



Ordinary Meeting
29 July 2024 at 6.00pm



ORDER OF BUSINESS

- Prayer by Julie Grancha
Attendance, Apologies,
Declarations of Interests
- 1 Confirmation of Minutes
 - 2 Business Arising
 - 3 Reports
 - 4 Other Business

Charter of Respectful Behaviour

1. *Comments to be "task" focused + Focus on the issue*
2. *Actively listen + be attentive*
3. *Allow others to finish their point*
4. *Deliver solutions based comments*
5. *Develop your resilience*
6. *Be informed + ask questions*
7. *Seek to understand others*
8. *Be on time + use time wisely*
9. *Acknowledge differences or personal circumstances*
10. *Value each other's contributions*

HUNTER'S HILL COUNCIL
ORDINARY MEETING OF COUNCIL
29 July 2024

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- 1 Confirmation of Minutes of Ordinary Meeting 4535 held 24 June 2024

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Nil

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Nil

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COMMENCEMENT

The meeting opened with Acknowledgement of Country and Prayer at 6pm.

IN ATTENDANCE

The Mayor Zac Miles, Deputy Mayor Elizabeth Krasso, Councillors Ross Williams, Jim Sanderson, Richard Quinn, Tatyana Virgara and Julia Prieston.

ALSO PRESENT

General Manager Mitchell Murphy, Finance and Corporate Strategy May Vilaythong (part meeting via Zoom) , Director Community & Customer Services Annie Goodman, Director Infrastructure and Environmental Sustainability Samantha Urquhart, Director Town Planning Steve Kourepis, Director People and Culture Rosanna Guerra, Manager Communications and Events Shery Demian, Recording Jade Reed and Minute-taker Sarah Jenkins

APOLOGIES

Director Finance and Corporate Strategy, Maria Kenny.

DECLARATIONS OF INTEREST

The Mayor called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

046/24 RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Williams That the Minutes of Ordinary Meeting No. 4534, 27 May 2024 be confirmed.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

MAYORAL MINUTES & REPORTS

- 2.1 MAYORAL MINUTE: HUNTERS HILL RESIDENT RECOGNISED IN THE KING'S BIRTHDAY 2024 HONOURS LIST

PROCEEDINGS IN BRIEF

047/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. That a letter of congratulations be forwarded to recipient Talal Yassine (AM).

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

- 2.2 MAYORAL MINUTE: BLUE PLAQUES

PROCEEDINGS IN BRIEF

048/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. That Council promotes the Blue Plaques Program nomination call out through its communication channels.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

TABLING OF PETITIONS

PROCEEDINGS IN BRIEF

Nil

ADDRESSES FROM THE PUBLIC

PROCEEDINGS IN BRIEF

Ms Heather Kitson addressed the meeting (moved by Clr Prieston, seconded by Clr Williams and carried) regarding the successful Vintage Fair recently held at Council. Ms Kitson provided feedback on effectively creating publicity and communication surrounding community events. Ms Kitson was granted an extension of time (moved by Clr Prieston, seconded by Clr Williams and carried).

COUNCIL REPORTS

MOVE ITEM

- 049/24** RESOLVED on the MOTION of Councillor Quinn, seconded Councillor Sanderson
That at 06:22 pm Item 4.3 Draft Henley Precinct Masterplan be brought forward to be discussed prior to Item 4.1.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.3 DRAFT HENLEY PRECINCT MASTERPLAN

PROCEEDINGS IN BRIEF

Mr Chris Mutton addressed the meeting regarding the change in access for local residents via lower Crown Street and also thanked Council for work on the Masterplan.

MOVED on the MOTION of Councillor Quinn, seconded Councillor Prieston

1. That the report be received and noted.
2. That Council adopt the draft Henley Precinct Masterplan.

3. That a report on the progress in delivering concepts outlined in the Henley Precinct Masterplan be provided to Council every 6 months in line with Council’s Delivery Program and Operational Plan legislative compliance framework.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.1 DRAFT 2024-25 OPERATIONAL PLAN

PROCEEDINGS IN BRIEF

050/24 RESOLVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krasso

1. That the report be received and noted.
2. That Council adopt the draft 2024-25 Operational Plan and make the document publicly available on Council’s website.
3. That a report be provided to Council on the progress in delivering the actions within the Delivery Program and Operational Plan every six months in line with legislative requirements.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.2 ADOPTION OF FY2024-25 BUDGET, FEES & CHARGES AND LONG-TERM FINANCIAL PLAN

PROCEEDINGS IN BRIEF

MOVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krassoï

1. That the report be received and noted.
2. That the 2024-25 Budget (included within the annual Operational Plan) and Long-term Financial Plan be adopted.
3. That the 2024-25 fees and charges (which includes waste charges) attached to this report be adopted, with one amendment being the introduction of a \$80 urgency fee for section 10.7 certificates issued the next business working day.
4. That the following ordinary and special rates be made for 2024-25:

Rate Description	Rate in \$		
Residential	0.00095383	\$792.46	Min
Business	0.00098954	\$98.94	Base
Strata Unit Residential	0.00095383	\$792.46	Min
Strata Unit Business	0.00098954	\$98.94	Base
Business Maritime Lease	0.00098954	\$98.94	Base
Mixed Business	0.00098954	\$98.94	Base
Mixed Business Strata Unit	0.00098954	\$98.94	Base
Mixed Residential	0.00095383	\$754.72	Min
Mixed Residential Strata Unit	0.00095383	\$754.72	Min
Special rates: Community Facilities - Residential	0.00002973	\$27.55	Base
Special rates: Community Facilities - Business	0.00002973	\$27.55	Base
Stormwater Management Charge – Residential	\$25 per rateable land parcel		
Stormwater Management Charge – Strata unit	\$12.50 per strata unit		
Stormwater Management Charge – Business	\$25.00, plus an additional \$25.00 for each 350 square metre		

Councillor Quinn consequently amended the motion which was accepted by Deputy Mayor Krassoï as follows:

1. That the report be received and noted.
2. That the 2024-25 Budget (included within the annual Operational Plan) and Long-term Financial Plan be adopted.
3. That the 2024-25 fees and charges (which includes waste charges) attached to this report be adopted, with one amendment being the introduction of a \$80 urgency fee for section 10.7 certificates issued the next business working day.
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Special rates: Community Facilities - Business	0.00002973	\$27.55	Base
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Stormwater Management Charge – Strata unit	\$12.50 per strata unit		
Stormwater Management Charge – Business	\$25.00, plus an additional \$25.00 for each 350 square metre		

5. That a report be prepared on the cost of the construction of a footpath in William Street, Henley and Salter Street, Gladesville

051/24 RESOLVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krasso

1. That the report be received and noted.
2. That the 2024-25 Budget (included within the annual Operational Plan) and Long-term Financial Plan be adopted.
3. That the 2024-25 fees and charges (which includes waste charges) attached to this report be adopted, with one amendment being the introduction of a \$80 urgency fee for section 10.7 certificates issued the next business working day.
4. That the following ordinary and special rates be made for 2024-25:

