analytical services. An S&P rating is an opinion of the general creditworthiness of an obligor with respect to particular debt security or other financial obligation — based on relevant risk factors.

Credit ratings are based, in varying degrees, on the following considerations:

- a) Likelihood of payment.
- b) Nature and provisions of the obligation.
- c) Protection afforded by, and relative position of, the obligation in the event of bankruptcy, reorganisation or other laws affecting creditors' rights.

The issue rating definitions are expressed in terms of default risk.

### ***Long-Term Investment-Grade Obligations Ratings are:***

**AAA:** An obligation/obligor rated AAA has the highest rating assigned by S&P. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.

**AA:** An obligation/obligor rated AA differs from the highest rated obligations only in a small degree. The obligor's capacity to meet its financial commitment on the obligations is very strong.

**A:** An obligation/obligor rated A is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations/obligor in higher rated categories. However, the obligor's capacity to meet its financial commitment on the obligation is still strong.

**BBB:** An obligation/obligor rated BBB exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity to the obligor to meet its financial commitment on the obligation.



**Speculative Grade:** Lower long-term rating bands exist, from BB down to C; these are considered “speculative-grade;” to varying degrees, more vulnerable to default than the “investment-grade” ratings above. Likewise, there are lower short-term ratings. Obligations in default are rated D.

**Unrated:** Financial institutions do not necessarily require a credit rating from the various ratings agencies such as Standard and Poor’s and these institutions are classed as “Unrated”. Most Credit Unions and Building Societies fall into this category. These institutions nonetheless must adhere to the capital maintenance requirements of the Australian Prudential Regulatory Authority (APRA) in line with all Authorised Deposit Taking Institutions (Banks, Building Societies and Credit Unions).

**Plus (+) or Minus (-):** The ratings from “AA” to “CCC” may be modified by the addition of a plus or minus sign to show relative standing within the major rating categories.

**CreditWatch** highlights an emerging situation, which may materially affect the profile of a rated corporation and can be designed as positive, developing or negative. Following a full review, the rating may either be affirmed or changed in the direction indicated.

**A Rating Outlook** assesses the potential direction of an issuer’s long-term debt rating over the intermediate-to-long term. In determining a Rating Outlook, consideration is given to possible changes in the economic and/or fundamental business conditions. An outlook is not necessarily a precursor of a ratings change or future CreditWatch action. A “Rating Outlook – Positive” indicates that rating may be raised. “Negative” means a rating may be lowered. “Stable” indicates that ratings are not likely to change. “Developing” means ratings may be raised or lowered.

Other NRSROs have comparable rating bands and definitions.

## CORP 02

## Investment Report April 2024

<b>Strategic Objective</b>	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
<b>File Ref</b>	149414.2024
<b>Report By</b>	Vishwa Nadan - Chief Financial Officer
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

This report details Council's investment portfolio and its performance at 30 April 2024. Key highlights include:

- Council held investments with a market value of \$377 million.
- The Reserve Bank of Australia (RBA)'s official cash rate remains at 4.35 per cent.
- The portfolio yield (for the year to April 2024) was 12 basis points below the benchmark (AusBond Bank Bill Index)

	AusBond Bank Bill Index (ABBI)
Benchmark	4.24%
Portfolio yield	4.12%
<b>Performance below benchmark</b>	<b>-0.12%</b>

- The current ABBI benchmark reflects RBA aggressive action to lift the cash rate. The portfolio performance, as expected, is below ABBI benchmark and this trend will continue until such time low-yielding investments mature.
- Year-to-date, Council's investment income was \$6.35 million higher than the original budget. This is due to a combination of increase in market interest rates and unrealised gain in fair value of Floating Rate Notes (FRNs).
- Year-to-date, Council's investment in mortgage-backed securities (MBSs) is valued at \$375 thousand below face value. Council's investment advisor continues to review

**CORPORATE SUPPORT REPORT**

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Council's investment in MBSs and recommends Council continue to hold its investments in the Class A and both Class C securities. There is significant uncertainty associated with these investments, however presently Council's investment advisor believes there is, on balance, more upside opportunity than downside risk. This is subject to ongoing regular review. MBSs are no longer rated.

- Council's investments and reporting obligations fully complied with the requirements of section 625 of the *Local Government Act 1993* and section 212 of the *Local Government (General) Regulation 2021*.
- Council's portfolio also fully complied with limits set out in its current Investment Policy, noting the exception applicable to MBSs (as investment in them pre-dates the current Investment Policy).
- Council is committed to NSW TCorp's balanced investment framework and held 10.22 per cent of its portfolio in ADIs rated BBB and below.

**RECOMMENDATION**

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That the Council receives and notes this report.

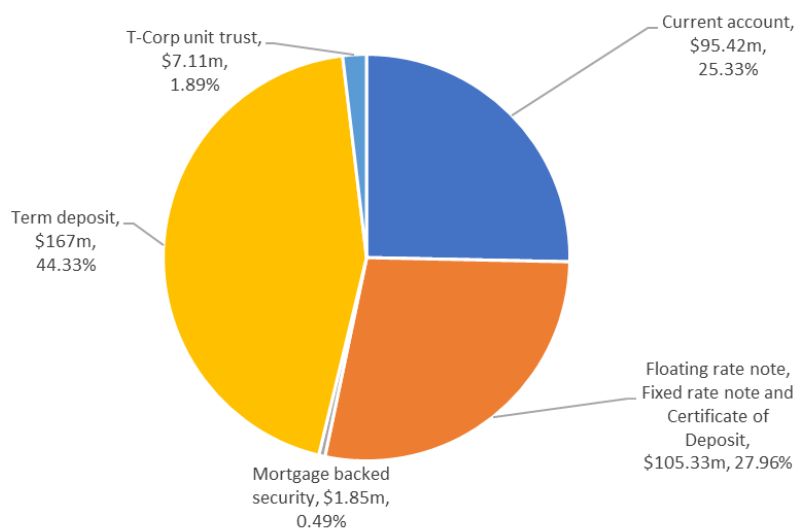
**REPORT**

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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 30 April 2024, Council held investments with a market value of \$377 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	Apr-24	Mar-24	Jun-23
Senior debts (FRNs ,TCDs & FRBs)*	98.63%	98.74%	98.25%
MBS (Reverse mortgage-backed securities)	83.16%	82.66%	82.02%
T-Corp unit trusts	116.10%	119.29%	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 10.22 per cent of its portfolio in ADIs rated BBB and below.

### Mortgaged-backed securities

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

There is significant uncertainty associated with these investments, however presently the investment advisors believe there is, on balance, more upside opportunity than downside risk. Notwithstanding this recommendation, Council's investment advisor has assessed that both Class C securities are likely to eventually default. However, Council will continue to receive interest up until default which is likely to be many years in the future. Fitch Rating Agency has

**CORPORATE SUPPORT REPORT**

decided to withdraw its rating on MBSs and as a result, Council's investments in these securities are now classed as non-rated. Year-to-date, Council's investment in MBSs is valued at \$375 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	95,417,360	25.33%			
Term deposits < 1 year	100,000,000	26.55%			
T-Corp unit trust	7,111,352	1.89%			
Tradeable securities	105,333,463	27.96%			
<b>Portfolio % &lt; 1 year ( Short term liquidity)</b>	<b>307,862,175</b>	<b>81.72%</b>	<b>30%</b>	<b>100%</b>	Yes
Term deposit > 1 year < 3 years	67,000,000	17.79%	0%	70%	Yes
Grand fathered securities	1,853,129	0.49%	N/A	N/A	Yes
<b>Portfolio % (Medium term liquidity)</b>	<b>68,853,129</b>	<b>18.28%</b>			Yes
<b>Total portfolio</b>	<b>376,715,305</b>	<b>100.00%</b>			

**Counterparty policy limit compliance**

Issuer	Security rating	Market value	% Total value	Maximum Institutional policy limit % holdings	Complies to Investment policy "Yes/No"
AMP Bank Ltd	BBB	17,565,688	4.66%	15%	Yes
ANZ Banking Group Ltd	AA-	23,755,129	6.31%	35%	Yes
Bendigo & Adelaide Bank Ltd	BBB+	2,698,264	0.72%	15%	Yes
Bank Australia	BBB	1,357,278	0.36%	15%	Yes
Bank of Queensland Ltd	BBB+	18,410,818	4.89%	15%	Yes
Citibank Australia Ltd	A+	1,001,668	0.27%	25%	Yes
Commonwealth Bank of Australia Ltd	AA-	114,018,642	30.27%	35%	Yes
Emerald Reverse Mortgage Trust ( Class A)	Unrated	673,662	0.18%	5%	Yes
Emerald Reverse Mortgage Trust ( Class C)	Unrated	1,179,467	0.31%	5%	Yes
Great Southern Bank	BBB	5,502,778	1.46%	15%	Yes
G&C Mutual Bank	BBB	3,000,000	0.80%	15%	Yes
HSBC Sydney Branch	AA-	5,007,820	1.33%	35%	Yes
ING Bank	A	39,004,002	10.35%	25%	Yes
ING Bank	AAA	1,647,589	0.44%	35%	Yes
Macquarie Bank	A+	12,047,872	3.20%	25%	Yes
Mizuho Bank	A	3,507,585	0.93%	25%	Yes
National Australia Bank Ltd	AA-	47,762,612	12.68%	35%	Yes
Newcastle Greater Mutual Group Ltd	BBB	607,315	0.16%	35%	Yes
Northern Territory Treasury	AA-	15,000,000	3.98%	35%	Yes
NSW Treasury Corporation	Unrated	7,111,352	1.89%	5%	Yes
Rabobank Australia Ltd	A+	7,220,074	1.92%	25%	Yes
Rabobank Australia Limited	A	6,000,000	1.59%	25%	Yes
RACQ Bank	BBB+	1,505,418	0.40%	15%	Yes
Sumitomo Mitsui Banking	A	9,021,094	2.39%	25%	Yes
Suncorp Bank	A+	11,713,464	3.11%	25%	Yes
UBS AG	A+	4,395,717	1.17%	25%	Yes
Westpac Banking Corporation Ltd	AA-	16,000,000	4.25%	35%	Yes
<b>Portfolio Total</b>		<b>376,715,305</b>	<b>100.00%</b>		

### Credit rating policy limit compliance

Credit rating	Market value	% Portfolio	Maximum policy limit	Complies to Investment policy "Yes/No"
AAA Category	1,647,589	0.44%	100%	Yes
AA Category	221,544,202	58.81%	100%	Yes
A Category	115,020,557	30.53%	60%	Yes
BBB+ Category	29,538,476	7.84%	45%	Yes
Unrated	8,964,481	2.38%	10%	Yes
<b>Total Portfolio</b>	<b>376,715,305</b>	<b>100.00%</b>		

### Compliance with Investment policy – In summary

Legislative requirements	✓	Fully compliant, noting exception applicable to grandfathered mortgaged-backed investments.
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Overall portfolio credit limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

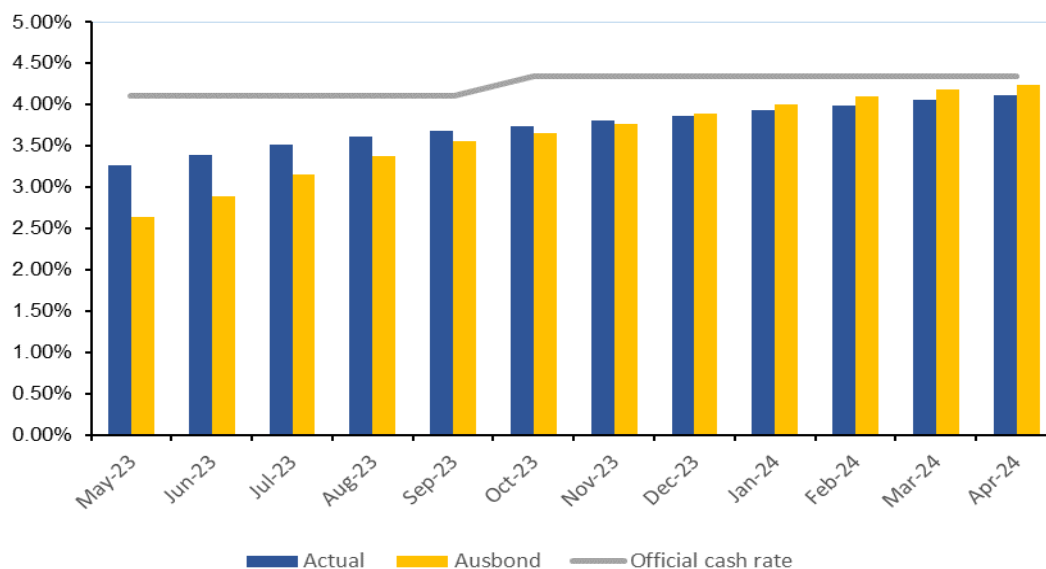
### Portfolio performance against relevant market benchmark

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

The current ABBI benchmark reflects RBA actions to aggressively lift the cash rate. The portfolio performance is expected to be below ABBI benchmark in coming months and this trend will continue until such time low-yielding investments mature.

The portfolio yield for the year to April 2024 was below the ABBI index by 12 basis points (portfolio yield: 4.12%; ABBI: 4.24%).

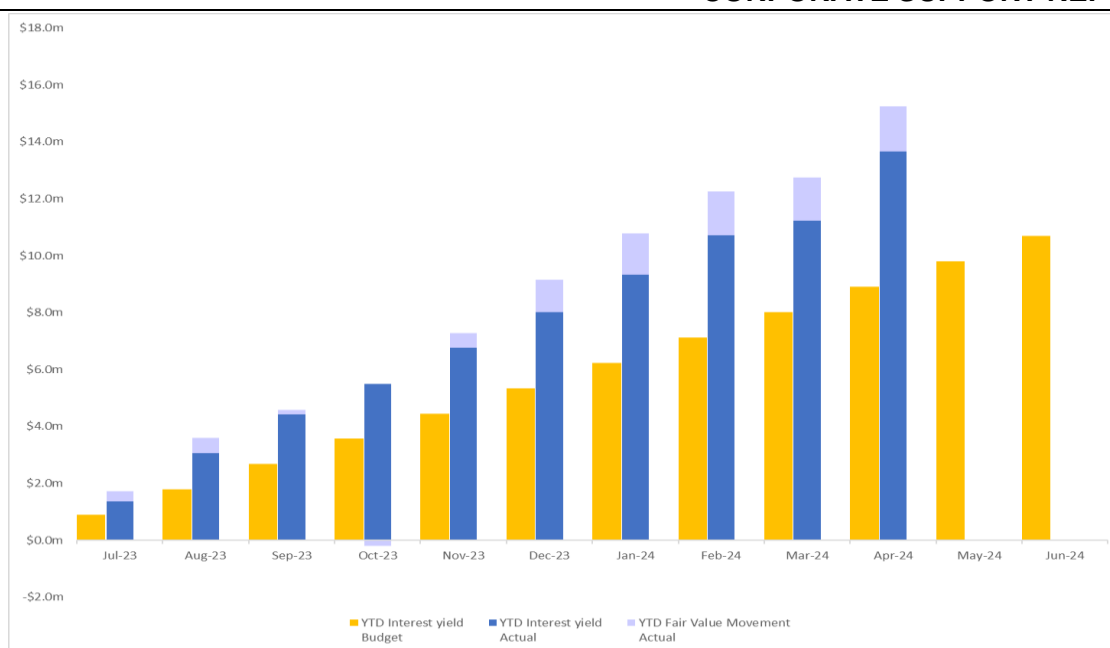
Comparative yields for the previous months are charted below:



### Performance of portfolio returns against budget

Year-to-date, Council's investment income was \$6.35 million higher than the original budget. This is due to a combination of increase in market interest rate and unrealised gain in fair value of Floating Rate Notes (FRNs).

	YTD Budget	YTD Actuals	Budget Variance
Interest yield on cash holdings	\$8.90m	\$13.66m	\$4.76m
Fair value market movement	\$0.00m	\$1.59m	\$1.59m
<b>Total</b>	<b>\$8.90m</b>	<b>\$15.25m</b>	<b>\$6.35m</b>



### **Economic outlook – Reserve Bank of Australia**

The Reserve Bank of Australia has remained the official cash rate to 4.35 per cent in its meeting on 7 May 2024.

### **Certificate of Responsible Accounting Officer**

The Chief Financial Officer, as Responsible Accounting Officer, certifies that the investments listed in the attached report have been made in accordance with section 625 of the *Local Government Act 1993*, section 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy at the time of their placement. The previous investments are covered by the grandfathering clauses of the current investment guidelines issued by the Minister for Local Government.

### **CONSIDERATIONS**

<b>Economic</b>	Council's investment income was \$6.35 million higher than the original budget at 30 April 2024.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Local Government Act 1993, section 625 Local Government (General) Regulation 2021, section 212



**CORPORATE SUPPORT REPORT**

	As required by the Local Government Act, Council is fully compliant with the ministerial requirements specified in the <i>Local Government Act 1993 – Investment Order</i> (relating to investments by councils) and with reporting requirements under section 212 of the <i>Local Government (General) Regulation 2021</i> .
<b>Risk</b>	The capital value and return-on-investment is subject to market risks. Investment limits prescribed in Council’s policy framework is aimed to mitigate these risks.

**ATTACHMENTS**

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1. Investment Portfolio April 2024



**Portfolio Valuation As At 30 April 2024**

Fixed Interest Security	Maturity Date	Rating	Current	Market Value	Total	Yield
<b>Current Account</b>						
CBA Business Saver		AA-	76,051,220.92	76,051,220.92	20.19%	4.20%
CBA General Account		AA-	1,769,478.32	1,769,478.32	0.47%	0.00%
AMP Business Saver		BBB	2,063,446.26	2,063,446.26	0.55%	3.30%
AMP Notice Account		BBB	15,502,241.67	15,502,241.67	4.12%	5.20%
Macquarie Bank Accelerator Account		A+	29,372.10	29,372.10	0.01%	3.91%
Macquarie Bank Account		A+	1,601.17	1,601.17	0.00%	3.91%
			95,417,360.44	95,417,360.44	25.33%	
<b>Fixed Rate Bond</b>						
Commonwealth Bank	14/01/2027	AA-	5,000,000.00	4,678,700.00	1.24%	2.40%
Bank of Queensland	29/10/2025	BBB+	4,000,000.00	3,921,756.00	1.04%	4.00%
Bank of Queensland	27/10/2026	BBB+	4,750,000.00	4,384,088.50	1.16%	2.10%
Bendigo & Adelaide Bank	17/03/2025	BBB+	2,750,000.00	2,698,264.25	0.72%	3.00%
UBS AG	26/02/2026	A+	2,550,000.00	2,367,126.75	0.63%	1.10%
ING Direct	19/08/2026	A	1,800,000.00	1,647,588.60	0.44%	1.10%
Macquarie Bank	14/09/2026	A+	4,200,000.00	4,193,481.60	1.11%	4.95%
NAB	25/02/2027	AA-	4,500,000.00	4,255,051.50	1.13%	2.90%
Suncorp	25/01/2027	A+	4,500,000.00	4,205,551.50	1.12%	2.50%
			34,050,000.00	32,351,608.70	8.59%	
<b>Floating Rate Note</b>						
ANZ Bank	16/01/2025	AA-	3,000,000.00	3,008,187.00	0.80%	5.12%
ANZ Bank	31/03/2028	AA-	2,500,000.00	2,523,902.50	0.67%	5.40%
ANZ Bank	11/09/2028	AA-	4,200,000.00	4,218,778.20	1.12%	5.28%
ANZ Bank	05/02/2029	AA-	1,000,000.00	1,004,261.00	0.27%	5.31%
Bank Australia	21/02/2028	BBB	1,350,000.00	1,357,277.85	0.36%	6.03%
Bank of Queensland	30/04/2029	A-	4,100,000.00	4,104,973.30	1.09%	5.69%
Citibank, N.A.	14/11/2024	A+	1,000,000.00	1,001,668.00	0.27%	5.23%
Commonwealth Bank	17/08/2028	AA-	3,500,000.00	3,519,243.00	0.93%	5.29%
Credit Union Australia	24/10/2024	BBB	2,500,000.00	2,502,777.50	0.66%	5.49%
HSBC	27/09/2024	AA-	3,000,000.00	3,004,692.00	0.80%	5.17%
HSBC	27/09/2024	AA-	2,000,000.00	2,003,128.00	0.53%	5.17%
ING Bank	22/03/2027	A+	2,000,000.00	2,004,002.00	0.53%	5.30%
Macquarie Bank	12/02/2025	A+	3,000,000.00	3,008,772.00	0.80%	5.19%
Macquarie Bank	14/09/2026	A+	4,800,000.00	4,814,644.80	1.28%	5.19%
Mizuho Bank	18/01/2027	A	3,500,000.00	3,507,584.50	0.93%	5.24%
NAB	22/03/2029	AA-	3,500,000.00	3,507,560.00	0.93%	5.25%
Newcastle Greater Mutual Group Ltd	14/02/2029	BBB	600,000.00	607,314.60	0.16%	6.20%
Rabobank Australia Branch	27/01/2027	A+	2,700,000.00	2,697,146.10	0.72%	5.14%
Rabobank Australia Branch	19/01/2028	A+	1,500,000.00	1,514,836.50	0.40%	5.54%
Rabobank Australia Branch	26/02/2029	A	3,000,000.00	3,008,091.00	0.80%	5.37%
RACQ Bank	24/02/2026	BBB+	1,500,000.00	1,505,418.00	0.40%	5.84%
Suncorp	30/07/2024	A+	3,000,000.00	3,002,427.00	0.80%	5.19%
Suncorp	30/07/2024	A+	2,000,000.00	2,001,618.00	0.53%	5.19%
Suncorp	19/03/2029	A+	2,500,000.00	2,503,867.50	0.66%	5.33%
Sumitomo Mitsui Banking	23/10/2026	A	5,000,000.00	5,017,790.00	1.33%	5.27%
Sumitomo Mitsui Banking	20/01/2027	A	4,000,000.00	4,003,304.00	1.06%	5.15%
UBS AG	24/11/2028	A+	2,000,000.00	2,028,590.00	0.54%	5.79%
			72,750,000.00	72,981,854.35	19.37%	

**Mortgage Backed Security**

EmeraldMBS2006-1A	21/08/2051	Unrated	728,334.87	673,662.41	0.18%	4.78%
EmeraldMBS2006-1C	21/08/2056	Unrated	1,000,000.00	804,400.00	0.21%	5.53%
EmeraldMBS2007-1C	23/07/2057	Unrated	500,000.00	375,067.00	0.10%	5.32%
			2,228,334.87	1,853,129.41	0.49%	

**Term Deposit**

ANZ	01/07/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.13%
ANZ	30/07/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.15%
ANZ	26/10/2026	AA-	3,000,000.00	3,000,000.00	0.80%	5.35%
Bank of Queensland	31/05/2024	BBB+	3,000,000.00	3,000,000.00	0.80%	3.72%
Bank of Queensland	30/09/2024	BBB+	3,000,000.00	3,000,000.00	0.80%	5.10%
Commonwealth Bank	15/08/2024	AA-	3,000,000.00	3,000,000.00	0.80%	5.57%
Commonwealth Bank	12/12/2024	AA-	10,000,000.00	10,000,000.00	2.65%	4.63%
Commonwealth Bank	13/01/2025	AA-	5,000,000.00	5,000,000.00	1.33%	4.63%
Commonwealth Bank	27/11/2025	AA-	10,000,000.00	10,000,000.00	2.65%	4.60%
ING Bank	15/01/2025	A	5,000,000.00	5,000,000.00	1.33%	5.26%
ING Bank	18/02/2025	A	5,000,000.00	5,000,000.00	1.33%	5.18%
ING Bank	05/08/2025	A	3,000,000.00	3,000,000.00	0.80%	5.30%
ING Bank	01/09/2025	A	3,000,000.00	3,000,000.00	0.80%	5.37%
ING Bank	24/09/2025	A	5,000,000.00	5,000,000.00	1.33%	5.20%
ING Bank	15/01/2026	A	5,000,000.00	5,000,000.00	1.33%	5.04%
ING Bank	25/09/2026	A	5,000,000.00	5,000,000.00	1.33%	5.15%
ING Bank	10/10/2028	A	3,000,000.00	3,000,000.00	0.80%	5.30%
ING Bank	20/11/2028	A	3,000,000.00	3,000,000.00	0.80%	5.40%
G & C Mutual Bank	17/09/2025	BBB	3,000,000.00	3,000,000.00	0.80%	5.20%
Great Southern Bank	29/07/2024	BBB	3,000,000.00	3,000,000.00	0.80%	5.24%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.02%
NAB	30/05/2024	AA-	5,000,000.00	5,000,000.00	1.33%	3.49%
NAB	25/06/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.20%
NAB	19/08/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.17%
NAB	28/08/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.16%
NAB	13/09/2024	AA-	5,000,000.00	5,000,000.00	1.33%	1.10%
NAB	30/09/2024	AA-	5,000,000.00	5,000,000.00	1.33%	5.14%
NAB	08/09/2025	AA-	5,000,000.00	5,000,000.00	1.33%	0.82%
Northern Territory Treasury	16/12/2024	AA-	5,000,000.00	5,000,000.00	1.33%	1.00%
Northern Territory Treasury	15/12/2025	AA-	5,000,000.00	5,000,000.00	1.33%	1.20%
Northern Territory Treasury	15/12/2026	AA-	5,000,000.00	5,000,000.00	1.33%	1.50%
Rabobank Australia Limited	18/02/2028	A	3,000,000.00	3,000,000.00	0.80%	5.06%
Rabobank Australia Limited	20/02/2029	A	3,000,000.00	3,000,000.00	0.80%	5.19%
Westpac	31/05/2024	AA-	5,000,000.00	5,000,000.00	1.33%	3.54%
Westpac	28/10/2024	AA-	3,000,000.00	3,000,000.00	0.80%	5.42%
Westpac	28/02/2025	AA-	5,000,000.00	5,000,000.00	1.33%	5.16%
Westpac	27/10/2025	AA-	3,000,000.00	3,000,000.00	0.80%	5.37%
			167,000,000.00	167,000,000.00	44.33%	
<b>Total</b>			371,445,695.31	369,603,952.90	98.11%	

**T-Corp**

NSWTC IM Long Term Growth Fund	Unrated	6,125,337.88	7,111,351.88	1.89%
		6,125,337.88	7,111,351.88	1.89%
<b>Total</b>		371,445,695.31	369,603,952.90	98.11%
<b>Portfolio Total</b>		377,571,033.19	376,715,304.78	100.00%

**CORP 03**

**2023/24 - Quarter 3, Budget Review**

<b>Strategic Direction</b>	Generating Opportunity Meet the challenges of Liverpool's growing population
<b>File Ref</b>	154535.2024
<b>Report By</b>	Vishwa Nadan - Chief Financial Officer
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

**Operating budget**

The table below provides a summary of Council's original 2023-24 operating budget and the revised operating budget as at 31 March 2024 (Q3).

	2023-24 Original Budget (\$m)	2023-24 Revotes (\$m)	2023-24 Resolution (\$m)	2023-24 Q1 Request (\$m)	2023-24 Q2 Request (\$m)	2023-24 Q3 Request (\$m)	2023-24 Revised budget (\$m)	Original - Revised Budget favourable / (unfavourable) movement (\$m)
Rates	170.1	-	-	-	1.4	0.1	171.6	1.5
Other operating revenue	77.0	-	-	0.9	3.4	3.0	84.3	7.3
Capital grants and contributions	132.2	8.1	0.6	(2.5)	(5.2)	(18.8)	114.4	(17.8)
Expenditure	(250.8)	-	(0.5)	(5.3)	(4.9)	(1.3)	(262.8)	(11.9)
<b>Operating result</b>	<b>128.5</b>	<b>8.1</b>	<b>0.1</b>	<b>(6.9)</b>	<b>(5.3)</b>	<b>(17.0)</b>	<b>107.5</b>	<b>(20.9)</b>
Less: capital grants and contributions	(132.2)	(8.1)	(0.6)	2.5	5.2	18.8	(114.4)	17.8
<b>Net operating result excluding capital grants and contributions</b>	<b>(3.7)</b>	<b>-</b>	<b>(0.5)</b>	<b>(4.4)</b>	<b>(0.1)</b>	<b>1.8</b>	<b>(6.9)</b>	<b>(3.1)</b>

In June 2023 the Council adopted its 2023-24 operating budget with estimated revenue of \$379.3 million and expenditure of \$250.8 million. In terms of the net operating result before grants and contributions provided for capital purposes, Council budgeted for an operating deficit of \$3.7 million.

The proposed budget changes as part of Quarter 3 review will decrease the projected operating deficit before grants and contributions for capital purposes. Details of budget adjustments are provided (Refer attachments 1 and 2 – Note D).

These projections were compiled after extensive consultation with key staff across the Council and are based on Council resolutions, program initiatives and market trends available at the time of reporting.

The following significant assumption, however, have been made:

- That NSW Grants Commission will pay 100% of 2024-25 financial assistance grant in advance on or before 30 Jun 2024.
- That the value of road surfaces written-off during the year will not exceed \$2.5 million.

### **Capital budget**

The table below provides a summary of Council's original 2023/24 capital budget and the new revised capital budget as at 31 March 2024 (Q3).

	2023-24 Original Budget (\$m)	2023-24 Revotes (\$m)	2023-24 Resolution (\$m)	2023-24 Q1 Request (\$m)	2023-24 Q2 Request (\$m)	2023-24 Q3 Request (\$m)	2023-24 Revised budget (\$m)	Original - Revised Budget favourable / (unfavourable) movement (\$m)
Operations	125.6	15.2	5.8	(26.1)	(22.2)	(11.5)	86.8	(38.8)
Corporate Support	64.4	-	18.7	19.9	14.7	(42.6)	75.1	10.7
Planning & Compliance	25.2	-	-	6.2	0.2	1.6	33.2	8.0
Other	12.4	55.5	0.1	24.7	(0.1)	(17.3)	75.3	62.9
<b>Capital expenditure</b>	<b>227.6</b>	<b>70.7</b>	<b>24.6</b>	<b>24.7</b>	<b>(7.4)</b>	<b>(69.8)</b>	<b>270.4</b>	<b>42.8</b>

The current Q3 review has resulted in a \$69.8 million overall decrease to \$270.4 million (Refer attachment 3 – Note E).

### **Unrestricted cash**

On 1 July 2023, Council had an unrestricted cash balance of \$25.6 million. This is projected to be \$18.2 million by 30 June 2024 (Refer attachment 6).

### **Key financial indicators** (refer attachment 7)

The table below provides a summary of Council's key financial indicators.

KPI	Indicator	Comment
Operating performance ratio		No material change. Requires Council to achieve a balanced budget before capital grants and contributions
Own source operating ratio		Council's 61% is exceeding benchmark of 60%
Debt service ratio		

## **RECOMMENDATION**

That Council approves the identified budget variations in accordance with this report.

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## REPORT

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### Legislative requirements

Section 203(1) of the *Local Government (General) Regulation 2021* requires the Responsible Accounting Officer to provide a quarterly budget review not later than two months after each quarter's end. This report provides an overview of the results on the financial review for the quarter ended 31 March 2024 (Q3).

### Operating budget

In June 2023 the Council adopted its 2023-24 operating budget with projected revenue of \$379.3 million and expenditure of \$250.8 million. In terms of the net operating result before grants and contributions provided for capital purposes, Council budgeted for an operating deficit of \$3.7 million.

A comprehensive budget review conducted for the quarter ending 31 March 2024 (Q3) has resulted in \$6.9 million net operating deficit before grants and contributions for capital purposes. A summary of the required adjustments is detailed in **Attachment 2**.

As part of the budget review, managers have conducted a review of their programs with a view to providing a revised forecast for the financial year ending 30 June 2024. Managers took into consideration events that have occurred to date and/or information that has become available since the adoption of the original budget and the impact of which provides the basis for the budget adjustments.

The review has resulted in a net \$15.7 million (refer attachment 1 – Note A) decrease in total revenue, mainly attributable to the following:

#### Increases:

- \$2.5 million interest yield and capital gains on investments in FRN's

#### Decreases:

- \$17.3 million capital grants resulting from delays in acquisition, design and delivery of major grant funded projects, mainly including:
  - ✓ \$10 million – land acquisition for Edmondson Avenue
  - ✓ \$2 million – Brickmakers Creek – Woodward Park Construction
  - ✓ \$5.3 million – various projects deferred to FY 2024/25
- \$1.5 million grant funds received under local roads repair program initially planned for capital expenditure but used for operating expenses

Total expenditure is projected to increase by net \$1.3 million (Refer attachment 1 – Note B), mainly comprising:

- \$0.6 million grant funded FOGO program implementation
- \$0.5 million additional funds required for urgent road repair works

These projections were compiled after extensive consultation with key staff across the Council and are based on Council resolutions, program initiatives and market trends available at the time of reporting. The following significant assumption, however, have been made:

- That NSW Grants Commission will pay 100% of 2024-25 financial assistance grant in advance on or before 30 Jun 2024.
- That the value of road surfaces written-off during the year will not exceed \$2.5 million.

### **Capital budget**

As at 31 March 2024, Council has a capital expenditure program of \$270.4 million as detailed in **Attachment 3**.

The Q3 budget review has resulted in a \$69.8 million decrease to Council's capital expenditure program (Refer attachment 1 – Note E), mainly comprising of:

#### **Increases**

- \$1.5 million for waste collection and recycling trucks
- \$0.7 million additional allocation for Governor Macquarie Drive & Hume Highway Intersection project
- \$0.3 million for Rose St Depot Upgrade
- \$0.2 million additional allocation for Lighthorse Park – Kayak Ramp Upgrade
- \$0.070 million for footpath works on Camden Valley Way (between Guild Ave & Old Cowpasture Rd)
- \$1.6 million allocation for changes to developer in-kind works

#### **Decreases**

- \$45 million land acquisition for open spaces and community land
- \$20.4 million various projects deferred to FY 2024-25

The year-to-date capital expenditure to 31 March 2024 was \$135.0 million.

Details of the proposed budget changes are provided in the following attachments:

- **Attachment 1 – Summary Financial Results (Consolidated) – Q1 Budget Review Summary (QBRs):** This report presents a summary of Council's budgeted financial position at end of the quarter.

**CORPORATE SUPPORT REPORT**

- **Attachment 2 – Operating Budget Adjustments:** This report provides details of operating budget adjustments
- **Attachment 3 – Capital Budget Adjustments:** This report provides details of capital budget adjustments
- **Attachments 4 & 5 – Grants Status Reports:** This has two components: 1. listing all annual grant submissions; 2. listing all grants that have been applied for during the quarter detailing the project title, amount sought, funding body and status of the application.
- **Attachment 6 – Forecast Cash and Investments:** Providing a reconciliation of restricted and unrestricted funds held as at 31 March 2024.
- **Attachment 7 – Key Performance Indicators**
- **Attachment 8 - Consultancy and Legal Expenses**
- **Attachment 9 – Contracts:** Contracts entered into during the quarter
- **Attachment 10 - City Development Fund and Environment Levy**

This Report recommends that Council receives and notes the report and votes the budget variations in accordance with this report.

**CONSIDERATIONS**

<b>Economic</b>	The revised budget net operating result before Grants and Contributions following Quarter 3 Budget Review and Council resolutions to 31 March 2024 will be a deficit of \$6.9 million.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Deliver services that are customer focused. Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.
<b>Legislative</b>	Local Government (General) Regulation 2021, section 203 Local Government Code of Accounting Practice and Financial Reporting The responsible accounting officer (RAO) is required to provide a budget review statement complying with the Code not later than two months after each quarter's end, including –



**CORPORATE SUPPORT REPORT**

	<ul style="list-style-type: none"> <li>revised estimate of income and expenditure for the year by reference to the statement of Council's revenue policy in the operational plan;</li> <li>RAO's report on whether the Council's financial position is satisfactory, having regard to the original estimate; and</li> <li>remedial action if the position is not satisfactory.</li> </ul>
<b>Risk</b>	<p>The risk is deemed to be low.</p> <p>The risk is considered within Council's risk appetite.</p>

**ATTACHMENTS**

1. QBRs - Consolidated Financial Results
2. Operating Budget Adjustments
3. Capital Budget Adjustments
4. Grant Status Report - Applications
5. Grant Status Report - Received
6. Cash and Investment Report
7. Key Performance Indicators
8. Consultancy and Legal Expenses Budget Review Statement
9. Contracts and Other Expenses Statements
10. City Development Fund and Environment Levy Reserves

Liverpool City Council  
Summary Financial Results - Consolidated  
For the period 1 July 2023 to 30 June 2024

Attachment 1

	2022-23 Annual Actual	2023-24 Original Budget	2023-24 Revotes	2023-24 Resolutions	2023-24 Q1 Review	2023-24 Q2 Review	2023-24 Revised Budget	2023-24 Quarter 3 Request	2023-24 Proposed Budget
Net Operating Results Before Grants & Contributions for Capital Purposes	532,296	(3,743,183)	0	(479,996)	(4,329,027)	(103,895)	(8,656,101)	1,716,228	(6,939,873)
Revenue									
Rates & Annual Charges	156,678,212	170,067,438	0	0	0	1,400,000	171,467,438	60,000	171,527,438
User Charges & Fees	15,799,906	18,900,354	0	0	(132,000)	1,000,000	19,768,354	0	19,768,354
Interest & Investment Revenue	13,687,423	11,433,224	0	0	3,000,000	2,000,000	16,433,224	1,500,000	17,933,224
Grants & Contributions - Operating	31,685,306	28,323,585	0	0	(31,809)	(317,626)	27,974,150	683,271	28,657,421
Grants & Contributions - Capital (Others) *	85,488,202	82,227,319	8,148,946	600,000	(2,469,465)	(5,197,721)	83,309,079	(18,787,809)	64,521,270
Grants & Contributions - Capital (s711) *	59,842,631	50,000,000	0	0	0	0	50,000,000	0	50,000,000
Other Revenues	10,615,804	10,825,636	0	0	0	595,864	11,421,500	14,591	11,436,091
Rental Income	4,525,820	5,644,057	0	0	5,875	(333,929)	5,316,003	(214,441)	5,101,562
Net Gain from the Disposal of Assets	0	1,900,000	0	0	(1,900,000)	0	0	0	0
Fair value increment on Investments	631,159	0	0	0	0	500,000	500,000	1,000,000	1,500,000
Total Revenue	378,954,465	379,321,613	8,148,946	600,000	(1,527,399)	(353,412)	386,189,748	(15,744,388)	370,445,360
Expenses									
Employee Costs	80,440,146	94,043,486	0	100,496	0	220,337	94,364,319	0	94,364,319
Borrowing Costs	1,173,624	2,496,009	0	0	623,148	4,381,055	7,500,212	0	7,500,212
Materials & Sewrvices - Tipping & Waste Services	33,149,238	35,649,100	0	0	0	(1,402,974)	34,246,126	(54,000)	34,192,126
Materials & Services - Other	61,392,853	61,432,690	0	312,500	3,533,904	209,756	65,488,850	1,301,239	66,790,089
Legal Costs	2,121,517	1,447,945	0	50,000	199,669	173,640	1,871,254	0	1,871,254
Consultants	1,616,171	840,054	0	0	691,142	112,300	1,643,496	86,179	1,729,675
Depreciation	47,162,769	47,390,706	0	0	0	1,500,000	48,890,706	0	48,890,706
Other Expenses	3,335,121	5,037,487	0	17,000	223,230	(245,910)	5,031,807	(6,225)	5,025,582
Net Loss from the Disposal of Assets	2,699,896	2,500,000	0	0	0	0	2,500,000	0	2,500,000
Revaluation decrement / impairment of IPP&E	0	0	0	0	0	0	0	0	0
Total Expenses	233,091,335	250,837,477	0	479,996	5,271,093	4,948,204	261,536,770	1,327,193	262,863,963
Net Operating Result	145,863,129	128,484,136	8,148,946	120,004	(6,798,492)	(5,301,616)	124,652,978	(17,071,581)	107,581,397
Less: Grants & Contributions for Capital Purposes *	145,330,834	132,227,319	8,148,946	600,000	(2,469,465)	(5,197,721)	133,309,079	(18,787,809)	114,521,270
Net Operating Results Before Grants & Contributions for Capital Purposes	532,296	(3,743,183)	0	(479,996)	(4,329,027)	(103,895)	(8,656,101)	1,716,228	(6,939,873)
Add back: Grants & Contributions - Capital (s711)	59,842,631	50,000,000	0	0	0	0	50,000,000	0	50,000,000
Add back: Depreciation	47,162,769	47,390,706	0	0	0	1,500,000	48,890,706	0	48,890,706
Add back: Non-cash Borrowing Costs	0	0	0	0	0	0	0	0	0
Add back: Net Accrual of revenue & expenses	(18,616,083)	0	0	0	0	(500,000)	(500,000)	(1,000,000)	(1,500,000)

Liverpool City Council  
Summary Financial Results - Consolidated  
For the period 1 July 2023 to 30 June 2024

Attachment 1

	2022-23 Annual Actual	2023-24 Original Budget	2023-24 Revotes	2023-24 Resolutions	2023-24 Q1 Review	2023-24 Q2 Review	2023-24 Revised Budget	2023-24 Quarter 3 Request	2023-24 Proposed Budget
Add back: Asset Write-off / Revaluation decrement	3,680,741	2,500,000	0	0	0	0	2,500,000	0	2,500,000
Net changes in Operating Reserves	(148,577,565)	(65,810,556)	0	0	(1,973,557)	(1,636,236)	(69,420,349)	77,555	(69,342,794)
Surplus operating funds	(55,975,210)	30,336,967	0	(479,996)	(6,302,584)	(740,131)	22,814,256	793,783	23,608,039
Add back: Grants & Contributions - Capital (Others)	85,488,202	82,227,319	8,148,946	600,000	(2,469,465)	(5,197,721)	83,309,079	(18,787,809)	64,521,270
Net changes in Capital Reserves	154,217,603	110,301,498	43,008,272	24,805,000	6,209,837	1,958,654	186,283,261	(51,053,862)	135,229,399
Surplus operating and capital funds	183,730,596	222,865,784	51,157,218	24,925,004	(2,562,212)	(3,979,198)	292,406,596	(69,047,888)	223,358,708
Capital Expenditure									
Operations	52,397,950	125,593,097	15,246,290	5,767,000	(26,093,622)	(22,242,410)	98,270,355	(11,453,346)	86,817,009
Planning & Compliance	2,158,620	25,170,283	0	0	6,223,308	207,588	31,601,179	1,608,116	33,209,295
Community & Lifestyles	859,930	1,089,500	34,000	0	161,280	0	1,284,780	0	1,284,780
Corporate Support	128,257,344	64,431,300	0	18,705,000	19,874,295	14,657,305	117,667,900	(42,610,820)	75,057,080
Office of the CEO	0	0	0	0	0	0	0	0	0
City Futures	101,178,435	8,178,608	55,429,600	50,000	24,472,400	(75,000)	88,055,608	(17,295,514)	70,760,094
Customer & Business Performance	1,195,620	3,120,000	63,600	0	65,000	0	3,248,600	0	3,248,600
Capital Works Program	286,047,898	227,582,788	70,773,490	24,522,000	24,702,661	(7,452,517)	340,128,422	(69,751,564) E	270,376,858
Principal Loan Repayment	14,012,200	15,351,801	0	0	2,020,654	0	17,372,455	0	17,372,455
Borrowings	(74,600,000)	0	0	0	(24,500,000)	0	(24,500,000)	0	(24,500,000)
Book Value of Assets Disposed	(63)	(3,009,500)	0	0	2,600,000	0	(409,500)	0	(409,500)
Total Capital Expenditure	225,460,035	239,925,089	70,773,490	24,522,000	4,823,315	(7,452,517)	332,591,377	(69,751,564)	262,839,813
Net changes in cash reserves	(41,729,439)	(17,059,305)	(19,616,272)	403,004	(7,385,527)	3,473,319	(40,184,781)	703,676	(39,481,105)