Rate Description	Rate in \$		
Residential	0.00095383	\$792.46	Min
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Strata Unit Business	0.00098954	\$98.94	Base
Business Maritime Lease	0.00098954	\$98.94	Base
Mixed Business	0.00098954	\$98.94	Base
Mixed Business Strata Unit	0.00098954	\$98.94	Base
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Stormwater Management Charge – Residential	\$25 per rateable land parcel		
Stormwater Management Charge – Strata unit	\$12.50 per strata unit		
Stormwater Management Charge – Business	\$25.00, plus an additional \$25.00 for each 350 square metre		

5. That a report be prepared on the cost of the construction of a footpath in William Street, Henley and Salter Street, Gladesville

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

- 4.4 HUNTER'S HILL COUNCIL OUTDOOR SPORT AND RECREATION PLAN 2024 UPDATE - FOR ADOPTION

PROCEEDINGS IN BRIEF

- 052/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Quinn

1. That the report be received and noted.
2. That Council adopt the draft Outdoor Sport and Recreation Plan.
3. That a report on the progress in delivering the Outdoor Sport and Recreation Plan be provided to Council in line with Council’s Operational Plan and Budget 6 monthly updates.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

- 4.5 REVIEW OF DELEGATION FOR DCU MEETINGS

PROCEEDINGS IN BRIEF

RECOMMENDATION

1. That the report be received and noted.

2. That the any development application that receives between four (4) and nine (9) objections be referred to the Development Control Unit for determination.

Councillor Sanderson foreshadowed a motion being:

1. That any Development Application that receives objections from 2 or more properties, and is not referred to the LPP or other consent authority, would be referred to the DCU.

Councillor Virgara foreshadowed a motion being:

1. That the Development Control Unit be abolished.

MOVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krassoï

1. That the report be received and noted.
2. That the any development application that receives between four (4) and nine (9) objections be referred to the Development Control Unit for determination.

Councillor Quinn consequently amended the motion which was accepted by Deputy Mayor Krassoï as follows:

1. That the report be received and noted.
2. That the any development application that receives between five (5) and nine (9) objections be referred to the Development Control Unit for determination.

Councillor Virgara suggested a further amendment which was accepted by Councillor Quinn and Deputy Mayor Krassoï. The amended motion became:

1. That the report be received and noted.
2. That the any development application that receives between five (5) and nine (9) objections be referred to the Development Control Unit for determination.
3. That Council receive a report of the efficiencies and the future of the DCU.

053/24 RESOLVED on the amended MOTION of Councillor Quinn, seconded Deputy Mayor Krassoï

1. That the report be received and noted.
2. That the any development application that receives between five (5) and nine (9) objections be referred to the Development Control Unit for determination.
3. That Council receive a report of the efficiencies and the future of the DCU.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	Councillor Ross Williams

Deputy Mayor Elizabeth Krasso	Councillor Jim Sanderson
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED.

4.6 UPDATE TO NSW GOVERNMENT HOUSING TARGETS

PROCEEDINGS IN BRIEF

054/24 RESOLVED on the MOTION of Deputy Mayor Krasso, seconded Councillor Quinn

1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

CARRIED MOTION

055/24 RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Virgara that Items 4.7 to 4.14 can be moved as a block of items.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.7 DEVELOPMENT APPLICATIONS DETERMINED BY THE LOCAL PLANNING PANEL IN MAY 2024

PROCEEDINGS IN BRIEF

- 056/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.8 DEVELOPMENT APPLICATIONS DETERMINED BY THE DEVELOPMENT CONTROL UNIT IN MAY 2024

PROCEEDINGS IN BRIEF

- 057/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.9 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN MAY 2024

PROCEEDINGS IN BRIEF

- 058/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoï	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.10 REPORT OF LEGAL MATTERS - MAY 2024

PROCEEDINGS IN BRIEF

- 059/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoï	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.11 SUMMARY OF COUNCIL INVESTMENTS AS AT 31 MAY 2024

PROCEEDINGS IN BRIEF

- 060/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoï	
Councillor Ross Williams	

Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.12 COUNCILLOR BRIEFINGS AND WORKSHOPS

PROCEEDINGS IN BRIEF

- 061/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoï	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.13 MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE HELD ON 9 MAY 2024

PROCEEDINGS IN BRIEF

- 062/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
- That the minutes be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoï	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

4.14 MINUTES OF THE BUSHLAND MANAGEMENT ADVISORY COMMITTEE HELD ON 20 MAY 2024

PROCEEDINGS IN BRIEF

063/24 RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston That the Minutes be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Elizabeth Krassoi	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously.

QUESTIONS WITH OR WITHOUT NOTICE

7.1 CR JIM SANDERSON (SUBJECT: LOCAL PLANNING PANEL APPOINTMENTS)

PROCEEDINGS IN BRIEF

QUESTIONS FROM CR SANDERSON:

1. SUBJECT: LOCAL PLANNING PANEL APPOINTMENTS

Question or Service Requested:

Background

On Tuesday June 4 2024 at 2:36 PM, I wrote by email to the Planning Panels Mailbox enquiry@planningpanels.nsw.gov.au, as follows:

Subject: Local Planning Panel Appointments

Dear Planning Panels Directorate,

At the Ordinary Meeting of Hunter's Hill Council held on 27 May, it was recommended that Council delegate authority to the General Manager to appoint Local Planning Panel members.

The accompanying report attached an email from the Director of Planning Panels dated 13 May, indicating that:

The package with the recommended LPP independent persons chair and expert lists is now with the Minister for his approval. The Minister's office are abreast of the process and urgency of the timeframes.

...

To expedite appointment following the release of the lists, councils are encouraged to seek a council-resolution to delegate the appointment of LPP chair and members to the General Manager. We anticipate the lists to be out within the next 10 days.

As it is now just over three weeks since the date of the message quoted above, I presume the lists are now 'out'. Can you confirm whether this is the case and provide a copy of the lists to Councillors like myself to allow monitoring of this process?

Given the delay in the availability of the lists of Chairs and Experts approved [by] the Minister, on 22 January 2024 the Minister made the Local Planning Panels Direction - Interim Appointment of Member, with the objective 'to extend the approval of chair and member pools and appoint existing chairs and members of local planning panels for an interim period from 28 February 2024 to 30 June 2024.'

Under the heading 'Direction 2 Interim appointment from the pool dated 28 February 2021', Direction 2.3 provided:

Any panel member who has served two terms on a specific local planning panel cannot be reappointed, this includes community representatives. ...