Liverpool City Council  
Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Summary	Original Budget	Revised Budget	Post Budget Resolutions	New Grants Expense	New Grants Revenue	Transfers	New Requests	Total Request	Q3 Request	Proposed Budget
Operations	(24,978,741)	(31,312,192)	(6,333,451)	0	0	(42,593)	(9,721,118)	(9,763,711)	(9,763,711)	(41,075,903)
Planning & Compliance	70,920,939	76,431,126	5,510,187	0	0	(26,125)	1,184,225	1,158,100	1,158,100	77,589,226
Community & Lifestyles	(22,281,828)	(22,524,182)	(242,354)	0	0	38,718	(230,000)	(191,282)	(191,282)	(22,715,464)
Corporate Support	11,859,023	11,377,679	(481,344)	0	0	(151,400)	(8,588,846)	(8,740,246)	(8,740,246)	2,637,433
Office of the CEO	(1,855,521)	(1,362,146)	493,375	0	0	181,400	0	181,400	181,400	(1,180,746)
City Futures	(5,482,697)	(8,377,975)	(2,895,278)	0	0	0	(162,511)	(162,511)	(162,511)	(8,540,486)
Customer & Business Performance	100,302,961	100,420,669	117,708	0	71,000	0	375,669	446,669	446,669	100,867,338
Net Operating Results	128,484,136	124,652,978	(3,831,158)	0	71,000	0	(17,142,581)	(17,071,581)	(17,071,581)	107,581,397
Less: Grants & Contributions for Capital Purposes	132,227,319	133,309,079	1,081,760	0	31,000	0	(18,818,809)	(18,787,809)	(18,787,809)	114,521,270
Net Operating Results before Grants & Contribution for Capital Purposes	(3,743,183)	(8,656,101)	(4,912,918)	0	40,000	0	1,676,228	1,716,228	C 1,716,228	D (6,939,873)

Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Directorate	Project	Project_Description	Comments	Total Request	FUNDING				
					Grants & Contributions	External Reserves	Internal Reserves	General Fund	Total Funding
Rates & Annual Charges				60,000	0	0	0	60,000	60,000
	Customer & Business Performance	301110	Rates	Estimated reduction in pensioner rebate	60,000	0	0	0	60,000
Interest & Investment Revenue				1,500,000	0	0	0	1,500,000	1,500,000
	Planning & Compliance	301121	S7.11 Admin	Estimated increase in interest on investment holdings	937,500			937,500	937,500
	Corporate Support	301001	Accounting Administration	Estimated increase in interest on investment holdings	312,500			312,500	312,500
	Customer & Business Performance	301110	Rates	Estimated increase in interest on overdue rates	250,000			250,000	250,000
Grants & Contributions - Operating				683,271	683,271	0	0	0	683,271
	Operations	201734	Weed Action Program	Project did not go ahead.	(36,053)	(36,053)	0	0	0
	Operations	201802	Review of Liverpool Overland Flow Path Study Stage 1-	Project deferred to FY 2024-25.	(13,334)	(13,334)	0	0	0
	Operations	201810	FOGO Community Implementation	Grant from EPA	584,865	584,865	0	0	0
	Planning & Compliance	201716	Metropolitan Rural Land Strategy	Contribution from member councils	4,712	4,712	0	0	0
	Planning & Compliance	201717	Affordable Housing Strategy	Contribution from member councils	70,100	70,100	0	0	0
	Planning & Compliance	201799	Early Land Acquisition Schemes	Contribution from member councils	32,981	32,981	0	0	0
	Customer & Business Performance	201774	LCC Emergency Management	Contribution from Civic Risk Mutual	40,000	40,000			40,000
Grants & Contributions - Capital (Others)				(18,787,809)	(18,787,809)	0	0	0	(18,787,809)
	Corporate Support	102604	Edmondson Avenue Land Acquisition	No land acquisition this FY	(10,000,000)	(10,000,000)	0	0	0
	Customer & Business Performance	102395	Cyber Security	Contribution from Civic Risk Mutual	31,000	31,000		0	31,000
	Operations	101392	Purchase of New Plant	Project will not be completed this FY	(1,521,000)	(1,521,000)	0	0	0
	Operations	102606	Kurrajong Road / Lyn Pde Intersection Upgrade - Design	Project delayed due to utility services approvals	(350,000)	(350,000)	0	0	0
	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Project deferred to FY 2024-25	(1,387,800)	(1,387,800)	0	0	0
	Operations	102961	Stormwater Drainage Improvement Works - Western Depot	Works deferred to future year due to ongoing negotiations with RFS.	(475,000)	(475,000)	0	0	0
	Operations	103051	Macquarie St Streetscape Improvements - Ped X to Scott St	Grant received in prior financial year	(323,834)	(323,834)	0	0	0
	Operations	103169	Mattress Processing - Shredder	Better Waste program ceased	(230,000)	(230,000)	0	0	0
	Operations	103177	Western Depot Former RFS – Site Remediation	Project deferred to FY 2024-25	(300,000)	(300,000)	0	0	0
	Operations	103178	Angle Park - Site Remediation	Project deferred to FY 2024-25	(631,200)	(631,200)	0	0	0
	Operations	103179	59 Ninth Ave Austral and adjacent sites Former RFS – Site	Project deferred to FY 2024-25	(1,062,200)	(1,062,200)	0	0	0
	Operations	103231	Lighthorse Park Community Hub	Budget adjustment due to the complex procurement process to select a suitable design architect firm. Selection is now complete.	(190,000)	(190,000)	0	0	0
	Operations	103352	WSIGP Railway St. Streetscape Upgrade	Budget adjustment based on project delivery schedule	(298,000)	(298,000)	0	0	0
	Operations	103353	WSIGP Scott St. Streetscape Upgrade	Budget adjustment based on project delivery schedule	(377,000)	(377,000)	0	0	0
	Operations	103733	Brickmakers Creek - Woodward Park Construction	The project is delayed due to scope changes, masterplan conformance and the lack of suitable resources to initiate the project. Recruitment is now complete and the project will commence mid April.	(2,039,500)	(2,039,500)	0	0	0
	Operations	103772	Camden valley way between Guild Avenue and Old Cowpasture	Additional Grant from TfNSW	70,000	70,000	0	0	0
	Planning & Compliance	101908	RLR35c - Park Street (School Frontage/Bus Route)	WIK Offset to the developer for Road Works	55,110	55,110	0	0	0
	Planning & Compliance	101909	RPS34 - Local Road ( School/Park Frontage)-Edmondson Park	WIK Offset to the developer for Road Works	175,015	175,015	0	0	0
	Planning & Compliance	103780	Local Street South of Bumbara Street 5.7	WIK Offset to the developer for Road Works	66,600	66,600	0	0	0
Other Revenues				14,591	30,000	0	0	(15,409)	14,591
	Corporate Support	301104	Procurement - Admin	No anticipated income this FY	(4,840)	0	0	0	(4,840)
	Customer & Business Performance	301226	Customer Services	Reaction in revenue based on estimated commission of \$150 a month	(10,569)	0	0	0	(10,569)
	Operations	301085	Mechanical Services	Additional revenue based on current trend	30,000	30,000	0	0	0
Rental Income				(214,441)	0	(96,930)	0	(117,511)	(214,441)
	City Futures	201034	Roof - Optus Mobile - Roof	The lease has ceased. Reversal of income as no more rental expected.	(105,063)	0	0	0	(105,063)
	City Futures	201653	Built 46 Scott Street Liverpool	Additional rental income received in FY 2023-24	27,722	0	0	0	27,722
	City Futures	201673	Prism Promotion Pty Ltd	Lease expired. Reversal of income as no rental expected.	(40,170)	0	0	0	(40,170)
	Operations	201754	Cowpasture Savings and Revenue Opportunities	2 Tenants have vacated in February 2024	(96,930)	0	(96,930)	0	(96,930)
Fair value increment on investments				1,000,000	0	0	0	1,000,000	1,000,000

Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

					FUNDING					
Directorate	Project	Project_Description	Comments	Total Request	Grants & Contributions	External Reserves	Internal Reserves	General Fund	Total Funding	
	Corporate Support	301001	Accounting Administration	Estimated increase in fair value increment on investments	1,000,000				1,000,000	1,000,000
Total Revenue					(15,744,388)	(18,074,538)	(96,930)	0	2,427,080	(15,744,388)
Employee Costs					0	0	0	0	0	0
Materials & Services - Tipping & Waste Services					(54,000)	0	0	0	(54,000)	(54,000)
	Operations	200511	Parks	Transfer tipping fees budget to fund tree contractor under proejct 200980 Trees	(20,000)	0	0	0	(20,000)	(20,000)
	Operations	200557	Footpath, Cycle ways and Kerb & Gutter	Transfer tipping fees budget to fund road works contractor	(30,000)	0	0	0	(30,000)	(30,000)
	Operations	200560	Roads & Road Associated Structures	Transfer tipping fees budget to fund effluent pump out service	(4,000)	0	0	0	(4,000)	(4,000)
Materials & Services - Other					1,301,239	(31,341)	0	0	1,332,580	1,301,239
	City Futures	201804	City Strategy	Additional funds required for Committee for Liverpool membership	45,000	0	0	0	45,000	45,000
	Community & Lifestyles	301018	City Library	Re-allocation of budget reduced in Q2 budget review	230,000	0	0	0	230,000	230,000
	Corporate Support	201382	Workforce Management Plan	Budget not being used this FY	(150,000)	0	0	0	(150,000)	(150,000)
	Corporate Support	201711	Employee Recognition	Budget increased to match actuals	7,506	0	0	0	7,506	7,506
	Corporate Support	301043	Corporate Governance- Admin	Budget increased to match actuals	24,000	0	0	0	24,000	24,000
	Corporate Support	301073	Human Resources	Budget increased to match actuals	15,000	0	0	0	15,000	15,000
	Customer & Business Performance	201774	LCC Emergency Management	Review of the business continuity documents funded from consultants	45,000	0	0	0	45,000	45,000
	Customer & Business Performance	301077	Internal Audit Admin	Engagement of contract staff is not required for current financial year	(6,420)	0	0	0	(6,420)	(6,420)
	Customer & Business Performance	301116	Risk Management	Medicals to be organised by PAC, budget within Risk management to be released.	(55,324)	0	0	0	(55,324)	(55,324)
	Customer & Business Performance	301321	Business Performance	Reduction in stationery & office consumables for FY2023-24.	(14,494)	0	0	0	(14,494)	(14,494)
	Office of the CEO	201250	Contingency	Transfer to project 301043 to fund Copyright Licence Agreement	(16,400)	0	0	0	(16,400)	(16,400)
	Office of the CEO	201250	Contingency	Transfer to project 301067 to fund IPWEA Chapter Meeting Sponsorship	(3,500)	0	0	0	(3,500)	(3,500)
	Operations	200527	Reporting	Budget not required	(6,370)	0	0	0	(6,370)	(6,370)
	Operations	200557	Footpath, Cycle ways and Kerb & Gutter	Additional road works contractor funded from tipping fees budget	30,000	0	0	0	30,000	30,000
	Operations	200560	Roads & Road Associated Structures	Additional \$450k required for pre-planned works at Edmonson Avenue, Kelvin Park Drive, Western Road, Ramsey Road and any other urgent repair work.	450,000	0	0	0	450,000	450,000
	Operations	200560	Roads & Road Associated Structures	Transfer of tipping fees budget to fund Effluent Pump Out Service	4,000	0	0		4,000	4,000
	Operations	200980	Trees	Additional trees contractor budget funded from project 200980 Trees	20,000	0	0	0	20,000	20,000
	Operations	201214	Traffic Facilities Maintenance-RMS	Additional line marking budget	45,000	0	0	0	45,000	45,000
	Operations	201734	Weed Action Program	Project did not go ahead.	(36,053)	(36,053)	0	0	0	(36,053)
	Operations	201810	FOGO Community Implementation	Materials towards implementation and project delivery - grant received from EPA	584,865	0	0	0	584,865	584,865
	Operations	301248	City Environment	Additional budget towards Azility subscription	20,342	0	0	0	20,342	20,342
	Operations	301262	Local Emergency Management	Engagement of traffic control staff for floods on 5th April & external hire of temporary fencing and portable traffic signals / lights	64,375	0	0	0	64,375	64,375
	Planning & Compliance	201716	Metropolitan Rural Land Strategy	Additional contribution towards studies on ecosystem services and natural capital to the Western Parkland City's rural areas	4,712	4,712	0	0	0	4,712
Consultants					86,179	0	0	0	86,179	86,179
	Customer & Business Performance	201774	LCC Emergency Management	Transfer of funds for professional services to review business continuity documents	(45,000)	0	0	0	(45,000)	(45,000)
	Operations	201183	Georges River Flood Study	Project is complete	(10,000)	0	0	0	(10,000)	(10,000)
	Operations	201630	Mattress Recycling Feasibility Study	Architectural plants / elevations and re-lodgement of application relating to the installation and operation of new mattress shredding mobile equipment	5,000	0	0	0	5,000	5,000
	Operations	201632	Wianamatta South Creek Flood Study Update	Project is complete	(8,652)	0	0	0	(8,652)	(8,652)
	Operations	201712	Water Quality Modelling for Liverpool City Centre	Project is complete	(14,375)	0	0	0	(14,375)	(14,375)
	Operations	201802	Review of Liverpool Overland Flow Path Study Stage 1-	Project deferred to FY 2024-25.	(20,000)	0	0	0	(20,000)	(20,000)
	Planning & Compliance	201717	Affordable Housing Strategy	Economic testing for draft Western Sydney Affordable Housing Contributions Schemes	70,100	0	0	0	70,100	70,100
	Planning & Compliance	201799	Early Land Acquisition Schemes	Professional services towards the development of an Early Acquisition Scheme	82,981	0	0	0	82,981	82,981
	Planning & Compliance	201830	Western Sydney EV Roadmap	Funds transferred from project 201751 EV Charging Stations on Public Land Advice	26,125	0	0	0	26,125	26,125
Other Expenses					(6,225)	0	0	0	(6,225)	(6,225)
	Corporate Support	301043	Corporate Governance- Admin	Copyright Licence Agreement funded from CEO'S Contingency	16,400	0	0	0	16,400	16,400
	Office of the CEO	301067	CEO's Office	IPWEA Chapter Meeting Sponsorship funded from CEO's Contingency	3,500	0	0	0	3,500	3,500

Operating Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 2

Directorate	Project	Project_Description	Comments	Total Request	FUNDING				
					Grants & Contributions	External Reserves	Internal Reserves	General Fund	Total Funding
Operations	201751	EV Charging Stations on Public Land Advice	Funds transferred to project 201830 Western Sydney EV Roadmap	(26,125)	0	0	0	(26,125)	(26,125)
Total Expenses				1,327,193	(31,341)	0	0	1,358,534	1,327,193
Net Operating Results				(17,071,581)	(18,043,197)	(96,930)	0	1,068,546	(17,071,581)
Less: Grants & Contributions for Capital Purposes				(18,787,809)	(18,787,809)	0	0	0	(18,787,809)
Net Operating Results Before Grants & Contributions for Capital Purposes				1,716,228	744,612	(96,930)	0	1,068,546	1,716,228

Liverpool City Council  
Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Original Budget	Revised Budget	Post Budget Resolutions	Deferred to 2024/25	Project Brought Forward	Budget Variations	New Grants / Contribution	Transfers	New Requests	Total Request		Q3 Request	Proposed Budget
Operations	125,593,097	98,270,355	(27,322,742)	(3,952,000)	0	(8,172,796)	0	0	671,450	(11,453,346)		(11,453,346)	86,817,009
Planning & Compliance	25,170,283	31,601,179	6,430,896	0	0	0	0	0	1,608,116	1,608,116		1,608,116	33,209,295
Community & Lifestyles	1,089,500	1,284,780	195,280	0	0	0	0	0	0	0		0	1,284,780
Corporate Support	64,431,300	117,667,900	53,236,600	0	0	(42,610,820)	0	0	0	(42,610,820)		(42,610,820)	75,057,080
Office of the CEO	0	0	0	0	0	0	0	0	0	0		0	0
City Futures	8,178,608	88,055,608	79,877,000	0	0	(17,295,514)	0	0	0	(17,295,514)		(17,295,514)	70,760,094
Customer & Business Performance	3,120,000	3,248,600	128,600	0	0	0	0	0	0	0		0	3,248,600
Capital Expenditure before Loans & Disposal of Assets	227,582,788	340,128,422	112,545,634	(3,952,000)	0	(68,079,130)	0	0	2,279,566	(69,751,564)	E	(69,751,564)	270,376,858
Loan Principal	15,351,801	17,372,455	2,020,654							0		0	17,372,455
Borrowings	0	(24,500,000)	(24,500,000)							0		0	(24,500,000)
Book Value of Assets Disposed	(3,009,500)	(409,500)	2,600,000							0		0	(409,500)
Total Capital Expenditure	239,925,089	332,591,377	92,666,288	(3,952,000)	0	(68,079,130)	0	0	2,279,566	(69,751,564)		(69,751,564)	262,839,813



Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Directorate	Project	Project Description	Comment	Requests	Transfers	FUNDING					Total Funding
							Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	
Budget variation	City Futures	101751	Construction of Liverpool Civic Place	Carryover adjustment based on updated actuals for FY 2022-23	(17,295,514)					(13,023,086)	(4,272,428)	(17,295,514)
Budget variation	Corporate Support	101592	Road Closure 24 Scott Street Liverpool	Adjustment due to duplicate entry	2,489,300					2,489,300		2,489,300
Budget variation	Corporate Support	102604	Edmondson Avenue Land Acquisition	Land acquisition will not be completed	(10,000,000)		(10,000,000)					(10,000,000)
Budget variation	Corporate Support	103002	Edmondson Park - Raingardens - Land Acquisition	Land acquisition will not be completed due to changes to road layout in precinct	(6,481,000)			(6,481,000)				(6,481,000)
Budget variation	Corporate Support	103004	Edmondson Park Basin 14 - Land Acquisition	Land acquisition will not be completed	(2,227,120)			(2,348,817)			121,697	(2,227,120)
Budget variation	Corporate Support	103044	East Leppington - Stormwater Infrastructure - Land Acquisiti	Land acquisition will not be completed	(26,392,000)			(26,377,000)			(15,000)	(26,392,000)
Transfers	Customer & Business Performance	102187	Contract Management System (CMS)	Project is delayed. Transfer to CP.101775		(72,000)					(72,000)	(72,000)
Transfers	Customer & Business Performance	102157	Infrastructure Upgrade - Audio Visual upgrade	Project is delayed. Transfer to CP.101775		(8,000)					(8,000)	(8,000)
Transfers	Customer & Business Performance	101775	Corporate Systems Upgrade - Pathway	Additional budget required to prioritise urgent upgrade		80,000					80,000	80,000
Budget variation	Operations	100113	Major Plant	Budget required towards acquisition of plant and equipment	750,000						750,000	750,000
Transfers	Operations	100703	Programmed Drainage Renewal	Portion of program deferred to 2024-25 program year. Transfer to CP.103085		(50,000)				(50,000)		(50,000)
Transfers	Operations	101002	Flood Mitigation - Overland Flow on M7 Shared Path	TfNSW continuing with design works. Project is deferred to 2024 -25 program year. Transfer to CP.101513		(100,000)					(100,000)	(100,000)
Budget variation	Operations	101392	Purchase of New Plant	Budget adjustment to align with grant revenue.	(1,521,000)		(1,521,000)					(1,521,000)
Transfers	Operations	101445	Road Resurfacing Program - Rejuvenation	Budget shortfall due to increased scope of works from latent conditions. Transfer from CP.102348		156,000					156,000	156,000
Transfers	Operations	101446	Road Resurfacing Program - Programmed Patching	Budget shortfall due to increased scope of works from latent conditions. Transfer from CP.103318		49,000					49,000	49,000
Budget variation	Operations	101512	Erosion Protection - Harris Creek & Helles Park	Design complete, works are anticipated to take place over 2 financial years.	(800,000)					(800,000)		(800,000)
Transfers	Operations	101513	Gross Pollutant Trap	Budget shortfall due to tender price being more than the allocated budget. Transfer from CP.101002		100,000					100,000	100,000
Transfers	Operations	101528	Heritage Conservation Program	Old Court House scope increased including replacement of toilet/amenity building, I.T. infrastructure, and many latent conditions repair. Transfer from CP.103781		400,000					400,000	400,000
Transfers	Operations	101528	Heritage Conservation Program	Old Court House scope increased including replacement of toilet/amenity building, I.T. infrastructure, and many latent conditions repair. Transfer from CP.103809		470,000					470,000	470,000
Transfers	Operations	101546	Leisure Centre Upgrade Program - Michael Wenden	Major refurbishment is postponed, pending Master Plan. Other compliance works are underway. Transfer to CP.101727		(300,000)					(300,000)	(300,000)
Budget variation	Operations	101560	Replacement of Trucks for Household Cleanup Service	Additional budget required to fund increased acquisition costs of 2 compactor trucks	240,000				240,000			240,000
Transfers	Operations	101727	Leisure Centre Upgrade Program - Whittlam	Scope increased to include a new water play park at the external pool / area. Transfer from CP.101546		300,000					300,000	300,000
Transfers	Operations	102348	Bridges Road - Newbridge to North End	Project deferred pending Sydney Water works. Transfer to CP.101445		(156,000)					(156,000)	(156,000)
Transfers	Operations	102348	Bridges Road - Newbridge to North End	Project deferred pending Sydney Water works. Transfer to CP.102762		(250,000)		(250,000)				(250,000)
Transfers	Operations	102480	Affleck Park – Park Development	Savings due to reduction of scope of works. Transfer to CP.102872		(150,000)					(150,000)	(150,000)
Transfers	Operations	102480	Affleck Park – Park Development	Savings due to reduction of scope of works. Transfer to CP.102840		(100,000)					(100,000)	(100,000)
Transfers	Operations	102480	Affleck Park – Park Development	Savings due to reduction of scope of works. Transfer to CP.102781		(110,000)		(110,000)				(110,000)
New Requests	Operations	102494	Replacement of Recycling Truck	Acquisition of new plant items	411,450				411,450			411,450
Budget variation	Operations	102606	Kurrajong Road / Lyn Pde Intersection Upgrade - Design	Project delayed due to utility services approvals.	(350,000)		(350,000)					(350,000)
Transfers	Operations	102661	Commuter carpark CPAC - Design and Construction	Budget shortfall due to significant latent conditions including asbestos and increased scope of works including GPT and drainage works. Project now complete. Transfer from CP.102961		1,361,000			700,000		661,000	1,361,000
Budget variation	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Portion of works deferred to FY 2024-25.	(3,387,800)		(1,387,800)	(2,000,000)				(3,387,800)
Transfers	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Shortfall identified due to latent conditions, necessary design amendments and construction cost escalations. Transfer from CP.102348		250,000		250,000				250,000
Transfers	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Shortfall identified due to latent conditions, necessary design amendments and construction cost escalations. Transfer from CP.103063		945,000		945,000				945,000
Transfers	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Shortfall identified due to latent conditions, necessary design amendments and construction cost escalations. Transfer from CP.103148		110,000		110,000				110,000
Transfers	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Shortfall identified due to latent conditions, necessary design amendments and construction cost escalations. Transfer from CP.103328		60,000		60,000				60,000
Budget variation	Operations	102762	Governor Macquarie Drive & Hume Highway Intersection	Shortfall identified due to latent conditions, necessary design amendments and construction cost escalations.	700,000			700,000				700,000
Transfers	Operations	102781	McGirr Park - Key Suburb Park Program	Budget shortfall due to tender price more than the allocated budget. Transfer from CP.102480		110,000		110,000				110,000
Transfers	Operations	102781	McGirr Park - Key Suburb Park Program	Budget shortfall due to tender price more than the allocated budget. Transfer from CP.103250		205,000					205,000	205,000
Transfers	Operations	102840	Collimore Park - Regional Playground	Budget shortfall due to increase in drainage works and tender price being over allocated budget. Transfer from CP.101480		100,000					100,000	100,000
Transfers	Operations	102872	Apex Park - Indigenous Garden	Budget shortfall due to tender price is more than the allocated budget. Transfer from CP.102480		150,000					150,000	150,000
Transfers	Operations	102961	Stormwater Drainage Improvement Works - Western Depot	Works deferred to future year due to ongoing negotiations with RFS. Transfer to CP.102661		(1,361,000)			(700,000)		(661,000)	(1,361,000)
Budget variation	Operations	102961	Stormwater Drainage Improvement Works - Western Depot	Works deferred to future year due to ongoing negotiations with RFS.	(611,500)		(475,000)				(136,500)	(611,500)
New Requests	Operations	103024	Rose St Depot - Upgrades	Budget towards bulding works.	260,000						260,000	260,000
Transfers	Operations	103024	Rose St Depot - Upgrades	Budget towards bulding works. Transfer from CP.103185		250,000					250,000	250,000
Transfers	Operations	103024	Rose St Depot - Upgrades	Budget towards bulding works. Transfer from CP.103199		300,000					300,000	300,000
Deferred Projects	Operations	103028	Flood Detention Basin 14 Edmondson Park - Construction	Civil construction deferred to 2024 - 25.	(1,750,000)			(1,750,000)				(1,750,000)
Budget variation	Operations	103051	Macquarie St Streetscape Improvements - Ped X to Scott St	Grant received in prior financial year	(323,834)		(323,834)					(323,834)
Transfers	Operations	103063	Drainage Improvements - Casula Parklands	Project deferred to future program. Transfer to CP.102762		(945,000)		(945,000)				(945,000)
Transfers	Operations	103085	Ernie Smith Reserve (GPT)	Budget shortfall due to tender price being more than the allocated budget. Transfer from CP.100703		50,000				50,000		50,000
Transfers	Operations	103148	Roundabout - Nuwarra Road and Marshall Avenue	Savings identified due to scope adjustments. Transfer to CP.102762		(110,000)		(110,000)				(110,000)
Budget variation	Operations	103169	Mattress Processing - Shredder	Funding adjustment	0		(230,000)		850,000		(620,000)	0
Transfers	Operations	103175	Asset Reconstruction Works	Traffic control along Powerhouse Road for safety. Transfer from CP.103805		170,000					170,000	170,000
Deferred Projects	Operations	103177	Western Depot Former RFS – Site Remediation	Project deferred to FY 2024-25	(378,600)		(300,000)				(78,600)	(378,600)
Deferred Projects	Operations	103178	Angle Park - Site Remediation	Project deferred to FY 2024-25	(761,200)		(631,200)				(130,000)	(761,200)
Deferred Projects	Operations	103179	59 Ninth Ave Austral and adjacent sites Former RFS – Site	Project deferred to FY 2024-25	(1,062,200)		(1,062,200)					(1,062,200)
Transfers	Operations	103185	Chain of Responsibility	Savings transferred to CP.103024		(250,000)					(250,000)	(250,000)
Transfers	Operations	103199	Design Works - New Depot	Savings transferred to CP.103024		(300,000)					(300,000)	(300,000)
Transfers	Operations	103216	Newbridge Road – Flood Mitigation	Budget shortfall due to increased scope of works. Transfer from CP.103743		80,000					80,000	80,000
Budget variation	Operations	103231	Lighthorse Park Community Hub	Delay in project delivery due to complex procurement process.	(190,000)		(190,000)					(190,000)
Transfers	Operations	103250	Pye Hill Reserve – Regional Trail Pathway	Portion of program deferred to 2024/2025 program year. Transfer to CP.102781		(205,000)					(205,000)	(205,000)
Transfers	Operations	103250	Pye Hill Reserve – Regional Trail Pathway	Portion of program deferred to 2024/2025 program year. Transfer to CP.103736		(50,000)					(50,000)	(50,000)
Transfers	Operations	103300	Alpine Place, Horningsea Park - Sarah Hollands Dr to Cul-de-	Budget shortfall due to scope increase from latent conditions. Transfer from CP.103318		50,000					50,000	50,000
Transfers	Operations	103302	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)	Budget shortfall due to increased scope of works from latent conditions. Transfer from CP.103304		70,000					70,000	70,000

Capital Budget Adjustments  
For the period 1 July 2023 to 30 June 2024

Attachment 3

Summary	Directorate	Project	Project Description	Comment	Requests	Transfers	FUNDING						
							Grants & Contribution	S7.11	External Reserves	Internal Reserves	General Fund	Total Funding	
Transfers	Operations	103302	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)	Budget shortfall due to increased scope of works from latent conditions. Transfer from CP.103309		30,000					30,000	30,000	
Transfers	Operations	103304	Abingdon Street, Chipping Norton - Gov. Macquarie to Ascot	Savings identified due to better an anticipated subgrade conditions. Transfer to CP.103302		(70,000)					(70,000)	(70,000)	
Transfers	Operations	103309	Humphreys Avenue, Casula - Reserve to Carnation	Savings identified due to better an anticipated subgrade conditions. Transfer to CP.103302		(30,000)					(30,000)	(30,000)	
Transfers	Operations	103318	Racemosa Close, Kemps Creek -Devonshire to End	Savings identified due to better an anticipated subgrade conditions. Transfer to CP.101446		(49,000)					(49,000)	(49,000)	
Transfers	Operations	103318	Racemosa Close, Kemps Creek -Devonshire to End	Savings identified due to better an anticipated subgrade conditions. Transfer to CP.103300		(50,000)					(50,000)	(50,000)	
Transfers	Operations	103328	Nuwarra Road - Investigation and Design	Savings identified due to reduced scope of investigation and design works required. Transfer to CP.102762		(60,000)		(60,000)				(60,000)	
Transfers	Operations	103335	Flood Mitigation - 12 Henrietta Cl	Budget shortfall due to increased scope of works. Transfer from CP.103336		45,000					45,000	45,000	
Transfers	Operations	103336	Flood Mitigation - Burton Ave	Budget savings due to economic design. Transfer to CP.103335		(45,000)					(45,000)	(45,000)	
Budget variation	Operations	103350	Implementing End to End MMS - Reporting Insights	Budget no longer required	(62,775)						(62,775)	(62,775)	
Budget variation	Operations	103352	WSIGP Railway St. Streetscape Upgrade	Budget adjustment to align with project delivery schedule	(298,000)		(298,000)					(298,000)	
Budget variation	Operations	103353	WSIGP Scott St. Streetscape Upgrade	Budget adjustment to align with project delivery schedule	(377,000)		(377,000)					(377,000)	
Budget variation	Operations	103359	Lighthorse Park - Kayak Ramp Design & Construction	Funds required towards additional costs	200,000			200,000				200,000	
Budget variation	Operations	103733	Brickmakers Creek - Woodward Park Construction	Delay in project delivery due to scope changes, masterplan conformance and lack of suitable resources towards project initiation.	(2,039,500)		(2,039,500)					(2,039,500)	
Transfers	Operations	103736	Cirillo Reserve - Scoreboard	Budget shortfall to cabling and concrete works in the allocated budget. Transfer from CP.103250		50,000					50,000	50,000	
Transfers	Operations	103743	Nuwarra Road Drainage Works	Project deferred to future program. Transfer to CP.103216		(80,000)					(80,000)	(80,000)	
Budget variation	Operations	103746	Parking Sensor for Accessible Car Spaces	Actual expenditure incurred in the last financial year	(75,287)		(75,287)					(75,287)	
Budget variation	Operations	103772	Camden valley way between Guild Avenue and Old Cowpasture	Funds towards footpath works	70,000		70,000					70,000	
Budget variation	Operations	103778	Detailed Design of Constructed Channel in Austral	Project will not proceed as the technical review of channel modification option has been found to be hydraulically impossible.	(96,100)			(96,100)				(96,100)	
Transfers	Operations	103781	Rose St Depot Operational Upgrades	Trades building upgrade is on-hold and postponed to next financial year. Substation upgrade design is in progress. Transfer to CP.101528		(400,000)					(400,000)	(400,000)	
Transfers	Operations	103805	Temporary RAB works, Edmondson Ave & Fifteenth Ave, Austral	Savings identified after constructing roundabout in alternative material. Transfer to CP.103175		(170,000)					(170,000)	(170,000)	
Transfers	Operations	103809	Toilet upgrade works at Liverpool Court House	Consolidate within the Heritage Conservation Program. Transfer to CP.101528		(470,000)					(470,000)	(470,000)	
New Requests	Planning & Compliance	101891	1-Maxwells Tributary North (10)-Edmondson Pk	Developer's claim for embellishment works	137,642			137,642				137,642	
New Requests	Planning & Compliance	101906	RLR23 - Local Road (Park Frontage) - Edmondson Park	Developer's claim for land under road works	537,033			537,033				537,033	
New Requests	Planning & Compliance	101907	RLR26 - Local Road ( Park Frontage) - Edmondson Park	Developer's claim for road works	636,716			636,716				636,716	
New Requests	Planning & Compliance	101908	RLR35c - Park Street (School Frontage/Bus Route)	Developer's works-in-kind offset for road works	55,110			55,110				55,110	
New Requests	Planning & Compliance	101909	RPS34 - Local Road ( School/Park Frontage)-Edmondson Park	Developer's works-in-kind offset for road works	175,015			175,015				175,015	
New Requests	Planning & Compliance	103780	Local Street South of Bumbera Street 5.7	Developer's works-in-kind offset for road works	66,600			66,600				66,600	
Capital Expenditure before Loans & Disposal of Assets					E	(69,751,564)	0	(19,190,821)	(36,544,801)	1,501,450	(11,333,786)	(4,183,606)	(69,751,564)
												0	
								0	0	0		0	
Total Book Value of Assets Disposed						0	0	0	0	0	0	0	
												0	
												0	
Total Loan Borrowings & Repayments						0	0	0	0	0	0	0	
Total Capital Expenditure						(69,751,564)	0	(19,190,821)	(36,544,801)	1,501,450	(11,333,786)	(4,183,606)	(69,751,564)
Summary:													
Budget variation					(68,079,130)	0							
Deferred Projects					(3,952,000)	0							
New Grants / Contributions					0	0							
New Requests					2,279,566	0							
Project brought forward					0	0							
Transfers					0	0							
Works in kind					0	0							
Total Requests					(69,751,564)	0							

## Attachment 4

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Grant Sought (\$)	March Status
Community & Lifestyles	Recreation & Community Outcomes	Deliver up to \$30,000 to Liverpool Council towards access pathway improvement and minor spectator shelters/seating at Greenway Park, West Hoxton.	LSCA Program - Leppington — LSCA386	State	Premier's Department	\$30,000	Pending
Community & Lifestyles	Recreation & Community Outcomes	Deliver up to \$250,000 to Liverpool Council's Hammondville Sporting Precinct Water Tank Repair.	LSCA Program - Holsworthy — LSCA566	State	Premier's Department	\$250,000	Pending
Operations	City Works	Werriva Parks Project, which will include improvements to Crillo Oval, Scott Memorial Park, Winnall Reserve, Blamfield Oval, and Whitlam Oval No. 2	Investing in Our Communities Grant	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$200,000	Successful
Community & Lifestyles	Recreation	\$2,255,985, which is comprised of \$1,430,716 for local roads and community infrastructure projects and \$825,269 for road projects in regional, rural and outer-urban areas	Local Roads and Community Infrastructure Grant	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$2,255,985	Successful
Operations	Project Delivery	Powerhouse Road Restoration, Casula	Natural Disaster Essential Public Asset Restoration Grant	State	Department of Regional NSW	\$7,874,400	Successful
Community & Lifestyles	Libraries and Museum	Women's Week 2024 event	NSW Women's Week	State	Women NSW	\$5,240	Unsuccessful
Operations	Project Delivery	Collimore Park Regional Play Space	Community Building Partnership	State	Department of Communities & Justice	\$150,000	Pending
Community & Lifestyles	Events Management	Australia Day 2024 event	Australia Day 2024 Community Grants	Federal	National Australia Day Council	\$15,000	Successful
Operations	City Environment	Koala Vehicle Strike Mitigation Project	Koala Vehicle Strike funding	State	Department of Planning and Environment	\$95,000	Successful
Community & Lifestyles	Libraries and Museum	Liverpool Library - Mending and Making - Repairs and design workshops and talks for Seniors	Connecting Seniors Grant Program	State	Department of Communities & Justice	\$40,720	Unsuccessful
Operations	Project Delivery	Powerhouse Road, Casula - Georges River Embankment Stabilisation and Erosion Protection Works	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$830,000	Unsuccessful
Operations	Project Delivery	Thomas Moore Park, Chipping Norton - Georges River Embankment Restoration and Retaining Wall	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$598,500	Unsuccessful
Operations	Project Delivery	Honestead Park, Chipping Norton - Georges River Embankment Restoration and Retaining Wall	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$596,500	Unsuccessful
Operations	Operational Support	Liverpool Preparedness Disaster Response Plan	Disaster Ready Fund - Expressions of Interest	State	NSW Reconstruction Authority	\$40,000	Unsuccessful
City Futures	City Design & Public Domain	Liverpool City Centre Cyclepaths for Moore Street and George Street	Get NSW Active	State	Transport for NSW	\$1,000,000	Pending

## Attachment 4

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Grant Sought (\$)	March Status
Operations	Project Delivery	Hume Highway Shared Pedestrian and Cyclepath	Get NSW Active	State	Transport for NSW	\$650,000	Pending
Operations	Project Delivery	First Avenue, Hoxton Park Shared Pedestrian and Cyclepath	Get NSW Active	State	Transport for NSW	\$275,000	Pending
Operations	Environment	Sustainable Threads High school fabric recycling education program	Environmental Education - Tier 1	State	Department of Planning and Environment	\$60,000	Pending
Operations	Project Delivery	Parks and Playground upgrades in the electorate of Badgenys Creek to go towards upgrades at Bringley Reserve.	LSCA Program - Badgenys Creek	State	Premier's Department	\$16,000	Pending
Operations	Maintenance	For the repairs of the City of Liverpool Regional War Memorial at Bigge Park	Community War Memorial Fund	State	Office for Veterans Affairs	\$9,089	Pending
Operations	Environment	To rectify an old trash rack Gross Pollutant Trap (GPT) in Brickmakers Creek and improve the riparian corridor downstream of the GPT.	Urban Rivers and Catchment Program	Federal	Department of Climate Change, Energy, the Environment and Water	\$800,000	Pending
Community & Lifestyles	Major Events	To deliver the 2024 Stary Sari Nights on George Street	Open Streets Program	State	Transport for NSW	\$150,000	Successful
Operations	Project Delivery	40% funding of build costs of an Integrated Accessible Amenities Block at Homestead Park, Chipping Norton	Changing Places - EOI	Federal	Department of Communities and Justice	\$200,000	Pending
Operations	Project Delivery	40% funding of build costs of a Prefabricated Accessible Amenities Block at Stante Reserve, Middleton Grange	Changing Places - EOI	Federal	Department of Communities and Justice	\$120,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Edmondson Park Preschool	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Casula Preschool	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Cecil Hills Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Hindinbrook Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Holsworthy Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Prestons Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Warwick Farm Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending

LIVERPOOL CITY COUNCIL GRANT / FUNDING APPLICATIONS							Attachment 4	
July 2023 - June 2024								
Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Grant Sought (\$)	March Status	
Community & Lifestyles	Children's Services	To deliver 4-year old health and development checks at Wattle Grove Early Education and Care Centre	Health and Development Participation Grants	State	NSW Health	\$15,000	Pending	
	Resource Recovery	To establish baseline data for illegal dumping activities in the LGA to be used in the an Illegal Dumping Strategy	Illegal Dumping Prevention Grant Round 2, Stream 1a	State	EPA	\$20,000	Pending	
City Futures	City Economy	To fund a Women's Employment Officer at Council for three years	2023 - 24 Investing in Women Program	State	Women NSW	\$450,000	Pending	
Total						\$16,851,434		

Total Grants applied for

\$16,851,434

Grant Status:

Successful

Pending

Unsuccessful

\$10,590,385

\$4,150,089

\$2,110,960

Total Grants applied for

\$16,851,434

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
City Futures	Commercial Development	Construction of Liverpool Civic Place		State	Library Council of NSW	\$450,000
City Futures	Economic Development & Partnerships	Liverpool Innovation Precinct		Other	Business Western Sydney	\$267,100
City Futures	Infrastructure Planning & Design	Collingwood Visitation Precinct Masterplan	Metropolitan Greenspace Program	State	Department of Planning and Environment	\$32,430
City Futures	Infrastructure Planning & Design	Bigge Park Liverpool Graffiti Management		State	Department of Community and Justice	\$87,372
City Futures	Infrastructure Planning & Design	Heritage Conservation	Community Heritage Program	State	Department of Planning and Environment	\$25,000
City Futures	Infrastructure Planning & Design	Liverpool Pioneers Memorial Park War Graves Archaeological I		Federal	Department of Veterans Affairs	\$18,652
City Futures	Infrastructure Planning & Design	Strategic Urban Tree Management Framework	Greener Neighbour	State	Department of Planning and Environment	\$14,050
City Futures	Infrastructure Planning & Design	Railway Street Shared Spaces Demonstration		State	Department of Planning and Environment	\$19,489
City Futures	Infrastructure Planning & Design	Local Government Heritage Management		State	Department of Planning and Environment	\$2,545
City Futures	Infrastructure Planning & Design	City Design and Public Domain	Senior Healthy Places	Other	South Western Sydney Local Health District	\$19,124
Community & Lifestyles	Casula Powerhouse Arts Centre	Exhibition		State	Department of Enterprise, Investment and Trade	\$99,000
Community & Lifestyles	Casula Powerhouse Arts Centre	Culture Up Late		State	Department of Premier and Cabinet	\$15,628
Community & Lifestyles	Casula Powerhouse Arts Centre	Flight		State	Department of Premier and Cabinet	\$8,105
Community & Lifestyles	Casula Powerhouse Arts Centre	Creative Hybrids Lab		State	Department of Premier and Cabinet	\$15,689