Given the context of Direction 2.3, it would appear to be specific to interim appointments from the pool dated 28 February 2021 and will not apply to appointments made from the new pools to be made available in May or June 2024 or indeed to community representatives appointed to commence on 1 July 2024, provided that in accordance with the *Environmental Planning and Assessment Act 1979* Schedule 2 clause 11(6) members of a local planning panels do 'not hold office as a member of that panel for more than 6 years in total.'

Can you confirm that in regard to the number of terms and duration of service, Councils are able to reappoint both experts and community representatives to local planning panels provided it will not involve them holding 'office as a member of that panel for more than 6 years in total'?

Kind regards,

Councillor Jim Sanderson
Hunter's Hill Council

On Tuesday June 4 2024 at 2:58 PM, Director Planning Panels, Aoife Wynter replied:

Good afternoon Jim

Council has the expert and chairs lists and guidance has been provided on how to appoint Hunters Hill LPP directly. I understand Steve is currently working on the reappointments. As Steve will also be able to advise you, Council can appoint expert and community members that have served less than the six years for the new term starting on 1/7/24.

I will leave it to Steve to keep you abreast of the appointment of Hunters Hill LPP. I'd also draw your attention to the code of conduct for LPPs which specifies that these panels are independent and not subject to the direction of council other than procedurally
<https://www.planning.nsw.gov.au/sites/default/files/2023-03/local-planning-panels-code-of-conduct.pdf>

Kinds regards,

Aoife

Aoife Wynter (she/her)

Director Planning Panels
Department of Planning, Housing and Infrastructure

The above correspondence confirms my reading of relevant provisions of the *Environmental Planning and Assessment Act 1979* and the Ministerial Direction of 22 January 2024 that 'Councils are able to reappoint both experts and community representatives to local planning panels provided it will not involve them holding "office as a member of that panel for more than 6 years in total"'.

Request

As the Director of Planning Panels did not provide a copy of the lists of chairs and experts approved by the Minister to Councillors, can Council now provide a copy of these lists to Councillors and Community members who request them.

RESPONSE:

The Minister has now provided the selected Chairs (and alternates) and list of experts for the LPP.

There is no need for this process to be monitored by Councillors, as the General Manger and Director of Town Planning have formulated and commenced the process of selecting and formalising the Hunters Hill LPP, in accordance with Council's resolution of 27 May 2024. It should be noted that this process needs to move on swiftly, as the current LPP expires on 30 June 2024. The new term for LPP membership will be from 1 July 2024 to 30 June 2027, as per the Minister's correspondence.

The comments raised above have been addressed in detail within the Council report of 26 February 2024 were in part states, in particular point 5:

REPORT

Local Planning Panel

In summary, the Department’s directive of January 2024 states the following:

1. The pool of LPP chairs and alternate chairs dated 28 February 2021 is approved until 30 June 2024.
2. The pool of LPP expert members dated 28 February 2021 is approved until 30 June 2024.
3. Council is to appoint a new or reappoint the current/alternate LPP chair to cover the period 28 February to 30 June 2024.
4. Council is to appoint a new or current expert and community LPP member to cover the period 28 February to 30 June 2024.
5. Any panel member who has served two terms on a specific local planning panel cannot be reappointed, this includes community representatives. In this case, a council to whom this direction applies may appoint a new panel member from the approved pool.
6. During this interim appointment period, a Council is permitted to have a reduced number of panel members in their approved pool (i.e. less than 15 expert members).

The current members of the Hunters Hill Local Planning Panel (LPP) are shown in the table below. The highlighted members will complete their two terms at the end of February 2024 and are not eligible for the extension of their appointment.

LPP Member	Role	Expiry of Term
Ms Lesley Finn	Chair	Feb 2024
Mr Peter Tomasetti SC	Alternate Chair	Feb 2024
Mr Peter Webber	Alternate Chair	Feb 2024
Ms Sheridan Burke	Expert Member	Feb 2024
Mr Peter Watts	Expert Member	Feb 2024
Mr David Logan	Expert Member	Feb 2024
Mr John McInerney	Expert Member	Feb 2024
Ms Anne Warr	Expert Member	Feb 2024
Mr Chris Young	Expert Member	Feb 2024
Mr Charles Hill	Expert Member	Feb 2026
Mr Eugene Sarich	Expert Member	Feb 2026
Mrs Philippa Frecklington	Expert Member	Feb 2026
Mr Phillip Hart	Community Representative	Feb 2024
Dr Meredith Sheil	Community Representative	Feb 2024
Mr Barry Buffier	Community Representative	Feb 2024
Ms Virginia Wise	Community Representative	Feb 2024

Following verification by the Director of Planning Panel, Department of Planning, Housing and Infrastructure, as in the past, the selected Chairs (and alternates) for the LPP provided by the Minister as follows and may be made public on Council’s website, names only:

Council’s LPP Chair and Alternate Chairs:

Hunters Hill Municipal	Local Planning Panel	Chair	Mr	Charles	Hill
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Hunters Hill Municipal	Local Planning Panel	Alternate Chair	Mr	Stephen	Kerr
Hunters Hill Municipal	Local Planning Panel	Alternate Chair	Ms	Louise	Byrne

Further to the above, the names (only) of the experts on the list for the LPP provided by the Minister may be made available for the public to view, Council's website.

CONCLUSION

The meeting concluded at 7.51pm.

I confirm that these Minutes are a true and accurate record of Ordinary Meeting No. 4535 held on 24 June 2024.

.....
Councillor Zac Miles
MAYOR

.....
Mitchell Murphy
GENERAL MANAGER

ITEM NO	: 4.1
SUBJECT	: REMNANT LAND
STRATEGIC OUTCOME	: ECONOMIC GROWTH IS FACILITATED THROUGH COLLABORATION WITH COMMUNITY, GOVERNMENT, SECTOR AND PRIVATE PARTNERS
ACTION	: DEVELOP A REMNANT LANDS POLICY
REPORTING OFFICER	: STEVE KOUREPIS

Ref:709171

PURPOSE

The purpose of this report is to seek approval to carry out the public notification required by clause 3.1 of the Disposal of Council Land Policy in respect of 4 parcels of Council land before Council makes a determination as to whether the land is surplus to the current or future needs of the Council and the local community and has potential for disposal.

RECOMMENDATION

1. That the report be received and noted.
2. That Council give public notice in accordance with clause 3.3.1 of the Disposal of Council Land Policy that it has identified that the following land is potentially surplus to the current or future needs of the Council and the local community and has potential for disposal is proposing to pass a resolution stating that the following land is surplus to the current or future needs of the Council and the local community and has potential for disposal:
 - 1) 16C Vernon lot 31
 - 2) Church Street Cnr
 - 3) 22-24 Gale Street - waterfront
 - 4) 16 Wybalena Road Lane
3. That a further report be brought back to Council on any submissions made in response to the public notice given pursuant paragraph 2.

BACKGROUND

Council has numerous "remnant land" ("RL") parcels. A review of remnant lands has been conducted identifying whether these RL parcels should be held long-term or considered for sale.