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Community & Lifestyles	Casula Powerhouse Arts Centre	Artist in Residency		State	Department of Premier and Cabinet	\$9,827
Community & Lifestyles	Casula Powerhouse Arts Centre	Artist Development - Generator		State	Department of Premier and Cabinet	\$1,472
Community & Lifestyles	Casula Powerhouse Arts Centre	Critical Disability Aesthetics		State	Department of Premier and Cabinet	\$1,764
Community & Lifestyles	Children's Services	Inclusion Support - Cecil Hills CCC		Federal	Department of Education, Skills & Employment	\$3,450
Community & Lifestyles	Children's Services	Inclusion Support - Hinchinbrook CCC		Federal	Department of Education, Skills & Employment	\$14,559
Community & Lifestyles	Children's Services	Inclusion Support - Holsworthy CCC		Federal	Department of Education, Skills & Employment	\$18,653
Community & Lifestyles	Children's Services	Inclusion Support - Preston CCC		Federal	Department of Education, Skills & Employment	\$22,862
Community & Lifestyles	Children's Services	Inclusion Support - Warwick Farm CCC		Federal	Department of Education, Skills and Employment	\$25,208
Community & Lifestyles	Children's Services	Inclusion Support - Wattle Grove CCC		Federal	Department of Education, Skills and Employment	\$22,241
Community & Lifestyles	Children's Services	Inclusion Support - Casula Preschool		Federal	Department of Education, Skills and Employment	\$14,562
Community & Lifestyles	Children's Services	Start Strong for LDC - Holsworthy Early Education and Care		State	NSW Department of Education	\$79,233
Community & Lifestyles	Children's Services	StartStrong for LDC - Preston Early Education and Care		State	NSW Department of Education	\$61,792
Community & Lifestyles	Children's Services	Start Strong for LDC - Warwick Farm Early Education and Car		State	NSW Department of Education	\$79,489
Community & Lifestyles	Children's Services	StartStrong for LDC - Wattle Grove Early Education and Car		State	NSW Department of Education	\$85,606

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Community & Lifestyles	Children's Services	StartStrong for LDC - Cecil Hill Early Education and Care		State	NSW Department of Education	\$74,721
Community & Lifestyles	Children's Services	Start Strong for LDC - Hinchinbrook Early Education and Car		State	NSW Department of Education	\$63,874
Community & Lifestyles	Children's Services	Quality & Participation - Hinchinbrook Early Education Centre		State	NSW Department of Education	\$22,607
Community & Lifestyles	Children's Services	Quality & Participation - Holsworthy Early Education Centre		State	NSW Department of Education	\$8,325
Community & Lifestyles	Children's Services	Cecil Hills CCC	Childcare Benefits	Federal	Department of Education, Skills and Employment	\$505,867
Community & Lifestyles	Children's Services	Cecil Hills CCC	Subsidies	State	NSW Department of Education	\$34,806
Community & Lifestyles	Children's Services	Early Childhood Management		Federal	Department of Education, Skills and Employment	-\$82,000
Community & Lifestyles	Children's Services	Family and Children's Services Planning - salary subsidy		State	NSW Department of Education and Training	\$30,664
Community & Lifestyles	Children's Services	Hinchinbrook CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$742,080
Community & Lifestyles	Children's Services	Hinchinbrook CCC	Subsidies	State	NSW Department of Education and Training	\$45,658
Community & Lifestyles	Children's Services	Holsworthy CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$483,618
Community & Lifestyles	Children's Services	Holsworthy CCC	Subsidies	State	NSW Department of Education and Training	\$29,066
Community & Lifestyles	Children's Services	Prestons CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$485,021
Community & Lifestyles	Children's Services	Prestons CCC	Subsidies	State	NSW Department of Education and Training	\$29,029



Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Community & Lifestyles	Children's Services	Warwick Farm CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$499,075
Community & Lifestyles	Children's Services	Warwick Farm CCC	Subsidies	State	NSW Department of Education and Training	\$37,868
Community & Lifestyles	Children's Services	Wattle Grove CCC	Childcare Benefit	Federal	Department of Education, Skills and Employment	\$726,405
Community & Lifestyles	Children's Services	Wattle Grove CCC	Subsidies	State	NSW Department of Education and Training	\$36,817
Community & Lifestyles	Children's Services	Casula Preschool	Early Childhood Educational and Care Grants Program	State	NSW Department of Education and Training	\$330,896
Community & Lifestyles	Libraries and Museum Services	Library Service Access Upgrade		State	Library Council of NSW	\$60,000
Community & Lifestyles	Libraries and Museum Services	Library Management Services		State	Library Council of NSW	\$688,006
Community & Lifestyles	Recreation and Community Outcomes	Synthetic Cricket Wicket Construction		Other	NSW Cricket Association	\$35,640
Community & Lifestyles	Recreation and Community Outcomes	Youth Week		State	Department of Community and Justice	\$4,924
Community & Lifestyles	Recreation and Community Outcomes	2168 Strong Children and Families		Other	Mission Australia	\$96,293
Community & Lifestyles	Recreation and Community Outcomes	Community Hubs		Other	Community Hubs Australia	\$57,368
Community & Lifestyles	Recreation and Community Outcomes	Reducing Social Isolation for Seniors (RSIS)		State	Community Development	\$14,881
Community & Lifestyles	Recreation and Community Outcomes	Active Fest		State	Office of Sports	\$4,676
Community & Lifestyles	Recreation and Community Outcomes	Community Development & Planning Admin	Subsidies	State	NSW Department of Communities and Justice	\$73,595

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Community & Lifestyles	Strategic Events	Australia Day		Federal	National Australia Day Council	\$12,000
Community & Lifestyles	Strategic Events	Primavera		State	Multicultural NSW	\$134,000
Community & Lifestyles	Strategic Events	Pacific Summer		State	Multicultural NSW	\$133,000
Corporate Support	Financial Management	Civic Place Borrowings	Low Cost Loans Initiative	State	Department of Planning and Environment	\$458,502
Corporate Support	Financial Management	LIRS Round2 Borrowings	Local Infrastructure Renewal Scheme Subsidy	State	NSW Office of Local Government	\$54,179
Corporate Support	Financial Management	Accounting Administration	Financial Assistance Grants - General purpose (80%)	Federal	Department of Planning and Environment	\$127,176
Corporate Support	Financial Management	Accounting Administration	Financial Assistance Grants - Road component (20%)	Federal	Department of Planning and Environment	\$37,239
Corporate Support	Financial Management	Accounting Administration	Local Infrastructure Renewal Scheme Subsidy	State	NSW Office of Local Government	\$16,254
Corporate Support	Financial Management	Revenue and Treasury Operations	Low Cost Loans Initiative	State	Department of Planning and Environment	\$61,755
Corporate Support	Property Services	Men's Shed Relocation		State	NSW State Emergency Service	\$4,446
Corporate Support	Property Services	Chipping Norton Homestead	Community Heritage Program	State	Department of Planning and Environment	\$7,750
Customer & Business Performance	Information and Communication Technology	Cyber Security		Other	CivicRisk Mutual Limited	\$30,995
Operations	City Environment	Harris Creek Reserve Fairy Glen Garden		State	Department of Planning and Environment	\$42,848
Operations	City Environment	Species Hibbertia sp		State	Department of Planning and Environment	\$25,159

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Operations	City Environment	Noxious Weeds and Waterways		Other	Local Land Services	\$91,675
Operations	City Environment	Liverpool Koala Vehicle Strike		State	NSW Department of Climate Change, Energy, The Environment and Water	\$95,000
Operations	City Works - Civil Operations	Traffic Facilities Maintenance-RMS		State	Transport for NSW	\$353,000
Operations	City Works - Civil Operations	Road Repairs - Regional and Local Roads Repair Program		State	Transport for NSW	\$4,987,395
Operations	Facilities Management	Parking Sensor for Accessible Car Spaces		State	NSW Department of Customer Service	\$79,575
Operations	Infrastructure Planning	Moorebank Voluntary Acquisition Scheme		State	Department of Planning and Environment	\$1,019,241
Operations	Infrastructure Planning	Cabramatta Creek Flood Study		State	Department of Planning and Environment	\$7,246
Operations	Infrastructure Planning	Harris Creek Flood Study		State	Department of Planning and Environment	\$44,164
Operations	Operational Support	Rural Fire Service		State	NSW Rural Fire Service	\$176,868
Operations	Project Delivery	Buildings Accessibility Infrastructure	LRCI Phase 3	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$59,560
Operations	Project Delivery	Collingwood House Restoration	Community Heritage Program	State	Department of Planning and Environment	\$15,000
Operations	Project Delivery	Sports Amenity Building Upgrade Program	LRCI Phase 3	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$51,246
Operations	Project Delivery	Access Improvement Program		Other	Various	\$3,907
Operations	Project Delivery	Wilson Road, Hinchinbrook - Flinders to Shops	Roads to Recovery	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$1,057

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Operations	Project Delivery	Edmondson Avenue Construction		State	Department of Planning and Environment	\$75,982
Operations	Project Delivery	Governor Macquarie Drive & Hume Highway Intersection	Western Sydney Infrastructure Plan	State	Transport for NSW	\$546,002
Operations	Project Delivery	Pye Hill Reserve - Key Suburb Park Program	Local Roads and Community Infrastructure Round 3 (LRCI – R3) project	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	-\$25,934
Operations	Project Delivery	Bernera Road, Yarrunga Street to Yarrawa Street, Prestons		Other	Lofrex Prestons	\$1,500
Operations	Project Delivery	Phillimona Gardens - Public Spaces Legacy Program		State	Department of Planning and Environment	\$236,239
Operations	Project Delivery	Denham Court Road Upgrade		State	Department of Planning and Environment	\$90,357
Operations	Project Delivery	Liverpool City Centre Traffic Calming Proposal		State	Transport for NSW	\$56,924
Operations	Project Delivery	Heritage Conservation Program - Liverpool Court House	Community Heritage Program	State	Department of Planning and Environment	\$45,000
Operations	Project Delivery	North Liverpool Road - Elizabeth to Meadows		State	Transport for NSW	\$7,357
Operations	Project Delivery	Thomas Moore Reserve Retaining Wall - Chipping Norton		State	Department of Planning and Environment (Crown Lands)	\$10,564
Operations	Project Delivery	Newbridge Road – Flood Mitigation		State	Transport for NSW	\$5,273
Operations	Project Delivery	Latina Crescent – Flood Mitigation		State	Transport for NSW	\$6,940
Operations	Project Delivery	Pye Hill Reserve – Regional Trail Pathway – Design	Places to Roam Regional Trails Program	State	Department of Planning and Environment	\$13,430

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Operations	Project Delivery	Gurner Avenue - Fourth to Lee and Clark	Roads to Recovery	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	-\$10,427
Operations	Project Delivery	Cabramatta Avenue, Miller - Cartwright to Morgan (R2R)		State	NSW Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$355,607
Operations	Project Delivery	Lyn Pk - Jedda to Enterprise	LRCL Phase 4	Federal	Department of Infrastructure, Transport, Regional Development, Communications and the Arts	\$902,394
Operations	Project Delivery	Pye Hill Reserve - Public Spaces Legacy Program		State	Department of Planning and Environment	\$286,235
Operations	Project Delivery	Shared Path Camden Valley Way, Edmondson Park		State	Department of Planning and Environment	\$4,670
Operations	Project Delivery	Fourth Avenue - Upgrade between Fifth Ave & Sixth Ave		State	Department of Planning and Environment	\$42,690
Operations	Resource Recovery	WASM On-ground Litter Prevention Program		State	Environment Protection Authority	\$16,676
Operations	Resource Recovery	FOGO Community Implementation		State	Environment Protection Authority	\$584,865
Operations	Western Sydney Infrastructure Grants Program	Lighthorse Park Redevelopment - Design	Western Parkland City Liveability Grant	State	Department of Regional NSW	\$149,896
Operations	Western Sydney Infrastructure Grants Program	Carnes Hill Recreation Precinct Stage 2 - Aquatic Centre	West Invest	State	Department of Regional NSW	\$385,696
Operations	Western Sydney Infrastructure Grants Program	Lighthorse Park Play Area and Open Space Construction	West Invest	State	Department of Regional NSW	\$224,883
Operations	Western Sydney Infrastructure Grants Program	Lighthorse Park Community Hub		State	Department of Regional NSW	\$50,132

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Operations	Western Sydney Infrastructure Grants Program	WSIGP Macquarie St, Streetscape Upgrade		State	Department of Regional NSW	\$512,200
Operations	Western Sydney Infrastructure Grants Program	WSIGP Railway St, Streetscape Upgrade		State	Department of Regional NSW	\$26,630
Operations	Western Sydney Infrastructure Grants Program	WSIGP Scott St, Streetscape Upgrade		State	Department of Regional NSW	\$25,723
Operations	Western Sydney Infrastructure Grants Program	Brickmakers Creek - Woodward Park Construction		State	Department of Regional NSW	\$17,394
Planning & Compliance	City Planning	Bernera Rd/Yarrunga St/Yato Rd, Prestons - Improvement works		Other	PC Infrastructure Pty Ltd	\$55,000
Planning & Compliance	City Planning	Miller Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW	\$42,517
Planning & Compliance	City Planning	Ed. Park Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW	\$99,607
Planning & Compliance	City Planning	Carnes Hill Shopping Precinct, Traffic Study & Detailed Design		Other	Fowler Homes Pty Ltd	\$3,600
Planning & Compliance	City Planning	Carnes Hill Shopping Precinct, Traffic Study & Detailed Design		State	Transport for NSW	\$160,776
Planning & Compliance	City Planning	Bernera Road Upgrade at Yarrawa Street	Western Sydney Infrastructure Plan	State	Transport for NSW	\$63,606
Planning & Compliance	City Planning	Governor Macquarie Drive Upgrade - Munday Street to ATC Access	Western Sydney Infrastructure Plan	State	Transport for NSW	\$33,680
Planning & Compliance	City Planning	Governor Macquarie Drive Upgrade at Alfred Road and Childs R	Western Sydney Infrastructure Plan	State	Transport for NSW	\$10,000

Attachment 5

LIVERPOOL CITY COUNCIL GRANTS RECEIVED  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
Planning & Compliance	City Planning	Kurrajong Road Intersection Upgrade at Beech Rd and Lyn Pde	Western Sydney Infrastructure Plan	State	Transport for NSW	\$15,000
Planning & Compliance	City Planning	Choose Right Buckle Right		State	Transport for NSW	\$6,000
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		State	Department of Planning and Environment	\$150,000
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		State	Transport for NSW	\$150,000
Planning & Compliance	Western Sydney Planning Partnership	Western Sydney Planning Partnership		Other	Various Member Councils	\$324,596
Planning & Compliance	Western Sydney Planning Partnership	Smart Infrastructure Specifications		Other	Various Member Councils	\$49,448
Planning & Compliance	Western Sydney Planning Partnership	Metropolitan Rural Land Strategy		Other	Various Member Councils	\$52,875
Planning & Compliance	Western Sydney Planning Partnership	Affordable Housing Strategy		Other	Various Member Councils	\$90,100
Planning & Compliance	Western Sydney Planning Partnership			Other	Various Member Councils	\$10,969
Planning & Compliance	Western Sydney Planning Partnership	Early Land Acquisition Schemes		Other	Various Member Councils	\$82,981
						\$0
						\$0
				Total Grants Received		\$20,830,585
Grants Received Add Works In Kind Grants and Contributions 31 March 2024						\$20,830,585
						\$5,151,482
						\$25,982,067

**LIVERPOOL CITY COUNCIL GRANTS RECEIVED**  
July 2023 - June 2024

Group	Service Delivery Unit	Project	Program	Funding Source	Funding Agency	Received as at 31/03/2024 (\$)
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Liverpool City Council  
Quarter 3 Review 2023/24  
For the period 1 July 2023 to 30 June 2024  
Forecast Cash and Investments

Attachment 6

	1 July 2023 Opening Balance	Projected Movement			30 June 2024 Projected Closing Balance
		Transfers IN	Transfers OUT	Net Transfers	
Externally Restricted					
S7.11 Contributions	280,969,884	58,052,643	(110,040,484)	(51,987,841)	228,982,043
City Development Fund	379,285	1,489,198	(1,857,195)	(367,997)	11,288
Domestic Waste Reserve	1,324,273	47,908,981	(47,131,951)	777,030	2,101,303
Environment Levy	5,928,977	2,229,429	(2,479,529)	(250,100)	5,678,877
Stormwater Reserve	868,572	1,781,924	(2,620,500)	(838,576)	29,996
Edmondson Park Reserve	2,859,276	90,015	0	90,015	2,949,291
Contribution Reserve	3,340,407	0	(74,800)	(74,800)	3,265,607
Grants Reserve	11,538,211	0	(1,655,036)	(1,655,036)	9,883,175
Better Waste & Recycling Reserve	1,861	0	(1,861)	(1,861)	0
Grants Reserve - Operating	413,756	0	(48,095)	(48,095)	365,661
Deferred Grants Reserve - Capital	36,932,973	6,340,310	(2,162,882)	4,177,428	41,110,401
Deferred Grants Reserve - Operating	7,169,256	0	(5,876,061)	(5,876,061)	1,293,195
Western Sydney Infrastructure Grants Program	0	16,470,135	(1,242,658)	15,227,477	15,227,477
Total Externally Restricted	351,726,732	134,362,634	(175,191,051)	(40,828,417)	310,898,315
Internally Restricted					
Employee Leave Entitlement Reserve	4,484,000	0	0	0	4,484,000
Insurance Reserve	1,796,043	604,000	0	604,000	2,400,043
Parking Strategy Reserve	2,578,921	1,508,394	(4,087,315)	(2,578,921)	(0)
General Property Reserve	7,164,084	0	(5,664,084)	(5,664,084)	1,500,000
Loan Reserve	40,650,595	36,557,477	(77,208,072)	(40,650,595)	0
Carnes Hill Stage 2 Precinct Development Reserve	4,290,076	0	(4,160,800)	(4,160,800)	129,276
Moorebank Intermodal Company Ltd	524,796	1,396,897	(1,322,170)	74,727	599,523
Total Internally Restricted	61,488,514	40,066,768	(92,442,441)	(52,375,673)	9,112,841
Total Restricted	413,215,245	174,429,402	(267,633,492)	(93,204,090)	320,011,156
Investments (Equity) in Civic Risk Mutual	6,514,000				6,514,000
Unrestricted available cash	32,683,668			(21,012,353)	11,671,315
Unrestricted general reserves	39,197,668				18,185,315
Total Cash and Investments	452,412,913				338,196,471

## Attachment 7

## Key Performance Indicators Budget Review Statement

Council is committed to maintaining critical financial performance indicators within acceptable benchmarks.

Current and targeted benchmarks are:

	Performance Indicator	2022/23 Actual	2023/24 Original Budget	2023/24 Budget Review September	2023/24 Budget Review December	2023/24 Budget Review March	Benchmark	Description
1	Operating Performance Ratio Benchmark: Greater than or equal to 0%	1.2%	-1.3%	-2.3%	-2.7%	-2.9%	≥0%	The Operating Performance Ratio measures Council's achievement of containing operating expenditure within operating revenue.
2	Own Source Operating Ratio Benchmark: Greater than 60%	53.2%	57.5%	57.0%	55.9%	61.0%	>60%	This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.
3	Building and Infrastructure Renewals Ratio Benchmark: Greater than 100%	60%	103%	103%	103%	103%	>100%	This indicator is used to assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.
4	Infrastructure Backlog Ratio Benchmark: Less than 2%	2.1%	1.5%	1.5%	1.5%	1.5%	<2%	This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

	Performance Indicator	2022/23 Actual	2023/24 Original Budget	2023/24 Budget Review September	2023/24 Budget Review December	2023/24 Budget Review March	Benchmark	Description
5	Asset Maintenance Ratio Benchmark: Greater than 100%	112%	88%	88%	88%	88%	>100%	This ratio compares actual against required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure backlog growing.
6	Debt Service Ratio Benchmark: Greater than 0% and less than or equal to 20%	6.5%	7.3%	8.3%	9.9%	9.8%	>0% & ≤20%	This ratio measures the availability of operating cash to service debt including interest, principal, and lease payments.

**Liverpool City Council**  
**Quarterly Budget Review Statement**  
**For the period 01/07/23 to 31/03/24**  
**Consultancy & Legal Expenses**

**Attachment 8**

<b>Expense</b>	<b>YTD Expenditure (Actual Dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	2,068,708	Y
Legal Fees	1,330,078	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD actual but not budgeted includes:

**Details**

Review and analysis of market and Council's strategies, directions and NSW EPA direction on waste, organics and bulky waste processing	20,105
Installation and operation of new mattress shredding mobile equipment at Rose Street Depot	5,000
Comprehensive heritage study of First Nations Thematic History	15,675
<b>Total</b>	<b>40,780</b>

Attachment 9

Liverpool City Council

Contracts Budget Review Statement  
For the period 01/01/2024 to 31/03/2024

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N) Budgeted	Notes Comments
West Avenue Building Pty Ltd T/A DML Group	PQ3281 Roof Replacement and New Solar PV System for Warwick Farm Communi	\$171,123.70	09/01/2024	3 months - 12 months Defect Liability Period	Y	
Leibherr-Australia Pty Ltd	VP3305 Material Handler	\$495,000.00	02/02/2024	One Off	Y	
A. space Australia Pty Ltd	PQ3298 Supply and installation of outdoor gym circuit at Australia's Park and Bradsh	\$202,290.00	04/03/2024	44 Weeks	Y	
DML GROUP PTY LTD	PQ3299 Roof Replacement for Frank Oliveri Hall Community Centre	\$101,203.30	04/03/2024	6 weeks	Y	
Colliers International (NSW) Pty LIMITED	ST3279 Property and Facilities Management Services for the new Civic Place Build	\$655,295.00	05/03/2024	2 years	Y	

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.

Liverpool City Council  
Quarter 3 Review 2023/24  
For the period 1 July 2023 to 30 June 2024  
Detail Reserve Movement

	2023-24 Original Budget	2023-24 Revised Budget	2023-24 Current Review	2023-24 Proposed Budget
City Development Fund				
Opening Balance	379,285	379,285		379,285
Operating				
Revenue	1,477,910	1,489,198	0	1,489,198
City Development Fund Receipts/Interest	1,477,910	1,489,198	-	1,489,198
Expenditure	321,179	297,704	0	297,704
Facade Upgrade	30,000	30,000	-	30,000
CBD CCTV Operation & Maintenance	30,000	30,000	-	30,000
Christmas Tree Lighting	70,000	70,000	-	70,000
LIRS Round2 Borrowings	91,179	91,179	-	91,179
Most Blessed Nights	100,000	76,525	-	76,525
CDF Fund Admin	-	-	-	-
Capital Expenditure	1,559,491	1,559,491	0	1,559,491
LIRS Round2 Borrowings	1,111,491	1,111,491	-	1,111,491
Macquarie Mall Repayments	448,000	448,000	-	448,000
Projected Closing Balance	(23,475)	11,288	0	11,288

Liverpool City Council  
Quarter 3 Review 2023/24  
For the period 1 July 2023 to 30 June 2024  
Detail Reserve Movement

	Original Budget	Revised Budget	Current Review	Proposed Budget
Environment Levy				
Opening Balance	5,928,977	5,928,977		5,928,977
Operating				
Revenue	2,171,515	2,229,429	0	2,229,429
Environment Levy Receipts/Interest	2,171,515	2,229,429	-	2,229,429
Expenditure	1,708,029	1,709,529	0	1,709,529
Training - Operations	-	-	102	102
Bush Regeneration	741,095	741,095	-	741,095
Water Quality Monitoring	100,000	100,000	-	100,000
Natural Environment Implementation	719,830	721,330	(102)	721,228
Floodplain & Water Management	96,518	96,518	-	96,518
Environment Restoration Plan Delivery	50,586	50,586	-	50,586
Capital Expenditure	770,000	770,000	0	770,000
Bush Regeneration Program	770,000	770,000	-	770,000
Projected Closing Balance	5,622,463	5,678,877	0	5,678,877

**CORP 04****Amendment to Civic Expenses and Facilities Policy**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	159426.2024
<b>Report By</b>	David Day - Head of Governance
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

The Draft Civic Expenses and Facilities Policy was presented to the Council meeting of the 28 February 2024 and was deferred for further discussion. On 14 May 2024 the Draft Policy was presented to the Governance Committee.

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

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

The purpose of this report is to seek Council's support to:

- (1) maintain the daily cap on the fee paid to members who attend meetings of the Sydney Western City Planning Panel and to introduce such a cap on the fee paid to alternate panel members who attend Sydney Western City Planning Panel meetings for learning purposes;
- (2) state a Policy Objective of supporting diversity of representation and encouraging participation, to align with the substantive provisions of the policy around carer expenses and support for people with disabilities; and



- (3) by removing the suggestion that a Council resolution is required before providing additional facilities and expenses for a Councillor with a disability.

## **RECOMMENDATION**

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That Council:

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

## **REPORT**

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### **Sydney Western City Planning Panel**

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

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

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

1. The Sydney Western City Planning Panel may deal with more than one development application on a day.

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

At its meeting on 26 April 2023, Council was asked to agree amendments to the Civic Expenses and Facilities Policy to retain the \$1,100 allowance for Councillors to attend the Sydney Western City Planning Panel and to introduce an additional allowance of \$275 for alternate Councillor members of the Sydney Western City Planning Panel to attend meetings as understudies. There was no reference in the proposed resolution to a daily cap on the allowance, either for Councillors attending as members or alternates attending as understudies. Council agreed the requested resolutions.

Following the Council meeting of 26 April 2023, the Civic Expenses and Facilities Policy was publicly exhibited with the following allowances in paragraph 4.8.2:

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

There were no submissions received and the Civic Expenses and Facilities Policy was adopted with the above allowances. The Policy thus retains a daily cap on the allowance payable to members attending the panel but has no daily cap on the allowance payable to alternates attending the Sydney Western City Planning Panel.

Council is asked to agree to maintain the daily cap on the fee paid to members who attend meetings of the Sydney Western City Planning Panel and to introduce such a cap on the fee paid to alternate panel members who attend Sydney Western City Planning Panel meetings for learning purposes. If Council agrees to this position, the Civic Expenses and Facilities Policy will be publicly exhibited with the following allowances in paragraph 4.8.3:

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

## **Diversity of representation**

Council's Civic Expenses and Facilities Policy supports diversity of representation by providing for the following:

- (1) carer and related expenses (section 4.14);
- (2) additional facilities and expenses for any Councillor with a disability (section 4.16); and
- (3) travel expenses (section 4.9).

Council's policy complies with the OLG Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, October 2009.

OLG published a template Councillor Expenses and Facilities Policy in 2017. Council's policy does not mirror the OLG template, as Council's policy predated the template.

Council's policy is in some respects more permissive than OLG's template, which provides for a cap on carer expenses. There are some respects in which Council may further emphasize its commitment to diversity of representation in line with the OLG template:

- (1) by stating a Policy Objective of supporting diversity of representation and encouraging participation, to align with the substantive provisions of the policy around carer expenses and support for people with disabilities; and
- (2) by removing the suggestion that a Council resolution is required before providing additional facilities and expenses for a Councillor with a disability.

## **FINANCIAL IMPLICATIONS**

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

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.

<b>Civic Leadership</b>	<p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency and ethical conduct.</p>
<b>Legislative</b>	<p>Environmental Planning and Assessment Act 1979 (EP&amp;A Act) Local Government Act 1993</p> <p>Pursuant to section 252 of the Local Government Act 1993, Council must have a policy concerning the payment of expenses in relation to the Mayor and Councillors discharging the functions of civic office. The policy must comply with the Act, regulations and guidelines.</p> <p>The Sydney Western City Planning Panel is established under the EP&amp;A Act 1979 and is the consent authority for regionally significant development. The SWCPP includes three State members and two Council-nominated members (EP&amp;A Act, section 2.13). Council may appoint persons to be the alternate of member of the SWCPP (EP&amp;A Act, Schedule 2, paragraph 15).</p> <p>Section 220(1) of the EP&amp;A Act 1979, together with clause 14 in Schedule 2 to the Act, provide that a member of a planning body (other than a full-time member of the Independent Planning Commission) is entitled to be paid such remuneration (including travelling and subsistence allowances) as the Minister may from time to time determine in respect of the member.</p> <p>The Minister wrote to councils in July 2009 advising that they were free to determine the fees paid to councillor members of Sydney District and Regional Planning Panels, subject to considering specified matters.</p>
<b>Risk</b>	<p>The risk is deemed to be low and is considered to be within Council's risk appetite.</p>

## **ATTACHMENTS**

1. Civic Expenses and Facilities Policy



## **DRAFT CIVIC EXPENSES AND FACILITIES POLICY**

Adopted: 29 June 2023

TRIM: 347882.2022-001



## CIVIC EXPENSES AND FACILITIES POLICY

**1. PURPOSE/ OBJECTIVES**

- 1.1 The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.
- 1.2 The objectives of this policy are to:
- a) Give guidance to the Mayor and Councillors as to what facilities and resources are available to them;
  - b) Provide a public statement as to how Council sets the payment of fees, and other support allowances, for the Mayor and Councillors when they carry out their role as an elected member; and
  - c) Implement Council's legislative responsibility in adopting a policy concerning the payment of expenses and the provision of facilities to the Mayor and Councillors.
  - d) Support a diversity of representation and Council's commitment to enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as Councillors.

**2. LEGISLATIVE AND GOVERNANCE REQUIREMENTS****2.1 Local Government Act 1993**

- 2.1.1 The *Local Government Act* 1993 (the Act) requires that Council adopt a policy concerning the payment of expenses and the provision of facilities to the Mayor and Councillors.
- 2.1.2 This policy is made in accordance with sections 252, 253 and 254 of the Act and clause 403 of the *Local Government (General) Regulation* 2021 (the Regulation).
- 2.1.3 Section 252 (1) of the Act requires that, within the first 12 months of each term of a council, that a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office.
- 2.1.4 Section 252(3) of the Act states, that a council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the Mayor, the Deputy Mayor (if there is one) or a Councillor otherwise than in accordance with a policy under this section.
- 2.1.5 Section 252 also provides for a Council to reduce the amount payable to the Mayor and Councillors by the amount representing any private benefit of a facility provided by the Council to them. It also requires that the policy be made under the provisions of the Act, the Regulation and any relevant guidelines issued under section 23A of the Act.
- 2.1.6 Section 253 specifies actions that Council must undertake before a policy concerning expenses and facilities can be adopted or amended. For the purposes of section 253 (3) Council has defined substantial as "a new allowance provision" or "a 10% increase to a current allowance".

## CIVIC EXPENSES AND FACILITIES POLICY

### 2.1.7 Section 253 states:

- 1) *A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
- 2) *Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.*
- 3) *Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the Council is of the opinion that the proposed amendment is not substantial.*
- 4) *(Repealed)*
- 5) *A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.*

### 2.1.8 Section 254 requires that a part of a Council or committee meeting which considers the adopting or amending of such a policy must not be closed to the public.

### 2.1.9 The *Government Information (Public Access) Act 2009* provides that the public are able to inspect during office hours at Council, and at no charge, the current version and the immediately preceding version of Council's expenses and facilities policy. The public are also entitled to a copy of the policy, either free through Council's website, or on payment of a reasonable copying charge. (For details see Council's Agency Information Guide.)

### 2.1.10 Section 23A of the Act provides for the Chief Executive of the Office of Local Government to prepare, adopt or vary guidelines that relate to the exercise by a council of any of its functions. It also requires that a council must take the relevant guidelines into consideration before exercising any of its functions.

## 2.2 Local Government (General) Regulation 2021

### 2.2.1 Clause 217 (Additional information for inclusion in annual reports) states in part:

- (1) *For the purposes of section 428 (4(b)) of the Act, an annual report of a Council is to include the following information:*
  - (a) *Details (including the purpose) of overseas visits undertaken during the year by Councillors, council staff or other persons while representing the Council (including visits sponsored by other organisations):*
    - (a1) *Details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, Councillors in relation to their civic functions (as paid by the Council, reimbursed to the Councillor or reconciled with the Councillor), including separate details on the total cost of each of the following:*

## CIVIC EXPENSES AND FACILITIES POLICY

- i. *The provision during the year of dedicated office equipment allocated to Councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in Councillors' homes (including equipment and line rental costs and internet access costs but not including call costs):*
- ii. *Telephone calls made by Councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in Councillors' homes:*
- iii. *The attendance of Councillors at conferences and seminars:*
- iiia. *The provision of induction training for Councillors, supplementary induction training for mayors and professional development programs for mayors and other councillors*
- iv. *The training of Mayors and Councillors and the provision of skill development for Mayor and Councillors:*
- v. *Interstate visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*
- vi. *Overseas visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*
- vii. *The expenses of any spouse, partner or other person who accompanied a Councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayor and Councillors for local councils in NSW prepared by the Secretary from time to time; and*
- viii. *Expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor, to allow the Councillor to undertake his or her civic functions.*

## 2.2.2 Clause 403 (Payment of expenses and provision of facilities) states:

*A policy under section 252 of the Local Government Act 1993 must not include any provision enabling a council:*

- a) *To pay any Councillor an allowance in the nature of a general expense allowance; or*
- b) *To make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular Councillor other than a Mayor.*



## CIVIC EXPENSES AND FACILITIES POLICY

**2.3 Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW**

- 2.3.1 In October 2009, the former Division of Local Government issued updated guidelines to assist councils review and prepare policies on the payment of expenses and provision of facilities for Mayors and Councillors in local councils in NSW.

**2.4 Guidelines issued by the Office (formerly Division) of Local Government**

- 2.4.1 This Policy takes into account the following Circulars:

- a) Circular 08/03 Findings from review of Councillor expenses and facilities policies;
- b) Circular 08/24 Misuse of council resources;
- c) Circular 08/37 Council decision making prior to ordinary elections;
- d) Circular 09/36 Release of revised Councillor expenses and facilities guidelines;
- e) Circular 10/26 Misuse of council resources.

**2.5 The Model Code of Conduct for Local Councils in NSW**

- 2.5.1 This policy is consistent with the Model Code of Conduct for Local Councils in NSW, Division of Local Government March 2013. The following clauses of Council's Code of Conduct are particularly relevant to section 252 policies:

**7.12** *You must use council resources ethically, effectively, efficiently and carefully in the course of your public or professional duties and must not use them for private purposes (except when supplied as part of a contract of employment) unless this use is lawfully authorised and proper payment is made where appropriate.*

**7.14** *You must be scrupulous in your use of council property including intellectual property, official services and facilities and should not permit their misuse by any other person or body.*

**7.15** *You must avoid any action or situation which could create the impression that council property, official services or public facilities are being improperly used for your own or any other person or body's private benefit or gain.*

**7.16** *You must not use Council resources, property or facilities for the purpose of assisting your election campaign or the election campaign of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.*

**7.17** *You must not use Council letterhead, Council crests and other information that could give the appearance it is official Council material for:*

- a) *The purpose of assisting your election campaign or the election campaign of others; or*
- b) *For other non-official purposes.*

**7.18** *You must not convert any property of the council to your own use unless properly authorised.*

## CIVIC EXPENSES AND FACILITIES POLICY

### 2.6 ICAC Publication: No excuse for misuse, preventing the misuse of council resources

- 2.6.1 This policy takes into account the Independent Commission Against Corruption (ICAC) publication, '*No excuse for misuse, preventing the misuse of council resources*' (Guidelines 2) November 2002. This publication is available on the ICAC website at [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)

### 3. DEFINITIONS

**Act** means the *Local Government Act 1993*.

**Guidelines** refer to the Office of Local Government Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW.

**Policy** means the Civic Expenses and Facilities Policy.

**Regulation** refers to the *Local Government (General) Regulation 2021*.

**Remuneration Tribunal** refers to the Local Government Remuneration Tribunal.

**IT Consumable:** Printer ink and toner / Copier supplies / Paper / Data storage, memory sticks and cards / Computer accessories /Cabling and connectors /-CDs, DVDs & Blu-ray.

### 4. POLICY STATEMENT

#### 4.1 Remuneration to Councillors and the Mayor

- 4.1.1 All Councillors (including the Mayor) will be paid an annual fee according to determinations made by the Remuneration Tribunal. Under the Act, the Tribunal's role is limited to determining the categories of councils (section 239) and determining the minimum and maximum fee range for Councillors and Mayors in each of those categories.
- 4.1.2 In accordance with section 249 of the Act, the annual fee paid to the Mayor is in addition to the fee payable to the Mayor as a Councillor.
- 4.1.3 In accordance with Section 248 of the *Local Government Act 1993* and the determination by the Tribunal, the Council will determine on an annual basis the fee to be paid to the Mayor and Councillors.
- 4.1.4 In accordance with section 254A of the Act, Council may resolve that an annual fee will not be paid to a Councillor or that the Councillor will be paid a reduced annual fee determined by the Council:
- a) For any period for which the Councillor is absent with or without prior leave from an ordinary meeting or ordinary meetings of the Council; or
  - b) In any other circumstances prescribed by the regulations.
- 4.1.5 If a Councillor is absent with or without leave of Council, from ordinary meetings of Council for any period of more than three months, Council must not pay any annual fee, or part of an annual fee, to that Councillor that relates to the period of absence that is in excess of three months.

## CIVIC EXPENSES AND FACILITIES POLICY

- 4.1.6 In accordance with section 254B of the Act, a Council may if resolved by Council, make a payment as a contribution to a superannuation account nominated by a Councillor.
- 4.1.7 The amount of a superannuation contribution payment is the amount the Council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the Councillor were an employee of the Council.
- 4.1.8 The superannuation contribution payment for the Mayor and Councillors will be in addition to the annual allowance.
- 4.1.9 A Councillor who is endorsed as a candidate for federal and state election may choose to voluntarily take leave of absence from council during their candidacy.
- 4.1.10 A Councillor may choose to voluntarily donate their Councillor allowance back to Council whilst on leave of absence from Council during their candidacy.

**4.2 Dispute resolution**

- 4.2.1 Any disputes that arise in relation to this policy will be resolved as follows:
- a) With the Councillor and the CEO; if unresolved;
  - b) With the Mayor, if unresolved; and
  - c) The Full Council will be asked to review the dispute.

**4.3 General allowance**

- 4.3.1 It is not appropriate or lawful for Council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement Councillor's annual fees (DLG Guidelines 2009 page 6). All expenses provided under this policy will be for a purpose specific to the functions of holding civic office.

**4.4 Support to Mayor**

- 4.4.1 Council is recognised as the third regional city after Sydney and Parramatta. It is experiencing rapid growth and development and is being serviced by a full-time Mayor. In the light of these circumstances, Council will provide the Mayor with a range of support and resources, so the Office of the Mayor can function properly and the Mayor can adequately represent the City at policy, civic and ceremonial levels. In addition to payment of the Mayoral allowance, the following facilities are additional to those outlined elsewhere in this policy and provided to Councillors.
- 4.4.2 Council will provide to the Mayor at its cost:
- a) A dedicated vehicle of a type deemed suitable to the position of Mayor of Liverpool, which will be equivalent to the range of vehicles to which Council directors are entitled under Council's Fleet Management Policy:
    - i. The vehicle provided for the Mayor is for use on official duties and functions of the Office of Mayor and for private use in accordance with Council's Fleet Management Policy;
    - ii. Council shall meet the fortnightly cost of cleaning (wash and vacuum) the Mayoral vehicle;

## CIVIC EXPENSES AND FACILITIES POLICY

- iii. Council shall supply and meet the usage costs associated with an electronic tag in the Mayoral vehicle;
- b) An allotted parking space at 33 Moore Street Liverpool;
- c) A fully furnished Mayoral office;
- d) Dedicated personal assistant;
- e) Ceremonial clothing including Mayoral robes and chains of office to be worn at civic and ceremonial functions;
- f) Secretarial, research and public relations services relating to the discharge of his/her civic functions, including use of official stationery and postage of official correspondence;
- g) Administrative assistance associated with civic functions, meetings and the like;
- h) Office refreshments;
- i) Meals or refreshments in conjunction with Council related business;
- j) A credit card to facilitate payment of incidental expenses such as attendance at functions, parking and entertainment in conjunction with the discharging of the functions of the Mayoral office:
  - i. The credit card will have limit of \$5,000 per month;
  - ii. The account is to be in the name of Liverpool City Council;
  - iii. The credit card is not to be used for personal expenses; and
  - iv. The account is to be reconciled with receipts on a monthly basis.
- k) Computer and Multifunction device at Mayoral Office;
- l) An appropriate mobile phone including usage costs;
- m) Where required to attend civic functions (e.g. Business Awards, Mayoral Ball), as civic leader of the City, no charge to be incurred for attendance; and
- n) The use of the Council crest on Mayoral stationery, or other formats of communication such as email, website etc.

**4.5 Support to Councillors**

- 4.5.1 In addition to the payment of an annual fee, Council will provide Councillors with a range of support and benefits which allow Councillors to discharge their public duty. The Councillors, including the Deputy Mayor, are entitled to receive the following benefits:
  - a) Use of the Councillor's Room, telephone and limited hospitality facilities;
  - b) Meals or refreshments in conjunction with Council meetings, briefings sessions, committee meetings and planning and training sessions and non-alcoholic refreshments in the Councillor's room;
  - c) Secretarial services subject to specific approval of the CEO;
  - d) An allowance of \$1,000 per Councillor per calendar year for mailing and stationery to assist Councillors in performing their duties as per section 232 (2) of the *Local Government Act*. These duties include organisation of community meetings and responding to inquiries (This allowance is reduced to \$50 per month per Councillor for April-September prior to an election);
  - e) Meeting room facilities at 33 Moore Street and 52 Scott Street Liverpool when meeting regarding Council business. The meeting room is to be booked through the CEO;
  - f) When deputising for the Mayor (at his or her request), transport to official functions (if needed), together with the cost of attendance at such functions, where a fee is payable;

## CIVIC EXPENSES AND FACILITIES POLICY

- g) When required to attend functions as part of civic duties (e.g. Business Awards), the cost of attendance to be borne by Council. (Note this does not apply to attendance at the Mayoral Ball or other similar functions of a charitable nature.);
- h) Supply of name badges, business cards, diaries, memo books, compendium and official ties or scarves; and
- i) Car parking provision for Councillors at 33 Moore Street Liverpool when performing their duties as a Councillor.

**4.6 Access to information technology**

- 4.6.1 Council will provide all elected members with the necessary corporate software enabling access to key systems and communication networks using secure means. Council will set aside an amount for each elected member, as required, towards the purchase of "IT Hardware, this will provide access to council systems.". A technical standard will be specified for the hardware and the replacement of the IT hardware. Councillors may choose to obtain equipment of a higher cost at their own expense, as long as the hardware standard is observed.

**4.6.2 Hardware**

The options available to Councillors in respect of IT hardware are as follows:

- a) A tablet, Microsoft Surface or Laptop with internet capability;
- b) A fully maintained and council owned Multifunction Printer will be provided to Councillors'. The specification for such equipment will be determined by Council's Information Technology Team in consultation with Councillors based on likely business use requirements;
- c) Council will reimburse the cost of associated IT consumables for a Councillor's private computer and or printer, if used in the performance of their civic duties, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur;
- d) Council will reimburse the cost of associated IT consumables for council issued and owned equipment only in situations where Council is not able to provide the IT consumable, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur; and
- e) At the end of the four-year term, the equipment may be acquired by the Councillor at the current market value taking account of depreciation and the condition of the equipment. This value will be assessed by Council staff and advised to the Councillor.

**4.6.3 Software**

All Councillors will be provided with standard software including Microsoft 0365.