These parcels are typically unable to be used on their own, and if sold, usually have value to one adjoining owner only.

A current review has identified 4 parcels (**attachment 1** is a copy of the remnant land information pertaining to these 4 parcels) which could be sold for numerous outcomes, including revenue generation for a full sale; income from development; community; or other purposes.

Council's Long-Term Financial Plan (LTFP) identifies the need for significant new and ongoing sustainable income to meet future operating costs, asset maintenance and servicing requirements.

Other councils have similar issues and target capital recycling initiatives, divesting property not essential for core community needs and investing the funds.

The income generated can be used for operations or asset maintenance costs.

Council's Policy for Disposal of Council Land (Policy) was adopted by Council 17 October 2023 to ensure the Council prioritises public interest over other interests, aiming to maximise benefits for the local community. A copy of the Policy can be found in **attachment 2**.

This Policy applies when the Council is:

Identifying and determining whether land that it owns is surplus to the current or future needs of the Council and the local community;

Deciding whether or not to dispose of land that has been determined by the Council to be surplus to the current or future needs of the Council and the local community;

and

Undertaking the process of disposing of land.

Part 3 of the Policy is headed *Identifying land with potential for disposal*, and states in clauses 3.1 and 3.2:

"3.1 When identifying and determining whether land has potential for disposal, the Council will have regard to the following matters where they are relevant:

3.1.1. Whether the land is necessary to provide current or future services of the Council or meet operational needs;

3.1.2. Whether the land is currently used or required for use in the future for community or public recreation purposes;

3.1.3. Whether disposal of the land would have an unreasonable adverse effect on the amenity or facilities available to the local community;

3.1.4. Whether maintenance of the land is beyond Council's reasonable financial capacity;

3.1.5. Whether there are statutory or other legal reasons that require the Council to maintain ownership of the land such as (but not limited to) actual or implied trusts that were established as a result of Council's acquisition of the land;

3.1.6. Whether the land has cultural, natural or heritage value that should be maintained;

3.1.7. Whether the land is contaminated and, if so, whether it is possible and appropriate for responsibility for ongoing management and remediation of the land to be transferred;

3.1.8. The likely future use of the land if it is disposed;

3.1.9. Whether disposal of the land would create an access issue for adjoining land holders; and

3.1.10. Whether the cost to progress the disposal of the land is higher than the estimated value of the land.

3.2. The list of matters in clause 3.1 is not exhaustive. Each parcel of land has its own circumstances that will need to be investigated and considered when making a determination as to whether the land has potential for disposal.”

Before finally determining that land is surplus to the current or future needs of the Council and the local community and has potential for disposal, the Council must, give public notice under clause 3.3 of the Policy which provides as follows:

“3.3. Before making a determination that land is surplus to the current or future needs of the Council and the local community and has potential for disposal, the Council must:

3.3.1. give public notice of a proposal to pass a resolution that would state that the land is surplus to the current or future needs of the Council and the local community and has potential for disposal; and

3.3.2.

3.3.2. consider any submissions made in response to the public notice given under clause 3.3.1.”

REPORT

The Council will from time to time need to decide whether land that it owns is surplus to the current or future needs of the Council and the local community and whether or not to dispose of such land.

Council, when making a decision relating to the disposal of its land, should consider the Policy.

The first step in this process is to identify land with potential for disposal under Part 3 of the Policy.

As mentioned above, a current review has identified 4 parcels which could be sold for numerous outcomes, including revenue generation for a full sale, income from development, community, or other purposes.

Each parcel has its own circumstances that will need to be investigated and considered when making a final determination and decision as to whether the land has potential for disposal. Below is an assessment of the 4 parcels identified as having potential for disposal with preliminary commentary on each of the matters set out in clause 3.1 of the Policy.

Clause No.	Identifying land with potential for disposal	Comment Response	Additional Comments
3.1.1. Whether the land is necessary to provide current or future services of the Council or meet operational needs;	16C Vernon lot 31	No	The land is accessible only by adjoining owner. Furthermore, the subject parcel has not been identified to be used for operational needs in any of Council's strategic plans.
	Church street Cnr	No	
	22-24 Gale Street-water front	No	
	16 Wybalena Road Lane	No	
3.1.2. Whether the land is currently used or required for use in the future for community or public recreation purposes;	16C Vernon lot 31	No	The land is deemed to be cost prohibitive to become an active or passive recreational space.
	Church street Cnr	No	
	22-24 Gale Street-water front	No	
	16 Wybalena Road Lane	No	
3.1.3. Whether disposal of the land would have an unreasonable adverse effect on the amenity or facilities available to the local community;	16C Vernon lot 31	No	Tree Management and Protection provisions under Hunter's Hill Council Local Environmental Plan (LEP) apply to the subject land. Any proposed tree removal on the site, is subject to a Tree Removal Development Application.
	Church street Cnr	No	
	22-24 Gale Street-water front	No	
	16 Wybalena Road Lane	No	
3.1.4. Whether maintenance of the land is beyond Council's reasonable financial capacity;	16C Vernon lot 31	Yes	Some of these lands have access issues, which adds to costs with maintenance.
	Church Street Cnr	Yes	
	22-24 Gale Street-water front	Yes	
	16 Wybalena Road Lane	Yes	

3.1.5. Whether there are statutory or other legal reasons that require the Council to maintain ownership of the land such as (but not limited to) actual or implied trusts that were established as a result of Council's acquisition of the land;	16C Vernon lot 31 Church street Cnr 22-24 Gale Street-water front 16 Wybalena Road Lane	No No No No	The land is not subject to actual or implied trusts.
3.1.6. Whether the land has cultural, natural or heritage value that should be maintained;	16C Vernon lot 31 Church street Cnr 22-24 Gale Street-water front 16 Wybalena Road Lane	The Cultural and Heritage value will be maintained for these sites.	As per item 3.1.3 above, all Tree Management & Protection provisions of the LEP apply, as do any heritage provisions.
3.1.7. Whether the land is contaminated and, if so, whether it is possible and appropriate for responsibility for ongoing management and remediation of the land to be transferred;	16C Vernon lot 31 Church street Cnr 22-24 Gale Street-water front 16 Wybalena Road Lane	No No No No	There is no known land contamination issue relating to the land.
3.1.8. The likely future use of the land if it is disposed;	16C Vernon lot 31 Church Street Cnr 22-24 Gale Street-water front 16 Wybalena Road Lane	The adjoining residential existing uses would be maintained for these sites	Due to the existing site constraints, is it not feasible for the land to remain as separate lots.

3.1.9. Whether disposal of the land would create an access issue for adjoining land holders;	16C Vernon lot 31	No	This is not applicable – as the land is only accessible to the adjoining owner.
	Church street Cnr	No	
	22-24 Gale Street-water front	No	
	16 Wybalena Road Lane	No	
3.1.10. Whether the cost to progress the disposal of the land is higher than the estimated value of the land.	16C Vernon lot 31 Church street Cnr 22-24 Gale Street-water front 16 Wybalena Road Lane	When considering the current land values of Hunters Hill and the locations of these sites, it is not expected that the cost of disposal would be higher than the land estimate, and a full independent valuation and feasibility analysis exercise would be required however, has not yet been undertaken, but is expected to as part of the process.	

As can be seen, assessment of the 4 parcels against the relevant matters in clause 3.1 supports a preliminary conclusion that they have potential for disposal in accordance with Part 3 of the Policy.

It should be noted that the above assessment is only preliminary and other issues may arise for consideration following the giving of public notice and receipt and consideration of any submissions.

CONCLUSION

The following parcels of land have been identified as having potential for disposal. Before making a final determination and decision that the parcels are surplus to the current or future needs of the Council and the local community and have potential for disposal, the Council is required by the Policy to give public notice of a proposal to pass a resolution that would state that the land is surplus to the current or future needs of the Council and the local community

and has potential for disposal and must then consider any submissions made in response to the public notice given:

- 1) 16C Vernon Street lot 31
- 2) Church street Cnr
- 3) 22-24 Gale Street-water front
- 4) 16 Wybalena Road Lane

In accordance with the process set out in the Policy for determining whether land is surplus to the current or future needs of the Council and the local community and has potential for disposal a resolution is sought to proceed with giving the required public notice under clause 3.3 of the Policy as set out in the recommendation above.

On completion of the public notification process, a further report will be brought back to Council on any submissions made in response to the public notice.

FINANCIAL IMPACT ASSESSMENT

There is no immediate direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Information pertaining to four (4) Remnant Land sites [↓](#)
2. Policy for Disposal of Council Land [↓](#)

ITEM NO	: 4.2
SUBJECT	: VICTORIA ROAD AT MANNING ROAD - PROPOSED 'RIGHT TURN' RESTRICTION
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:711082

PURPOSE

To provide Council with an update on the community consultation submissions for the proposal to restrict the right turn movements in and out of Victoria Road at Manning Road.

RECOMMENDATION

1. That Council **not** proceed with referring the proposal to restrict right turn movements at Victoria Road and Manning Road to TfNSW for consideration.

BACKGROUND

Since 2018 Council has been receiving complaints from the residents of Prince Edward Street about increased traffic volumes and speeding on Prince Edward Street. As a result, Council has undertaken several traffic assessments, some of which have indicated that traffic volumes in Prince Edward Street have decreased as a result of traffic calming devices being installed upon Prince Edward Street.

Despite these findings this matter has been to Council on numerous occasions, as a result of ongoing resident complaints. In response to ongoing resident concerns, on 28 October 2019 Council resolved the following:

1. *That Council immediately develop a plan to make Prince Edward Street Northbound a resident's only access road to end the rat-running down the street;*
2. *That Council investigate closing Tarban Street to northbound traffic, making it a resident's only access road;*
3. *That Council write to the Department of Roads seeking a solution to the placement of the right-hand turn lane onto Manning Road to avoid rat-running along through to Pittwater Road;*
4. *That Council engage with the local member, the Hon. Anthony Roberts M.P. to resolve the placement of the right-hand turn and to investigate the best alternatives for Hunters Hill-bound traffic.*

Council has investigated the matters raised within this resolution.

Council has no authority to restrict access to roads to just residents, this is contrary to the provisions of the Roads Act. In consideration of this, the initial recommendations were not considered.

However, Council officers have been working with TfNSW to progress the remaining recommendations to investigate the right-hand turn lane onto Manning Road.

Council undertook a preliminary desktop review of the subject location and noted, that in principal, TfNSW would not object to such a proposal. However, in order to appropriately review the impacts of this measure TfNSW require a Traffic Management Plan (TMP) for review.

The TMP assesses traffic patterns should the proposed right turn from Victoria Road into Prince Edward/Manning Road be implemented to evaluate:

- a) The impact that re-routed traffic will have on the state and local road network;
- b) The impact the closure will have on motorist who usually use this route.

The TMP also investigates the destination of the vehicles utilising the right turn from Victoria Road to ascertain if the vehicles are local traffic or vehicles travelling through the LGA to another destinations. Community consultation is also part of the TMP.

On the 23 November 2019 Council resolved to allocate funds to undertake a TMP as required by TfNSW.

REPORT

Varga Traffic were engaged to undertake the traffic assessment (as shown at Attachment 1), and below are the key findings:

- The volume of traffic turning right (from Victoria Road) into Prince Edward Street during the am/pm peak periods was 22 vehicles per hour (vph) and 37vph respectively.
- The volume of traffic turning right into Manning Road during the am/pm peak periods was 26vph and 21vph respectively.
- The results of the number plate surveys reveal of the 22vph/37vph that turned right into Prince Edward Street, 5vph/2vph proceeded through the precinct to exit via Venus Street at Pittwater Road during the am/pm peak periods respectively.
- Of the 26vph/21vph that turned right into Manning Road, 6vph/1vph proceeded through the precinct to exit via Venus Street at Pittwater Road during the am/pm peak periods respectively.

The key points raised include:

- The results of the number plate surveys indicate that the majority of traffic turning right off Victoria Road into either Prince Edward Street or Manning Road is local traffic which has a destination in the precinct, and that only a very low volume of the right-turn traffic proceeds through the precinct to exit via Venus Street into Pittwater Road.
- Diverted traffic can be satisfactorily accommodated on each of the alternate routes without any intersection improvements or road upgrades.

Public Consultation

Council undertook community consultation regarding the proposal to prohibit the right turn movements in and out at Victoria Road and Manning Road for a period of 4 weeks, commencing on 17 March 2024 which consisted of:

- a letterbox drop of 1655 properties; and
- an online survey on Council's website.

By letterbox drop residents were asked the following:

- 1) If the proposal would be of benefit to the community.
- 2) Do you think the alternative routes for access for residents is adequate?
- 3) Are there any alternative solutions you would like to suggest?

Council received 122 submissions. A summary of these submissions is referenced in Table 1 below.

The online survey provided 49 responses with 42 of the respondents living within 500m of Prince Edward Street who did not feel that a right turn restriction at Victoria Road and Manning Road would be a benefit to the community.

In support of the proposal to restrict right turn movements.	19	12 from Prince Edward Street. Others from Augustine Street, Hillcrest Avenue, Manning Road, Everard Street, Milling Street and Auburn Street
Not in support of the proposal to restrict right turn movements.	102	Mostly from Sunnyside Street, Prince Edward Street, Hillcrest Avenue and Manning Road and 1 petition with 68 signatories covering Hillcrest Avenue, Venus Street, Sunnyside Street and Isler Street.
Didn't know if in support or not	1	

Table 1- Summary of received submissions

The issues cited within these submissions were predominantly due to concern that alternate routes required to access properties were already congested, particularly during peak times, and therefore travel times would be increased for local residents.