**4.6.4 Support**

- a) Councillors will be provided with training as required. The CEO can determine and approve funds for professional development activities;
- b) Council will also provide support services to assist Councillors in resolving operational problems. All support services provided to Councillors will relate only to Council related business and applications. Support will be provided during the Information Technology Team's normal support hours (currently 8.30am to 5.00pm weekdays). Support requests can be logged by calling the Information Technology Service Desk on 02 8711 7505 or by emailing servicedesk@liverpool.nsw.gov.au.; and
- c) In the event of hardware failure, equipment owned by Council will need to be returned to Council to enable a warranty call to be placed with the manufacturer.

## CIVIC EXPENSES AND FACILITIES POLICY

Turnaround time will vary depending upon the equipment involved and the availability of parts.

**4.7 Telephone expenses**

4.7.1 Councillors are required to use their own mobile phones and telephone lines for Council business. In recognition of this situation, Council will contribute towards each Councillor's telephone costs as follows:

a) Mobile phones and home telephone

Upon presentation of a copy of a Councillor's mobile phone and/ or home telephone bill, Council will reimburse the cost of mobile phone and telephone calls up to a total maximum of \$120 per month. Reimbursement must be claimed within six months of the date of payment; and

b) Additional phone lines

The cost of installation and rental for any additional phone lines required by Councillors for connection will not be reimbursed by Council.

4.7.2 As an alternative to clause 4.7.1(a) above, Councillors will have an option to be provided with a mobile phone and service with email capability by Council.

**4.8 Attendance at conferences, seminars and courses**

4.8.1 Conferences, seminars and courses are an important means of learning and maintaining knowledge, as well as contributing to public policy development. Councillors may attend those conferences, seminars and courses listed below if there is a resolution of Council to do so, if Councillors are nominated by Council to attend and if there is a nominated budget. Councillors may attend training courses and seminars related to their duties as a Councillor at their own discretion provided that the cost can be met within Council's budget allocation and attendance at the course or seminar is organised through Council's CEO.

4.8.2 Conference Attendance

The conferences, seminars and workshops to which this policy applies and which require a resolution of Council to attend are the:

- a) Local Government Association Annual Conference;
- b) Australian Local Government Women's Association Annual Conference and Australian Local Government Women's Association meetings for the one year term;
- c) Special "one-off" conferences called by the Local Government Association on important issues or of an educational nature;
- d) Annual conferences and congresses of the major industry associations and professions in local government (such as LGMA or UDIA and subject to suitable agenda);
- e) Conferences and/ or annual general meetings of organisations for which Council has appointed delegates; and
- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.
- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as understudies has an allowance of \$275 (includes GST) per meeting to a maximum of \$275 per day.

## CIVIC EXPENSES AND FACILITIES POLICY

4.8.3 Registration

The Council will pay all normal registration costs which are charged by organisers, including the costs of related official luncheons, dinners and tours which are relevant to the interests of the Council or assist Councillors to discharge the functions of their civic office.

4.8.4 Expenses Incurred

Payment or reimbursement of expenses incurred or to be incurred shall be subject to the requirements that:

- a) Only reasonable amounts are claimed or accepted towards necessary out-of-pocket expenses;
- b) Out-of-pocket expenses for which amounts are claimed relate only to the verified costs of meals, travel, registration fees, accommodation, stationery and the like;
- c) Any time occupied on other than Council business is not included in the calculation of expenses to be paid; and
- d) The claim is made not later than three months after the expenses were incurred, and upon a voucher form for payment.

4.8.5 Payment in advance

- a) Council will normally pay registration fees, accommodation deposits and airline tickets direct in advance. Where this is not appropriate or possible, a cash allowance or cheque equivalent will be paid to the attendee in advance; and
- b) Councillors may request payment in advance, up to a maximum of \$100 per day, in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advanced payment for the cost of any other service or facility covered by this policy. However, Councillors must fully reconcile all expenses against the costs of the advance when they return within ten days of the close of the conference, seminar or training etc. and repay any unexpended amount.

4.8.6 Categories of payment or reimbursement

Subject to nomination in accordance with the provisions of this clause, the categories of payment or reimbursement are as follows:

- a) Accommodation  
Reasonable accommodation costs (including meals), including the night before and/or after the conference where this is necessary, will be met by the Council;
- b) Out-of-pocket expenses  
Reasonable out-of-pocket expenses will be provided or reimbursed for costs associated with attending the conference, seminar, meeting or function including entertainment but excluding expenses of a normal private nature; and
- c) Spouse/Partner  
Where the attendee is accompanied by his or her spouse/partner, the attendee will be required to pay for any cost supplement involved in the accommodation (room only). All other costs for the spouse/partner (including travel and meals) are to be borne by the attendee.

- 4.8.7 Councillors may voluntarily choose to fund their own expenses for conference fees, accommodation, travel and meal expenses and not seek reimbursement from Council. This clause will take effect from 1 July 2023.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.9 Travel expenses**

4.9.1 All reasonable travel costs will be met by the Council where the expenses incurred are of the following nature:

- a) Attendance at conferences, seminars and workshops as specified in clause 6(a) of this policy;
- b) Council business such as Council, committee and other meetings where the Councillor is representing Council; and
- c) Authorised business, meetings and functions approved by the Mayor where the Councillor is representing the Council and/or the Mayor.

4.9.2 Subject to the approvals required for travel, as set out in clause 4.10 of this policy, economy class travel should be used for all travel within Australia and overseas by the Mayor and Councillors. However, official travel by the Mayor to Western Australia, the Northern Territory or overseas is permissible by premium economy or business class air travel.

Air travel within NSW must be approved by the CEO.

For flights within Australia, the lowest logical fare of the day must be used for all domestic flights. This is the cheapest fare available that meets the traveller's logistical needs.

4.9.3 Travel by motor vehicle may be undertaken by Council vehicle (where available), by private vehicle or by taxi. Persons using private vehicles will be paid the mileage allowance at the then current rate set by the appropriate Local Government State Award, but subject to any such payment not exceeding economy class air fares to and from the particular destination.

4.9.4 Costs to elected members of vehicle hire and/or taxi fares which are reasonably incurred in the performance of their duties will be met by the Council. Cabcharge vouchers will be made available when required. Provision of a wide variety of transport modes is in keeping with access and equity policies.

4.9.5 Any travel incurred, other than approved Council business, will not be included in the calculation of expenses to be paid.

4.9.6 The driver is personally responsible for all traffic or parking fines incurred while travelling in private or Council vehicles on Council business.

**4.10 Special requirements for interstate and overseas travel****4.10.1 Interstate travel**

Any interstate travel is to be approved by the CEO. This includes the reasonable costs of travel and accommodation to attend interstate Australian Local Government Women's Association meetings for the one year term. The application for approval should include full details of the travel, including itinerary, costs and reasons for the travel.

**4.10.2 Overseas travel**

Councillors should avoid international visits, unless direct and tangible benefits can be established for the Council and the local community.



## CIVIC EXPENSES AND FACILITIES POLICY

- 4.10.3 Overseas travel must be approved by a meeting of the full Council prior to a Councillor undertaking a trip. Travel must be approved on an individual trip basis. Council will not allow the retrospective reimbursement of overseas travel expenses, unless prior authorisation of the travel has been obtained. Travel proposals shall be included in the Council business papers. All Council business papers relating to travel requests by Councillors will need to include the purpose of the travel and that tangible benefits can be established for the Council and local Community.
- 4.10.4 After returning from overseas, Councillors must provide a detailed written account to Council on the aspects of the trip relevant to Council business and/or the local community.
- 4.10.5 Details of overseas travel must also be included in the Council's Annual Report.

**4.11 Sister City relationships**

- 4.11.1 The Council has a policy of sending a delegation to its Sister Cities every two years. Council will be represented at such visits by the Mayor (or Mayor's nominee), CEO (or CEO's nominee) and two other delegates as determined by the Council. Council will meet all reasonable costs associated with delegations to and from Sister Cities. Other Councillors may join official delegations (with Mayor's approval) but must meet all their own costs except accommodation or other expenses agreed to by the host Sister City.

**4.12 Insurance expenses and obligations**

- 4.12.1 Councillors are to receive the benefit of insurance cover for:

- a) Personal injury:  
Personal injury whilst ever on Council-endorsed business covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death total disability and temporary partial disability. The cover does not include medical expenses. Full details of Council's personal accident insurance are set out in Council's Insurance Policy.
- b) Professional indemnity:  
For matters arising out of Councillor's performance of civic duties or exercise of their functions as Councillors, provided the performance or exercise of the relevant civic duty or function is in the opinion of Council, bona fide and/or proper. This provision is subject to any limitations or conditions as set out in the Council's policy of insurance.
- c) Public liability:  
For matters arising out of Councillor's performance of civic duties or exercise of their functions as Councillors, within Australia, subject to any limitations or conditions as set out in the Council's policy of insurance.
- d) Councillor's and Council officers' insurance:  
Insurance will be provided, subject to the terms, conditions and exclusions of the policy of insurance, to cover defence costs relating to common law claims not otherwise insured and those relating to any other actual or alleged breach of trust, breach of duty, breach of contract, neglect, error, misstatement, misleading statement, omission or other act done or wrongfully attempted, provided that it is not a criminal act or a deliberately malicious act.

## CIVIC EXPENSES AND FACILITIES POLICY

4.12.2 In the event that a Councillor commences any legal defence or incurs legal fees before any claim under this insurance policy is lodged with the insurer, any subsequent claim for reimbursement will be rejected.

4.12.3 It is the responsibility of each Councillor to notify the Council or the Insurer of any circumstances that may give rise to a claim under this policy as soon as the Councillor becomes aware of any such circumstances. Circumstances that may give rise to a claim are considered to be any knowledge or intimation or any method of communication either within or outside of Council business that indicates that action may be taken against a Councillor, as a result of their conduct in the capacity as a Councillor.

#### 4.13 Legal expenses and obligations

4.13.1 In the event of an enquiry, investigation or hearing into the conduct of a Councillor by:

- a) The Independent Commission Against Corruption;
- b) The NSW Ombudsman;
- c) The Office of Local Government;
- d) The NSW Police Force;
- e) The Director of Public Prosecutions;
- f) The Local Government Pecuniary Interest Tribunal; and
- g) Other legally constituted investigatory bodies having proper jurisdiction.

Or

In the event of legal proceedings being taken against a Councillor, arising out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor, Council by resolution shall determine whether or not it will reimburse such Councillor, prior to the commencement of the enquiry, investigation, hearing or proceeding, for legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/ client basis provided that:

- a) The amount of such reimbursement shall be reduced by the amount of any moneys that may be or are recouped by the Councillor on any basis;
- b) The Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper;
- c) The amount of such reimbursement be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's solicitors will be paid, i.e. any portion of the expenses representing any hourly charge rate higher than the hourly charge rate of Council's solicitors will not be reimbursed;
- d) Any payment for reimbursement of any legal expenses properly incurred is subject to the approval of the Council prior to payment;
- e) The Council may at its discretion, set a limit to the total amount of reimbursement it is prepared to approve in respect of any enquiry, investigation, hearing or proceedings being taken against a Councillor(s); and
- f) The Councillor had promptly notified the Council or Council's Insurer as required by any relevant Council Insurance Policy and that the Councillor adheres to the Insurer's requirements where applicable.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.14 Carer and related expenses**

- 4.14.1 Council endeavours to encourage and facilitate community involvement for persons nominating or holding the position of civic office. Accordingly, this policy allows for fair and reasonable reimbursement of carers' expenses in relation to attendance at Council and committee meetings, and other official civic functions. This applies to Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member. Childcare expenses may be claimed for children up until and including the age of 16 years.
- 4.14.2 Councillors who require access to childcare in order to attend Council meetings, events and activities will be provided with childcare through a registered and accredited childcare provider, at Council's expense.
- 4.14.3 Should Councillors wish to arrange their own childcare, this is permissible and reimbursement will be provided on completion of the appropriate claim form.
- 4.14.4 Councillors will need to provide suitable evidence to the CEO that reimbursement is applicable, such as advice from a medical practitioner in the event of caring for an adult person.
- 4.14.5 Upon submission of receipts and tax invoices and completion of a formal claim (Appendix A) to the CEO within three months of the expense being incurred, reasonable reimbursement may be available.

**4.15 Other matters**

- 4.15.1 Acquisition and returning of facilities and equipment by Councillors
- a) Councillors must return all equipment and other facilities owned or leased by the Council, to the Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.
  - b) The Council will consider the sale of such items to the Councillor at the cessation of their civic duties at an agreed fair market price or written down value. The CEO is authorised to approve all such requests.
- 4.15.2 **Reimbursement of expenses**
- a) All claims for reimbursement of expenses incurred must be submitted on the expense claim form in Appendix A to this policy – this form is available on the Councillor Intranet;
  - b) All claims must be signed by the Councillor and the box ticked declaring that all expenses have been incurred in the course of carrying out Councillor business;
  - c) All receipts must be attached and a brief description outlining the nature of the expenditure; and
  - d) All claims must be made within three months of the expenditure occurring.

**4.16 Expenses and facilities for Councillors with disabilities**

- 4.16.1 In addition to the above provisions, for any Councillor with a disability, Council may ~~resolve to~~ provide reasonable additional facilities and expenses, in order to allow that Councillor to perform their civic duties. Following verification, claims will be authorised by the Manager Financial Services.

## CIVIC EXPENSES AND FACILITIES POLICY

**4.17 Voluntary contributions from the fees payable to the Mayor and Councillors to complying superannuation funds**

- 4.17.1 In accordance with the Australian Taxation Office Interpretative Decision 2007/205, Council may enter into an arrangement with the Mayor or any Councillor under which the Mayor or the Councillor agrees to forego all or part of their annual fee in exchange for Council making contributions to a complying superannuation fund on their behalf.

**4.18 Mobile offices**

So that the Mayor and Councillors can hold “mobile offices” at locations with a frequency at their discretion, the Mayor and Councillors are to be provided with the resources necessary to assist with holding such mobile offices including but not limited to staffing, mailing and advertising of the mobile office, tables, chairs etc. funded from the Councillor Reserve up to a maximum of \$30,000 per annum.

## CIVIC EXPENSES AND FACILITIES POLICY

**AUTHORISED BY**

Council Resolution

**EFFECTIVE FROM**

29 June 2023

**DEPARTMENT RESPONSIBLE**

Corporate Services (Governance)

**REVIEW DATE**

This policy is to be reviewed at the start of each new Council term.

**VERSIONS**

VERSION	AMENDED BY	DATE	TRIM NUMBER
1	Council Resolution	21 December 1993	Not applicable
2	Council Resolution	22 April 2002	Not applicable
3	Council Resolution	10 February 2003	Not applicable
4	Council Resolution	29 November 2006	Not applicable
5	Council Resolution	1 December 2008	005329.2009
6	Council Resolution	15 June 2009	099858.2009
7	Council Resolution	30 August 2010	111683.2010
8	Council Resolution	25 July 2011	128406.2011
9	Council Resolution	19 March 2012	221600.2012
10	Council Resolution	5 November 2012	231265.2012
11	Council Resolution	19 December 2012	301088.2012
12	Council Resolution	26 June 2013	185928.2013
13	Council Resolution	28 August 2013	201146.2013
14	Council Resolution	30 October 2013	260518.2013
15	Council Resolution	20 June 2014	121688.2014
16	Council Resolution	29 July 2015	115877.2015
17	Council Resolution	26 August 2015	202387.2015
18	Council Resolution	25 November 2015	288851.2015
19	Council Resolution	25 May 2016	113481.2016
20	Council Resolution	12 October 2016	180948.2016
21	Council Resolution	23 November 2016	277426.2016
22	Council Resolution	27 September 2017	319274.2016
23	Council Resolution	6 February 2019	066168.2019
24	Council Resolution	30 June 2021	214485.2021
25	Council Resolution	29 June 2022	098326.2022-001
26	Council Resolution	31 August 2022	347882.2022
27	Council Resolution	26 April 2023	347882.2022-001

**THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH**

Corporate Services (Financial Services)

Council Executive Services

Information Technology

## CIVIC EXPENSES AND FACILITIES POLICY

**REFERENCES**

## Office of Local Government:

- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW October 2009
- Circular 08/03 Findings from review of Councillor expenses and facilities policies
- Circular 08/24 Misuse of council resources
- Circular 08/37 Council decision making prior to ordinary elections
- Circular 09/36 Release of revised Councillor expenses and facilities guidelines
- Circular 10/26 Misuse of council resources
- Circular 05/08 Legal assistance for Councillors and council employees
- Circular 22-04/15 Payment of Councillor superannuation
- Independent Commission Against Corruption: No excuse for misuse, preventing the misuse of council resources (Guidelines No 2) November 2009
- Liverpool City Council: Agency Information Guide
- Liverpool City Council: Code of Conduct
- Liverpool City Council: Code of Conduct Procedures
- Liverpool City Council: Fleet Management Policy
- NSW Government Finance, Services & Innovation: NSW Government Travel and Transport
- Policy 28 September 2016

## REIMBURSEMENT OF EXPENSES – COUNCILLORS/ MAYOR (Appendix A)

TRIM 115877.2015-003

Name of Claimant .....

Details of Expense	GL Number	Date Incurred	Paid Yes / No	Receipt Attached Yes / No	Sub Amount	GST	Total Amount
Please reimburse me the total amount of \$ ..... for the					TOTALS:		
above expenses incurred whilst carrying out Council business.							

\* It is recognised that receipts may not be provided in all cases. If it can be demonstrated that expenditure was incurred and it is not general in nature, then it is acceptable for Councillors to certify that the expenditure was for the purpose intended.

☐

I hereby certify that the expenses outlined above were incurred by me for the purpose provided whilst carrying out Council business as approved above.

Signature of Claimant:

Date:

I have approved the total amount of \$

as reimbursement of expenses for Councillor (name)

Signed:

Manager Financial Services

Date:

CIVIC EXPENSES AND FACILITIES POLICY

Appendix B



**AUTHORITY TO PAY  
COUNCILLOR FEES TO COMPLYING SUPERANNUATION FUND**

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I Councillor/ Mayor.....hereby request and authorise Liverpool City Council to deduct \$.....monthly from Councillor Fees due to me and pay this amount into my nominated superannuation fund, the details of which are set below. I understand that the Council:

- (a) Will promptly pay the deducted amount into my superannuation account;
- (b) Will facilitate my application for membership to a new complying superannuation fund, if so required;
- (c) Is not in a position to provide any advice on my personal tax matters and will not be responsible for any tax losses and/ or gains that I may incur as a result of exercising this option;

Name of Superannuation fund: .....

Membership Number: ..... Account Number: .....  
(if different from membership number)

Tax File Number: .....

Signed: ..... Date.....

*Please note:*

1. *Councillors seeking new membership will be required to complete application forms and provide relevant documents that may be required by their Superannuation Fund.*
2. *The confidential information contained in this form will be used by Council only in accordance with the provisions of Council's Privacy Management Plan.*

TRIM 115877.2015-002



**CORP 05****Legal Services Policy**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	159438.2024
<b>Report By</b>	David Galpin - General Counsel, Manager Governance Legal and Procurement
<b>Approved By</b>	Farooq Portelli - Director Corporate Support

**EXECUTIVE SUMMARY**

Council's Legal Services Policy sets out arrangements for the control, coordination, management and provision of legal services for and on behalf of the Council. The report attaches a revised version of the Policy, following internal review, which Council is requested to consider and agree.

**RECOMMENDATION**

That Council notes and agrees with the attached Legal Services Policy.

**REPORT**

Council's Legal Services Policy sets out arrangements for the control, coordination, management and provision of legal services for and on behalf of the Council. The Policy was last considered by Council in 2019.

Following a review of the Legal Services Policy, it is considered that the policy generally works well, but some updates would be beneficial to:

- reference the potential for Councillor-initiated requests for legal advice under the Councillor Access to Information and Interaction with Staff Policy (section 4.3);
- clarify how instructions may be referred to the Legal Services Unit (section 4.2) and when written advice should be obtained (section 4.5);

- enable public reporting of the status of litigation and transactions, provided this does not waive privilege (section 4.8); and
- correct minor errors and cross-references, update role titles and otherwise tidy up the policy.

The draft Legal Services Policy is attached with the proposed changes tracked.

It is not intended that the Legal Services Policy be placed on public exhibition. There is no legislative requirement for public exhibition and the policy is internally facing and unlikely to have direct community impact.

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation have been included in Council's budget for the current year and long-term financial plan. External legal costs are met from the Legal Services budget, except where other arrangements are in place or are made to meet the requirements of individual matters:

- property acquisitions funded by contributions are met by Property Services;
- projects with capital or grant funding may make provision for legal costs;
- advice required by Council motion will identify a budget for the advice;
- work which cannot be accommodated in the Legal Services budget will require another source of funding to be identified.

## **CONSIDERATIONS**

<b>Economic</b>	Efficient conduct of legal work supports orderly development in Liverpool and achievement of Council's objectives.
<b>Environment</b>	Legal services support Council's efforts to protect and enhance the environment, including by acquiring land, engaging contractors and taking appropriate action to enforce environment and planning laws.
<b>Social</b>	Legal work may help address social impacts, for example by addressing social impacts in planning appeals, including appropriate terms and conditions in Council contracts and taking action to enforce environment and planning laws.
<b>Civic Leadership</b>	The policy promotes good governance and transparency in relation to the provision of legal services.

<b>Legislative</b>	<p>Local Government Act 1993</p> <p>Local Government (General) Regulation 2021</p> <p>Pursuant to section 217(1)(a3) of the Local Government (General) Regulation 2021, Council is required to include in its annual report a summary of the amounts incurred by the council during the year in relation to legal proceedings taken by or against the council (including amounts, costs and expenses paid or received by way of out of court settlements, other than those the terms of which are not to be disclosed) and a summary of the state of progress of each legal proceeding and (if it has been finalised) the result.</p> <p>The amendments to the Legal Services Policy include, in paragraph 4.8.1, the possibility of publicly reporting information rather than providing quarterly reports to Council. This will allow a single form of reporting to be explored which can keep Councillors informed and capture the information required for annual reporting.</p>
<b>Risk</b>	<p>The risk is deemed to be Medium. The Legal Services Policy is one of the measures employed by Council to manage its legal risks.</p>

## **ATTACHMENTS**

1. Legal Services Policy



## LEGAL SERVICES POLICY

Adopted: 29 May 2024

TRIM: XXXXXX.2024



## 1. PURPOSE

- 1.1 This policy sets out the arrangements for the control, coordination, management and provision of legal services for and on behalf of Liverpool City Council.
- 1.2 This policy applies to the Mayor, Councillors, members of Council staff and any other persons acting for or on behalf of, or in the name of, the Council irrespective of any delegation or authority issued in the name of any position title or individual member of Council staff.

## 2. LEGISLATIVE REQUIREMENTS

*Evidence Act 1995*  
*Government Information (Public Access) Act 2009*  
*Legal Profession Uniform Law (NSW)*  
*Legal Profession Uniform Regulations 2015*  
*Legal Profession Uniform Law Australian Solicitors' Conduct Rules 2015*  
*Legal Profession Uniform General Rules 2015*  
*Local Government Act 1993*  
*Privacy and Personal Information Protection Act 1998*  
*Revised Professional Conduct and Practice Rules 1995 (Solicitors' Rules)*

## 3. DEFINITIONS

**Active Legal Matters Register** means a register or list of all legal matters, their status and costs which is subject to audit by NSW Audit.

**Council** means Liverpool City Council.

**CEO** means the Chief Executive Officer of Council.

**CFO** means the Chief Financial Officer of Council.

**Civic Risk Mutual Panel** means a panel of legal practitioners engaged by Civic Risk Mutual in accordance with a Deed of Agreement.

**Client** means the member of Council staff or other person acting for or on behalf of, or in the name of the Council, who is seeking legal services.

**Code of Conduct** means the Code of Conduct adopted by Council in accordance with the Model Code of Conduct prescribed by the Office of Local Government pursuant to the *Local Government Act 1993*

**Code of Conduct Procedures** means a set of procedures to deal with Code of Conduct issues and adopted by Council in accordance with the Model Code of Conduct Procedures prescribed by the Office of Local Government pursuant to the *Local Government Act 1993*

~~Deputy General Counsel means Council's Deputy General Counsel.~~

~~General Counsel means Council's General Counsel and Manager Governance, Legal Services and Procurement~~

**LSU** means Council's Legal Services Unit.

**Legal Services Provider** means a provider of legal services external to Council and includes a firm of solicitors or a barrister.

**Model Litigant Policy** means the Model Litigant Policy adopted by the Department of Justice NSW from time to time.

**Procurement Standards** means the procurement standards endorsed under Council's adopted Procurement Policy.

#### 4. POLICY ARRANGEMENTS FOR LEGAL SERVICES

##### 4.1 The role of LSU

4.1.1 The General Counsel has primary responsibility for the control, coordination, management and provision of all legal advice and other legal services for and on behalf of Council.

4.1.2 LSU, through its in-house solicitors, is committed to providing professional legal advice and support to all areas of Council and ensuring that the legal service needs of Council are met in a timely and cost-effective manner, which facilitates outcomes in the best interests of Council.

4.1.3 LSU provides frank, fearless and ~~independent expert~~ legal advice and services that take into account the overall interests and business of Council.

4.1.4 LSU seeks to provide practical solutions to legal issues and to minimise the risk of claims and litigation against Council.

4.1.5 LSU will also strive to preserve and protect the reputation of Council in the community and its standing as a progressive local authority.

4.1.6 The role of LSU includes, but is not limited to:

- a) advising on ~~matters relevant to Council's operations, including specific~~ compliance, organisational governance, risk, and legislative requirements and Council's policies and procedures;
- b) representing Council in alternative dispute resolution, litigation and claims management;

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~~e) providing legal advice, including the interpretation and application of legislation and Council's policies and procedures;~~

~~d)c)~~ reporting on Council's legislative compliance and its claims and contingent liabilities;

~~e)d)~~ responding to and defending court proceedings where Council is a party to those proceedings such as where a statement of claim or an appeal summons is received;

~~f)e)~~ facilitating responses to requests from third parties under statutory authority;

~~g)f)~~ prosecuting enforcement matters and appearing as ~~Prosecutor~~ prosecutor;

~~h)g)~~ advocacy and submissions to government or statutory agencies;

~~i)h)~~ seeking to recover reasonable professional costs and disbursements;

~~j)i)~~ providing periodic training to staff as required regarding compliance and legislative updates;

~~k)j)~~ reviewing, advising on, negotiating and drafting contracts, agreements, deeds and any other document required to give effect to the business and interests of Council, including but not limited to conveyancing, and ~~leasing~~ provision of goods, works and services to Council, and non-disclosure agreements; and

~~l)k)~~ tracking, monitoring and reporting on all external legal expenditure.

4.1.7 All LSU solicitors are admitted to practice in New South Wales and hold current practising certificates.

4.1.8 As well as being required to act in accordance with Council policies and procedures, LSU solicitors are officers of the Supreme Court of NSW and their practice and ethical standards must also be in accordance with the *Legal Profession Uniform Law (NSW)*, the *Legal Profession Uniform Regulations 2015* and the *Revised Professional Conduct and Practice Rules 1995 (Solicitors' Rules)* issued by the Law Society of New South Wales and as amended from time to time.

4.1.9 The General Counsel may from to time issue guidelines and procedures to assist with the implementation of this policy and the control, coordination, management and provision of legal services for Council.

4.1.10 Any legal services or advice requested from LSU, or from a Legal Services Provider engaged on behalf of Council, must relate to the business and interests of Council.

4.1.11 LSU cannot provide legal services or advice of a personal nature to the Mayor, Councillors or members of Council staff.

## 4.2 Requests for legal services

4.2.1 All requests for legal services must be in writing to the ~~General Counsel or Deputy General Counsel~~ LSU. Written requests must be submitted:  
 (a) by email to [legalservices@liverpool.nsw.gov.au](mailto:legalservices@liverpool.nsw.gov.au) or to General Counsel or Deputy General Counsel;  
 (b) provided in hard copy to General Counsel or Deputy General Counsel; or  
 (c) in such other manner as directed by General Counsel in guidelines or procedures issued under paragraph 4.1.9.

4.2.14.2.2 ~~The~~ General Counsel may develop a form (including an electronic form) to be used when requesting legal services. All such requests are to be approved by, and copied to, the relevant Manager (or, in the case of requests by Managers, the relevant Director) of the requesting business unit/division.

4.2.24.2.3 ~~For the avoidance of any doubt, LSU Council~~ encourages staff to discuss any legal concern and sees value in managing organisational risk in providing opportunities to make preliminary general enquiries without the need to initiate a formal request for legal services. In these circumstances a request for legal services may or may not result from an initial conversation. Please refer to clause ~~4.3.2~~ 4.5.

4.2.34.2.4 All requests for legal services must include a requested timeframe for completion of the work and a statement of any reasons for any urgency. Detailed-Detailed information must be provided about the matter or transaction (including a copy of all relevant documents) to LSU at the time a request for services is made. The following information is required before LSU can commence work:

- a) a summary of what the matter or transaction is about and, if a contract, details of what has already been negotiated with the other party;
- b) evidence that the matter or transaction has first been authorised by the person(s) with appropriate authority;
- c) the name of the person who will be instructing the LSU;

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d) all documents (including approvals) and background information relating to the matter or transaction, including all relevant evidence, plans and/or photographs, and any additional documents requested by LSU; and

e) any other information requested by LSU.

4.2.44.2.5 The ~~General Counsel or Deputy General Counsel~~ LSU shall acknowledge receipt of a request for legal services within ~~48 hours~~ two business days. That acknowledgement receipt is to include an estimate of the time required to provide the service, or an invitation to discuss the time required, and whether a request for any further information that is required.

4.2.54.2.6 Requests for legal services and any subsequent information provided will be referred to and accepted by LSU as "instructions".

4.2.64.2.7 The General Counsel, in consultation with the referring person, will determine whether the work is to be undertaken by LSU or through the use of a Legal Services Provider.

### **4.3 Councillor-initiated requests for legal advice**

4.3.1 Councillors may initiate requests for legal advice by:

- (a) Council resolution; or
- (b) request to the CEO to obtain legal advice in accordance with the Councillor Access to Information and Interaction with Staff Policy.

4.3.2 Council resolutions for legal advice will be referred in writing to General Counsel for action or to the CEO if 4.6.5 applies. If the CEO agrees to obtain legal advice in response to a request under the Councillor Access to Information and Interaction with Staff Policy, the matter will be referred in writing to General Counsel for action or will be dealt with by the CEO under 4.6.5.

### **4.34.4 When to contact LSU**

4.3.14.4.1 Instructions received by LSU are normally dealt with in order of receipt, but receive priority according to the level of importance and genuine urgency. Accordingly, it is important to involve LSU as early as possible in any transaction or matter where legal advice or services are required, including where:

- a) there is an actual or potential dispute including an imminent or actual threat to commence litigation;
- b) it is proposed to procure goods or services for Council. If a transaction involves a tender with a specified timeframe, that timeframe should take into account any need for LSU to provide

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or seek certain advices, to review material and to prepare and settle documentation (such as draft contracts);

- c) Council is considering a proposal(s) from a third party such as a planning agreement or other agreement; or
- d) A communication is received from a solicitor or barrister.

#### **4.5 Informal commentary**

4.5.1 Requests for legal advice through ad-hoc telephone calls and personal attendances on LSU solicitors (including the General Counsel and Deputy General Counsel) and their responses are intended to provide commentary and general information only. They should not be relied upon as ~~specific~~ legal advice unless notified otherwise.

~~4.3.24.5.2~~ 4.5.2 If legal advice is needed in support of Council action, then ~~formal, written~~ legal advice should be sought ~~from the LSU. A referral should be made for written legal advice in particular transactions or on matters of interest arising from such communications~~ in accordance with clause 4.2 ~~or~~ 4.3.

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#### **4.4.6 External legal referrals and witnesses**

~~4.4.14.6.1~~ 4.6.1 Unless otherwise stated in this Policy, the General Counsel is responsible for the control, coordination and management of all Legal Services Providers (including various prosecution agencies such as the NSW Police Force, Environmental Protection Authority and the NSW National Parks and Wildlife Service) and the legal requests referred to those providers. This is to:

- a) avoid conflicts of interest;
- b) ensure consistency and quality of service;
- c) maintain client legal privilege; and
- d) maximise value from Council's expenditure on Legal Services Providers.

~~4.4.24.6.2~~ 4.6.2 Other than the CEO (who may do so only in accordance with 4.6.5 and ~~4.6.4.4.5 and 4.4.6~~) Council staff must not directly engage a Legal Services Provider. For the avoidance of any doubt this applies to the initial engagement of a Legal Services Provider as Council staff may from time to time be requested to correspond with and provide instructions directly to a Legal Services Provider in certain circumstances for the purpose of efficiencies.

4.4.34.6.3 The General Counsel must consult with the referring officer before selecting a Legal Services Provider. The General Counsel, however, retains sole discretion as to the selection of this provider and the terms on which such referral of legal work will be made.

4.4.44.6.4 Legal Service Providers will be engaged in accordance with the Procurement Standards as adopted by Council.

4.4.54.6.5 The CEO may, at his/her sole discretion, directly engage a Legal Services Provider for work that is of a sensitive or urgent nature. Sensitive or urgent matters include but are not limited to:

- a) Industrial relations or staff matters (which may include seeking advice from LGNSW)
- b) Public Interest Disclosures
- c) Suspected breaches ~~or of~~ privacy legislation, corrupt conduct or breaches of the Code of Conduct

4.4.64.6.6 For the purpose of clause 4.6.54.4.5, the CEO may direct the Director of ~~City~~ Corporate ~~Support~~, ~~the Internal Ombudsman~~ or the ~~Manager People and Organisational Development~~ Chief People Officer to directly engage a Legal Services Provider.

4.4.74.6.7 All engagements of a Legal Services Provider under clause 4.6.54.4.5 must be notified to the General Counsel including the name of any Legal Services Provider ~~together with estimated costs~~. These details will be included in the Active Legal Matters Register and may be reported in the annual report and/or to any auditors as required by the *Local Government Act 1993*.

4.4.84.6.8 The General Counsel is responsible for the control, coordination and management of all expert witnesses. Council staff must not directly engage witnesses ~~as~~, doing so will jeopardise any claim for client legal privilege over communications with that expert ~~or~~ witness.

#### 4.54.7 Client legal privilege

4.5.14.7.1 Legal communication attracts client legal privilege. Client legal privilege may be waived (or lost) by inadvertent or actual disclosure of the advice or the existence of the advice to a third party.

4.5.24.7.2 Client legal privilege is recognised in many circumstances, including (relevantly for Council) as a basis for:

- a) closing a Council meeting to exclude members of the public under section 10A of the *Local Government Act 1993*;
- b) withholding documents under the *Evidence Act 1995* and the *Government Information (Public Access) Act 2009*; and

- c) withholding documents from production under a subpoena or notice to produce, whether or not Council is a party to the legal proceedings.

4.5.34.7.3 As a general rule, Council is entitled to claim client legal privilege for any communications between lawyers (including LSU lawyers) and members of Council staff or witnesses, provided those communications are for the dominant purpose of seeking or receiving legal advice or services, or where those communications relate to litigation that has already commenced or is anticipated.

4.5.44.7.4 All Councillors and members of Council staff must treat all communications between them and LSU (and any Legal Services Provider) as strictly private and confidential, and only disclose them to others within the Council on a "strictly need to know" basis. Legal advice should not, under any circumstances, be forwarded or even referred to in any published documents or written or verbal communications with anyone outside Council other than in cases of necessity, or for periodical confidential reporting to Council. Disclosing even the most general information about the legal advice may compromise its privileged status.

4.5.54.7.5 Communications from LSU to or from Legal Services Providers should not be disclosed to anyone outside Council, without first obtaining the written approval of the General Counsel or Deputy General Counsel.

#### 4.74.8 Notification of matters to the Mayor and Councillors

4.8.1 The General Counsel will keep the Mayor and Councillors apprised of the progress and outcome of major or significant litigation or transactions by:

(a) providing quarterly reports to Council for consideration in confidential session; or

4.7.1(b) publicly reporting information that does not waive legal professional privilege.

4.7.24.8.2 All insured litigation, managed by the Civic Risk Mutual Panel, is dealt with through the Civic Risk Mutual Board. Councillors who are members of the Board will receive information through the Board and must adhere to the Board's fiduciary obligations.

#### 4.84.9 Legal advice to be followed – Model litigant

4.8.14.9.1 Other than as set out in 4.9.34.8.2 and 4.9.44.8.3, legal advice provided by the LSU or by a Legal Services Provider is to be followed by Council. It is noted that, pursuant to section 731 of the *Local*

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*Government Act 1993*, Councillors and staff are not liable personally for anything done in good faith.

4.8.24.9.2 LSU and Council acknowledge the obligation to act as a model litigant in relation to civil claims and civil litigation in accordance with the Model Litigant Policy adopted by Department of Justice NSW. The obligation to act as a model litigant requires more than merely acting honestly and in accordance with the law and court rule. It also goes beyond the requirement for a lawyer to act in accordance with their ethical obligations. Essentially it requires ~~council~~ Council to act with complete propriety, fairly and in accordance with the highest professional standards.

4.8.34.9.3 Council staff who do not wish to follow the advice provided by LSU or by a Legal Services Provider may request that the General Counsel seek a second opinion from another Legal Services Provider. After discussing the matter with the referring officer, the General Counsel may seek a second opinion from a Legal Services Provider in accordance with 4.6 4.4 (External legal referrals and witnesses).

4.8.44.9.4 The CEO, or the Council by resolution, may (in writing) authorise Council staff to not act in accordance with advice provided by LSU or by a Legal Services Provider and, in that case, the CEO will inform the General Counsel of his/her decision and the reasons for making that decision.

#### 4.9.10 Review of legal services

4.9.14.10.1 Council staff may request that the General Counsel review specific legal services provided by LSU or a Legal Services Provider.

4.9.24.10.2 Requests for review must be in writing and contain sufficient information and supporting documents to enable the General Counsel to review the services provided.

4.10.3 The General Counsel must acknowledge receipt of a request for review within ~~48 hours~~ two business days and must respond to the request with 14 calendar days (or such other reasonable time having regard to the request and the circumstances).

4.9.34.10.4 The General Counsel may conduct a review personally or arrange for another person to do the review and may engage a Legal Services Provider for this purpose.

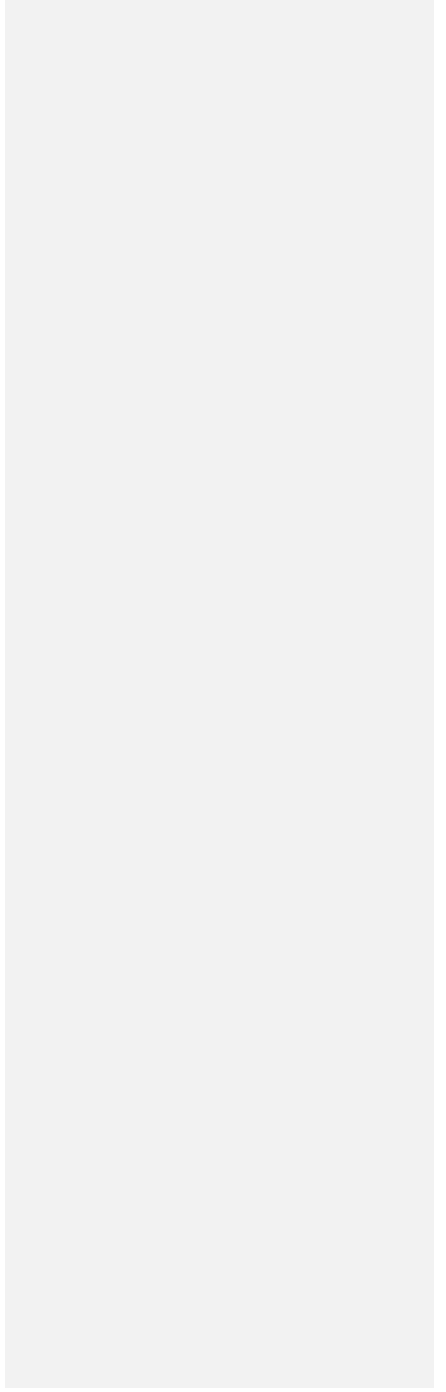
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#### 4.11 Breaches of this policy

4.11.1 A breach of this policy will be dealt with in accordance with Council's Code of Conduct and Code of Conduct Procedures and in the case of

staff, will consider the relevant provisions of the Award, relevant policies and/or enterprise/industrial agreements.



**AUTHORISED BY**  
Council

**EFFECTIVE FROM**  
27 March29 May 2024

**DEPARTMENT RESPONSIBLE**  
Corporate Support (LSU)

**REVIEW DATE**  
27 March29 May 2028

**REFERENCES**  
Liverpool City Council: Code of Conduct  
Liverpool City Council: Code of Conduct Procedures  
  
Liverpool City Council: ~~Ethical Governance~~: Conflicts of Interest Policy  
Liverpool City Council: Councillor Access to Information and Interaction with Staff Policy  
Model Litigant Policy – NSW Department of Justice:  
<https://www.justice.nsw.gov.au/legal-services-coordination/Pages/info-for-govt-agencies/model-litigant-policy.aspx>  
[Procurement Standards](#)

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VERSION				
Version	Amended by	Changes made	Date	TRIM Number
1	Council	Original adoption	23 December 2013	270066.2013
2	Council	Complete review	29 July 2015	126646.2015
3	Council	Complete review	27 February 2019	033829.2019
4	Council	Complete review	27 May 2024	XXXXXX.2024

## CFD 01

## Stakeholder Engagement Strategy

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	151062.2024
<b>Report By</b>	Haris Strangas - Senior Officer Government Relations
<b>Approved By</b>	Shayne Mallard - Director City Futures

**EXECUTIVE SUMMARY**

Participating in professional memberships and cross-regional alliances offer Council a strategic avenue for effectively collaborating with specialist bodies and associations to represent the community's interest, work towards addressing the multi-faceted challenges it faces and enhance community outcomes.

Council has traditionally had active involvement with more than twenty unique advocacy and industry bodies.

At its Governance Committee meeting on 15 November 2023, the Committee resolved that:

1. *That Committee discontinues membership of:*
  - *Western Sydney Regional Organisation of Councils (WSROC)*
  - *Committee for Sydney*
  - *National Growth Areas Alliance*
2. *Utilise savings to improve recognition of Southwest Sydney through more targeted memberships.*
3. *To direct the CEO to prepare a strategy in relation on advocacy and government relations and to examine each of the existing memberships on how they come within the strategy and benefit the strategy and report back to Council.*

This report provides information on the findings of a review of Council's stakeholder engagement and examines how each of the existing memberships align with Council's advocacy and government relations strategic framework.



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## **RECOMMENDATION**

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That Council:

1. Implements a criteria for subscribing to any organisation, ensuring that potential memberships offer at least three of the following four key benefits: Collective Advocacy, Training and/or Professional Development, Networking Opportunities, and Profiling and Branding Opportunities;
2. Continues membership of the National Growth Alliance as the peak national advocacy body; and
3. Continues membership of the Western Sydney Regional Organisation of Councils (WSROC) due to its alignment with Council's advocacy and government relations framework.