A summary of the suggestions noted within the submissions is referenced within Table 2 below:

Restrict Right Turn from Manning Road to Victoria Road	27	A number of submissions opposed the proposal to prohibit vehicles to turn into Manning Road from Victoria, but supported the restriction for the movement onto Victoria Road from Manning as it was considered unsafe. RESPONSE: It is difficult to enforce no right turn movements by signage only
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Relocate pedestrian signals to Manning Road	15	RESPONSE: Further traffic assessment would be required. Generally, traffic signals attract road users.
Relocate pedestrian signals to Salter Street	13	Generally, submissions included to fully close Manning or close Prince Edward and move signals to Salter Street. A number of submissions noted they would not support signals at Salter Street RESPONSE: Further traffic assessment would be required. Generally, traffic signals attract road users.
Leave as it is	6	RESPONSE: Traffic Assessments support this idea
Close Prince Edward Street at Manning Road	5	RESPONSE: Prince Edward Street is a school bus route and would require support from Busways
Make Prince Edward one way from Victoria Road	4	RESPONSE: Prince Edward Street is a school bus route and would require support from Busways
Restrict right turn out of Manning Road onto Victoria Road during am and pm peaks including Saturday	3	RESPONSE: Difficult to enforce part-time restrictions. The median on Victoria Road would need to be opened and this would permit vehicles travelling west the opportunity to turn right illegally which may cause accidents.
Permit right turn into Salter Street	3	RESPONSE: Further traffic assessment would be required.
Permit right turn and left turn into Manning Road from Victoria Road with a half road closure, and a raised entry at Prince Edward	2	RESPONSE: Reduces pedestrian walk distance on the road at Manning. Doesn't impact the number of vehicles using Prince Edward Street
Half road closure at Prince Edward Street out only at Manning Road	2	RESPONSE: Would impact School bus route and would require Busways support
Make Tarban Street one way	2	RESPONSE: Further traffic assessment would be required with TMP to assess impact to residents of Sunnyside Street, Isler Street and Hillcrest Avenue.

<p>Larger speed humps in Prince Edward, Physical barriers in Prince Edward, improved signage for local traffic, a second Giveaway sign at Manning Road and Salter Street, speed reductions signs on Manning Road, reduce speed on Victoria Road, signals at intersection and widen Prince Edward Street, restrict parking on Isler Street</p>	<p>1</p>	<p>RESPONSE: Speed humps have reduced speed in Prince Edward, and speed humps must meet Australian Standards. Local Traffic Area signage is used on areas dedicated to 40km/h zones. Speed restrictions is the responsibility of TfNSW. Widening Prince Edward Street is costly and may attract more vehicles and speeds may increase.</p>
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Table 2. Summary of Suggestions

CONCLUSION

A large number of residents opposed restricting turn movements from Victoria Road due to the increase in travel time and inconvenience that alternative routes provide. The traffic study noted that the majority of vehicles turning from Victoria Road represent local traffic.

In consideration of this, it is recommended that Council abandon its plans to seek approval from TfNSW to restrict right turn movements at Victoria Road and Manning Road.

Next Steps

- Council will notify residents of the recommendation to abandon the right-hand turn movements.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Traffic Assessment by Varga Traffic - Victoria Road at Manning Road Right turn restriction [↓](#)

ITEM NO	: 4.3
SUBJECT	: INVESTMENT STRATEGY, POLICY & PORTFOLIO REVIEW FOR YEAR ENDING 30 JUNE 2024
STRATEGIC OUTCOME	: COUNCIL IS FINANCIALLY SUSTAINABLE
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG TERM FINANCIAL PLAN
REPORTING OFFICER	: MARIA KENNY

Ref:712108

PURPOSE

The purpose of this report is to provide information regarding the strategy, policy and portfolio review of Council's investments for the year ending 30 June 2024.

RECOMMENDATION

1. That the report be received and noted.
2. That the recommended amendment to the Investment Policy be adopted.

BACKGROUND

The Investment Policy Guidelines, issued under section 23A of the *Local Government Act 1993*, states that councils should:

- Have an appropriate policy that guides the investment of ratepayers' funds.
- Approve the investment policy, and any amendments, by resolution of Council.
- Review the policy each year, and have a mechanism in place to support open and transparent reporting of council investments.

Under clause 212 of the *Local Government (General) Regulations 2021*, Council's delegated Responsible Accounting Officer is required to provide a monthly written investment report on the performance of council investments.

This report provides additional information recommended by the Investment Policy Guidelines, regarding the review of Council's existing policy and information on Council's short to medium term investment strategy.

PORTFOLIO REVIEW AND INVESTMENT STRATEGY

At **Attachment 1** is the Portfolio Review & Investment Strategy for the year ending 30 June 2024 which has been prepared by Council's investment advisory services provider.

Key information regarding the performance of Council's investments for the period ending 30 June 2024, and the investment strategy to be implemented in the following financial year includes:

- Good returns from the NSW TCorp Medium Term Growth Fund combined with higher rates on new Term Deposits and rate resets on Council's Floating Rates Note resulted in the portfolio's return performing well throughout the 2023-24 Financial Year
- Council accrued \$1m, and received \$946,886 in interest and on Cash and Term Deposit investments.
- Council's investment portfolio had a mark-to-market capital movement gain of over \$146,440 primarily coming from several strong months by the NSW TCorpIM Medium Term Growth Fund. The fund's return is expected to remain volatile over the next 6-12 months, but it is recommended to remain focused on the long-term strategy of using it for holdings with a 5+ year time horizon.

Investment Strategy Recommendations

- Council has a well-diversified portfolio across the 1-6-month range with a good spread of near-term maturities to cater for upcoming cash requirements at regular intervals.
- Over the course of 2023-24, Council sold its \$1m CBA Fixed Rate Bond. This was due to timing of milestone grant income, as against, timing of supplier payments for completion of new capital projects. It is recommended that Council continue to add to its long-dated portfolio, as suitable investments arise.
- Further, it is also recommended that council move from the TCorp Medium Term Growth Fund to the TCorp Long Term Growth Fund (LTGF). The medium-term fund, comprises of approximately 40% growth assets and 60% defensive asset exposures (cash, term deposits and floating rate notes). Whereas, LTGF has the opposite ratio of growth and defence asset exposure. The LTGF would be a good complement to Council's existing directly held cash, term deposits and floating rates portfolio.

REVIEW OF COUNCIL'S INVESTMENT POLICY

At **Attachment 2** is a copy of Council's Investment Policy.