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## **REPORT**

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### **Council's advocacy and government relations framework**

This report provides an overview of the organisations that Council is aligned with and proposes a strategic framework and criteria be implemented for professional memberships and cross-regional alliances. This will guide future decisions regarding council memberships, ensuring that resources are invested in organisations that provide tangible benefits to Council and the community.

Before considering whether to join a professional association or collective alliance, it is proposed that Council receive at least three of following four key benefits:

#### **1. Collective Advocacy**

- Demonstrated ability to engage in collective advocacy efforts on issues pertinent to the interests and priorities of Liverpool City Council.
- Capacity to amplify Council's voice through collaborative initiatives, coalitions, or joint advocacy campaigns.  
Track record of influencing policy decisions at local, regional, state, or national levels through concerted advocacy efforts.

## **2. Profiling and Branding Opportunities for Liverpool City Council**

- Platforms for showcasing Council's achievements, initiatives, and leadership in relevant fields or sectors.
- Opportunities for promoting Council's brand, projects, and strategic priorities to a wider audience, including potential investors, partners, and stakeholders.
- Increased visibility and recognition within the community, industry, and government through targeted profiling initiatives.

## **3. Training and/or Professional Development**

- Provision of training programs, workshops, or resources that contribute to the professional development and capacity-building of council staff and elected representatives.
- Opportunities for skill enhancement, knowledge transfer, and staying abreast of best practices in relevant areas such as governance, planning, sustainability, etc.
- Access to expert speakers, industry insights, and educational materials that add value to the Council's human resources.

## **4. Stakeholder Networking Opportunities**

- Platforms for connecting with elected officials, heads of government bodies, peers, stakeholders, and industry professionals to exchange ideas, share experiences, and foster collaborations.
- Facilitation of networking events, forums, or conferences that enable Council representatives to build relationships, forge partnerships, and leverage collective expertise.
- Enhanced visibility within the broader community and increased opportunities for collaboration through strategic networking initiatives.

By incorporating these criteria into the evaluation process for council memberships, Council ensures that its resources are invested in organisations that offer tangible benefits and align with its strategic objectives.

### **Examination of Council's existing memberships in line with the above criteria**

Council's existing memberships have been evaluated based on their alignment with the above criteria and their effectiveness in achieving tangible benefits for the community. Below is a cost/benefit analysis of Council's existing memberships, including the achievements that Council has received as a result of its involvement in the last twelve months.

By integrating these criteria into the evaluation process for Council's stakeholder engagement and memberships, resources are directed towards organisations that provide clear benefits and adhere to Council's strategic goals. This approach highlights Council's priorities, key stakeholders, communication avenues, and strategies for influencing policy decisions across various government levels.

Council Membership	Collective Advocacy	Profiling and Branding Opportunities	Stakeholder Networking Opportunities	Training/ Professional Development	2024-25 FY Budget	Benefits/Key Achievements
<p>The Parks, Sydney's Parklands Councils</p> <p>(formerly Western Sydney City Deal)</p>	Yes	Yes	Yes	Yes	\$186,300	<p>The Parks, Sydney's Parklands Councils includes several facets which Council subscribes to as part of its membership. This includes the Western Sydney Planning Partnership, Tripartate forums and Western Sydney Health Alliance.</p> <p>As a member of the The Parks, Council engages closely with other participating councils, (Blue Mountains, Camden, Campbelltown, Fairfield, Hawkesbury Penrith and Wollondilly) on a number of strategic initiatives in western and south western Sydney. These have included close involvement from both state and federal government departments and representatives.</p> <p>Council's continued involvement with The Parks ensures Liverpool has a voice in collective advocacy efforts including:</p> <ul style="list-style-type: none"> <li>advocating for integrated and connected infrastructure, such as smart rail, bus, road, and digital networks. These infrastructure projects are vital for enhancing connectivity</li> </ul>

						<p>within the region, improving transportation access for residents, and facilitating economic growth.</p> <ul style="list-style-type: none"> <li>• advocating for better access to education and skills training for current and future workers.</li> <li>• advocating for policies and initiatives that promote affordable and sustainable housing options.</li> <li>• collaborating with neighbouring councils on preserving and celebrating open spaces, natural areas, and the region's unique cultural attributes.</li> </ul> <p>Benefits to the community which Council has received as a result of its involvement with The Parks, Western Parklands Councils, includes:</p> <p><i>Western Sydney Planning Partnership Office</i></p> <p>The eight councils of the Western Parkland City, along with Blacktown City Council, have formed the Western Sydney Planning Partnership Office (PPO). The PPO has completed projects such as creating Street Design Guidelines for new release areas that maximise pedestrian access, public transport and traffic flow, and completing Precinct Planning for the Western Sydney Aerotropolis Plan.</p>
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						<p><i>Yarpa Indigenous Business and Employment Hub</i></p> <p>The Yarpa Indigenous Business and Employment Hub connects Indigenous businesses, entrepreneurs and job seekers to business and employment opportunities throughout NSW. The Hub is located in Liverpool.</p> <p><i>Western Parkland City Liveability Program</i></p> <p>The Liveability Program has provided more than \$12 million in funding to complete the construction of a recreation hub at Phillips Park, Lurnea and more than \$2 million towards the upgrade of Light Horse Park, Liverpool, which includes a playground and a sports field.</p> <p><i>Western Sydney Health Alliance</i></p> <p>The Western Sydney Health Alliance was established to take a regional approach to improve the health of residents of the Western Parkland City. Council staff have attended workshops on population health policy and best practice and participated in professional development initiatives.</p>
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Committee for Liverpool	Yes	No	Yes	Yes	\$100,000	<p>The Committee for Liverpool facilitates dialogue amongst industry experts across various critical sectors, including education, health, the economy, and infrastructure.</p> <p>At the most recent Committee for Liverpool, Council signed a Memorandum of Understanding with the University of New South Wales.</p>
Urban Development Institute of Australia (UDIA)	Yes	Yes	Yes	Yes	\$4,050	<p>UDIA NSW represents over 500 member companies and agencies. Council benefits from UDIA's commitment to evidence-based research, which informs advocacy efforts directed towards state, federal, and local government bodies. This ensures that development policies and critical investments are strategically directed.</p> <p>Moreover, UDIA NSW provides Liverpool City Council with valuable opportunities for networking, professional development, and access to information sessions – including in the Liverpool LGA. Through these channels, Council can stay informed about industry trends, engage with key stakeholders, and enhance its capacity to drive sustainable urban development and economic growth within the region.</p>
Local Government NSW (LGNSW)	Yes	Yes	Yes	Yes	\$77,625	<p>LGNSW provides a platform for Council to voice its concerns and priorities at both the state and federal levels of government. Through access to policy advice, management support, and grants application assistance, Council is empowered to deliver high-quality services tailored to the needs of the local community.</p>

Property Council of Australia	Yes	Yes	Yes	No	\$7,442	The Property Council assists in promoting Council as a champion of the creation of vibrant, liveable communities, envisions a sustainable future, and strives to foster economic growth that benefits all residents.
Committee for Economic Development of Australia (CEDA)	Yes	Yes	Yes	Yes	\$5,796	<p>The Committee for Economic Development (CEDA) offers Liverpool City Council provides professional development, networking, and promotion opportunities. The Committee also provides access to Ministers and key decision makers at both State and Federal levels through its Trustee Program.</p> <p>CEDA also has a range of events which provide Councillors and staff with information on industry trends, State and Federal Government priorities and topical issues.</p>
Liverpool Chamber of Commerce and Industry	Yes	Yes	Yes	Yes	\$5,000	<p>Council's membership with the Liverpool Chamber of Commerce and Industry underscores its commitment to fostering a thriving local economy and supporting the success of small businesses within Liverpool. Through its involvement with the Chamber, Council demonstrates its dedication to being in tune with the sentiments and needs of these enterprises.</p> <p>This ensures Council gains valuable insights into the challenges and opportunities facing small businesses, allowing it to tailor policies, programs, and services to better support their growth and sustainability.</p>



Liverpool Innovation Precinct	Yes	Yes	Yes	Yes	\$56,304	<p>The Liverpool Innovation Precinct (LIP) unites stakeholders from government, education, and business to attract industries and generate employment opportunities that will be pivotal in driving socioeconomic advancement and transform the precinct into a dynamic hub for growth, particularly in the health, education and research sectors.</p> <p>In the last twelve months, the LIP has:</p> <ul style="list-style-type: none"> <li>• Facilitated significant agreements with companies such as Hitachi Australia, GE Health, Johnson &amp; Johnson, Siemens, and Samsung, leading to groundbreaking collaborative ventures, including pioneering telehealth initiatives and the provision of tertiary-level care services to remote areas.</li> <li>• Been awarded by the Greater Sydney Commission for thought leadership in integrating health education and research with the K-12 sector</li> <li>• Led a successful Health and Research Trade delegation to New Zealand</li> <li>• Chosen as a partner by the Global Institute on Innovation Districts to collaborate on precinct development and research into the economic value of innovation precincts</li> <li>• Established a 10-year Australian–New Zealand BioBridge partnership, linking 12 university, hospital, independent, and Crown research institutions, aimed at advancing innovative medical technologies and the economic contribution of the medical technology sector.</li> </ul>
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The Forum on Western Sydney Airport (FoWSA)	Yes	Yes	Yes	No	Nil	By actively participating in FoWSA, Liverpool ensures that its voice is heard in discussions related to airport development, planning, and infrastructure. This enables Council to advocate for the interests and concerns of its residents, especially regarding issues such as noise pollution, transportation, and environmental impacts. Additionally, being part of FoWSA allows Council to stay informed about the progress of the airport project and to engage proactively in shaping its outcomes. Liverpool's involvement in FoWSA fostering transparency, community engagement, and effective decision-making surrounding the Western Sydney Airport development.
South West Tourism Taskforce	Yes	Yes	Yes	No	Nil	<p>As a member of the South West Sydney Tourism (SWST), Council plays an active role in promoting the tourism sector within the LGA. SWST, with its recent initiative, the Western Sydney Tourism Awards, is poised to highlight the achievements of local tourism businesses, spotlighting the unique offerings of the region.</p> <p>From showcasing the diverse attractions of Liverpool to organising informative events for members and stakeholders, SWST has been instrumental in raising awareness and stimulating growth in South West Sydney's tourism sector.</p>

Business Western Sydney	Yes	Yes	Yes	Yes	\$16,795	<p>Business Western Sydney assists Council to identify and capitalise on innovative opportunities for investment and development, driving growth and sustainability in the local economy.</p> <p>Business Western Sydney has a strong advocacy role for Western Sydney, recently driving a case to the State Government to cut red tape along River foreshores to unlock untapped planning potential along the Georges River. They also regularly publish responses to state and federal government budgets on behalf of the region.</p>
Western Sydney Leadership Dialogue	Yes	Yes	Yes	No	\$34,155	<p>Since its establishment in 2015, the Western Sydney Leadership Dialogue has promoted key issues in the region and facilitated a platform for advocacy.</p> <p>Notably, Council has partnered with the Dialogue to increase awareness on the need for infrastructure surrounding Western Sydney Airport.</p> <p>Through its membership Council is connected to key decision makers to help affect positive social and economic change. Most recently, the Dialogue held the Airport Summit in Liverpool, which brought together various stakeholders across all levels of Government and the private sector to discuss the prospective airport plans and needs of the region.</p> <p>The Dialogue also assisted Council in establishing the Committee for Liverpool.</p>

Resilient Sydney	Yes	Yes	Yes	Yes	\$45,662	<p>Participation in the Resilient Sydney initiative provides Council with access to resources and the expertise necessary for understanding and addressing the unique resilience challenges faced by the region. This includes strategies for mitigating the impact of natural disasters such as floods, bushfires, and extreme weather events.</p> <p>By being involved in Resilient Sydney, Council can contribute to shaping resilience policies and initiatives at both the local and metropolitan levels. This ensures that the specific needs and priorities of Liverpool's community are considered in broader resilience planning efforts.</p> <p>Additionally, participation in Resilient Sydney fosters opportunities for collaboration and knowledge-sharing among stakeholders across Greater Sydney. By engaging with other councils, government agencies, businesses, and community organisations, Liverpool can exchange best practices, learn from shared experiences, and strengthen its resilience efforts.</p>
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Georges Riverkeeper	Yes	Yes	Yes	Yes	\$93,150	<p>Georges Riverkeeper represents the eight local councils in the Georges River Catchment of NSW with a collective responsibility for the health of the Georges River. The Acting CEO recently signed off on Council hosting the Riverkeeper following the Council Elections in September 2024, for a period of four years.</p> <p>By actively participating in Georges Riverkeeper, Council contributes to coordinated efforts focused on reducing litter volume, improving biodiversity, monitoring river health, and researching sustainable solutions. Furthermore, being part of this collaborative initiative enables Council to access shared resources, expertise, and funding opportunities, amplifying their impact on environmental conservation and community education within the catchment area. Through this partnership, Council demonstrates its commitment to environmental stewardship and the well-being of its residents, both present and future.</p>
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Western Sydney Regional Organisation of Councils (WSROC)	Yes	Yes	Yes	Yes	\$100,000	<p>With a focus on considered policy analysis and bipartisan advocacy, WSROC provides Council with a platform to address crucial issues affecting the region's growing population. Through WSROC's collaborative projects and resource-sharing initiatives, Liverpool gains access to valuable opportunities for collective action and innovation.</p> <p>For instance, participating in projects such as the Western Sydney Energy Program and the Regional Waste Avoidance and Recovery Strategy enables Council to leverage shared resources and expertise, driving tangible outcomes in energy efficiency and waste management.</p> <p>Moreover, Council benefits from WSROC's role in facilitating joint initiatives, such as the independent technical review of the Western Sydney Airport draft Environmental Impact Statement (EIS), which allows Councils to collectively advocate for the best interests of their communities. Overall, WSROC serves as a vital platform for Liverpool City Council to engage in collaborative efforts, access resources, and advocate effectively for the well-being and sustainable development of Greater Western Sydney.</p> <p>As a result of this, it is recommended that Council re-joins WSROC.</p>
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National Growth Areas Alliance (NGAA)	Yes	Yes	Yes	Yes	\$32,000	<p>The NGAA represents one of the few Federal bodies that provide expertise and advocacy for the planning of growth LGAs. In NSW, this includes Blacktown, Campbelltown, Camden, Liverpool, Penrith and Wollondilly. The Alliance has advocated to the Federal Government on a range of infrastructure and planning issues, with a focus on making the outer suburbs more liveable, productive, and resilient.</p> <p>Furthermore, the NGAA serves as a platform for exchanging information and expert insights, facilitating collaborative solutions for sustainable development. Engaging with the Alliance also presents valuable networking opportunities and enhances Council's position within the realm of urban planning and development.</p>
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*Note: The fees above reflect the current membership fees for the organization. They do not include the cost of training programs, events or other ancillary costs which may arise during a financial year; which are determined by individual business units and determined within available budgets.*

## **FINANCIAL IMPLICATIONS**

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

## **CONSIDERATIONS**

<b>Economic</b>	<p>The memberships support Council to further its broader economic interests by providing a forum for collective advocacy, engagement with all levels of government, stakeholder relations and cross regional collaboration.</p> <p>Moreover, the stakeholder relations cultivated through membership activities can lead to partnerships with businesses, industry associations, and community groups, fostering collaboration on projects that drive economic prosperity.</p>
<b>Environment</b>	<p>Through its involvement with Resilience Sydney, the Georges Riverkeeper, WSROC and West Sydney City Deal, Council is actively participating in dialogue and advocacy pertaining to environmental issues affecting Liverpool and neighbouring councils.</p> <p>By collaborating on initiatives such as the restoration of the Georges River ecosystem and developing climate resilience strategies, Councils demonstrates proactive leadership in safeguarding the environmental well-being of Liverpool.</p>
<b>Social</b>	<p>The memberships provide Council with a platform for fostering collaboration and driving collective action on the social issues impacting the community and the broader region with a strong emphasis on issues affecting Liverpool. As a strong partner within these memberships, Council leverages the various relevant stakeholders to amplify its voice on critical matters; championing policies, initiatives, and projects that advance community wellbeing and prosperity.</p>



<p><b>Civic Leadership</b></p>	<p>Liverpool City Council exemplifies strong civic leadership through its active engagement in various memberships, where it often assumes lead roles as both a host and advocate. As a host, Liverpool provides a platform for fostering collaboration and driving collective action on key issues impacting the community and the broader region.</p> <p>Through its leadership in memberships, such as the Western Sydney Regional Organisation of Councils (WSROC) and other collaborative initiatives, Liverpool spearheads efforts to address pressing challenges, promote sustainable development, and advocate for the interests of its constituents. Additionally, as a vocal advocate within these memberships, Liverpool City Council amplifies its voice on critical matters, championing policies, initiatives, and projects that advance the well-being and prosperity of the community. By leveraging its leadership positions and advocacy efforts in various memberships, Liverpool City Council demonstrates a steadfast commitment to civic leadership, driving positive change and making meaningful contributions to the collective advancement of the region.</p>
<p><b>Legislative</b></p>	<p>Council's memberships serve as vital channels for participating in collective advocacy and advocacy initiatives, providing avenues to amplify its voice on crucial issues impacting the community and beyond.</p> <p>Through memberships, Liverpool gains opportunities to collaborate with neighbouring councils and stakeholders, collectively advocating for policies and projects that address shared challenges and priorities. These memberships offer platforms for dialogue, information exchange, and strategic collaboration, enabling Liverpool City Council to contribute to the development of comprehensive advocacy strategies and campaigns. By actively engaging in these memberships, Liverpool strengthens its capacity to influence decision-making processes at local, State, and Federal levels, advocating effectively for the interests and well-being of its residents.</p> <p>Through collective advocacy efforts facilitated by its memberships, Liverpool City Council demonstrates its commitment to proactive engagement, collaboration, and driving positive change for the benefit of the community it serves.</p>
<p><b>Risk</b></p>	<p>Council should carefully consider the significant risks associated with exiting memberships engaged in proactive lobbying efforts. Firstly, withdrawal from such organizations could result in potential</p>

	<p>reputational damage, signaling a lack of commitment to staying informed and involved in relevant issues concerning constituents.</p> <p>Exiting these bodies would lead to the loss of valuable collective advocacy opportunities with other councils, reducing the council's ability to amplify its voice and influence policymakers at both State and Federal levels. Abstaining from participation may result in a loss of access to crucial industry insights and updates, hindering informed decision-making processes and strategic planning efforts. In essence, remaining engaged in these memberships not only showcases the council's dedication to advocacy but also fosters collaboration and provides access to essential industry information.</p>
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## **ATTACHMENTS**

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Nil

## CTTE 01

**Minutes of the Companion Animals Advisory  
Committee Meeting held on 5 March 2024**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	122337.2024
<b>Report By</b>	Noelle Warwar - Manager Community Standards
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Companion Animals Advisory Committee Meeting held on 5 March 2024.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Companion Animals Advisory Committee Meeting held on 5 March 2024.

**REPORT**

The Minutes of the Companion Animals Advisory Committee held on 5 March 2024 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**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.

<b>Social</b>	Support community organisations, groups and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Facilitate the development of community leaders. Encourage the community to engage in Council initiatives and actions. Provide information about Council's services, roles and decision making processes.
<b>Legislative</b>	Include any relevant legislation and section here. There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

1. Minutes of Companion Animals Advisory Committee Meeting on 5 March 2024



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

## MINUTES FROM COMPANION ANIMALS ADVISORY COMMITTEE MEETING 5 MARCH 2024

### COUNCILLORS:

Karress Rhodes  
Fiona Macnaught

Chairperson/Committee Member  
Deputy Mayor

### COMMITTEE MEMBERS:

Ted Humphries  
Stephen Dobell-Brown  
Rosalyn Faddy  
Claudia Jones (online)  
Nathan McCredie (online)

Rossmore Vet, Vet  
Community Member  
Community Member  
RSPCA, Welfare  
Dog Gone Mad, Behavioural & Training Specialist

### COUNCIL ATTENDEES:

Noelle Warwar  
Rosalie Jones  
Belinda Navas  
Leanne Bourne

A/Director Planning & Compliance  
A/Manager Community Standards  
A/Coordinator Regulatory Services  
Business Support Officer (Minutes)



## OPEN

Meeting opened at 4:34 pm.

### 1. WELCOME, ATTENDANCE AND APOLOGIES

Clr Rhodes opened the meeting and noted the apologies.

### 2. DECLARATIONS OF INTEREST

Nil

### 3. PREVIOUS MINUTES

The Committee was informed of the completed actions from the previous minutes.

The Committee agreed that the minutes from the previous meeting held on 5 December 2023 be acknowledged.

#### **Actions from Previous Minutes**

**Action:** The Committee recommends that Council staff amend the Terms of Reference to include more community members.

Council staff are currently investigating the process for amending the Terms of Reference and an update on this will be provided in a future report.

**Action:** By consensus, the Committee agreed that further consideration of the proposed joint event with Dai Le's office be undertaken by appropriate members of Council staff. A follow up meeting was conducted 20 December 2023 but the location chosen for the event is within the Fairfield LGA, it is not appropriate for Liverpool City Council to participate on that occasion.

### 4. URBAN CAT MANAGEMENT PLAN - Update

A/Coordinator Regulatory Services provided an update on Council's Urban Cat Management Plan.

In Council's desexing program from October to the present Council desexed 244 cats. The program has been very successful and will continue as long as funding is available. This program is specifically for owned cats and is assisting to stop uncontrolled breeding where cats are not contained and prevented from roaming.

#### **Queries & Discussion**

Stephen Dobell-Brown queried if residents from other areas are eligible for the program?

A/Coordinator Regulatory Services advised that the program is for residents of the Liverpool LGA only, and residents of other Council areas should contact their own Council.



Clr Rhodes asked how many cats do we desex when we run the program, and is there a waiting list? Also, what is the demand to servicing ratio?

A/Coordinator Regulatory Services stated that the program is ongoing and is weekly. At present we have allocated days at vet clinics and have bookings on those days. The demand is far higher than our ability to provide the service at the moment. This service depends on a number of logistics, including availability of vet clinics.

**Action:** Advise numbers on waiting list.

Stephen Dobell-Brown asked about funding going forward for this program.

A/Coordinator stated Council has secured the funds this year to continue with this current program.

Clr Rhodes asked about latest correspondence received from State Government regarding Council's Resolution in relation to cats.

A/Coordinator Regulatory Services advised that Council received a response which was included in the documents provided. The response encouraged Council to make a submission in the cat management enquiry which will take place later in the year.

Clr Rhodes asked if Council receives any information regarding items if these can be circulated to members of the Committee in between meetings to keep updated on matters.

Clr Rhodes asked if it is worth contacting other Councils initiating a combined effort/collaboration for the control of cats?

A/Coordinator Regulatory Services advised there is already a group named Councils Unite for Pets which has regular meetings. Representatives of the RSPCA and of the Office of Local Government also attend, and participate in discussions of issues that are affecting Councils.

Rosalyn Faddy asked what is cat containment at night?

A/Director Planning & Compliance stated cat containment means that the cat is enclosed and is not let out at night eg. in an enclosure.

Claudia Jones advised that the Keeping cats Safe at Home program, which has been running for a few years in collaboration with 11 Councils, produced a number of resources and advice in creating human behaviour change around cat ownership and containment.

**Action:** Council to share social media posts from RSPCA regarding cat containment.

All the KCSH resources can be accessed via <https://www.rspcansw.org.au/keeping-cats-safe/resources/>. Resources include topics like what to do if you've found kittens, transitioning your cat to staying indoors, enrichment, children's activities etc.



## 5. STATISTICS

The quarterly statistics for the period October to December 2023 were discussed with the Committee. The statistics attached to the agenda were discussed regarding the dogs entering the Shelter from 30 November 2023 to 28 February 2024 and the outcomes. The statistics provide a useful summary and are very transparent for the community.

Clr Rhodes queried how Council can ensure that dogs are not going to puppy farms?

A/Director Planning and Compliance advised that Council's Rehoming Officer is very dedicated, and is excellent when assessing prospective owners for dogs. All dogs leaving the Liverpool Animal Shelter are desexed which also eliminates the possibility of going to a puppy farm.

Clr Rhodes also asked how many puppies that are too young to be desexed do we get at the shelter, and how old do they have to be to be desexed?

Edward Humphries stated that the Shelter does not receive very many puppies maybe approximately four at present.

Clr Rhodes asked if Council can include in the statistics the number of puppies that cannot be desexed?

A/Coordinator Regulatory Services stated that Council can provide that data in the statistics.

Committee members participated in discussion about puppy farms and DA requirements.

Claudia Jones from RSPCA advised about RSPCA requirements that ensure the codes of practice for breeding dogs is followed. The breeding Code of Practice can be found on the NSW Department of Primary Industries website.

Clr Rhodes queried whether Council knows how many puppy breeders are registered in the Liverpool LGA?

A/Coordinator Regulatory Services stated that the number is not known as it is not data Council collects.

Clr Rhodes asked are residents still bringing cats to the shelter to surrender?

A/Coordinator Regulatory Services advised that Council is still receiving these calls, but the numbers have reduced.

Claudia Jones advised that in the year 2021/22 the RSPCA received 742 cats from the Liverpool LGA.

## 6. GENERAL BUSINESS

Stephen Dobell-Brown asked about the latest on the new Liverpool Animal Shelter at Rossmore including the zoning.





Clr Rhodes stated that the matter is progressing, and that all options are being a considered, but an announcement cannot be made at present. Rossmore Grange has been zoned for an animal shelter in Liverpool. A Plan of Management needs to be completed and it does take time.

Clr Rhodes encouraged any Committee member, who has any information or who wants to raise any issues to submit those items to Council between meetings of the Committee.

## **CLOSE**

**Meeting closed at 5.48 pm.**

**CTTE 02**

**Minutes of the Liverpool Sports Committee  
meeting held on 6 March 2024**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	128838.2024
<b>Report By</b>	Craig Lambeth - Manager Community Recreation
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

This report is tabled to present the Minutes of the Liverpool Sports Committee meeting held on 6 March 2024.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Liverpool Sports Committee meeting held on 6 March 2024.

**REPORT**

The Minutes of the Liverpool Sports Committee meeting held on 6 March 2024 are attached for the information of Council.

Actions include:

- Processing six (7) approved Sporting Donations to support local athletes.
- Processing three (3) approved Sporting Grants to support local clubs.

**FINANCIAL IMPLICATIONS**

Actions contained in the minutes are within the Council operating budget.

**CONSIDERATIONS**

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<b>Economic</b>	There are no economic or financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Support community organisations, groups, and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	Sections 356(3), 377(1), and 378 of the Local Government Act 1993.
<b>Risk</b>	There are no risk considerations.

**ATTACHMENTS**

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1. Liverpool Sports Committee Minutes of meeting held 6 March 2024



## Minutes

### MINUTES OF LIVERPOOL SPORTS COMMITTEE

Held

**Wednesday 6 March 2024**  
**7.00pm**

#### 1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Welcome to all members noting:

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
Tony Jackson	Southern Districts Softball Association, representing Softball
Daniel Di Lucca	Tennis First, representing Tennis
Nick Baglin	AFL NSW/ACT, representing AFL
Nathan Gilbert	Moorebank Hockey, representing Hockey
Jake Brightwell	NSW Rugby League, representing Rugby League
Brian Martin	NSW Barefoot Waterski Club, representing Club <100 members
Fiona Heath	Moorebank Royal Baseball, representing Baseball
Sharjeel Siddiqui	Fairfield Liverpool Cricket Association, representing Cricket

##### OTHER ATTENDEES:

Chris Corby	Coordinator Community Recreation, Liverpool City Council
Natasa Zekanovic	Senior Community Development Officer, Alcohol and Drug Foundation

##### APOLOGIES:

Greg Blaxland	Liverpool Basketball Association, representing Basketball
Ron Hughes	Southern Districts Soccer Football Association, representing Football (Soccer)
Peter Velloff	Liverpool City Archers, representing Archery
Craig Hardman	Prestons Robins Little Athletics, representing Athletics
Monica Nastasi	Werriwa Dog Training Club, representing Dog Training
Alex Simmons	Belgravia Leisure, representing leisure centre operations
Melissa King	Liverpool Netball Association, representing Netball
Gerry Knights	South West Sydney Academy of Sport



## Minutes

### 3. GENERAL BUSINESS

#### 3.1. Australian Drug Foundation – Good Sports Program and Support available to clubs

Guest Speaker Natasa Zekanovic gave a presentation on the Good Sports Program and support the ADF can provide to local clubs. After the meeting Chris Corby forwarded Natasa's contact information and her presentation to all committee members.

Resolution: *That the Sports Committee notes the information presented by ADF.*

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

#### 3.2. Sporting Grants and Donations

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**

Three applications were received as detailed below:

1. Werriwa All Breeds Dog Training Club Inc

Purpose: The club is seeking to replace ceiling tiles for 2 rooms (main room and kitchen) at Freeman Oval. Due to the number of floods the club house has experienced over the years, the ceiling tiles have become mouldy creating a health hazard.

2. Hinchinbrook Hornets JRLFC

Purpose: The club is seeking to buy team sporting equipment such as tackle rings (ring shaped tackle bags) and a line marking machine.



## Minutes

### 3. Maydaan Archery Club Australia

Purpose: The club is seeking to buy a 'horse machine'. This equipment simulates sitting on horse back while firing a bow.

**Total Recommended Sport Grants Funding: \$13,261.90**

Resolution: *That the Liverpool Sports Committee endorses the following applications for Sporting Grants:*

<i>Applicant</i>	<i>Amount</i>
<i>Werriwa All Breeds Dog Training Club</i>	<i>\$3,300</i>
<i>Hinchinbrook Hornets JRLFC</i>	<i>\$4,960.90</i>
<i>Maydaan Archery Club Australia</i>	<i>\$5,000</i>
<b>TOTAL</b>	<b>\$13,261.90</b>

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

### Sporting Donations

The following applications were assessed:

Applicant	Sport	Amount	Comment
Sienna Bautista	Swimming	\$400	
Jayden Schipp	Swimming	\$400	
Vansh Maini	Martial Arts	\$800	
Maddison Heath	Baseball	\$800	
Charlie Christensen	Softball	\$400	
Harrison McDonald	Softball	\$400	
Jay Kirk	Rugby League	\$600	
<b>TOTAL</b>		<b>\$3,800</b>	

Resolution: *That the Sports Committee supports the Sporting Donation applications, meeting the specified criteria.*

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



## Minutes

### 3.3. Sports Affordability Donations Program

Council's Coordinator of Community Recreation, Chris Corby, provided a briefing on the Sports Affordability Program.

The purpose of this program is to enable Council to provide small amounts of funding to assist local families experiencing financial hardship with the cost of children's sports registration. It is proposed that this program provides financial assistance to parents up to the value of \$100 per financial year per family.

Proposed Criteria of the program includes:

- The applicant lives with the Liverpool LGA.
- The applicant is 18 years of age or over.
- Family is defined as connected people living within the same household.
- The applicant must provide evidence of payment of registration fees to a Sporting Club located within the Liverpool LGA for the current financial year.
- The applicant must provide evidence of eligibility for a NSW Government 'Active Kids Voucher' for the current financial year.
- An applicant can only apply for one Sport Affordability Donation each financial year.

This program is currently not provided by the Council and is proposed for commencement in 2024.

An annual budget allocation of \$30,000 is required to support this program. This amount can be drawn from the 2023/24 operational budget with no financial impact. Supporting documents were provided to Sports Committee members during the briefing.

Resolution: *That the Liverpool Council Sport Committee notes and supports the Sports Affordability Donations Program*

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

### 3.4. Hire Agreements and Licences

Council's Coordinator of Community Recreation, Chris Corby, provided a briefing on Hire Agreements and Licences. Council will be working through the agreements and Licences and hope to be able to open up an EOI process to renew license agreements.

Resolution: That the information be received and noted.



## Minutes

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

### 3.5. Confirmation of future meetings

**5 June 2024** – Venue to be Civic Place (new Council admin building, 52 Scott Street)

**4 September 2024** – Venue TBA

**4 December 2024** – Venue TBA

Resolution: That the information be received and noted.

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

### 4. CLOSE

Meeting Close at 8.27pm.



## CTTE 03

**Minutes of the Liverpool Heritage Advisory  
Committee on 8 April 2024**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Embrace the city's heritage and history
<b>File Ref</b>	134646.2024
<b>Report By</b>	Thomas Wheeler - Heritage Officer
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

This Report seeks endorsement of the Meeting Minutes from the Liverpool Heritage Advisory Committee held on 8 April 2024.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Liverpool Heritage Advisory Committee Meeting held on 8 April 2024.
2. Endorses the recommendations in the Minutes of the Liverpool Heritage Advisory Committee Meeting held on 8 April 2024.
3. Notes that a dedicated Implementation Plan for the Collingwood Activation Plan will be prepared and referred to a future Ordinary Meeting of Council for Council consideration and endorsement.
4. Notes that a dedicated Implementation Plan for the Collingwood Activation Plan will have associated funding and resourcing requirements and require a dedicated budget.

**REPORT**

The Meeting Minutes from the Liverpool Heritage Advisory Committee held on 8 April 2024 are provided in Attachment 1. Further detail on the individual items and their associated actions or Committee recommendations is provided below.

**Item 4.7 – Previous Mayor Portraits**

1. The Mayoral and Councillor portraits displayed in the old Council Chambers are to be installed at the new Civic Place.
2. Future photographs or portraits are to be of the entire Council (Mayor and Councillors).

**Item 4.10 – Collingwood House**

1. The Liverpool Heritage Advisory Committee is concerned regarding the delay in the implementation of the Collingwood Activation Plan.
2. The Liverpool Heritage Advisory Committee is calling for the resourcing and implementation of the Collingwood Activation Plan as soon as practicably possible.

**Item 4.12 – Maintenance of Collingwood House**

1. The Liverpool Heritage Advisory Committee seeks an update from the Parks Department as to the allocation of resources to maintain the garden and grounds at Collingwood House.

**Item GB3 – Honour Roll Boards**

That Council find a suitable publicly accessible location at Civic Place for the permanent display of the Honour Roll Boards previously displayed at the Former Library and currently in storage at the Hilda Davis Centre.

**Item CM1 – Park Naming**

The unnamed parklet at the front of the Golden Fleece Hotel be named Brewers Park after the former licensee of the hotel and Liverpool Council Alderman.

**Item CM2 – Lane Naming**

That the unnamed lane (now confirmed as Hinkler Pathway) be renamed Tabrett Lane after the Liverpool taxi driver shot dead by an American Soldier during World War 2.

**Item CM3 – Lane Naming**

That the unnamed lane at Apex Park be named after the First Fleeter William Lane who is buried in Apex Park.

#### **Item CM4 – Liverpool Regional Museum**

That the Liverpool Heritage Advisory Committee be kept aware of the valuation on the potential rental income for the existing Liverpool Regional Museum.

#### **Item CM 5 – Heritage Listing**

That the Water Fountain at the unnamed parklet at the front of the Golden Fleece Hotel be considered for heritage listing.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

It should be noted however that the dedicated Implementation Plan for the Collingwood Activation Plan will have associated funding and resourcing requirements and require a dedicated Council-endorsed budget.

### **CONSIDERATIONS**

<b>Economic</b>	Facilitate economic development.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	Preserve and maintain heritage, both landscape and cultural as urban development takes place.
<b>Civic Leadership</b>	There are no civic leadership and governance considerations.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be low.

### **ATTACHMENTS**

1. Liverpool Heritage Advisory Committee Minutes 8 April 2023.



## Agenda

**Meeting:** Liverpool Heritage Advisory Committee  
**Date:** 8 April 2024  
**Time:** 2PM – 4PM  
**Venue:** Liverpool Library (B2 of Yellamundie), 52 Scott St, Liverpool  
**Quorum:** 50% plus 1

### Councillors:

Peter Harle	Councillor
Karress Rhodes	Councillor

### Community Representation:

Ruth Grimson	Community Representative
Glen Op Den Brouw	Community Representative
Vicki Andrews	Community Representative
Alison Cukic	Community Representative
Carol North-Samardzic	Community Representative

### Guest

Jennifer French	Resident
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### Council Staff:

Thomas Wheeler	Acting Senior Project Manager
Tara Eagleton	Team Leader Local Studies
Luke Oste	Acting Manager City Planning
Ariz Ashraf	Coordinator City Design and Public Domain

### Apologies:

Lina Kakish	Director Planning & Compliance
Elysa Dennis	Manager Library & Museum Services
Tony Nolan	Team Leader / Museum Curator
Donna Edgar	Coordinator Library Information and Heritage
Mark Hannan	Acting Director Planning & Compliance



## Agenda

### AGENDA:

#### 1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

#### 2. DECLARATIONS OF INTEREST

#### 3. HERITAGE OFFICER REPORT

##### 3.1. Former Liverpool Courthouse

Conservation works on going. External remedial works are to commence during the school holidays. Roofing work has been completed. New amenities building has been designed and will be lodged with Heritage NSW for approval. Works are due to be finalised by June 2024 with the amenities completed September 2024.

##### 3.2. Mt Omei Interim Heritage Order

Interim Heritage Order was gazetted on 22 March 2024. Council is currently seeking quotes from heritage consultants to prepare an independent heritage significance assessment.

##### 3.3. 124 Moore Street Interim Heritage Order

The interim heritage order is again being considered by the Governance Committee and will be presented to Council for consideration.

##### 3.4. Liverpool Pioneers Memorial Park

Works continuing on the restoration of the Munro obelisk and Solomon memorial. Due to identified further subsidence, restoration works to the Bowman memorial has commenced and will be incorporated with the works for the Solomon memorial.



## Agenda

### 4. COMMITTEE REP QUESTION

#### 4.1. Community concerns regarding Mt Omei & status update – Councillor Karress Rhodes & Glen Op

HO Comments: The Interim Heritage Order has been issued in the NSW Government Gazette. A consultant is currently being sort to undertake the assessment of significance.

**Refer to HO report.**

#### 4.2. Mt Omei IHO and has a request for Heritage Listing been applied for? – Vicki Andrews

HO Comments: The Interim Heritage Order has been issued in the NSW Government Gazette. A consultant is currently being sort to undertake the assessment of significance.

**Refer to HO report.**

#### 4.3. Captain Cook Obelisk Plaque (Motion passed) – Glen Op

HO Comments: refer to attachment of heritage committee motions for update.

**HO will check with Liverpool Regional Museum and Council's Park Department as to the whereabouts of the plaque and will report back at the next meeting.**

#### 4.4. Apex Park head stones (motion passed, subject to funding) – Glen op

HO Comments: refer to attachment of heritage committee motions for update.

**Item pending consideration by Governance committee**

#### 4.5. Old guttering at Pearce Park (Inspection to be arranged) – Glen Op

HO Comments: refer to attachment of heritage committee motions for update.

**Item pending consideration by Governance committee**



## Agenda

### 4.6. Homestead interpretive sign (subject to 2023/24 funding) – Glen Op

HO Comments: Chipping Norton Homestead conservation works are still ongoing. The budget is currently being reviewed in light of any required further works. If there is money available, new signage will be considered.

**HO outcome still dependent on the availability of funds from the conservation works.**

### 4.7. Location and plan of the portraits of former Mayors that once hung in the Greenway Centre and former Council chamber – Glen Op

HO Comments: response will be provided at the next heritage advisory committee.

**HO will check with Civic as to the whereabouts of the portraits**

#### **Motion:**

1. The Mayoral and Councillor portraits displayed in the old Council Chambers are to be installed at the new Civic Place.
2. Future photographs or portraits are to be of the entire Council (Mayor and Councillors) .

Moved: Glen Op Den Brouw Seconded: Ruth Grimson

**Voted Passed**

### 4.8. 13 Bigge Street – Any attempt to locate Tom Geoghegan's underground safe – Glen Op

HO Comments: no attempt has been made to locate any underground safe. Please note, the apartment block behind partially excavated below the old house and therefore if there were any remnants they are likely to be destroyed.



## Agenda

### **4.9. Who is responsible for Collingwood House Collection and where is it stored? – Vicki Andrews**

HO Comments: The Collingwood House collection is stored across CPAC, Collingwood House and the Liverpool Regional Museum. Collections are the responsibility of the Local Studies Team who have been cataloguing the various elements of the collection.

### **4.10. Could the response to the CEO's briefing on Collingwood be provided and when the Activation Plan will be announced. What is present status? – Vicki Andrews**

HO Comments: when the draft activation plan was submitted. A motion added that the final plan was to be tabled to Council with the implementation plan. As the HO has been on secondment to Operations, no progress has been possible.

The aim is to have a business case prepared for funding to be allocated next year for the preparation of the implementation plan and business plan.

**HO advised on the status of the activation plan.**

#### **Motion:**

1. The Heritage Advisory Committee is concerned regarding the delay in the implementation of the Collingwood Activation Plan.
2. The Heritage Advisory Committee is calling for the resourcing and implementation of the Collingwood Activation Plan as soon as practicable possible.

Moved: Vicki Andrews

Seconded: Ruth Grimson

**Voted Passed**





## Agenda

- 4.11. Why has Collingwood been left in such a disgraceful state , weeds fence high, weeds in the carriage way rubbish under the kitchen veranda, back fence. South veranda apparently used for storage, gardens uncared for. What are the Schedules for**

**1) Cleaning inside and what does this entail?**

**2) Gardens mowing, pruning, weed removal?**

HO Comments: There have been ongoing issues with the maintenance of the grounds of the house. A team from our parks department have now been officially allocated to the house and we are monitoring the condition.

- 4.12. Who has responsibility for Collingwood, who checks work is completed according to schedules? Do the schedules need to be updated to be carried out more regularly to prevent the uncared for look presented to the public? – Vicki Andrews**

HO Comments: in terms of the gardens and grounds. It is the responsibility of the allocated parks team leader and their coordinator to ensure works are carried out as required. HO does regularly visit the site, but at the moment we are just monitoring the situation to see how things improve.

### **Motion:**

1. The Heritage Advisory Committee seeks an updated from the Parks Department as to the allocation of resources to maintain the garden and grounds at Collingwood House. How often the resources will attend to Collingwood House? What are their intentions in relation to the maintenance, upkeep and growth of the gardens and grounds?

Moved: Vicki Andrews

Seconded: Ruth Grimson

### **Voted Passed**



## Agenda

### 4.13. Has Property Services received a valuation on the potential rental income for the existing LRM? – Vicki Andrews

HO Comments: Not that we are aware of and this information would be commercially confidential.

### 4.14. When will Heritage Fact Sheets be available on Councils Website? – Vicki Andrews

HO Comments: this is a work in progress and unlikely to have any movement until the completion of the HO current secondment.

### 4.15. Parking costs, Fees for parking after 2 hrs, if we are attending Council Business do these still apply? – Vicki Andrews

HO Comments: further information will be provided following the heritage advisory committee.

### 4.16. Update on Heritage Policy Review – Vicki Andrews

HO Comments: the draft local heritage policy has been on community consultation. Submissions will be compiled and a report will be tabled to Council by the end of the financial year.

No progress has been made on the review of the Heritage Strategy due to the secondment.

## 5. COMMITTEE REP MOTIONS

1. Park Naming - As per attached that the unnamed parklet at the front of the Golden Fleece hotel be named Brewers Park after the former licensee of the hotel and Liverpool Councilor.
2. Lane Naming - As attached, that this unnamed lane in Warwick Farm be named Tabrett Lane after the Liverpool Taxi Driver shot dead by an American Soldier during World War 2 and that an interpretive sign be located either end.
3. William Lane - As attached that this unnamed lane at Apex Park be named after the First Fleeter William Lane who is buried in Apex Park.



## Agenda

4. Motion that the HAC committee be kept aware of the valuation on the potential rental income for the existing LRM – Vicki Andrews
5. The Water Fountain at the proposed Brewers Park (refer to 5.1) to be considered for heritage listing.

**Motion:**

Adopt all motions as a whole.

Moved: Glen Op Den Brouw

Seconded: Alison Cukic

**Vote Passed**

## 6. GENERAL BUSINESS

1. Vicki Andrews raised concern with the status of the solicitors table and whether it is owned by Liverpool City Council or CLDHS.

HO advised that based on the information available in Councils files, the table is the property of Liverpool City Council.

It has been requested that if CLDHS has any formal documentation fighting the table to the society, it should be tabled at the HAC.

2. Peter Harle requested an update on the conservation works and leasing of the Former Soldiers Memorial School of Arts.

HO advised that the ground floor restoration works have been completed. The first floor works are the responsibility of a future tenant. It was further advised that recent works to install a roof access system has identified several roof tiles requiring replacement. Replacements are currently being sourced.

3. Glen Op Den Brouw raised concern with the situation surrounding the honour boards previously displayed in the library but currently at Hilda Davis.

**Motion:**

Council find a suitable public accessible location at Civic Place for the permanent display of the Honour Roll Boards previously displayed at the Former Library and currently in storage at Hilda Davis.



## Agenda

Moved: Glen Op Den Brouw

Seconded: Ruth Grimson

### **Vote Passed**

4. Glen Op Den Brouw raised further the condition of two milestones along the Hume Highway and what is needed to get them painted.  
  
HO advised that the milestones are located within the road reserve and would be the responsibility of the RMS.  
  
It is noted that this matter will be referred to Councils Operations Team for follow up.
5. Glen Op Den Brouw raised concern as to the condition of the heritage interpretation at Apex Park.  
  
HO advised that the resolution raised at a previous heritage advisory committee was referred to the governance committee and is awaiting further consideration,
6. Glen Op Den Brouw requested an update on various plaques requested of Council.  
  
HO advised that these were fabricated and hand over to Operations to install. This will need to be investigated and a further report will be provided later.
7. Councillor Rhodes raised the condition of the service signs on the entries to the CBD.  
  
HO advised that this is not a matter for the committee and should be referred to Operations.

## **7. CLOSE**

## **NEXT MEETING – TBC**

## CTTE 04

**Minutes of the Liverpool Local Traffic Out of Session meeting held on 22 April 2024**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Promote and advocate for an integrated transport network with improved transport options and connectivity
<b>File Ref</b>	136444.2024
<b>Report By</b>	Charles Wiafe - Principal Transport Planner
<b>Approved By</b>	Lina Kakish - Director Planning & Compliance

**EXECUTIVE SUMMARY**

At its Ordinary meeting on 27 March 2024, Council considered a Notice of Motion concerning the proposed road closure of Grove Street at its intersection with the Hume Highway and resolved to work with Transport for New South Wales (TfNSW), to close the street, with entry to the Ibis Hotel redirected solely via Graham Avenue.

In addition, Council delegated to the CEO to take all necessary actions in order to get the street closed soon due to community safety concerns.

Council was advised that this requires the Liverpool Local Traffic Committee's consideration and recommendation for the closure. An Out of Session Liverpool Local Traffic Committee meeting was held on 22 April 2024 for the Committee's consideration of the proposed road closure of Grove Street at its intersection with Hume Highway.

The Committee supported the road closure, subject to Council addressing TfNSW comments on the required Transport Management Plan (TMP) for its endorsement. Council is requested to adopt the Committee's recommendation for the proposed road closure.

A copy of the meeting minutes along with the concept plan are included in **Attachments 1 and 2**.

**REPORT**

At its Ordinary meeting on 27 March 2024, Council considered a Notice of Motion concerning the proposed road closure of Grove Street at its intersection with the Hume Highway and resolved to work with Transport for New South Wales (TfNSW), to close the street, with entry to the Ibis Hotel redirected solely via Graham Avenue.

In addition, Council delegated to the CEO to take all necessary actions in order to get the street closed soon due to community safety concerns.

As outlined at the Council meeting on 27 March 2024, the road closure requires:

- Liverpool Local Traffic Committee's consideration and recommendation for the closure, and
- TfNSW endorsed Transport Management Plan (TMP).

Hence, to ensure early road closure, an Out of Session Liverpool Local Traffic Committee meeting was held on 22 April 2024. In addition, A revised TMP has been prepared and submitted to TfNSW and was discussed with Council representatives at a meeting held on 18 April 2024.

This report presents the recommendations from the Out of Session Liverpool Local Traffic Committee meeting held on 22 April 2024. At the meeting, the Committee considered the Agenda Item of Grove Street, Casula – Proposed Road Closure at its Intersection with Hume Highway.

The Police LTC representative was not able to attend, however advised via email that the agency supports the proposed road closure and the recommendation outlined in the meeting agenda.

TfNSW representatives have provided comments for Council to amend the document slightly, however the layout of the road closure would not be affected. With the changes, TfNSW raised no objections to the Committee's recommendations.

The Committee's recommendation is as follows:

- Council approves the proposed full road closure of Grove Street at its intersection with Hume Highway, as shown in Attachment 1, subject to Council addressing TfNSW comments on the required Transport Management Plan for its endorsement.
- Design for the proposed road closure is to be submitted to TfNSW for its review prior to implementation.
- If approved by TfNSW, Council is to install advisory directional signs at the Hume Highway and Graham Avenue intersection and the other associated local streets to direct guests to the Hotel.
- If approved by TfNSW, Council to undertake community consultation with local resident and inform motorists of the road closure with the placement of change of traffic conditions signs on the approach to Graham Avenue, Grove Street and Hume Highway

**Staged Road Closure** - Subject to the Committee's support, the Hotel and the Grove Street residents would be informed prior to the road closure, which would be carried out in two stages. Stage 1 would involve temporary road closure with concrete barriers and Stage 2 as the permanent cul-de-sac road closure, as shown in Attachment 1.

Council is requested to adopt the recommendations of the out of session Committee meeting. A copy of the meeting minutes along with the concept plan are included in **Attachments 1 and 2**.

## **RECOMMENDATION**

That Council endorses the Committee's recommendations, as outlined above.

## **FINANCIAL IMPLICATIONS**

The actions contained in the minutes will be funded as outlined in the table below. Note that the project is currently unfunded.

<b>Item</b>	<b>Description</b>	<b>Funding, Indicative Cost and Timing</b>
1	Grove Street, Casula – Proposed Road Closure at its Intersection with Hume Highway	<b>Funding</b> – Council's Capital Budget Program <b>Indicative Cost</b> – \$80,000 <b>Timing</b> – Road closure to be undertaken in two stages. Stage 1 – Interim Road Closure (September 2024). Indicative cost - \$15,000 Stage 2 – Permanent Road Closure (June 2025). Indicative cost \$80,000

## **CONSIDERATIONS**

<b>Economic</b>	There are no economic considerations.
<b>Environment</b>	Promote an integrated and user friendly public transport service. Support the delivery of a range of transport options. Deliver a high-quality local road system including provision and maintenance of infrastructure and management of traffic issues.
<b>Social</b>	There are no social and cultural considerations.
<b>Legislative</b>	NSW Roads Act 1993 and Traffic Management Act.

<b>Risk</b>	The risk is deemed to be Low.
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## **ATTACHMENTS**

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1. Minutes of Out of Session Liverpool Local Traffic Committee Meeting April 2024
2. Concept plan - Grove Street, Casula - Cul-de-sac proposal





**Liverpool Local Traffic Committee Out of Session Meeting**  
**Liverpool City Council – MS Team**  
**Monday, 22 March 2023 – 11am – 11.30am**

**Attendance**

Clr Karress Rhodes	LCC – Chairperson
Raymond Tran	Transport for NSW (TfNSW)
Siva Balasubramaniam	TfNSW
Dan Reilly	Manger Development Engineering
Charles Wiafe (CW)	Principal Transport Planner, LCC
Mahavir Arya	Transport Engineer, LCC
Parth Tiwari	Assistant Transport Engineer, LCC

**Apologies**

Snr Const Joanna Lonsdale	Traffic Sergeant, Liverpool City Police Area Command
Aaron Coiley	Representative of the Member for Holsworthy
Clr Betty Green	LCC
Clr Peter Harle	LCC

A	Welcome to participants and apologies	Chairperson
B	Declaration of Interest	Chairperson
C	Agenda Item	Chairperson
<b>ITEM</b>	<b>SUBJECT</b>	
1	Grove Street, Casula – Proposed Road Closure at its Intersection with Hume Highway	

**ITEM 1****Grove Street and Hume Highway intersection, Casula – Revision of Approved Road Closure****INTRODUCTION**

At its Ordinary meeting on 27 March 2024, Council considered a Notice of Motion concerning the proposed road closure of Grove Street at its intersection with the Hume Highway and resolved to work with Transport for New South Wales (TfNSW), to close the street, with entry to the Ibis Hotel redirected solely via Graham Avenue.

In addition, Council delegate to the CEO to take all necessary action in order to get Grove Street Casula closed on the basis of urgency due to community safety.

The Council was advised that this requires the Liverpool Local Traffic Committee's consideration and recommendation for the closure.

At its meeting on 15 March 2023, the Committee considered and supported the road closure of Grove Street at its intersection with the Hume Highway, with an option to modify the existing exit driveway to the Ibis Hotel at the southwest corner of the Hume Highway and Grove Street intersection, to permit entry and exit, subject to the submission of a Transport Management Plan to TfNSW for endorsement and approval of required modification of the driveway.

The TMP was discussed and submitted to TfNSW in late 2023. The agency has not endorsed the TMP and has advised that it does not support modification of the driveway to the Hotel off the Hume Highway and any modification requires the submission of a Development Application agreed to by the property owners and the Hotel.

Therefore, to progress the road closure, a revised TMP has been submitted to TfNSW. Council is waiting for the Agency's endorsement. In the meantime, the Committee is requested to support a road closure option which retains the existing exit driveway (to the Hume Highway) and an entry driveway via westbound traffic, along Grove Street, (subject to the endorsement of the TMP) as shown in Attachment 1.

**ASSESSMENT**

As indicated above, Council submitted the required TMP for the road closure of Grove Street near its intersection with Hume Highway to TfNSW late last year. The adopted road closure option included full road closure at the Hume Highway and the required changes to the existing exit only driveway from the adjoining Ibis Hotel to permit entry and exit movements.

TfNSW has since advised that the modification of the access arrangement or the establishment of a new driveway for the hotel requires an agreement from property owners and the submission of a Development Application to TfNSW for assessment and approval.

However, TfNSW does not support direct entry access to the hotel from the Hume Highway, as there is an existing access point off Grove Street. Therefore, the TMP has not been endorsed.

The above comments indicate that for a road closure TMP to be endorsed, the road closure should not affect the existing driveway to the Hotel. Secondly, the representatives of the Hotel have experienced objections to modification to their driveway as a result of the proposed Grove Street road closure.

As indicated above, at its Ordinary meeting on 27 March 2024, Council considered a Notice of Motion concerning the road closure. At the meeting, 5 Grove Street residents addressed the Council and expressed serious road safety concerns about continuing illegal exit movements from Grove Street into the Highway and requested Council to urgently approve the road closure to ban the illegal movements.

The residents again confirmed their preference for full road closure of Grove Street at its intersection with the Hume Highway.

In response, as indicated above, Council has resolved for the road closure option to be pursued.

As such, a revised TMP has been prepared and submitted to TfNSW, and Council is waiting for the agency's endorsement. As part of the preparation, the Ibis Hotel has been consulted about the arrangements for the road closure which would retain their existing driveways but westbound traffic along Grove Street to the Hotel would not be permitted and given 28 days to respond.

The Hotel's representative has advised that the Hotel does not support the proposed road closure option and expressed disappointment that:

- The road closure would make it impossible for northbound traffic to turn into the Hotel via Grove Street, as most guests would not know that they need to turn at the preceding intersection i.e. Hume Highway and Graham Avenue intersection and use the local road network to enter via Grove Street.
- Line of sight is important for any business, in particular hotel accommodation. Under the proposal, if they miss the turn at the Hume Highway and Graham Avenue intersection, they have no choice but to drive past the Hotel and come back. It is a time-wasting exercise that will impact our business. This is an unsatisfactory outcome.
- If the changes are to be implemented having ignored our request for Grove Street to remain open without regard to our concerns, then I suggest it is incumbent on Council to provide a solution on directional signage that will provide clear instruction to our guests how to find the Hotel through what will now be an indirect journey via the local road network.

However, whilst the above comments are noted, the majority of residents have previously requested Council to close the street. The revised TMP indicates that the existing driveway to the Hotel would be maintained but the westbound traffic via Grove Street would not be permitted. To minimise impact on the Hotel accessibility, advisory directional signs would be installed at the Hume Highway and Graham Avenue intersection to direct guests to the Hotel.

Subject to the Committee's support, the Hotel and the Grove Street residents would be informed prior to the road closure, which would be carried out in two stages. Stage 1 would involve temporary road closure with concrete barriers and Stage 2 as the permanent cul-de-sac road closure, as shown in Attachment 1.

## COMMITTEE DISCUSSION

The Chairperson opened the meeting with information that in response to a Council resolution from its meeting of 27 March 2024, the out of session meeting is required to discuss Council's request for the traffic committee to consider the road closure and for a report to be presented to the Council for an early decision on the closure. CW added that to enable the quick decision, the out of session meeting is required for the minutes of the meeting be presented to the 24 May 2024 Council Ordinary Meeting.

CW advised that the Police representative has forwarded an email with advice that she is unable to attend the meeting but supports the proposed road closure and the recommendation outlined in the meeting agenda.

CW added that the proposed road closure including the committee's consideration on the past 3 occasions, community consultation with the Ibis Hotel representative. He continued that a required revised TMP has been forwarded to TfNSW.

Council and TfNSW representatives discussed the revised TMP at a meeting held on 18 April 2024, and TfNSW representatives have provided comments for Council to amend the document slightly, however the layout of the road closure would not be affected.

The Chairperson enquired whether traffic that would be diverted to the Hotel and the impact of the local road network has been assessed. CW advised that the total traffic including the traffic that would be diverted through the hotel onto the adjoining road network, has been assessed and identified that the local road network has spare capacity to accommodate such traffic. The Chairperson also requested that the recommendations should be revised slightly to include the proposed road closure as it is yet to be approved.

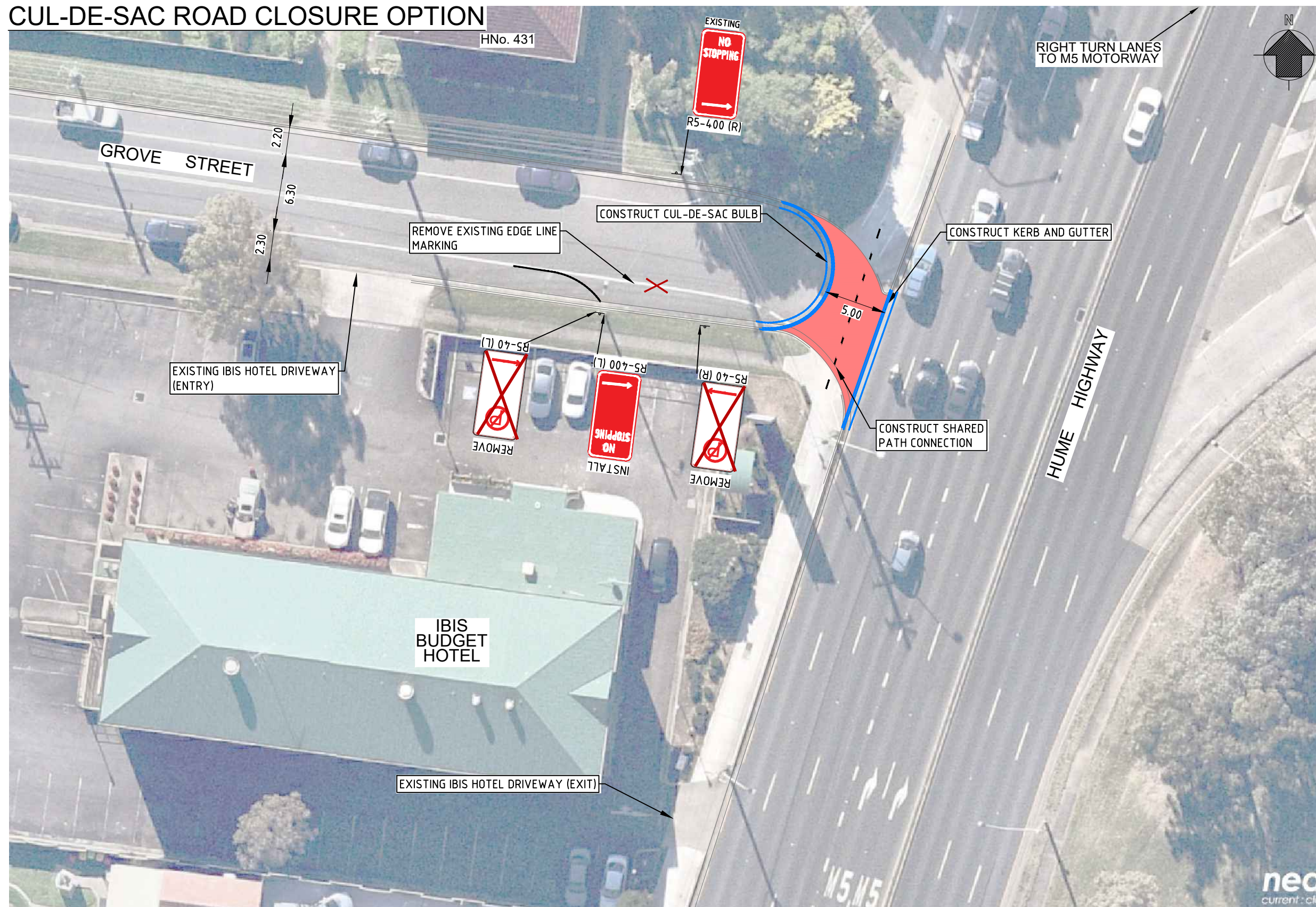
The TfNSW representatives outlined that the agency has received the revised TMP and has requested minor change to the plan. With the changes, TfNSW raised no objections to the Committee's recommendations.

## COMMITTEE RECOMMENDATIONS

- The Committee supports the proposed full road closure of Grove Street at its intersection with Hume Highway, as shown in Attachment 1, subject to Council addressing TfNSW comments on the required Transport Management Plan for its endorsement.
- The design for the proposed road closure is to be submitted to TfNSW for its review prior to implementation.
- If approved, Council is to install advisory directional signs at the Hume Highway and Graham Avenue intersection and the other associated local streets to direct guests to the Hotel.
- If approved, Council to undertake community consultation with local resident and inform motorists of the road closure with the placement of change of traffic conditions signs on the approach to Graham Avenue, Grove Street and Hume Highway.



## CUL-DE-SAC ROAD CLOSURE OPTION



CONCEPT PLAN

SCALE 1:150 @ A1

**CTTE 05**

**Minutes of the Liverpool Youth Council  
Committee Meeting held Tuesday 16 April 2024**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	141501.2024
<b>Report By</b>	Jacqueline Newsome - Coordinator Community Development
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

This report is tabled to present the Minutes of the Liverpool Youth Council Meeting held on 16 April 2024.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Liverpool Youth Council Meeting held on 16 April 2024.

**REPORT**

The Minutes of the Liverpool Youth Council held on 16 April 2024 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**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.



<b>Social</b>	Raise awareness in the community about the available services and facilities.  Support community organisations, groups, and volunteers to deliver coordinated services to the community.
<b>Civic Leadership</b>	Facilitate the development of community leaders.  Encourage the community to engage in Council initiatives and actions.  Deliver services that are customer focused.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

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1. Minutes Liverpool Youth Council 16 April 2024



## Minutes

### MINUTES OF LIVERPOOL YOUTH COUNCIL MEETING

16 April 2024

#### COUNCILLORS:

Deputy Mayor Fiona Macnaught  
Councillor Charishma Kaliyanda

Liverpool City Council  
Liverpool City Council

#### COMMITTEE MEMBERS:

Fariha Dean  
Ethan Chang  
David Sweet  
Ella-Jay Nuttall  
Nina Stanimirovic  
Tamisha Matara  
Zeina Sawalhi  
Faiza Alhaboub  
Yohana Assi

President (**Chairperson**)  
Secretary (**Minutes**)  
Treasurer  
Media Assistant  
Media Assistant  
Youth Liaison Representative  
Youth Councillor  
Youth Councillor  
Youth Councillor

#### COUNCIL ATTENDEES:

Derek Tweed

Liverpool City Council

#### APOLOGIES:

Janice Rodrigues  
Emily Organa

Youth Councillor  
Youth Councillor

#### GUESTS:

Clara McGuirk  
Natasha Checinski

Liverpool City Council  
Liverpool City Council





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### 1. **WELCOME, ATTENDANCE AND APOLOGIES**

President Farhia Dean opened the meeting at 6.05pm and welcomed everyone to the April meeting for the Liverpool Youth Council. Fariha Dean commenced the meeting with an Acknowledgement to Country.

### 2. **DECLARATIONS OF INTEREST**

Nil.

### 3. **Presentation – Liverpool City Council Major Events**

Clara McGuirk and Natasha Checinski from Council's Strategic Events Team presented on Council's award winning Major Events Program.

Highlights of the Events Program include:

- The Australia Day event, which includes a Bigge BBQ at Bigge Park. This event is aimed at promoting and recognising Australia as a harmonious multicultural nation. The event includes food trucks and vendors who serve different cultural foods so that residents can have a taste of different cuisines on the day;
- The Family Fun Days are activations of local parks in and around the suburbs of Liverpool. The Family Fun Days occur on the first Saturday of each month in a different location. The activations include free activities for the kids such as face painting, games and story time; and provides an opportunity to meet with the Mayor and Councillors for informal discussions on any local concerns. These events are promoted on Council's website and social media links;
- The NAIDOC Week event at Miller Square is held to support and celebrate our First Nations community. The event provides opportunity for the local community to learn about First Nations culture, arts, food and storytelling;
- The New Years Eve event at Warwick Farm is an opportunity for communities to come together and celebrate the end of the year. Activities include performances and entertainment on the main stage, rides, and activities. The event concludes with a fireworks display to bring in the New Year; and
- The series of 'Experience The World' events includes seven individual events that are held throughout the year, each culturally specific. Not only does this campaign give people the opportunity to experience new cultures, but it also gives the community an opportunity to reconnect with their culture, something individuals may not usually get to experience here in Australia.

The Strategic Events Team are interested to partner with Youth Council to cross promote events and provide opportunities to be involved and gain experience that could include



## Minutes

assisting with social media stories, volunteering or any other suggestions the Youth Council may wish to propose.

**Moved:** Faiza Alhaboub

**Seconded:** Tamisha Matara

**MOTION:** That the information be received and noted.

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

#### 4. CONFIRMATION OF PREVIOUS MINUTES

The minutes from the meeting held on 13 February 2024 were confirmed as a true record of that meeting.

**Moved:** Faiza Alhaboub

**Seconded:** David Sweet

**MOTION:** That the information be received and noted.

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

#### 5. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

#### 6. CORRESPONDENCE

Nil.

#### 7. COUNCILLOR UPDATE

The following update from the Council meeting held on 27 March 2024 was provided:

- Council recently received the '2024 Business Excellence – Local Government Medal', for our 'Experience the World' events. The award recognises the outstanding achievements of the Strategic Events team;
- Council congratulated the following elected members with a Local Government NSW long service award:
  - Councillor Ali Karnib: 20 years of Service in Local Government;
  - Councillor Mazhar Hadid: 15 years of Service in Local Government;
  - Councillor Peter Harle: 15 years of Service in Local Government; and



## Minutes

- Councillor Ned Mannoun, Mayor: 10 years of Service in Local Government;
- Council endorsed the draft Disability Inclusion Action Plan 2024 – 2028 to be placed on public exhibition for a period of 28 days, feedback from the community is encouraged;
- Council endorsed to reinstate the Liverpool Council Opportunity Scholarships with the University of Wollongong. This will include making funds available from general revenue for three (3) \$5000 scholarships, available for future and current SWS students in their first, second or third year of study in 2024;
- Council's Civic Place was officially opened by Australian Prime Minister the Hon. Anthony Albanese on Thursday 4 April. There was a positive community response to the opening of the building including the Yellamundie Library; and
- Deputy Mayor Macnaught thanked the Liverpool Youth Council members for leading in the community, positively supporting community and looking for ways to provide support to other young people across Liverpool.

**Moved:** Nina Stanimirovic

**Seconded:** Faiza Alhaboub

**MOTION:** That the information be received and noted.

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

## 8. YOUTH WORKER'S REPORT

### 8.1 Youth Week 2024

Youth Week 2024 is now underway and will continue until Sunday 21 April.

There have been several activities already delivered for Youth Week 2024 including skateboard workshops and competitions, a chess tournament and the retro video games day at Carnes Hill.

The remaining activities include:

1. Two Adaptive Leadership workshops, facilitated by the Australian School of Entrepreneurship (ASE) at the new Yellamundie Library on the Wednesday 17 April 2024. This activation is in partnership with Liverpool Youth Council; and
2. Song Writing Workshop with local Hip Hop artist L-Fresh the Lion. This activation is in partnership with the Liverpool Regional Museum and Liverpool Library.

### 8.2 Liverpool School Representative Forums

The first Liverpool School Student Leadership forum was held on 3 April with approximately 60 primary school students participating.



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The activities included a keynote speaker on leadership – Daniel Merza, tours of the new Yellamundie Library and exciting presentations from the Mayor and Council staff. The Forum was a big success, and we will continue to plan further forums.

### 8.3 NSW Youth Council Conference

- The Funding application submitted to the Department of Communities and Justice (DCJ) for \$50,000 to deliver the conference was successful;
- An application has been submitted to Western Sydney University (WSU) Bankstown to use their venue and for WSU to be key sponsor to partner in delivering the conference; and
- Liverpool Council has reduced its involvement in the conference. Council is unable to be a full partner of the conference but looking at offering in-kind support.

**Moved:** Tamisha Matara

**Seconded:** Nina Stanimirovic

**MOTION:** That the information be received and noted.

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

## 9. TREASURER'S REPORT

The Youth Council budget for the 2023/2024 financial year is \$11,365. Current expenditure for the 2023/2024 financial year is \$1221 with a remaining balance of \$10,144.

Treasurer David Sweet has liaised with Youth Council members on colours and styles of clothing to identify Youth Council members at activities such as Youth Week and to build the Youth Council's brand. Quotes will be organised to have the shirts and hoodie jumpers made to be worn at any upcoming Youth Council activations.

**Moved:** Ella-Jay Nutall

**Seconded:** Zeina Sawalhi

**MOTION:** That the information be received and noted.

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

## 10. YOUTH LIAISON REPORT

Youth Liaison Representative Tamisha Matara outlined a local youth organisation called the Multicultural Youth Affairs Network (MYAN) which provides support and advocacy for



## Minutes

young people who are from a multicultural background including migrants and refugee young people.

The MYAN are currently developing updates to better educate community to understand people from diverse cultures and promote their programs. Examples include learning about cultures and traditions of other communities, growing up in Australian culture context and how young people feel about their place in society.

**Moved:** Ella-Jay Nutall

**Seconded:** Yohana Assi

**MOTION:** That the information be received and noted.

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

### 11. MEDIA REPRESENTATIVE'S REPORT

The Youth Council discussed creating a TikTok social media account to better promote events and promotions the Youth Council will be running in the future. Youth Council members believe having a TikTok account will provide better engagement with the youth demographic as that is the preferred social media platform at present.

**Moved:** Zeina Sawalhi

**Seconded:** Faiza Alhaboub

**MOTION:** That the information be received and noted.

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

### 12. GENERAL BUSINESS

The Youth Council discussed opportunities to utilise the remaining Youth Council budget as the deadline to spend the remaining balance is 30 June.

Potential ideas discussed included a smaller scale festival, similar to Fairfield Council's 'Bring it On', spending money on digital promotions through social media, providing training and education programs/workshops to local young people, or to sponsor small and local businesses.

The Youth Council members undertook a vote and voted unanimously to support delivery of a First Aid program, where individuals would be able to gain their First Aid certificates for free, funded by the Youth Council.



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A second option to explore is to support delivery of the Youth Mental Health First Aid course which educates young people and adults how to identify if young people may be experiencing mental health situations and how to provide support.

The Community Development Worker (Youth) will follow up with service providers to investigate availabilities, costs, and requirements for the courses to be delivered.

**Moved:** Ella-Jay Nutall

**Seconded:** Zeina Sawalhi

**MOTION:** That the information be received and noted.

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

### 13. CLOSE

The meeting closed at 8:00pm.

The next Liverpool Youth Council meeting will be held on Tuesday 11 June 6pm-8pm at the Boardroom, Level 11, 50 Scott St Liverpool.

**CTTE 06**

**Minutes of the Environment Advisory Committee  
Meeting held on 26 February 2024**

<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Communicate, listen, engage and respond to the community by encouraging community participation
<b>File Ref</b>	149137.2024
<b>Report By</b>	Michael Zengovski - Manager City Environment
<b>Approved By</b>	Peter Scicluna - Acting Director Operations

**EXECUTIVE SUMMARY**

This report is tabled in order to present the Minutes of the Environment Advisory Committee Meeting held on 26 February 2024.

**RECOMMENDATION**

That Council receives and notes the Minutes of the Environment Advisory Committee Meeting held on 26 February 2024.

**REPORT**

The Minutes of the Environment Advisory Committee held on 26 February 2024 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**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	<p>Minimise household and commercial waste.</p> <p>Manage the environmental health of waterways.</p> <p>Protect, enhance and maintain areas of endangered ecological communities and high quality bushland as part of an attractive mix of land uses.</p> <p>Raise community awareness and support action in relation to environmental issues.</p>
<b>Social</b>	<p>Raise awareness in the community about the available services and facilities.</p> <p>Preserve and maintain heritage, both landscape and cultural as urban development takes place.</p>
<b>Civic Leadership</b>	<p>Act as an environmental leader in the community.</p> <p>Undertake communication practices with the community and stakeholders across a range of media.</p> <p>Foster neighbourhood pride and a sense of responsibility.</p> <p>Facilitate the development of community leaders.</p> <p>Encourage the community to engage in Council initiatives and actions.</p> <p>Provide information about Council's services, roles and decision making processes.</p> <p>Deliver services that are customer focused.</p> <p>Operate a well developed governance system that demonstrates accountability, transparency and ethical conduct.</p> <p>Actively advocate for federal and state government support, funding and services.</p>
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	There is no risk associated with this report.

## **ATTACHMENTS**

1. EAC Minutes\_26 February 2024





## Minutes

### MINUTES OF ENVIRONMENT ADVISORY COMMITTEE (EAC) MEETING 26 FEBRUARY 2024

#### COUNCILLOR MEMBERS PRESENT:

Councillor Harle                      Councillor

#### COMMITTEE MEMBERS PRESENT:

Robert Storey	Community Member
Stephen Dobell-Brown	Community Member
Signe Westerberg	Community Member
Ellie Robertson (online)	Community Member
George Youseff (online)	Community Member
Robert Dixon (online)	Industry Representative – Georges Riverkeeper

#### COUNCIL ATTENDEES:

Michael Zengovski	Manager City Environment (Chairperson)
Scott Sidhom (online)	Manager Infrastructure Planning
Tim Pasley	Manager Resource Recovery
Karl Adderley (online)	Coordinator Resource Recovery
Maruf Hossain (online)	Coordinator Floodplain and Water Management
Michelle Playford (online)	Acting Environmental Restoration Plan Program Leader
Raffaele Catanzariti	Environment Restoration Plan Bushland Project Officer
Jenny Luu	Operations Support Officer

#### APOLOGIES:

Councillor Kaliyanda	Councillor
Councillor Rhodes	Councillor
Steven Hodosi	Coordinator Environmental Operations
Rosalyn Faddy	Community Member
Joseph Tharappel	Community Member
Olusegun Samuel	Community Member
Strini Pillai	Gandangara Aboriginal Land Council
Kacy Vallencourt	Community Member

#### GUESTS:

Matthew Dobell-Brown	Observer
Arvind Lal	ProLead Plus



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### AGENDA:

#### 1. WELCOME, ATTENDANCE, APOLOGIES AND OPENING

Meeting opened at 5:32pm.

Manager City Environment welcomed everyone, and apologies were noted.

#### 2. DECLARATIONS OF INTEREST

No declarations of interest were noted.

#### 3. CONFIRMATION OF PREVIOUS MINUTES

**Motion:** That the minutes from the previous meeting held on the 11 December 2023 be adopted by the committee.

**Moved:** Stephen Dobell- Brown

**Seconded:** Signe Westerberg

#### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

##### 4.1. Mattress Recycling Shredding Machine

Mr Stephen Dobell-Brown asked for an update regarding the mattress recycling shredding machine and whether there was any progress with the application to set it up at Cowpasture Road. He also asked if the machine was being used at Rose Street. Ms Westerberg asked what companies the recyclable waste were going to.

**Response:**

Council is working with a consultant to develop plans for a community recycling centre and a circular economy centre at Cowpasture Road with the intention of lodging plans in the first quarter of this year.

Council has taken delivery of its second shredding machine. Council has also purchased a loader (Liebherr LH 18), to facilitate the shredding process.

The Mattress shredding machine currently has approval to operate for 2.5 hours per day at Rose Street depot. Work is being done to minimise noise levels in order to lodge a development application for the machine to run longer and process more mattresses.

Council is sending recyclable metal to one company and other non-metal materials to another company. Council is looking to broaden the number of organisations who can potentially take the recyclable material.



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### 4.2. Christmas Recycling

Mr Stephen Dobell-Brown asked if the Christmas Recycling was a success.

**Response:**

Council saw a slight uptake in the materials that were deposited for recycling. There was a saving of \$24,000 from what it would cost to send these materials to recycling rather than to landfill.

### 4.3. Pedestrian Bridge near Holsworthy Railway Station

Mr Stephen Dobell-Brown requested an update on the pedestrian bridge near Holsworthy Railway Station.

**Response:**

Council has determined that the height of the railing of the bridge doesn't meet current standards. Council is working to rectify this as soon as possible.

### 4.4. Motion for Naming Bridge

Mr Stephen Dobell-Brown asked if the motion to name the Harris Creek Bridge in Alison Megarrity's honour was supported at the Council meeting.

**Response:**

Councillor Kaliyanda raised the motion at the Council meeting and it was approved.

### 4.5. Civic Place Landscaping

Mr Stephen Dobell-Brown observed weeds emerging in the new landscaping at Council's new Civic Place. He suggested Council needs to start maintenance on these areas.

**Response:**

Council will follow up on the garden maintenance work required. Councillor Harle mentioned that he has been advised that some of the new plants have been stolen.

### 4.6. Water Quality Testing at Cabramatta Creek

Mr Dixon followed up with Council's Catchment Management Officer but is still clarifying the address. Councillor Harle asked if there was any water quality monitoring in upper Cabramatta Creek.

**Action:** Mr Dixon to follow up on this.

**Response:** Mr Dixon has taken a surface water sample on 13 March 2024 from Cabramatta Creek in Denham Court. The results indicate low contamination rate at the time of sampling.



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### 5. STANDING AGENDA ITEMS

#### 5.1. Presentation – Food Organics and Garden Organics (FOGO)

Arvind Lal from ProLead Plus and Tim Pasley, Manager Resource Recovery provided a presentation on Council's implementation of Food Organics and Garden Organics (FOGO) kerbside collection.

The NSW Government has mandated food and garden organics collection for all NSW households and select businesses by 2030. Forty five councils in NSW currently have FOGO collection. Council at its Ordinary Meeting of 30 June 2021 resolved to adopt that Council adopt FOGO collection as the way of recovering food organics from the red lid bin. Council has received an EPA grant of \$980,000 for the implementation of FOGO. This grant will be used to fund caddies that will be sent to households in the Liverpool LGA. It is anticipated that FOGO collection will roll out around March 2025. It was noted that a multilingual education program would be important to the success of the implementation.

**Motion:** That the EAC supports Council's implementation of FOGO and recommends multilingual educational resources. The EAC also supports the move towards reducing waste.

**Moved:** Stephen Dobell-Brown    **Seconded:** George Youssef

### 6. GENERAL BUSINESS

#### 6.1. Ibis Program

Councillor Harle inquired about \$39,000 allocated for the Ibis Program and what this would entail. Ms Westerberg asked whether nests would be removed or destroyed. Ms Robertson asked where the birds are expected to go.

**Response:**

Manager City Environment advised that funds have been allocated to enable pruning of palms at sites and for a contractor to remove nests where possible. Permits have been obtained from the National Parks and Wildlife Service (NPWS) and contractors have been engaged seeking to reduce Ibis numbers in non-habitat areas. The permits specify what methods can be used to manage the Ibis. For example, if the nests contain eggs ready for hatching, they can't be removed. If the nests are empty, they can be removed. Councillor Harle mentioned that the Ibis could go to wetlands along Cabramatta Creek & Horsley Creek.



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### 6.2. Coopers Paddock and New Brighton Golf Course

Mr Storey requested an update on when work going to start. There has been no work between 2015-2024. Ms Westerberg inquired about whether the ATC would be providing a presentation and if inviting them to do so would encourage progress.

**Action:**

Acting Environmental Restoration Plan Program Leader advised an internal update was provided last year and that she would request an update.

**Response:**

Council has advised that a development application has been approved for the construction of the shared bike/pedestrian pathway.

### 6.3. Environment Education Centre

Mr Stephen Dobell-Brown asked for an update regarding Council's Environment Education Centre. Councillor Harle asked if it was going to go in front of Casula Powerhouse Arts Centre (CPAC) as plans were drafted.

**Action:** Manager City Environment to provide an update on this.

**Response:**

Manager City Environment stated that the initial plan was for the centre to be located at CPAC but Council is now looking at other options. Council is considering Cowpasture Road and other centres we have.

### 6.4. High Rise Building Gardens

Mr Stephen Dobell-Brown enquired about the longevity of plants on high rise buildings.

**Response:**

Manager City Environment advised that would sit with the building's strata scheme and maintenance.

### 6.5. Georges River Keeper Update

Mr Dixon provided an update on the Georges River Keeper (GRK) program. GRK has applied for a grant under the Urban Rivers and Catchment program with its member Councils and partners. The project is focused on repair and restoration within four sites in the Georges River catchment.

This includes the Riverside Drive bushland area with a focus on removing woody weeds including lantana. This location has good resilience meaning that the native seed bank will respond well to weed control without the need for revegetation. The endangered Hibbertia from Bankstown Airport is being transplanted here. GRK applied for \$378,000 for a 3.5 year project.



## Minutes

The project would include primary and secondary weed control over 3.72 hectares of the reserve. In addition, a cultural burn will be completed half a hectare away from the riparian area with the assistance of an Indigenous contractor. An invitation is to be extended to the Gandangara Local Land Council and anyone else interested in being part of the process. Fencing to protect regenerating areas and educational signage would also be part of the project.

The other three areas are in Henty Creek Bonnyrigg in the Fairfield LGA, Myles Dunphy Reserve in Georges River LGA & Tonbridge Creek in Bayside. Successful projects will be announced in April 2024.

### 7. CLOSE

Meeting closed at 7:45pm.

**CTTE 07**

**Minutes of the Audit, Risk and Improvement  
Committee meeting held on 12 April 2024**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
<b>File Ref</b>	153681.2024
<b>Report By</b>	George Hampouris - Head of Audit, Risk and Improvement
<b>Approved By</b>	Michelle Mcilvenny - Director Customer & Business Performance

**EXECUTIVE SUMMARY**

This report is tabled to present the Minutes of the Audit, Risk and Improvement Committee Meetings held on 12 April 2024.

**RECOMMENDATION**

That Council approves the Minutes of the Audit, Risk and Improvement Committee Meeting held on 12 April 2024

**REPORT**

The Minutes of the Audit, Risk and Improvement Committee held on 12 April 2024 are attached for the approval of Council.

**FINANCIAL IMPLICATIONS**

There are no financial implications relating to this recommendation.

**CONSIDERATIONS**

<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.

<b>Civic Leadership</b>	<p>Provide information about Council's services, roles, and decision-making processes.</p> <p>Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.</p>
<b>Legislative</b>	<p>Local Government Act 1993, sections 428A and 428B</p> <p>Local Government (General) Regulation 2021, Section 216</p>
<b>Risk</b>	<p>The committee reviewed several reports, including Council's progress made against its Enterprise Risk Program and Liverpool Civic Place.</p>

## **ATTACHMENTS**

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1. Liverpool Council ARIC minutes- 12 April





## Audit, Risk and Improvement Committee Minutes

12 April 2024 - Level 11 – 11.08 Room, 50 Scott Street, Liverpool - 9:30am

### Committee Members Present:

Andrew McLeod	Chairperson, Independent Member
Dr Sheridan Dudley	Independent Member
Robert Lagaida	Independent Member
Karress Rhodes	Councillor

### Attendees:

Hon John Ajaka	Chief Executive Officer
George Hampouris	Head of Audit, Risk and Improvement
Hany Kamel	Audit and Risk Coordinator
Farooq Portelli	Director Corporate Support
Michelle McIlvenny	Director Customer Experience and Business Improvement
Jason Breton	Director Operations
Tim Gavan	Strategic Property Officer
Vishwa Nadan	Chief Financial Officer
Craig Knappick	Chief People Officer (online)
Hiba Soueid	Manager City Strategic and Performance (online)
Jessica Saliba	Manager Procurement
Craig Thomason	Audit Partner, PWC (online)
Shayne Mallard	Director City Futures (online)
Tino Bono	Director Community and Lifestyle
David Day	Head of Governance
David Galpin	General Counsel
Min Lee	Director, Financial Audit Services, NSW Audit Office (online)
Alexio Chibika	Senior Manager, PWC (online)
Peter Harle	Councillor (online)

### 1. WELCOME / OPENING

The Chairperson welcomed attendees and opened the meeting at 9.33am.

### 2. APOLOGIES

Fiona Macnaught, Deputy Mayor.

### 3. DECLARATIONS OF INTEREST

Nil.

## 4. CONFIRMATION OF PREVIOUS MINUTES

The Committee requested an amendment to item 9.3 "Liverpool Civic Place (LCP) Updates" of the minutes. This should be a "Committee resolution" rather than a "recommendation".

The Chair confirmed the Risk Plan was endorsed however the risk registers were not endorsed as the Committee acknowledged that further work needed to be done to the risk registers. It was thereafter acknowledged that this was indeed explicit within the minutes.

### ARIC RESOLUTION

That the Audit, Risk & Improvement Committee approves the minutes subject to the above amendment and clarification.