In August 2023, the following amendments were resolved to streamline the investment management process (whilst still maintaining a strong emphasis on the credit quality of the portfolio):

- 8.2 Overall Portfolio Limits and 8.3 Counterparty/Institution Credit Framework
 - Removal of the reference to Major Banks in the table and text because it effectively exempts those banks from credit rating limits.
 - Removal of the Unrated category as there are very few Unrated ADIs in Australia post-Global Financial Crisis.
 - Exclusion of banks with a BBB- rating. Banks with that rating are only one credit rating downgrade away from BB+, which is non-investment grade.
 - Removal of the sublimit of \$5m and less than 12-month term to maturity for BBB rated investments. As the BBB- category would no longer be allowed, those restrictions on BBB+ and BBB Australian ADIs are overly conservative.

Recommended amendment to Hunter's Hill Council Investment Policy – Overall Portfolio Limits

This financial year, it is proposed one amendment is made under the section - 8.2 Overall Portfolio Limits, increasing the limit for Specific ministerial approved forms of investment from 10% to 15% i.e. NSW TCorp investments.

Throughout a typical financial year, subsequent unintended breaches can occur due to investment maturities and redemptions, timed with varying cashflow requirements relating to receipt of rates income and grant milestone payments. This timing, can cause changes to the portfolio size i.e. month-end total cash and investment balance. Adjusting this limit will address this issue, without requiring disinvestment of funds.

Aside from the above proposed amendment, there have been no changes to legislation over the past 12 months which would require further updates to the investment policy.

ATTACHMENTS

1. Investment Strategy Policy and Portfolio Review [↓](#)
2. Investment Policy - Minor amendment for Council review [↓](#)

ITEM NO	: 4.4
SUBJECT	: DRAFT COMMUNITY GRANTS POLICY AND PROGRAM TIMELINE
STRATEGIC OUTCOME	: PROGRAMS AND COMMUNITY GROUPS WHICH PROMOTE ACTIVE LIVING, HEALTH AND WELL-BEING ARE SUPPORTED AND ENCOURAGED
ACTION	: PROVIDE ANNUAL COMMUNITY SERVICE GRANTS TO LOCAL ORGANISATIONS
REPORTING OFFICER	: ANNIE GOODMAN

Ref:710861

PURPOSE

The purpose of this report is for Council to review the Community Grants Policy and the program key dates.

RECOMMENDATION

1. That Council adopt the Community Grants Policy.
2. That at the 28 October 2024 Council Meeting, Council nominate 2 Councillors, in addition to the General Manager, Mayor, Deputy Mayor to assess Community Grant submissions received.
3. That a further report be brought back to Council in November 2024 with a recommended list of projects to be funded.

BACKGROUND

The Local Government Act 1993 permits Council, by resolution, to contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

The Community Grants Policy provides clarity and direction about the deliverance of Council's annual Community Grants Program. The policy outlines Council's commitment to support and encourage community initiatives that respond to local needs, enhance community wellbeing and quality of life and are of benefit to our residents. The policy is reviewed annually to ensure compliance with any legislative updates.

In 2022 Council resolved to increase the Community Grants total funding amount from \$15,000 to \$20,000. Additionally, Council resolved that the Community Grants Assessment Panel be comprised of the General Manager, Mayor, Deputy Mayor, and two Councillors nominated by Council, and that panel appointments are reviewed annually.

REPORT

The Community Grants Policy outlines:

- community grant categories
- eligibility
- ineligibility
- key dates
- application process
- assessment criteria
- assessment process
- conditions of funding.

Each year Hunter's Hill Council invites applications for its Community Grants Program. The program allocates a total of \$20,000 in grant funding across two categories:

1. Community Development - Service and Program Delivery

\$500, \$1000 or \$1500 per application

These grants financially support community groups and not-for-profit organisations to provide innovative and inclusive programs, events and projects.

2. Community Assistance - Sports and Cultural Competition

\$150, \$250 or \$500 per application

These grants support individuals selected to compete at a recognised sporting or cultural competition within and outside of metropolitan Sydney.

Hunters Hill Australia Day Citizen of the Year Awards program dates:

<i>TIMELINE</i>	<i>DETAILS</i>
<i>Early August 2024</i>	Applications open.
<i>Late September 2024</i>	Application close.
<i>Late October/early November 2024</i>	Applications will be assessed by a panel comprising the General Manager, Mayor, Deputy Mayor, and two Councillors nominated by Council.
<i>November 2024</i>	The recommendations of the panel will be the subject of a report to Council.
<i>November 2024</i>	Grants awarded.
<i>May 2025</i>	Grants acquitted.

CONCLUSION

The Community Grants Program has been developed to financially support individuals, community groups and not-for-profit organisations to deliver outcomes to the community. Community grants are a tangible way for Council to support the work of volunteers and organisations in the Hunters Hill local government area. The provision of annual community service grants to local organisations is a key action in Council's Operational Plan for 2024-25.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Draft Community Grants Policy [↓](#)

ITEM NO	: 4.5
SUBJECT	: CITIZEN OF THE YEAR AWARDS
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: ANNIE GOODMAN

Ref:710982

PURPOSE

To seek Council's endorsement for the proposed Hunters Hill Citizen of the Year Award categories.

RECOMMENDATION

1. That the report be received and noted.
2. That Council endorse the following award categories:
 - Citizen of the Year
 - Young Citizen of the Year
 - Outstanding Sporting Achievement
 - Community Excellence
 - Environmental Excellence
3. That a further report be brought back to Council in October 2024 to seek Councillor nominations for the Citizen of the Year Awards assessment panel.

BACKGROUND

Each year, Hunter's Hill Council celebrates the achievements and contributions of outstanding members and groups of our community through the Citizen of the Year Awards.

The importance of the Awards is to showcase individuals and groups who demonstrate extraordinary service every day within our community - building social and cultural fabric and making a significant difference to our municipality.

The Hunters Hill Citizen of the Year Awards Panel consists of the Mayor, Deputy Mayor and 2 additional Councillors (via nomination) and the previous Citizen of the Year.

REPORT

The Australia Day Council of NSW provides councils with advice on Citizen of the Year Award categories. However, categories do vary from council to council. There is no limit on how many categories a council can have.

The current Hunters Hill Award categories are:

- **Citizen of the Year**
Any resident aged 25 years or over as of 26 January 2024, who has contributed in a significant manner to the wider community in a voluntary or paid capacity.
- **Young Citizen of the Year**
Any young person aged 12 to 24-years-old as of 26 January 2023, who has contributed in a significant manner to the wider community or their school community in a voluntary capacity.
- **Sportsperson of the Year**
Any sports person who has achieved outstanding individual results in their chosen sport, or who has contributed significantly to the success of their team.
- **Community Group of the Year**
Any community group that has contributed significantly to the well-being of Hunters Hill residents.
- **Community Event/Project of the Year**
A person or group delivering outstanding work on an event or project for the community.
- **Environmental Citizen or Group of the Year (new category)**
Any individuals or organisation that has demonstrated outstanding efforts to preserve the environment, reduce litter and improve recycling.