## 5. CEO UPDATE

### 5.1 CEO Quarterly Update

The CEO welcomed everyone to the new Civic Place building. The CEO did not expand on the project as it was acknowledged that a detailed update on the Civic Place project will be provided in item 9.2 which will also include an update on the leases within the building.

The Committee raised that Liverpool last week had the heaviest rain in 48 years and asked whether there was unexpected flooding and if so how was it managed. The CEO responded that the Operations team handled it extremely well and the team acted on this event in a very quick and prompt manner. With relation to the Civic Place site, the building in general fared well. The CEO confirmed that there was a bit of water in the basement area and a few leaks coming through the CEO's office. Council still has a defect period and this will be remediated by Built as part of that.

The Director Corporate Support advised a number of roads were closed due to the flood. These however were opened by the end of the same day unlike some of the more serious floods Council has experienced in the past.

Note that the Director Operations was initially unavailable for comment on the matter of the flooding however become available at the conclusion of item 6.2.

The Director Operations confirmed that there was no material damage or disruption due to the rain. Council had some flooding around Moorebank which caused additional potholes and park maintenance services were also disrupted. The Director Operations confirmed that the State Government considered this a disaster event and therefore Council has already sought financial assistance for damage to the roads.

The Committee asked if risk planning and risk registers need to be adjusted to reflect known risk exposure due to the recent rain. The Director Operations confirmed that this was not required as there was no damage or situation occurred which were outside Council's expectation given the event that occurred.

### **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receives and notes the update from the CEO.

## **6 ACTION TRACKING FROM MINUTES**

### **6.1 Reconciliation to work plan**

The HARI advised that everything that was committed to tabling is included in the agenda with one exception. The self-assessment questionnaire has been brought forward and the Risk Management self-assessment deferred based on the volume of work with risk already being undertaken by the business.

### **ARIC RESOLUTION**

The Audit, Risk & Improvement Committee receive and note the reconciliation to the workplan and the deferment of the risk management assessment.

### **6.2 ARIC action tracking and improvement register**

The Committee queried the resolution tracking graph data on page 45 which appeared incorrect. This was on the basis that there was new action data on the April 2024 meeting date within the graph.

**Action: HARI advised that the graph numbers on page 45 will be further investigated and clarification will be provided to the Committee.**

The HARI re-confirmed that items that have been completed within the register will be retained in the register for one quarter after which they will be removed from the action tracking register.

The Committee raised concerns that on page 26 action item "delegation register" is priority high and has been overdue since February 2023. The Director Corporate Support confirmed the delegations do exist however they are the existing ones and they haven't been reviewed as yet.

The Committee suggested given that the ARIC requires oversight over continuous improvement and Service Reviews that the improvement register is rebranded and focuses on capturing performance and improvement opportunities.

**Action: The Continuous improvement register is reported under “Service Reviews and Improvements” within future agendas.**

The Committee raised a concern with an item on page 26. This item was in red (overdue) with an original due date however there is no visibility on when the Committee should expect it to be completed.

**Action: Another column to the register to be created to show visibility on anticipated completion date.**

The Committee raised another comment from page 34 on item 11 – “Management letter responses”. What is reflected within the minutes suggests the due date of management letter actions should be changed. The Committee clarified that the intention of this action was to promote management to action these items prior to 30 June. The intention wasn’t to retrospectively change the due date in the management letter which has already been issued.

**Action: Page 35 item 11 is revised. The new action recommends that management complete items by the end of the financial year on those items which are identified in the management for completion post 30 June.**

## ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receive and note the progress made on:

- The implementation of resolutions on the ARIC resolution register
- Management’s progress in considering/actioning the recommendations in the improvement register.

## 7. FINANCIAL & PERFORMANCE MANAGEMENT

### 7.1 Biannual Progress Report July-December 2023

The Committee advised that there are opportunities to put trends for certain goals and actions. For the Committee or the Community reading these it is difficult to gauge if services are improving or not as there is no trend data.

The Committee suggested that there are potentially good news stories which are overlooked as there are a number of services providing one line commentary merely stating that Council’s obligations are met. This serves little purpose and insight for the Community. For example animal management was one where a single line was provided stating obligations were met. Animal management will most likely be in the top 5 Community enquiry category and therefore the Community would expect improved visibility on what Council has achieved.

**Action: Management should provide improved trend data and insights into its services for future bi-annual and annual reporting.**

Councillor Karress Rhodes entered the room at 10.04am.

## **ARIC RESOLUTION**

That the Audit, Risk and Improvement Committee receives and notes the Biannual Progress Report for period July-December 2023 which outlines the progress of Principal Activities detailed in the Delivery Program 2022-2026 and Operational Plan 2023-2024.

### **7.2 2023/24 Quarterly Budget Performance Update**

The Chief Financial Officer advised that the projection for 2023/24 is a deficit of \$8.3M. This hasn't changed from what was reported in the previous quarter.

The \$4.6M savings reported were employment related expenses and were absorbed in salary savings due to management implementing a recruitment freeze. ELT is approving any recruitment by exception.

The Director Corporate Support advised last year resulted in a projected deficit of \$14.2M for 2024/25. In terms of next year's result, as it stands it is now projected at a deficit of \$5M and Management are still working on bringing that down.

The Committee commented that the unrestricted cash balance is forecasted at \$25.3M and last year it was \$25.6M. This shows that irrespective of depreciation costs, Council is stable in its ability to sustain its cash position.

The Committee asked whether the FAG grant which is expected next year will be paid this year and what is the probability of it being received. The CFO confirmed that it is expected to be received this year.

The Committee suggested that the report should provide improved insights. For example the initial budget deficit position was \$3.7M, but now is forecasted at \$8.3M. This was explained to the Committee verbally however the Committee suggested it should be put clearly in the report.

**Action: Management should consider improving the narrative around budget estimate movements for future budget reporting to the ARIC.**

The Committee suggested that budget reporting should provide a lens around what a service costs to run rather than just report a view with the lens of the accounting standards. This could assist with managing decisions on financial and service level matters. The Director Corporate Support advised that management reports do exist.

The Committee raised concerns around the ARIC's ability to review the operational Budget and Council's Long Term Financial Plan before it is adopted on or before the 30 June.

**Action: For next year all ARIC meetings should be scheduled one month forward compared to the current year.**

**Action: For this year, the Committee should receive the 2024/25 draft budget and the LTFP and then provide offline comments to management prior to it going to Council.**

### **ARIC RESOLUTION**

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

### **7.3 2023-24 External Audit Engagement Plan**

The Audit Partner PWC provided an overview of the engagement letter.

- First key topic is valuation of infrastructure of PP&E. This is an area where Council spent a lot of time last year to address. In last year's audit, a comprehensive valuation was undertaken on parts of the asset portfolio. For this year's audit it is an indexation review.
- One of the key challenges last year was working with the valuer in gathering the right robust level of audit evidence that was needed as part of the process. One of the learnings and action items of the prior audit was to meet with management and articulate in some detail exactly the type of information that is required to support the process this year.
- One particular area of focus for this year, which does require a comprehensive valuation is the Liverpool Civic Place.

Some other focus areas this year.

- Cyber security remains a focus of the audit across all Government audits; and
- IT General controls remains a key area of focus to make sure Council has a robust IT system which underpins the financial reporting processes.

The Committee raised the question around the necessity over the valuation of the Civic Place building. The Audit Partner PWC advised the audit standards only require a class of assets to be valued at fair value. If an asset is in construction or has only recently been built, the cost on the balance sheet is the historical cost which might be materially different from the valuation. Given the size and significance of the asset, the Audit Partner deemed it appropriate for the asset to be valued this year.

The Committee maintained its questioning over the appropriateness of a valuation so soon after it has been built as there are costs associated with the valuation.

**Action: The external auditor to consider the necessity of a valuation of Liverpool Civic Place development taking into consideration feedback from the Committee.**

The Committee raised the obligation through its ToR that it will need to consider the financial statements prior to external audit. The Committee raised concerns that this may not be possible due to its current timing schedule.

**Action: Management to consider how the Committee can view the financial statements prior to external Audit and determine whether a meeting date needs to be changed (or alternative arrangements) to enable this to occur.**

The Committee raised a number of concerns surrounding the Audit process and its fee structure.

The engagement letter looks at risk areas without first considering the work already undertaken by Management, external reviews and audits. As such, there may be a duplication of review and Council will be unnecessarily consumed in time during the external audit process. This would also result in additional audit fees.

PWC Audit Partner responded that cyber security is a heightened area of focus right across Government entities. The approach to cyber isn't to dive in but rather meet with management and get an understanding at a high level of what kind of work Management have already done.

**Action: Before management accepts the external audit engagement letter, that the external Auditor liaises with the Executive, CFO and Internal Audit unit to find opportunities to streamline its processes. In addition, where possible place reliance on what is already undertaken and scheduled to be undertaken by Management.**

The Committee expressed concerns surround the external Audit fee structure on the basis that compared to the prior year;

- total audit hours are 50 hours less
- overall cost to Council increased by \$10k
- scope changes have reduced
- hourly rate has increased by \$2/hour.

**Action: PWC to provide a breakdown of the hours, fee structure and scope changes and a meeting to be organised between PWC, the Committee and the CEO to discuss these concerns in more detail.**

## **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receive and note 2023-24 External Audit Engagement Plan.

## 8. GOVERNANCE, COMPLIANCE AND INTERNAL CONTROL

### 8.1 Compliance Training Report

The Chief People Officer (CPO) provided the Committee with an overview of the report.

The Committee asked whether concerns of the staff with relation to the means and effectiveness of training have been listened to. The CPO confirmed that a number of staff were consulted through spot interviews and questions which led to the introduction of face to face training on Governance and Work, Health and Safety in the corporate induction. This is because people felt like these were not emphasised enough just through the e-learning modules.

The Committee asked whether the training compliance report is provided quarterly to Directors and whether the level of non-compliance is known. The CPO advised that in the last quarter, essential training non-compliance was around the 30% mark and the ideal target is under 5%. The Committee were extremely concerned and disappointed with the statistics within this report and felt this was not acceptable. In addition the Committee noted concerns surrounding the quality of the information within the report e.g., the report states that “most of the organisational workforce has currently completed the essentials.” The Committee would expect to see a percentage.

On page 150 point 3 it refers to people leaders managing training compliance and therefore there is no organisational visibility on whether employee onboarding training has been undertaken. The Committee expected that the organisation would be able to capture statistics on whether the employees onboarding training has been completed or not.

The Committee raised concerns that mandatory training has not been reviewed for currency and completeness for 4 years and therefore the “content may be outdated and not relevant to current policies and procedures.” The report therefore provides reporting on compliance training that may be irrelevant and/or not aligned with current organisation practice.

The Committee reiterated that this report does not reflect well on Council. Training non-compliance increases Council’s liability exposure as this is Council’s number one protection mechanism.

**Action: An improvement plan be developed with a timeline and be presented to ARIC at the next meeting.**

**Action: With regards to staff training, compliance and awareness, these should be captured appropriately within the risk register.**



**Action: Management to consider adding areas such as procurement and financial management to the essentials pack (Council's induction pack).**

Overall the Committee had serious concerns surrounding compliance management.

## **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee notes the notes the Compliance Training Report and placed on record its serious concerns surrounding compliance management.

## **9. RISK MANAGEMENT**

### **9.1 Enterprise Risk Management Report**

The HARI advised that the gantt chart on page 154 has had the timeline snipped out accidentally. It was therefore clarified to the Committee that the gantt chart covers the period 1 January 2024 to July 2025.

The Committee advised they cannot identify why there are significant deviations in the risk dashboards compared to the previous quarter. It was acknowledged that the change of risks through dashboards may have been too premature given Council is currently reviewing its risks. The intention of the dashboard was to demonstrate the progress to date in the risk review at a high level i.e. showing the amount of risks consolidated and/or dropped off. It was re-confirmed that the risk registers will be tabled to the Committee once these are re-reviewed.

The Committee suggested the Risk Management Report in future should reflect the 5 components:

1. Enterprise Risk Management Framework,
2. Risk Appetite,
3. Strategic Risk register,
4. Compliance Resource Register, and
5. Operational Risk Register

**Action: Future Risk Management ARIC reports should be developed based on a status of the 5 components.**

## **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee notes the Enterprise Risk Management Report.

## 9.2 Liverpool Civic Place Update

The CEO updated the Committee with a high level overview of the Civic Place . The CEO congratulated the Executive and those staff involved in the finalising the move into Civic Place.

The CEO informed the Committee that the most difficult issue is parking. Council has 23 parking spots allocated in the building, and resolved the parking issue by providing eligible staff with access to the parking at 33 Moore Street.

The CEO added that having the Library opened months before the staff move was a great decision. This has enabled Council to stage the operational use of all the Civic Place facilities as seamlessly as possible.

The Committee congratulated everybody on the project. The Committee made mention that all staff involved should be proud of this development which will put the Liverpool Community in good stead for the next 100 years.

## ARIC RESOLUTION

That the Audit, Risk & Improvement Committee receive and note the LCP Project update.

A break was called at 11:35am with recommencement at 11:45.

## 10. INTERNAL AUDIT

### 10.1 Internal Audit Activities Report

It was reconfirmed that the Committee have clearly stated that the super user access log outcomes in full do not need to go to ARIC.

Even though the leave and overtime report was initially decided by the Committee not to be tabled to the Committee in full, the Committee felt that it would be beneficial to review the trend data as part of oversight over financial management and improvement.

**Action: Reinstate the leave and overtime reporting to the Committee.**

The Committee reflected on their comments made at the previous meeting which was that the audit program seemed overly ambitious. Given that there had already been a delay in a few audits being delivered in line with plan, this may be evidence of that.

**Action: That a recalibration of the current audit plan needs to be undertaken to ensure that it reflects the risk landscape of Council once the risks are reviewed**

### **ARIC RESOLUTION**

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

## **11. SERVICE REVIEWS & IMPROVEMENT**

### **11.1 Procurement and Transaction cost**

The Committee agreed with Management that reducing purchase card limits was an initiative which created improved organisational efficiency. Management acknowledged that this initiative stemmed from a Committee improvement suggestion.

### **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receive and note the Procurement and Transaction cost.

### **11.2 Service Review Progress Update**

An overview of the Service Review program was provided to the Committee by the HARI. The HARI noted that Service Reviews have recently come within the portfolio of the HARI (previously from the Director City Futures).

### **ARIC RESOLUTION**

That the Audit, Risk and Improvement Committee note the progress of Council's Service Reviews being undertaken.

## **12. ARIC SUPPORT**

### **12.1 ARIC assessment questionnaire outcomes**

The Committee asked Management to consider the attendee distribution list for future questionnaires.

**Action: Only the attendees which are deemed regulars should be included in the distribution list for future questionnaires e.g. CFO and HARI**

The Committee were concerned about the dip in scoring based on the attendee questionnaire. With the information provided, it was difficult for the Committee to gauge

what exactly required improvement. The Committee suggested that a meeting be set up with frequent attendees to obtain some qualitative information that all three members could take on board as part of continuous improvement.

**Action: A meeting is organised with the frequent attendees to gauge qualitative feedback on the Committee's performance.**

### **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee;

- Receive and note the overall effectiveness as outlined in the 2023/24 "ARIC Self-Assessment" and "ARIC Attendee Assessment" questionnaire.
- Receive number referencing to the Charter within the workplan reconciliation document moving forward.

#### **12.2 Revised workplan- 4 year outlook and aligning to new requirements**

The Committee were satisfied with the content of the workplan.

### **ARIC RESOLUTION**

That the Audit, Risk & Improvement Committee receive and note the revised workplan - 4 year outlook and aligning to new requirements.

#### **12.3 Liverpool Council ARIC Committee Terms of Reference amendment**

HARI advised the Committee that offline endorsement of the ARIC Terms of Reference (ToR) will be sought with a view to get Council approval of the updated Charter prior to 1 July 2024. The reason being is that the current ARIC ToR has Councillor voting membership which will make it non-compliant to the new ARIC requirements. No other changes will be made to the ARIC ToR apart from re-aligning the membership composition.

### **ARIC RESOLUTION**

That the Committee receives the amended Committee Terms of Reference for offline endorsement prior to 1 July.

## **13. SPECIAL AGENDA ITEMS**

Nil.

#### **14. GENERAL BUSINESS (FOR INFORMATION)**

The CEO apologised that he could not take the Committee on a tour of the Civic Place and advised that the Director Customer Experience and Business Improvement will do this instead.

#### **14 CLOSE**

The Chairperson closed the meeting at 12.20pm.

#### **15 NEXT MEETING**

Friday 19 July 2024, Level 11 – 11.08 Room, 35 Scott Street, Liverpool, 9:30am – 12:30pm.

**CTTE 08**

**Minutes of the Governance Committee meeting  
held on 14 May 2024**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Position Council as an industry leader that plans and delivers services for a growing city
<b>File Ref</b>	155607.2024
<b>Report By</b>	Melissa Wray - Council and Executive Support Officer
<b>Approved By</b>	Tina Bono - Director Community & Lifestyle

**EXECUTIVE SUMMARY**

A Governance Committee Meeting was held on 14 May 2024.

This report attaches a copy of the minutes of the meeting for Council endorsement.

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Governance Committee meeting held on 14 May 2024; and
2. Endorse the recommendations in the Minutes.

**REPORT**

The Minutes of the Governance Committee meeting held on 14 May 2024 are attached to this report.

**FINANCIAL IMPLICATIONS**

None of the actions contained in the minutes will have a financial impact on Council.

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## **CONSIDERATIONS**

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<b>Economic</b>	There are no economic and financial considerations.
<b>Environment</b>	There are no environmental and sustainability considerations.
<b>Social</b>	There are no social and cultural considerations.
<b>Civic Leadership</b>	Provide information about Council's services, roles and decision-making processes.  Deliver services that are customer focused.  Operate a well-developed governance system that demonstrates accountability, transparency, and ethical conduct.
<b>Legislative</b>	There are no legislative considerations relating to this report.
<b>Risk</b>	The risk is deemed to be low and is within Council's risk appetite.

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## **ATTACHMENTS**

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1. Minutes of the Governance Committee Meeting held on 14 May 2024



## MINUTES OF THE GOVERNANCE COMMITTEE MEETING HELD ON 14 MAY 2024

### PRESENT:

Councillor Macnaught (arrived at 11am, became chairperson at 11.15am)  
 Councillor Hadid OAM (Chairperson, retired as chair at 11.15am)  
 Councillor Ammoun  
 Councillor Harle  
 Councillor Rhodes  
 Councillor Dr Green  
 Ms Tina Bono, Director Community & Lifestyle  
 Ms Lina Kakish, Director Planning & Compliance (Online)  
 Ms Michelle Mcilvenny, Director Customer Experience & Business Performance  
 Mr Shayne Mallard, Director City Futures  
 Mr Farooq Portelli, Director Corporate Support (arrived at 10.35am)  
 Mr Mark Hannan, Manager City Planning  
 Mr William Attard, Manager Development Assessment  
 Mr Ariz Ashraf, Coordinator City Design and Public Domain  
 Mr Joshua Walters, Acting Senior Urban Designer  
 Mr Thomas Wheeler, Acting Senior Project Manager  
 Mr John Hanlon, Chief Information Officer  
 Ms Anna Rizos, Manager Customer Experience  
 Mr David Galpin, General Counsel  
 Mr David Day, Head of Governance  
 Mr George Hampouris, Head of Audit, Risk and Improvement  
 Mr Luke Oste, Coordinator Strategic Planning  
 Mr Craig Lambeth, Manager Community Recreation  
 Ms Emma Brady, Acting Key Venues Coordinator  
 Ms Betty Boustani, Senior Advisor  
 Ms M'Leigh Brunetta, Manager Civic and Executive Services  
 Ms Melissa Wray, Councillor Executive and Support Officer

The meeting commenced at 10.19am



**2****APOLOGIES**

Mayor Ned Mannoun

Councillor Kaliyanda

Councillor Karnib

Councillor Goodman

Mr Jason Breton, Acting Chief Executive Officer

Mr Peter Scicluna, Acting Director Operations

**DECLARATIONS OF INTEREST**

Nil.

**INFRASTRUCTURE AND PLANNING COMMITTEE****ITEM NO:** ITEM 01**FILE NO:** 128468.2024**SUBJECT:** Voluntary Planning Agreement Status Report - April 2024**COMMITTEE DECISION****Motion:****Moved: Cllr Hadid OAM****Seconded: Cllr Ammoun**

That the Governance Committee receives and notes this Report.

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

## 4

**ITEM NO:** ITEM 02  
**FILE NO:** 129008.2024  
**SUBJECT:** Development Assessment

**COMMITTEE DECISION**

**Motion:**                      **Moved: Cllr Hadid OAM**                      **Seconded: Cllr Ammoun**

That the Governance Committee receives and notes the Development Assessment report.

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

**ITEM NO:** ITEM 03  
**FILE NO:** 132419.2024  
**SUBJECT:** Draft Tree Management Framework (Tree Policy, Tree Management Strategy, and Tree Management Technical Guidelines)

#### **COMMITTEE DECISION**

**Motion:**                      **Moved:** Cllr Hadid OAM                      **Seconded:** Cllr Dr Green

That the Governance Committee:

1. Notes and receives this Report;
2. Endorses the Draft Tree Management Framework documents (Tree Policy, Tree Management Strategy and Tree Management Technical Guidelines) for public exhibition for a minimum period of 28 days in line with the Liverpool Community Participation Plan.
3. Notes that a Final Report will be brought back to Council post-public exhibition summarising submissions received, and seeking Council endorsement on a Final Tree Management Framework.

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

#### **Action Item:**

Internal staff and Councillor Workshop to further explore this matter.

## 6

**ITEM NO:** ITEM 04  
**FILE NO:** 134645.2024  
**SUBJECT:** Liverpool Heritage Advisory Committee of 17 July 2023

**COMMITTEE DECISION**

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

That the Governance Committee receives and notes the Meeting Minutes of the Liverpool Heritage Advisory Committee Meeting of 17 July 2023.

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

**7**

Clr Macnaught became chairperson at 11.15am  
Clr Hadid OAM, retired as chairperson at 11.15am.  
Clr Ammoun left the meeting at 11.15am  
Clr Ammoun returned at 11.20am

**STRATEGIC PRIORITIES COMMITTEE**

**ITEM NO:** ITEM 05  
**FILE NO:** 131113.2024  
**SUBJECT:** IT Strategy Development

**COMMITTEE DECISION**

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

That the Governance Committee receives and notes this report.

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

8

**ITEM NO:** ITEM 06  
**FILE NO:** 137266.2024  
**SUBJECT:** Customer Experience Framework and Program Update

**COMMITTEE DECISION**

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

That the Governance Committee receives and notes this report.

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

**Action Item:**

To provide a breakdown report of all the following:

1. Compliance matters requests.
2. Development application requests.

Clr Macnaught left the meeting at 11.43am  
Clr Macnaught returned to the meeting at 11.45am.

**ITEM NO:** ITEM 07  
**FILE NO:** 140692.2024  
**SUBJECT:** NOM 01/NOM02 - 24 APRIL 2024 - Mayoral and Elected Officials Photos  
Display & WW1 and WW2 Honour Boards

### COMMITTEE DECISION

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

That the Governance Committee:

1. Receives and notes the report for the Mayoral and Elected Officials Photo Display and WW1 and WW2 Honour Boards.
2. Notes the presentation on Mayoral and elected official photo display and requests the following:
  - a) The Mayoral photo to progress to be established in Civic Tower, Level 11 wall near the Mayoral Office; and
  - b) A joining wall to feature a series of photos that depict the history and development of Liverpool CBD over the decades.
  - c) To provide an alternate option for the elected officials Councillor Group photo in the Civic Town Concierge/ground level.
3. Notes the presentation on WW1 and WW2 Honour Boards requests the following:
  - a) Option 2 as detailed in the presentation as a temporary solution only. To hang WW1 and WW2 Honour Boards in Hilda M Davis Community Centre rear wall at a maximum cost of \$2000 to reenforce the wall to ensure WHS and safety due to the weight of the boards.

Notes this is a temporarily solution only until the Memorial School of Arts is reopened /resolved with as intent to return and hang the boards in this location to consolidate Liverpool military historical items.

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

### Action Items

1. To provide an alternate option for all current elected officials Councillor group photo in the Civic Town Concierge/ground level.
2. To confirm if displaying the Councillor group photo in the Civic Tower Concierge/ground level will have any impact to leasing perspective and potential commercial clients.
3. To provide an alternate option for all current elected officials photo to be displayed at the entry of the Yellamundie Library and at the Yellamundie Customer Service Desk.
4. To use the Councillor group photo with former Councillor Nathan Hagarty to acknowledge service time before resignation. To note in naming references that he is now a retired Councillor.



## 10

Clr Hadid OAM left the meeting at 11.58am.  
Clr Hadid OAM returned to the meeting at 12noon.

**STRATEGIC PERFORMANCE COMMITTEE**

**ITEM NO:** ITEM 08  
**FILE NO:** 108790.2024  
**SUBJECT:** Legal Services Policy

**COMMITTEE DECISION**

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

That the Governance Committee receives and notes the Legal Services Policy Report and the Civic Expenses and Facilities Policy presentation.

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

**Action Item:**

That the General Counsel to liaise with the Sydney Western City Planning Panel secretariat in relation to the following:

1. To invite the understudies and/or observers to all the meetings;.
2. To encourage open communication with the councillors and to embrace our policy;  
and
3. To investigate detailed information about the changes in relation to the carers transportation.

## 11

**ITEM NO:** ITEM 09  
**FILE NO:** 131927.2024  
**SUBJECT:** Service review program

**COMMITTEE DECISION**

**Motion:**                      **Moved:**      **Clr Hadid OAM**                      **Seconded:** **Clr Dr Green**

That the Governance Committee receives an update on its Service Review Program.

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

## 12

**ITEM NO:** ITEM 10  
**FILE NO:** 147991.2024  
**SUBJECT:** Amendments to Mobile Food Vending Vehicles Policy

**COMMITTEE DECISION**

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

That the Governance Committee:

1. Recommends the amendments to the Mobile Food Vending Vehicles Policy be adopted by Council; and
2. Proceed to 28 days public exhibition.

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

## 13

**ITEM NO:** ITEM 11 / General Business**SUBJECT:** LEP Review**COMMITTEE DECISION****Motion:**                      **Moved: Cllr Hadid OAM**                      **Seconded: Cllr Dr Green**

That the Governance Committee notes that,

1. That the LEP Review presentation update was a matter of urgency item due to ongoing deferrals and is scheduled for consideration at the 29 May Council Meeting, and not compiled as an agenda item.
2. Council staff presented an update on the matter, and raised potential risks and time constraints, and the need for Liverpool to have a strong position on the matter.
3. It was advised that proceeding will not be perceived as political due to delivery timelines detailed in the presentation, and the forecast earliest public exhibition period to take place in Q4 2024, post-election local government elections.
4. Any further delay, and further deferrals from Council could result in the State Government imposing decisions and proceeding with the reforms as a blanket approach.
5. The PPT presentation is included in these minutes for reference and transparency purposes due to no report being compiled in the agenda.

That the Governance Committee receives and notes the presentation.

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

14

**THE MEETING CLOSED AT 1.10pm**

&lt;Signature&gt;

Name: Ned Mannoun

Title: Mayor

Date: 11 June 2024

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Council Meeting held on 14 May 2024. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.

# LEP REVIEW

**Council Meeting  
May 2024**



# AGENDA

Aim of LEP review

Project history

100-day plan and principles alignment

Low to Mid-Rise reform comparison and risks

Next steps and exhibition

Discussion



## LEP REVIEW

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




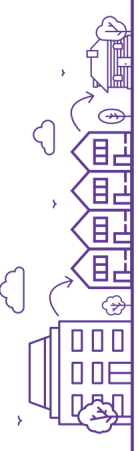
# TIMELINE (FEB 2022- DEC 2023)


February 2022	<b>Council endorsed 100 Day Plan</b> Prepare new LEP & Lower Heights in Suburbs
May - June 2022	<b>Councillor Bus Tour and Workshops</b>
July 2022	<b>LEP Review Principles Report</b> Endorsed Principles for new LEP
August 2022	<b>LEP Review Scoping Proposal</b> Details on residential, commercial, industrial etc.
Sept - Nov 2022	<b>Early Community Engagement</b> 130+ Submissions
April 2023	<b>Post-Engagement Report to Council</b>
Aug - Nov 2023	<b>Additional Investigations by Consultant</b>
Nov 2023	<b>Preparation of Planning Proposal for new Liverpool LEP</b>
Dec 2023	<b>Liverpool Local Planning Panel Consideration</b>


# LEP REVIEW - PRINCIPLES


## Residential

- 

1 Encourage high density residential development around the City Centre, Town Centres and transport corridors
- 


2 Facilitate appropriate transitions from R4 High Density to R3 Medium Density Residential
- 


3 Promote high quality medium density residential development near centres
- 


4 Incentivise Medium Density housing to create housing diversity
- 

5 Protect suburban character of low-density areas

## Commercial

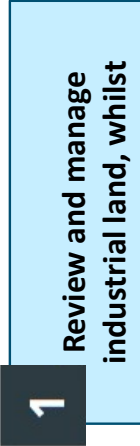
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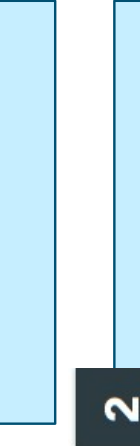
1 Provide for the retail needs of the Liverpool LGA into the future
- 


2 Enable redevelopment of centres which will provide both commercial and residential uses, with high quality design encouraged
- 

3 All centres, regardless of their hierarchy, are to have a height of building development standard of 12m or less (certain exclusions apply)

## Industrial

- 

1 Review and manage industrial land, whilst allowing flexibility for future development
- 

2 Encourage renewal of industrial precincts
- 

3 Determine the role of industrial precincts

## 2 FEBRUARY 2022 – 100 DAY PLAN

13. Prepare a planning proposal to lower the height of buildings development standards in the Liverpool Local Environmental Plan 2008 down to 12m in the following suburbs:


- a) Chipping Norton
- b) Wattle Grove
- c) Hammondville
- d) Casula
- e) Prestons
- f) Carnes Hill
- g) Cecil Hills
- h) Green Valley.

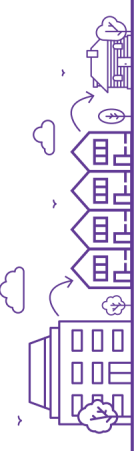
Council notes that the planning proposal is required to be considered by the Liverpool Local Planning Panel prior to being reported back to Council on a decision on whether to forward the planning proposal to the Department of Planning and Environment seeking a Gateway determination.


14. Start the process to create a new Liverpool LEP as a matter of urgency.


# LEP REVIEW - PRINCIPLES


## Residential

- 

1 Encourage high density residential development around the City Centre, Town Centres and transport corridors
- 


2 Facilitate appropriate transitions from R4 High Density to R3 Medium Density Residential
- 


3 Promote high quality medium density residential development near centres
- 


4 Incentivise Medium Density housing to create housing diversity
- 

5 Protect suburban character of low-density areas

## Commercial

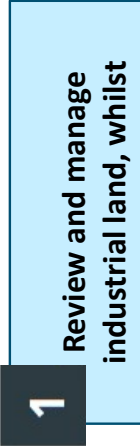
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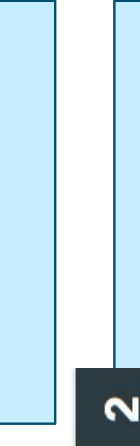
1 Provide for the retail needs of the Liverpool LGA into the future
- 


2 Enable redevelopment of centres which will provide both commercial and residential uses, with high quality design encouraged
- 

3 All centres, regardless of their hierarchy, are to have a height of building development standard of 12m or less (certain exclusions apply)

## Industrial

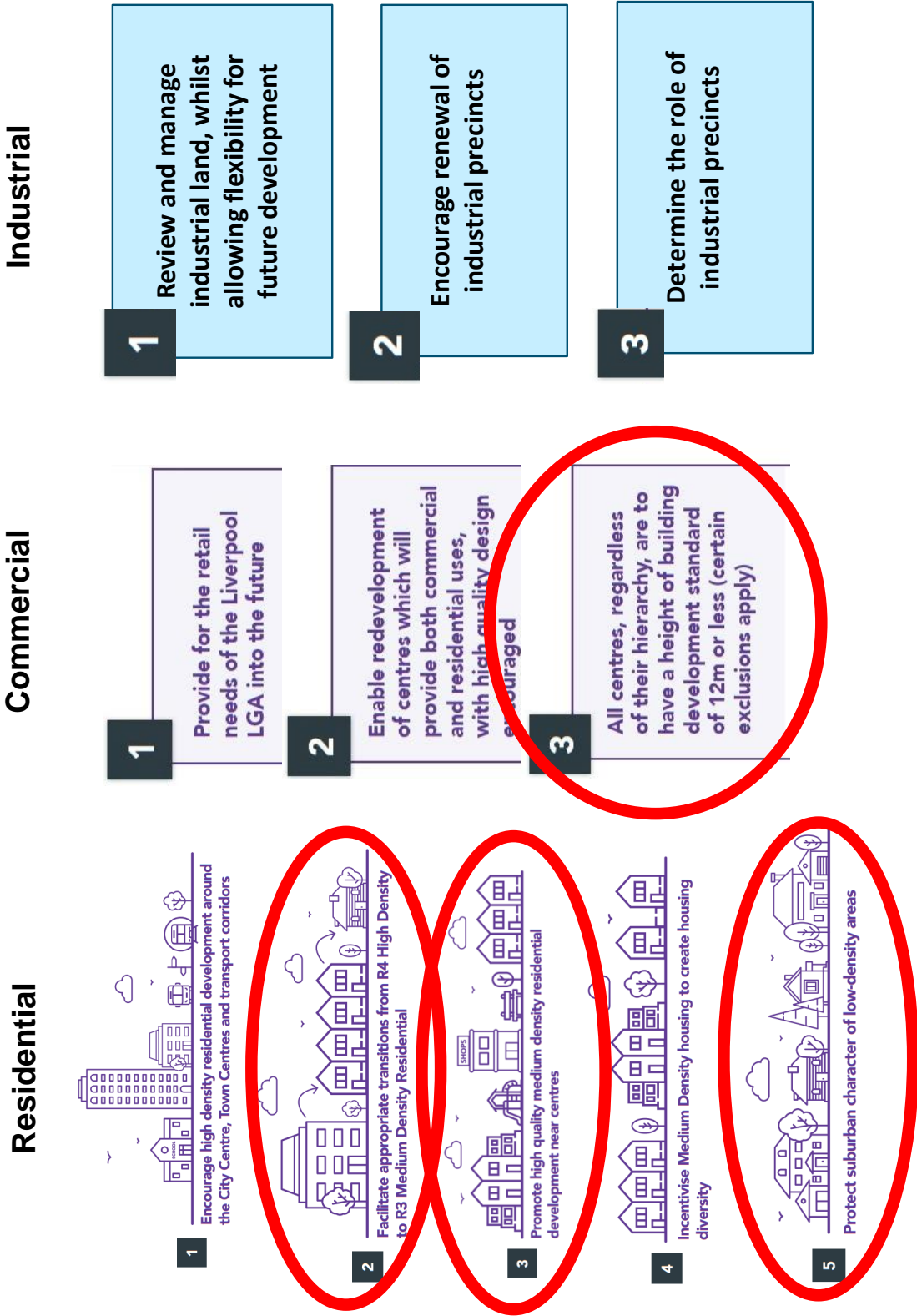
- 

1 Review and manage industrial land, whilst allowing flexibility for future development
- 

2 Encourage renewal of industrial precincts
- 

3 Determine the role of industrial precincts

LEP REVIEW - PRINCIPLES



# DPHI LOW & MID-RISE HOUSING REFORM

The proposed EIE outlines the following changes to the NSW planning framework:

- Allow dual occupancies in all R2 Low Density residential zones across NSW;
- Allow terraces, townhouses and two-storey apartments close to transport hubs and town centres in R2 Low Density residential zones across the Six Cities Region; and
- Allow mid-rise apartment blocks (3 to 6 storeys) close to transport hubs and town centres in R3 Medium Density zones across the Six Cities Region.



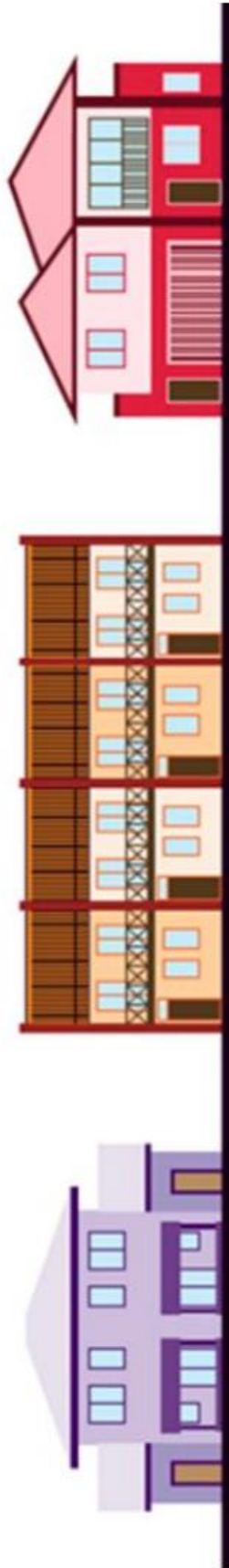


Figure 8: Low-rise housing types L-R dual occupancy, multi-dwelling housing (terraces), manor house



Figure 3: Mid-rise housing types L-R residential flat buildings and shop top housing

**ITEM NO:** PLAN 03  
**FILE NO:** 060159.2024  
**SUBJECT:** Council Submission to DPHI - Low and Mid-Rise Housing Reforms

## **COUNCIL DECISION**

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

That Council:

1. Endorses the interim submission to the Department of Planning, Housing and Infrastructure regarding the Explanation of Intended Effect: Changes to create low and mid-rise housing; and
2. Forwards the endorsed submission to the Department of Planning, Housing and Infrastructure as a formal submission on the Explanation of Intended Effect: Changes to create low and mid-rise housing.

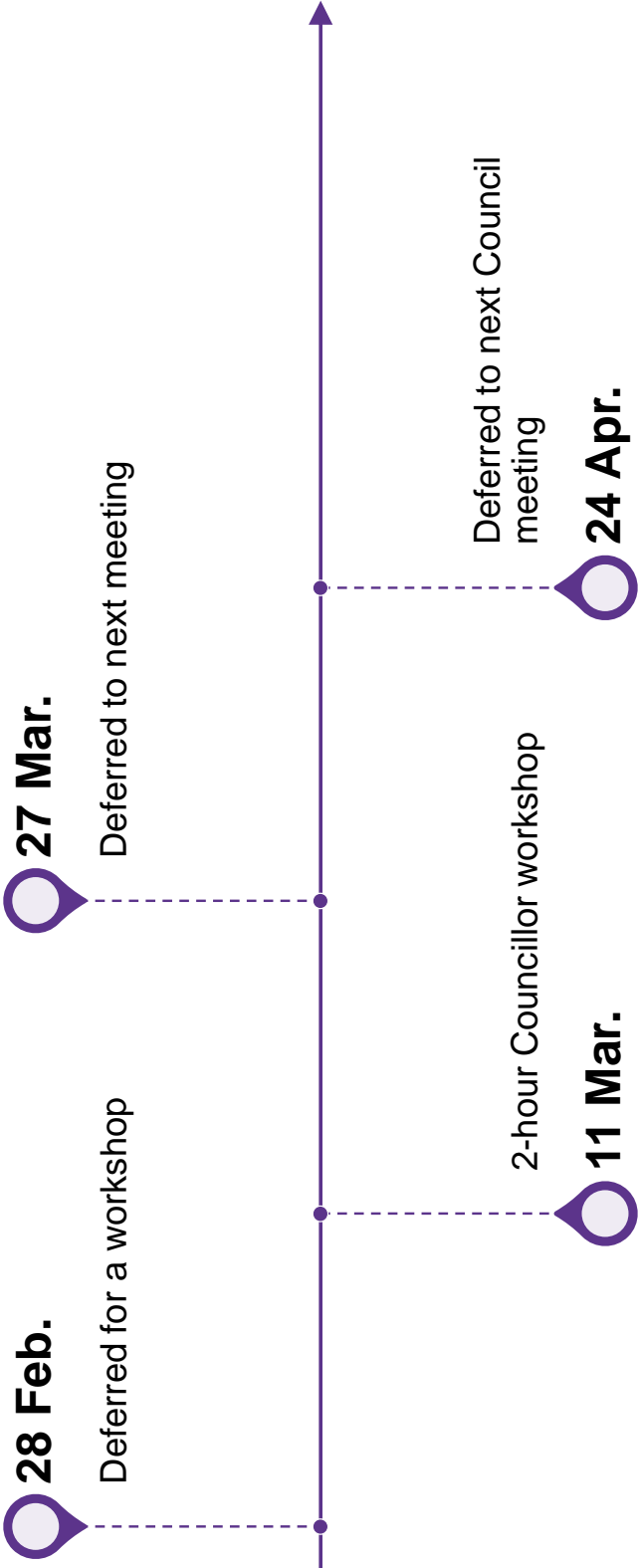
On being put to the meeting the motion was declared **CARRIED**.



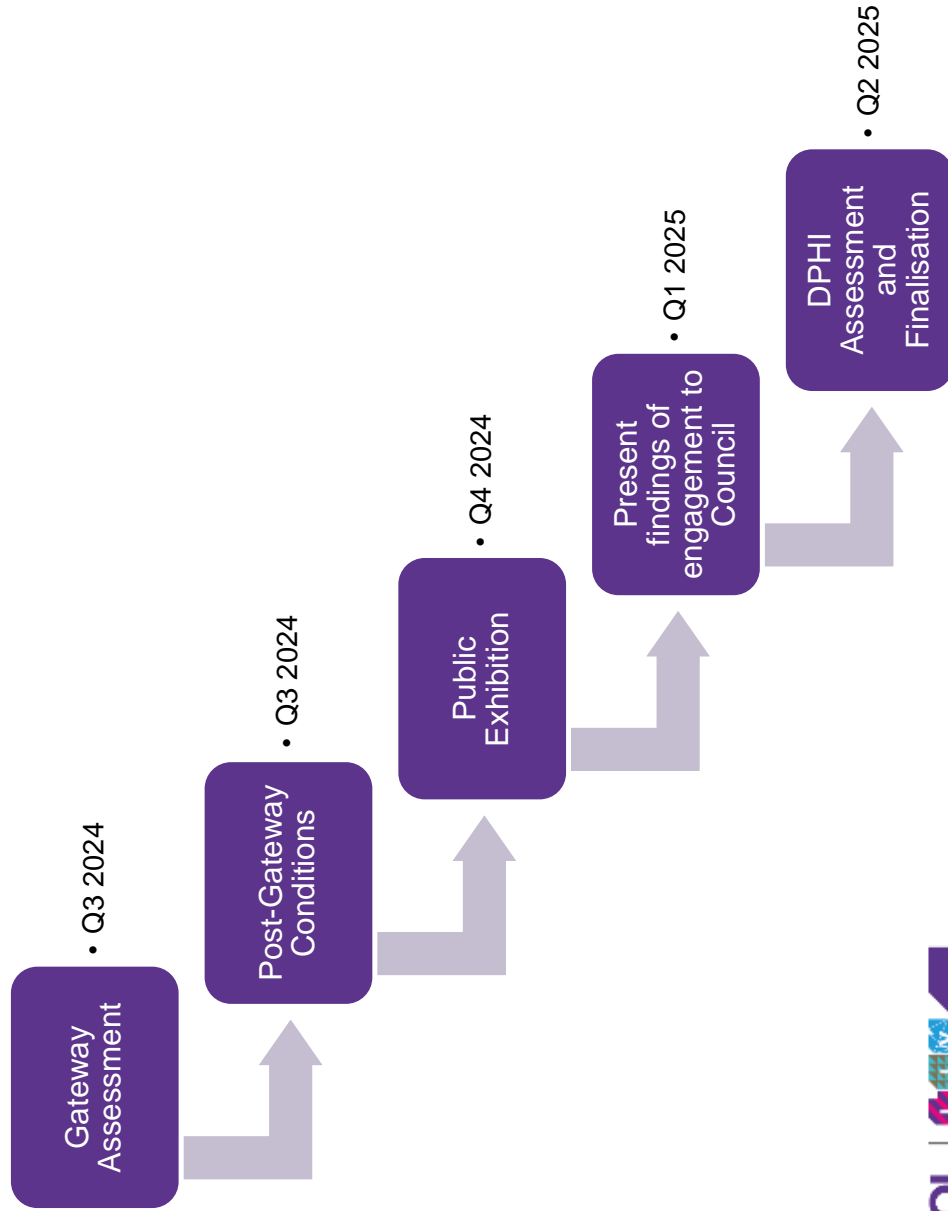
## COUNCIL SUBMISSION

- The proposed changes undermine the existing planning framework and implementation of the LSPS and Local Housing Strategy through the LEP Review process
- Liverpool LGA has extensive and sufficient capacity to cater for additional residential development
- ‘Station and Town Centre Precincts’ are undefined currently
- Impact of wholesale approval of Dual Occupancies in R2
- Impact of 21m RFB’s (with further bonuses up to 27m) within 400m of ‘centres’
- Advocates for better infrastructure delivery
- Consider the local character and needs of Western Sydney and Liverpool specifically

# LEP REVIEW TIMELINE 2024



# LEP REVIEW TIMELINE – NEXT STEPS



# POST-GATEWAY EXHIBITION

Action	Purpose
<b>Ongoing</b>	
Online register for updates	Opt-in registration (by providing email address) on webpage, to receive updates at key milestones (eg reports to Council, exhibitions, finalisation etc)
<b>November 2023</b>	
Distribute letter to affected landowners and residents	Inform affected landowners and residents of the planning proposal and encourage feedback. Comply with Gateway determination requirements.
Notification of Exhibition	Generate awareness of the Scoping Report and promote feedback, through Council's website, social media, newspaper advertisements & libraries.
Fact Sheets & FAQ	Provide additional information about context, content and purpose of Scoping Report, provided online, in libraries and customer service desk.
Liverpool Listens webpage	Provide an opportunity for the community to review information and provide feedback online.
Written submissions	Written submissions will be available as an option for feedback.
Pop-Up stalls in shopping centres across the LGA	Raise awareness in the community about the public exhibition, engage with Council's culturally diverse community and encourage feedback.
Drop-In sessions at libraries	Provide in-depth overview of the planning proposal and invite feedback.
Targeted stakeholder letter and information sessions	Inform key interest groups, Government and non-government organisations, the business community and development industry. Invite feedback on planning proposal.
<b>District Forums (Q4 2023)</b>	
Presentation and Q&A at each District Forum	Present the planning proposal to interested community members at the following District forums: <ul style="list-style-type: none"> <li>• Eastern District</li> <li>• New Release/Established Forum</li> <li>• 2168 Forum</li> <li>• Rural Forum</li> </ul>

# DISCUSSION

<b>QWN 01</b>	<b>Question with Notice - Cllr Harle - Synthetic Playing Fields and Related Health and Environmental Issues</b>
<b>Strategic Objective</b>	Healthy, Inclusive, Engaging Improve liveability and quality of life for the community by delivering vibrant parks, places and facilities
<b>File Ref</b>	147607.2024

### QUESTION WITH NOTICE

Based on a recent report published in the St George Leader in April 2024, regarding the Georges River Council and associated environmental and health issues related to their synthetic fields leaching up to six tonnes of rubber crumbs into the environment every two years and considering that ***“the EU has banned rubber crumbs from these types of fields because of both environmental and health concerns and suggests looking at alternatives including back to natural turf”***.

Information here: [Georges River Council Rubber Crumb Report | St George & Sutherland Shire Leader | St George, NSW \(theleader.com.au\)](#)

I raise the following questions:

- Does Liverpool City Councils' recently completed synthetic field at Hammondville have similar environmental and health issues?
- What was the total construction cost of this field and what mitigation measures, if any, were incorporated to prevent environmental and health related issues?
- How does Council intend to address ongoing environmental issues and how do those affect the overall maintenance costs of the field both long and short term?
- Considering the environmental and health issues, what are the overall advantages and disadvantages of synthetic fields compared to natural turfed fields, including cost considerations?
- How many synthetic fields, including cricket pitches does Liverpool City Council currently have?
- Since the NSW Government released its draft “Synthetic Turf in Public Open Space Guidelines” in March 2024, has Liverpool City Council re-evaluated its future program of installing synthetic fields compared to natural turfed fields?

**Responses (provided by Operations Directorate and Community & Lifestyle)****a. Does Liverpool City Councils' recently completed synthetic field at Hammondville have similar environmental and health issues?**

No, rubber crumbs were not used in the Hammondville Park project, the trend in Europe and United States is quite clear with the phasing out of rubber crumb in sports ovals. The infill materials used at Hammondville were sand and organic vegetable materials.

**b. What was the total construction cost of this field and what mitigation measures, if any, were incorporated to prevent environmental and health related issues?**

The improvements to Hammondville Park Field No.1, cost approx. \$3.0million, the cost of the synthetic oval component of works – approx. \$1.3million.

Refer to point a above as there are no environmental or health related issues.

**c. How does Council intend to address ongoing environmental issues and how do those affect the overall maintenance costs of the field both long and short term?**

Council has been an active participant in the development of NSW Department of Planning's "Synthetic Turf in Public Open Space Guidelines." The public exhibition process for these guidelines ended on 29 April 2024 with the final guidelines expected to be released later this year. The draft guidelines make recommendations on how environmental impacts are minimised in the construction of synthetic fields.

Once these guidelines are released Council will adopt these recommendations as part of its own Policy framework.

**d. Considering the environmental and health issues, what are the overall advantages and disadvantages of synthetic fields compared to natural turfed fields, including cost considerations?**

There are a number of advantages of synthetic playing fields by comparison to natural turf surfaces. These advantages include:

- Lower costs to maintain;
- Lower costs to install;
- Increased durability and capacity to accommodate high volumes of traffic;
- Capacity to endure extreme weather conditions (rain and cold resistance); and
- Better playing surface quality (that includes a lower injury profile)

- e. **How many synthetic fields, including cricket pitches does Liverpool City Council currently have?**

Combined there is 27 fields, 4 synthetic fields and 23 synthetic cricket pitches.

- f. **Since the NSW Government released its draft “Synthetic Turf in Public Open Space Guidelines” in March 2024, has Liverpool City Council re-evaluated its future program of installing synthetic fields compared to natural turf fields?**

The draft ‘Synthetic Turf in Public Open Space Guidelines’ will certainly play a key role in any future decisions Council makes regarding the installation of new sporting fields, whether synthetic or natural.

Decisions regarding the type of field to be installed in each location will also consider factors such as (but not limited to):

- Availability of space
- Anticipated/historical utilisation rates/ demand
- Potential for commercialisation (hiring or leasing)
- Site characteristics (e.g., if the site is prone to flooding); and
- Availability/ need for supporting infrastructure (e.g., pedestrian/ vehicular access, parking, public transport and amenity facilities)

## **ATTACHMENTS**

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Nil



<b>QWN 02</b>	<b>Question with Notice - Cllr Green - Council Use of Contractors</b>
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<b>Strategic Objective</b>	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
<b>File Ref</b>	155850.2024

### **QUESTION WITH NOTICE**

Council utilises contractors from time to time for several reasons which might include when a project or specialist skills are necessary.

Could Council please advise:

1. Was any work contracted out in preparation for the Family Fun Day at Grimson Park West Hoxton?
2. If so, what work was contracted out? And,
3. What was the cost?

### **Responses (provided by Community and Lifestyle)**

#### **1. Was any work contracted out in preparation for the Family Fun Day at Grimson Park West Hoxton?**

Grimson Park opening was scheduled in conjunction with the May suburban Family Fun Day to create efficiencies in resources and costs and to optimise the Communities experience.

All event production is coordinated in house by the Major Events team.

The delivery of the event is supported by both internal and external resourcing, this includes external suppliers across Audio Visual, Traffic, security, and litter-picking/cleansing.

In house, Council delivery is supported by the Waste & Cleansing team coordinating event bin drop off, pick up and the Parks teams supporting the park and general maintenance as part of their standard delivery and the ongoing management of the space.

**2. If so, what work was contracted out?**

Audio Visual support due to the capacity of our internal resources, this is a standard across our Family Fun Days and Major Events.

Traffic Control & Security, this is procured through one company that can provide an overlap in resources so we can prioritise needs.

Litter Picking, this is sourced through our tendered provider Solo Services.

**3. What was the cost?**

Current Event expenditure: \$19,861.06 EX GST (includes any current postponement fees, does not include staffing OT).

Of this traffic and security support is \$2976.

Event budget; \$20,000k EX GST

Civic Component: \$4,838.00 EX GST

**ATTACHMENTS**

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Nil

**QWN 03****Question with Notice - Clr Green - Management  
of Vulnerable Cumberland Plains Woodlands  
Kokoda Oval Holsworthy**

<b>Strategic Objective</b>	Liveable, Sustainable, Resilient Protect and enhance our natural environment and increase the city's resilience to the effects of natural hazards, shocks and stresses
<b>File Ref</b>	155876.2024

**QUESTION WITH NOTICE****Background**

Cumberland Plains Woodlands are acknowledged as special and unique to western Sydney and are listed as critically endangered facing a high risk of extinction. To date it is reported only 6% of Cumberland Plain Woodlands remain, with less than 2% protected in National Parks.

Cumberland Plains Woodlands are recognised ecologically as important providing vital habitat for native birds, animals, and plants. These protected and vulnerable woodlands are found predominantly in a number of western and southwestern LGA's including Liverpool.

According to NSW Environment and Heritage protecting remnants of Cumberland Plain bushlands is the top priority to ensure ecological diversity of vegetation and habitat is preserved and managed appropriately to reduce further degradation and damage.

The ongoing protection and management of these vulnerable and ecological woodlands ensures future generations have the opportunity to appreciate the diverse species of flora and fauna Cumberland Plains Woodlands support.

Please address the following:

1. Is there a best-practice management plan in place to ensure Cumberland Plains bushland including native grasses and vegetation, is properly protected from any activities conducted at Kokoda oval?

2. What strategies are currently enlisted to ensure the ongoing protection and preservation of Cumberland Plains bushland, native grasses and vegetation, such as fencing off vulnerable areas of Kokoda Oval?
3. What is the current health status of the Cumberland Plains Bushland at Kokoda Oval?
  - a. Has any reportable damage occurred
  - b. What protective measures are in place to ensure the risk of damage is minimised
4. How are regular users of Kokoda Oval made aware of their responsibilities in ensuring the vegetation of the protected bushlands are not disturbed, damaged, or interfered with as a result of user activities?

**Response from Operations**

- 1. Is there a best-practice management plan in place to ensure Cumberland Plains bushland including native grasses and vegetation, is properly protected from any activities conducted at Kokoda oval?**

The bushland adjacent to the Kokoda Oval is regularly maintained by Council's bush regeneration team. Signs were previously installed to identify the area as sensitive vegetation, but they require reinstallation due to their recent unauthorised removal.

- 2. What strategies are currently enlisted to ensure the ongoing protection and preservation of Cumberland Plains bushland, native grasses and vegetation, such as fencing off vulnerable areas of Kokoda Oval?**

See response above. Fencing is also being investigated as an added protection to the bushland area.

- 3. What is the current health status of the Cumberland Plains Bushland at Kokoda Oval?**
  - a. Has any reportable damage occurred**
  - b. What protective measures are in place to ensure the risk of damage is minimised**

- 3a. Council staff have identified some damage to the bushland including damage to mature trees, clearing for access paths and trampled areas of vegetation.

3b. Signage is proposed to be reinstated and fencing is being investigated. Alternative locations for archery activities are being explored in less environmentally sensitive areas of the reserve.

**4. How are regular users of Kokoda Oval made aware of their responsibilities in ensuring the vegetation of the protected bushlands are not disturbed, damaged, or interfered with as a result of user activities?**

Council most recently met with Maydaan Archery in April 2024, who act as an anchor tenant for Kokoda Oval. Maydaan Archery have sought Council permission to utilise this space periodically as part of their traditionally archery program. While some initial access has been provided, monitoring by Council staff has highlighted the adverse impact to the bushland. Council and the Club are working collaboratively on a plan that will support the archery clubs' activities without impacting on environmentally sensitive areas.

**ATTACHMENTS**

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Nil

**QWN 04**

**Question with Notice - Cllr Kaliyanda - Quarterly Tender Report**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Ensure Council is accountable and financially sustainable through the strategic management of assets and resources
<b>File Ref</b>	159088.2024

**QUESTION WITH NOTICE**

At the June 2022 meeting of Council, a resolution was passed to provide a quarterly report detailing all tenders awarded by Council regardless of dollar value.

1. On what occasions has this information be provided?
2. Please provide a summary report for the financial year 2023/24 detailing all tenders, regardless of dollar value, be provided to the next Council meeting.
3. Please also include details of any Council land or properties that have been bought and/or sold since January 2021.

**Response (provided by Corporate Support)**

**Question 1: On what occasions has this information be provided?**

This information is provided to the council as part of the quarter budget review report from finance. It is attachment 9 of each report. A copy of each schedule of contracts from the previous quarters has been attached to this report.

<b>Council meeting</b>	<b>Period of Contracts</b>
1 March 2023	Contracts award 1 October 2022 – 31 December 2022 tabled as part of the Quarterly Budget review (attachment 9)
31 May 2023	Contracts awarded 1 January 2023 – 31 March 2023 tabled as part of the Quarterly Budget review (attachment 9)
22 November 2023	Contracts awarded 1 July 2023 – 30 September 2023 tabled as part of the Quarterly Budget review (attachment 9)
28 February 2024	Contracts award 1 October 2023 – 31 December 2023 tabled as part of the Quarterly Budget review (attachment 9)
29 May 2024	Contracts award 1 January 2024 – 31 March 2024 tabled as part of the Quarterly Budget review (attachment 9)

**Question 2: Please provide a summary report for the financial year 2023/24 detailing all tenders, regardless of value.**

A schedule of contracts awarded for each quarter from 1 July 2023 has been attached as attachment 2 to this report.

**Question 3: Please also include details of any Council land or properties that have been bought and/or sold since January 2021.**

**Properties Sold:** Since January 2021

Acquisition of Council's interests at Warwick Farm by the Transport Asset Holding Entity of NSW was affected by publication of an Acquisition Notice in the NSW Government Gazette No 292 of 2 July 2021. This included land and temporary construction leases.

The interests acquired by TAHE included: freehold land owned by Council, part of public road (part Warwick Street), part of Cabramatta Creek and part of Jacquie Osmond Reserve that is under the care, control and management of Council.

Land Owned by Council

Type of Acquisition	Description	Defined in Plan of Acquisition	Area sqm
Permanent Freehold Interest	Part of Lot 10 DP776165 Public Reserve - Section between the railway corridor & the car dealership	Lot 3 DP1262377	391.1
Permanent Freehold Interest	Part of public road area being part of Warwick Street, Warwick Farm	Lot 1 DP1265554	150.0
Permanent Freehold Interest	Part of Cabramatta Creek Traversed by the railway corridor	Lot 5 DP1262377	14.5
Temporary Construction Lease	Part of 1008 DP591195 being part of Stroud Park, Warwick Farm	Lot 2 DP1265553	1,384.0
Temporary Construction Lease	Part of public road area being part of Railway Parade, Warwick Farm	Lot 1 DP1265553	129.6
Temporary Construction Lease	Part of Lot 10 DP776165 Public Reserve - Section between the railway corridor & the car dealership	Lot 9 DP1262377	179.8
Temporary Easement for Access	Part of Lot 1008 DP591195 being part of Stroud Park, Warwick Farm	(A) DP1265553	1,075.0
Temporary Easement for Access	Part of Lot 10 in DP788368 Beneficial ROW from Sappho Road	(OO) DP1262377	1,730.2

Council settled on sale to Coptic Orthodox Church (NSW) Property Trust - Purchase of Lot 1 McLean Street and Part Tepper Park (52 McLean Street), Liverpool NSW on 28 April 2021.

**Properties Acquired: Since January 2021**

	Lot & DP	Address
1	Lot 25 DP 1220035	Somme Avenue, Edmondson Park
2	Lot 26 DP 1220035	Somme Avenue, Edmondson Park
3	Lot 700 DP 1244341	RAINBOWS WAY LEPPINGTON
4	Lot 21 DP 1231320	LOT 21 Gurner Avenue, Austral
5	Lot 1 DP 1234968	LOT 1 Illaroo Road, Prestons
6	Lot 45 DP 657031	6 Newbridge Road Chipping Norton
7	Lot 19 DP 17134	36 Rickard Road Chipping Norton
8	Lot C DP 19162	78 Rickard Road Chipping Norton
9	Lot 410 DP 1233750	70 Seventeenth Avenue, Austral
10	Cnr Lot 100 DP 1203918	Cnr Lot 100 Middleton Drive, Middleton Grange
11	Lot 16 DP 1223866	16 Burrows Avenue, Edmondson Park
12	Lot 133 DP 17134	39 Newbridge Road, Chipping Norton
13	Lot 4601 DP 1248502	Clermont Park, Buchan Avenue, Edmondson Park
14	Lot 23 DP 1260171	Pt 45 Seventh Avenue, Austral
15	Lot 182 DP 1237400	Parts incorporated into Tokyo Road and Cortina Avenue and Lot 182 Eighteenth Avenue, Austral
16	Lot 132 DP 1215482	155 Jardine Dr, Edmondson Park
17	Lot 1054 DP 2475	335 Sixth Avenue, Austral
18	Lot 200 DP 1284975	80-90 Eleventh Ave Austral
19	Lot 134 DP 1271187	Pt 230 Thirteenth Avenue Austral
20	Lot 32 DP 17134	62 Rickard Road, Chipping Norton
21	Lot 78 DP 657030	62 Newbridge Road, Chipping Norton
22	Lot 153 DP 17134	47 Rickard Road Chipping Norton
23	Lot 161 DP 17134	31 Rickard Road, Chipping Norton
24	Lot 1 DP 1237352	1 Copeland St, Liverpool, rear of 9 Copeland St
25	Lot 2 DP 1292702	Lot 2 Wakeling Drive, Edmondson Park
26	Cnr Lot 481 DP 1251848	Cnr Lot 481 Haybale Street, Austral
27	Lot 297 DP 752060	Lot 297 Illaroo Road, Prestons
28	Lot 4311 DP 1263706	Lot 4311 Fifteenth Avenue, Austral
29	Lot 299 DP 2475	50 Sixteenth Avenue, Austral
30	Lot 8 DP 1249397	Pt Lot 164 Manchuria Road, Edmondson Park
31	Lot 2 DP 567321	2082 Camden Valley Way, Edmondson Park
32	Lot 141 DP 852633	305 Denham Court Road, Den ham Court
33	Lot 2 DP 1263707	Pt 285 Fifteenth Avenue, Austral
34	Lot 1046 DP 2475	255 Sixth Avenue, Austral
35	Lot 612 DP 1268345	First Avenue, Hoxton Park
36	Lot 7 DP 1246598	145 Edmondson Avenue, Austral
37	Lot 10 DP 1203674	220 Fifth Avenue, Austral
38	Lot 1047 DP 2475	265 Sixth Avenue, Austral
39	Lot 866 DP 2475	90 Tenth Avenue, Austral
40	Lot 1137 DP 2475	160 Fifth Avenue, Austral
41	Lot 64 DP 1271974	35-55 Tenth Ave Austral
42	Lot 65 DP 1271974	35-55 Tenth Ave Austral
43	Lot 66 DP 1271974	35-55 Tenth Ave Austral
44	Lot 67 DP 1271974	35-55 Tenth Ave Austral
45	Lot 142 DP 1265897	95-105 Seventh Avenue Austral
46	Lot 141 DP 1265897	95-105 Seventh Avenue Austral
47	Lot 10 DP 808614	180 Sixth Ave Austral
48	Lot 2 DP 1249397	Lot 2 Croatia Avenue, Edmondson Park (Basin 14)
49	Lot 4 DP 1249397	Lot 4 Croatia Avenue, Edmondson Park (Basin 14)
50	Lot 7 DP 1249397	Lot 7 Camden Valley Way, Edmondson Park (Basin 14)
51	Lot 9 DP 1249397	Lot 9 Camden Valley Way, Edmondson Park (Basin 14)
52	Lot 100 DP 1282981	45 Sixteenth Avenue Austral
53	Lot 161 DP 1287280	Lot 161 Fifth Avenue, Austral
54	Lot 102 DP 1130459	600 Cowpasture Road, Len Waters Estate
55	Cnr Lot 1117 DP 2475	265 Fifth Avenue, Austral
56	Lot 850 DP 2475	235 Tenth Avenue, Austral
57	Lot 15 DP 1254457	Lot 15 Monoplane Avenue, Middleton Grange
58	Lot 25 DP 1249950	Lot 25 Winterhead Street, Austral
59	Lot 1 DP 1257931	62 Kelly Street, Austral
60	Lot 8, 10, 11, 12, 13, 14 & 18 DP 1295727	Governor Macquarie Drive, Warwick Farm



**ATTACHMENTS**

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1. Contracts awarded - attachment 9 of previous council reports
2. Contracts awarded 2023/24

## Attachment 9

## Liverpool City Council

Contracts Budget Review Statement  
For the period 01/10/22 to 31/12/22

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract Details and Purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract	Budgeted (Y/N)	Comments
Beripave Road Solutions Borthwick & Pengilly Asphalt Pty Ltd Colias Solutions Pty Ltd D&M Excavations and Asphalt Pty Ltd Downer EDI Works Pty Ltd J & E Asphalt & Civil Pty Ltd NSW Kerbing Pty Ltd Roadwork Group Planet Civil Pty Ltd State Asphalt Services Pty Limited Stateline Asphalt Pty Ltd Supersealing Pty Ltd	RCL3071 Road Rehabilitation and Asphalt Services	\$60,000,000	6/10/2022	3 years + 2 years	Y	Schedule of Rates Amount of Contract from RIT
Trisley's Hydraulic Services Pty Ltd - Portions A & B	ST3109 Pool Plant & Equipment Preventative Maintenance Agreement	\$380,000	4/11/2022	3 years + 2 years	Y	Portion A - Yearly \$76,516 Portion B - Schedule of Rates Amount of Contract from RIT
McGregor Coxall Australia Pty Ltd	ST3176 Collingwood Visitation Precinct Masterplan	\$278,641	28/10/2022	12 months	Y	
Australian Hammer Supplies Pty Ltd	VP3177 Supply two (2) mini Excavators, One (1) 3.5ton, & One (1) 5.0 ton	\$208,953	14/10/2022	12 months	Y	
Waralath Lawncare & Garden Management Pty Ltd	WT3187 Urban Forest Strategy - Greening City Tree Planting, Stage 2	\$505,822	2/11/2022	6 mths with 12 months defect liability period	Y	
Civil Constructions Pty Ltd	PQ3188 Construction of Nineteenth Avenue Footbridge, Hoxton Park	\$246,599	21/10/2022	12 months	Y	
Reino International Pty Ltd T/A Duncan Solutions Australia	PQ3191 Digital solution to capture real-time parking availability for all accessible parking spaces	\$87,532	26/09/2022	1 + 1 + 1 year	Y	
Toubed Consulting Pty Ltd	ST3194 Liverpool Civic Place External Project Management Specialist	\$327,250	30/11/2022	2 years	Y	
Blackadder and Associates Pty Ltd	ST3195 Recruitment Services - CEO	\$28,509	12/10/2022	6 months	Y	
Ellis and Son's Group Pty Ltd	PQ3197 Shade Structure Program - Manufacture Supply and Installation of Shade Structures at Various Sites in Liverpool LGA	\$113,949	20/10/2022	36 Weeks	Y	
PNJ Group Pty Ltd	PQ3198 Playground Replacement Program Softfall Rubber Refurbishment at Various Sites in Liverpool LGA	\$102,999	14/12/2022	36 weeks with 26 weeks defects liability period	Y	

## Attachment 9

## Liverpool City Council

Contracts Budget Review Statement  
For the period 01/10/2022 to 31/12/22

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract Details and Purpose Summary	Contract Value	Start Date Awarded Date 17/10/2022	Duration of Contract	Budgeted (Y/N)	Comments
Australian Hammer Supplies Pty Ltd	VP3200 Supply of 6 Parks Mowers	\$147,602		9 months	Y	
West Avenue Building Pty Ltd T/A DML Group	PQ3201 Roof Replacement at the Prestons Child Care Centre	\$137,390	28/10/2022	16 Weeks	Y	
Taylor Street Advisory Pty Ltd	PQ3202 Advocacy and Stakeholder Engagement	\$199,584	28/10/2022	1 year	Y	
Integral Electrical Engineering Co Pty Ltd	WT3203 Air Conditioning Replacement Works for Green Valley District Centre and Library	\$420,000	9/12/2022	8 weeks	Y	
A_Space Australia Pty Ltd	VP3209 Design and Construction of Outdoor Fitness Gym at Alamein Park	\$143,990	22/12/2022	34 Weeks	Y	
Prolific Pty Ltd	PQ3211 Pool Concourse Resurfacing at the Whillam Leisure Centre	\$216,700	12/12/2022	16 weeks	Y	
Durkin Construction Pty Ltd	VP3212 Pavement Investigation Program	\$101,881	24/10/2022	6 months	Y	
Prolific Pty Ltd	VP3213 Manufacture, Supply and Install Pye Hill Playground Equipment	\$370,667	12/12/2022	40 Weeks	Y	
Polite Enterprises Corporation Pty Ltd	PQ3216 Supply and Deliver Six Bus Shelters	\$79,200	14/12/2022	6 months	Y	
Azbuild Pty Ltd	VP3217 Supply and Installation of GPT at Weir Crescent	\$336,479	20/12/2022	24 weeks + 52 weeks defects liability period	Y	

1. Contracts listed are those entered into during the quarter being reported.

2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

Contracts Budget Review Statement  
For the period 01/01/23 to 31/03/23

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract Details and Purpose Summary	Contract Value	Start Date Awarded	Duration of Contract	Budgeted (Y/N)	Comments
Convil Group Pty Ltd	VP3189 Woodbrook Road Upgrades	\$919,630.00	12/01/2023	12 months + 12 months	Y	Lump Sum
Plantabox Pty Ltd	PQ3225 Railway Street Shared Spaces	\$241,639.00	18/01/2023	3 years + 2 years	Y	Lump Sum
Auscage Pty Ltd	PQ3215 Local Park Upgrade – Gibbs Park	\$122,665.60	07/02/2023	38 Weeks	Y	Lump Sum
ECS International Security and Investigations	PQ3224 Cash Collection and Banking Services	\$220,000.00	02/03/2023	3 years + 2 Years	Y	Schedule of Rates Amount of Contract from RIT
Burton Contractors Pty Ltd	WT3158 Upgrade of Governor Macquarie Drive	\$8,078,031.18	03/03/2023	12 months	Y	Lump Sum
Optimal Stormwater Pty Ltd	VP3208 Water Quality Modelling for Liverpool City	\$65,460.00	06/03/2023	6 Months	Y	Lump Sum
Growth Civil Landscapes Pty Ltd	VP3206 Grimson Park Upgrade	\$730,939.57	20/03/2023	44 Weeks		Lump Sum
O'Connor Marsden & Associates Pty Limited	RCL3193 Provision of Probity Advisory Services - 1	\$500,000.00	28/03/2023	3 years + 2 years	Y	Schedule of Rates Amount of Contract from RIT
Centium Pty Ltd						
Archblue Consulting Trust T/A Archblue Consulting (Aus) Pty Ltd						
Wozniak Family Trust T/A Analiwan Advisory Pty Ltd						
Procure Group Pty Ltd						
M & R Robinson Pty Ltd T/A The Shop Consulting						
InConsult Pty Ltd						

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

Contracts Budget Review Statement  
For the period 01/07/2023 to 30/09/2023

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N) Budgeted	Comments
Newsound Fire Services Pty Ltd	ST3204 Fire Protection Equipment - Servicing Testing and Repairs	\$900,000.00	18/07/2023	3 year + 2 year option	Y	Schedule of rates - Price from RIT
Civica Pty Ltd	ST3230 Library Management System for Liverpool City Libraries	\$1,700,000.00	19/09/2023	5 + 5 years	Y	
Growth Civil Landscapes Pty Ltd	WT3238 Design and Construct Stante Reserve Viewing Platform	\$269,238.20	03/08/2023	68 weeks	Y	
Mecone Group Pty Ltd	ST3248 Liverpool LEP Review Phase 2 Investigations	\$300,000.00	28/07/2023	2-3 months	Y	
Dalacom Systems (AU) Pty Ltd	VP3249 Microsoft Licensing using SCM0020	\$1,900,000.00	14/07/2023	3 years	Y	
Limonta Sports Australia Pty Ltd	WT3265 Hammondville Park - Synthetic Turf Soccer Ovals	\$2,444,111.00	25/09/2023	12 months	Y	
A Space Australia Pty Ltd	VP3275 Design and Construction of Outdoor Fitness Gym at Grimson Park	\$121,000.00	13/09/2023	34 Weeks	Y	
Complete Urban Pty Ltd	VP3260 Provision of Environment Impact Statement	\$338,417.00	01/09/2023	12 Months	Y	
Complete Urban Pty Ltd	PQ3251 Landscape Architectural Services - Pye Hill Reserve - Regional Trails and Lookout Design	\$69,300.00	11/07/2023	20 Weeks	Y	
Construction Consultants (QS) Pty Ltd	PQ3264 Independent Quantity Surveyor - Civic Place	\$18,590.00	13/07/2023	3 Weeks	Y	

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

## Contracts Budget Review Statement

For the period 01/10/2023 to 31/12/2023

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N)	Notes Comments
Civil Constructions Pty Ltd	VP3236 Remediation works and revegetation at Annall Park Flood Detention bas	\$588,850.00	05/12/2023	1 year	Y	
Prodic - Portion A \$119,995.12 & 4Park Pty Ltd T/A S Forpark AL	VP3277 Playground Replacement Program – Playground upgrades at Pull brook	\$479,879.15	21/11/2023	46 Weeks	Y	
West Avenue Building Pty Ltd T/A DML Group	PQ3278 Moorebank Community Centre Acoustic Upgrade	\$128,500.00	25/10/2023	12 weeks	Y	
The Trustee for Polite Enterprises International T/A Polite Enterpri	PQ2768 Supply and Deliver Council Owned Bus Shelter	\$79,200.00	18/12/2023	12 months	Y	
Premier Office Relocation (NSW) Pty Limited (Portion 1) \$73,625	PQ3287 Relocation to New Civic Place	\$73,625.00	23/10/2023	6 months	Y	
GPM Marine Constructions Pty Limited	WT3241 Development of Design & Construction - Lighthouse Park Kayak Launch	\$774,424.80	20/12/2023	3 years	Y	

1. Contracts listed are those entered into during the quarter being reported.

2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

## Contracts Budget Review Statement

For the period 01/01/2024 to 31/03/2024

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N) Budgeted	Notes Comments
West Avenue Building Pty Ltd T/A DML Group	PQ3281 Roof Replacement and New Solar PV System for Warwick Farm Communi	\$171,123.70	09/01/2024	3 months - 12 months Defect Liability Period	Y	
Leibherr-Australia Pty Ltd	VP3305 Material Handler	\$495,000.00	02/02/2024	One Off	Y	
A. space Australia Pty Ltd	PQ3298 Supply and installation of outdoor gym circuit at Australia's Park and Bradsh	\$202,280.00	04/03/2024	44 Weeks	Y	
DML GROUP PTY LTD	PQ3299 Roof Replacement for Frank Oliveri Hall Community Centre	\$101,203.30	04/03/2024	6 weeks	Y	
Colliers International (NSW) Pty LIMITED	ST3279 Property and Facilities Management Services for the new Civic Place Build	\$655,295.00	05/03/2024	2 years	Y	

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

## Contracts Budget Review Statement

For the period 01/07/2023 to 30/09/2023

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N) Budgeted	Comments
Newsound Fire Services Pty Ltd	ST3204 Fire Protection Equipment - Servicing Testing and Repairs	\$900,000.00	18/07/2023	3 year + 2 year option	Y	Schedule of rates - Price from RIT
Civica Pty Ltd	ST3230 Library Management System for Liverpool City Libraries	\$1,700,000.00	19/09/2023	5 + 5 years	Y	
Growth Civil Landscapes Pty Ltd	WT3238 Design and Construct Stante Reserve Viewing Platform	\$269,238.20	03/08/2023	68 weeks	Y	
Mecone Group Pty Ltd	ST3248 Liverpool LEP Review Phase 2 Investigations	\$300,000.00	28/07/2023	2-3 months	Y	
Dalacom Systems (AU) Pty Ltd	VP3249 Microsoft Licensing using SCM0020	\$1,900,000.00	14/07/2023	3 years	Y	
Limonta Sports Australia Pty Ltd	WT3265 Hammondville Park - Synthetic Turf Soccer Ovals	\$2,444,111.00	25/09/2023	12 months	Y	
A Space Australia Pty Ltd	VP3275 Design and Construction of Outdoor Fitness Gym at Grimson Park	\$121,000.00	13/09/2023	34 Weeks	Y	
Complete Urban Pty Ltd	VP3260 Provision of Environment Impact Statement	\$338,417.00	01/09/2023	12 Months	Y	
Complete Urban Pty Ltd	PQ3251 Landscape Architectural Services - Pye Hill Reserve - Regional Trails and Lookout Design	\$69,300.00	11/07/2023	20 Weeks	Y	
Construction Consultants (QS) Pty Ltd	PQ3264 Independent Quantity Surveyor - Civic Place	\$18,590.00	13/07/2023	3 Weeks	Y	

1. Contracts listed are those entered into during the quarter being reported.
2. Contracts for employment are not required to be included.



## Attachment 9

## Liverpool City Council

## Contracts Budget Review Statement

For the period 01/10/2023 to 31/12/2023

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N)	Notes Comments
Civil Constructions Pty Ltd	VP3236 Remediation works and revegetation at Annall Park Flood Detention bas	\$588,850.00	05/12/2023	1 year	Y	
Prologic - Portion A \$119,995.12 & 4Park Pty Ltd T/A S Forpark AL	VP3277 Playground Replacement Program - Playground upgrades at Pull brook	\$479,879.15	21/11/2023	46 Weeks	Y	
West Avenue Building Pty Ltd T/A DML Group	PQ3278 Moorebank Community Centre Acoustic Upgrade	\$128,500.00	25/10/2023	12 weeks	Y	
The Trustee for Polite Enterprises International T/A Polite Enterpri	PQ2768 Supply and Deliver Council Owned Bus Shelter	\$79,200.00	18/12/2023	12 months	Y	
Premier Office Relocation (NSW) Pty Limited (Portion 1) \$73,625	PQ3287 Relocation to New Civic Place	\$73,625.00	23/10/2023	6 months	Y	
GPM Marine Constructions Pty Limited	WT3241 Development of Design & Construction - Lighthouse Park Kayak Launch	\$774,424.80	20/12/2023	3 years	Y	

1. Contracts listed are those entered into during the quarter being reported.

2. Contracts for employment are not required to be included.

## Attachment 9

## Liverpool City Council

## Contracts Budget Review Statement

For the period 01/01/2024 to 31/03/2024

Contracts Listing - contracts entered into during the quarter

Contractor Awarded To	Contract detail & purpose Summary	Contract Value	Start Date Awarded Date	Duration of Contract Duration	Budgeted (Y/N) Budgeted	Notes Comments
West Avenue Building Pty Ltd T/A DML Group	PQ3281 Roof Replacement and New Solar PV System for Warwick Farm Communi	\$171,123.70	09/01/2024	3 months - 12 months Defect Liability Period	Y	
Leibherr-Australia Pty Ltd	VP3305 Material Handler	\$495,000.00	02/02/2024	One Off	Y	
A. space Australia Pty Ltd	PQ3298 Supply and installation of outdoor gym circuit at Australia's Park and Bradsh	\$202,280.00	04/03/2024	44 Weeks	Y	
DML GROUP PTY LTD	PQ3299 Roof Replacement for Frank Oliveri Hall Community Centre	\$101,203.30	04/03/2024	6 weeks	Y	
Colliers International (NSW) Pty LIMITED	ST3279 Property and Facilities Management Services for the new Civic Place Build	\$655,295.00	05/03/2024	2 years	Y	

1. Contracts listed are those entered into during the quarter being reported.

2. Contracts for employment are not required to be included.

<b>QWN 05</b>	<b>Question with Notice - Cllr Kaliyanda - Community Engagement in Cecil Hills</b>
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<b>Strategic Objective</b>	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
<b>File Ref</b>	159161.2024

### **QUESTION WITH NOTICE**

On 1 May 2024, Council began an extensive hedge cutting exercise in Cecil Hills in response to resident complaints about ongoing maintenance, rubbish and safety issues.

Please address the following:

1. What community engagement or consultation was conducted with residents prior to the contractor beginning works?
2. When residents expressed significant concerns with the works undertaken and works were paused, what communication or engagement was conducted with residents in relation to these issues?
3. Prior to the recommencement of works at Cecil Hills, what engagement or consultation was conducted with residents to inform any change to the scope or nature of these works?
4. What has been the involvement or role of Council's substantial Communications Team in helping to support operational and frontline staff in responding to resident concerns and complaints in relation to the hedge cutting works at Cecil Hills?
5. What has been the cost of undertaking these works at Cecil Hills?
6. Has this been budgeted for?
7. If so, what funding source was this drawn from?
8. What is the comparison of the actual cost of the works to the budgeted amount?

**Responses (provided by Operations Directorate)**

- 1. What community engagement or consultation was conducted with residents prior to the contractor beginning works?**

There was no community engagement or consultation conducted with residents prior to the contractor beginning works. An engagement piece was planned for a Community Forum in March, however Manager City Works, Parks, Sport & Open Spaces was on leave and unavailable.

- 2. When residents expressed significant concerns with the works undertaken and works were paused, what communication or engagement was conducted with residents in relation to these issues?**

A resident forum was arranged by Councillor Kaliyanda and was held at 6pm on 6 May 2024. Manager City Works, Parks, Sport & Open Spaces, A/Director Operations and Coordinators were in attendance.

- 3. Prior to the recommencement of works at Cecil Hills, what engagement or consultation was conducted with residents to inform any change to the scope or nature of these works?**

Several concerns were raised at the forum. Council had agreed to cease the works on 6 May 2024 and considered their valid concerns around safety and clearance. An update was drafted by Council's Communications, Marketing & Brand Team and placed on community pages through social media.

- 4. What has been the involvement or role of Council's substantial Communications Team in helping to support operational and frontline staff in responding to resident concerns and complaints in relation to the hedge cutting works at Cecil Hills?**

Manager Communications, Marketing & Brand provided input & design for the message. They were engaged prior to the community meeting and made aware of the issue. Frontline and operational staff attended the forum to address residents' concern. The public messaging was approved by Council's Communications, Marketing & Brand Team and posted to Council's social media. Please also refer to answer to question 3.

- 5. What has been the cost of undertaking these works at Cecil Hills?**

The current cost of the works is approximately \$100,000. Exact figures can be sourced if required.

- 6. Has this been budgeted for?**

Yes, this has been budgeted.

**7. If so, what funding source was this drawn from?**

The funding source is the Parks Operation Budget.

**8. What is the comparison of the actual cost of the works to the budgeted amount?**

There is NIL difference as it was a scope of works agreed to and undertaken by a contractor. Prices for quoting this work ranged from approximately \$100k - \$300K. Exact figures can be sourced if required.

**ATTACHMENTS**

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Nil

**NOM 01****Addressing Contributory Factors to High  
Turnover of CEO**

<b>Strategic Objective</b>	Visionary, Leading, Responsible Place customer satisfaction, innovation and best practice at the centre of all operations
<b>File Ref</b>	160316.2024
<b>Author</b>	Betty Green - Councillor

**BACKGROUND**

Recognising that strong and stable operational leadership is an important factor in ensuring that Council continues to deliver high-level service to the community, I propose the following motion:

**NOTICE OF MOTION**

That Council:

1. Engage an independent external party to conduct an investigation into the turnover of the position of Chief Executive Officers from 2008 - at the completion of the term of Administration of Council to the present (2024);
2. That the investigation include within its terms of reference:
  - a. an assessment of whether or not the turnover of the Chief Executive Officer position at Council is consistent with turnover of Chief Executive Officer/General Manager positions at similar Councils;
  - b. any underlying or common factors which have caused turnover in the Chief Executive Officer position;
  - c. any recommendations to address issues identified (if any) in the recruitment, management, and termination process relating to the position of Chief Executive Officer
3. Engage the independent external party to conduct the investigation within 14 days of the date of this motion; and
4. That the independent external party is directed to provide a report to Council on the findings of the investigation within 28 days of their engagement.

## **ACTING CHIEF EXECUTIVE OFFICER'S COMMENT**

1. An independent investigator can be sourced from the Council's preferred vendor list of investigators and can undertake the investigation as indicated.
2. The Terms of Reference will be provided to the Investigator to provide both a price to estimate the cost of work to be performed and to outline the scope of work and effort involved.
3. Once this motion is approved the investigator will be briefed on the work required in order to provide a submission and quote for the work. The submission and quote will take 2-3 days to receive, hence it is suggested that the 14 days commences from the date of agreement and signing of the contract with the approved investigator.
4. The investigator will be instructed to provide their report for Council within 28 days of commencement.

## **FINANCIAL IMPLICATIONS**

Costs associated with this recommendation are outside of Council's current budget and long-term financial plan. The impact on the budget and long-term financial plan are outlined in the table below.

	2023/24	2024/25	2025/26
<b>Operating budget / LTFP impact</b>	\$10,000 -\$25,000		
<b>Capital budget impact</b>	0		
<b>Ongoing unbudgeted impact to opex from capital expenditure</b>	0		
<b>Unbudgeted impact to unrestricted cash</b>	0		
<b>Funding source</b>	General Fund		

## **ATTACHMENTS**

Nil