The proposed Hunters Hill Award categories are:

- **Citizen of the Year**
Any resident aged 25 years or over as of 26 January 2024, who has contributed in a significant manner to the wider community in a voluntary or paid capacity.
- **Young Citizen of the Year**
Any young person aged 12 to 24-years-old as of 26 January 2023, who has contributed in a significant manner to the wider community or their school community in a voluntary capacity.
- **Outstanding Sporting Achievement**
Any sports person or team who has achieved outstanding results in their chosen sport, or who has contributed significantly to the success of their team.
- **Community Excellence**
Any individual or community group that has contributed significantly to the well-being of Hunters Hill residents.
- **Environmental Excellence**
Any individual, organisation or community group that has demonstrated outstanding efforts in any of the following; sustainability, preserving the environment, bushcare or any reducing litter and improving recycling activities.

CONCLUSION

The Hunters Hill Citizen of the Year Awards will be presented on 26 January 2025 at the Hunters Hill Australia Day celebrations.

Promotion of the awards will commence (earlier than usual) in September 2024.

The Awards Panel will be formed following the October Council Meeting.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.6
SUBJECT	: PROGRESS REPORT ON DELIVERY PROGRAM AND OPERATIONAL PLAN FOR THE 6 MONTH PERIOD 01 JANUARY - 30 JUNE 2024
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: JADE REED

Ref:711094

PURPOSE

To report on progress against objectives and actions identified in Council's 2023-24 Delivery Program and Operational Plan.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

Integrated Planning and Reporting (IP&R) allows us to bring plans and strategies together in a way that supports a clear vision for the future and provides an agreed roadmap for delivering community aspirations. It is Council's responsibility to deliver and report, undertake resource planning, and ensure the community's big-picture ambitions become operational realities.

The Delivery Program is Council's commitment to the community about what it will deliver on during its term in office to achieve the Community Plan objectives. The Operational Plan is a one-year plan that spells out the details of the Delivery Program and identifies the individual projects and activities that will be undertaken in a specific financial year to achieve the commitments made in the four-year Delivery Program.

The Office of Local Government (OLG) requires that councils report every 6 months on the progress of their Delivery Program and associated Operational Plan.

REPORT

The tabled Delivery Program and Operational Plan spells out how each program and project undertaken by Council is tracking.

Given the size of the attached program, the key highlights have been outlined in the table over page for the period 01 January 2024 to 30 June and include:

<i>Program/Project</i>	<i>Achievement</i>
<i>Roads Program LEP and DCP Review</i>	Capital Works Roads Program completed in full. Council adopted the scoping report to amend the LEP and submitted it to Department of Planning, Housing and Infrastructure.
<i>Gladesville Reserve Upgrade</i>	Gladesville Reserve upgrade was completed and officially opened in April 2024.
<i>Boronia Park Community & Sporting Facility</i>	The Boronia Park Community and Sporting Facility building has been completed and make good works have commenced.
<i>Figtree Park</i>	Figtree Park upgrade has been completed, with official reopening held on 15 June 2024.
<i>Reconciliation Action Plan</i>	Council launched our Reflect Reconciliation Action Plan (RAP), marking a significant step towards fostering stronger relationships with the local Aboriginal and Torres Strait Islander communities.

CONCLUSION

This update highlights progress towards the achievement of Council's objectives and actions.

This information will be included in Council's 2023-24 Annual Report, which will be published on our website to inform the community of the various milestones and achievements achieved during the course of the year and the term of our Councillors.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Half Yearly Report - Delivery Program and Operational Plan - January to June 2024 [↓](#)

ITEM NO	: 4.7
SUBJECT	: CAPITAL PROGRAM AS AT 30 JUNE 2024 - WORKS IN PROGRESS AND FUNDING REQUIRED TO BE REVOTED
STRATEGIC OUTCOME	: COUNCIL IS RECOGNISED AND RESPECTED AS AN OPEN AND TRANSPARENT ORGANISATION
ACTION	: REPORT QUARTERLY TO COUNCIL AND THE COMMUNITY ON THE PROGRESS OF THE DELIVERY PROGRAM, OPERATIONAL PLAN AND ASSOCIATED RESOURCING STRATEGY (LTFP, AMP'S & WORKFORCE PLAN)
REPORTING OFFICER	: MARIA KENNY

Ref:712168

PURPOSE

The purpose of the report is to inform about the progress of Council's Capital Program for FY2023-24, including adopting revoted funds to FY2024-25.

RECOMMENDATION

1. That the report be received and noted.
2. That the recommended re-voted capital projects included in this report be adopted for inclusion in the FY2024-25 budget.

BACKGROUND

The delegation for the approval of budgets and re-voted expenditure is detailed in section 211 of Local Government (General) Regulation 2021:

Section 211 - Authorisation of expenditure

(1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:

- (a) has approved the expenditure, and*
- (b) has voted the money necessary to meet the expenditure.*

(2) A council must each year hold a meeting for the purpose of approving expenditure and voting money.

(3) All such approvals and votes lapse at the end of a council's financial year. However, this subclause does not apply to approvals and votes relating to—

- (a) work carried out or started, or contracted to be carried out, for the council, or*
- (b) any service provided, or contracted to be provided, for the council, or*
- (c) goods or materials provided, or contracted to be provided, for the council, or*
- (d) facilities provided or started, or contracted to be provided, for the council, before the end of the year concerned, or to the payment of remuneration to members of the council's staff.*

A key component of Council's annual Delivery Program includes construction of new assets, or renewal of existing Council assets.

Where works have not commenced (or been contracted to commence), it is requirement that these funds be re-voted to the new financial year by the elected governing body.

REPORT

This report provides an overview on the implementation of the FY2023-24 Capital Program, identifying where any capital funding from the previous financial year is required to be re-voted to FY2024-25.

The items listed below are recommended to be re-voted for inclusion in the FY2024-25 program:

Asset Class	Project Description	Funding source	\$
Footpaths	<p>LGA Implementation of Bike Plan Stage 2</p> <ul style="list-style-type: none"> Designs for Implementation of Bike Plan have commenced (and were funded through NSW Operational Grant – Get Active). Recommended funds to be carried forward and allocated towards construction costs. 	SV – community facilities	9,000
Stormwater & Drainage	<p>Riverglade Reserve - Waruda Pond</p> <ul style="list-style-type: none"> This project was resolved through the Quarterly Budget Review process in FY2023-24. Detention basin works are required. Project is to commence early FY2024-25. 	Stormwater and marine maintenance reserve – (FY2023-24 allocation)	35,000
	<p>LGA Flood Study</p> <ul style="list-style-type: none"> Stormwater Management Policy was placed on public exhibition in FY2023-24. It is recommended that implementation of stages 3-5 stormwater upgrades to be re-voted to FY2024-25. 	Section 7.12 Contributions	120,000
	<p>Gladesville Road Stormwater Upgrade (previously Woolwich Upgrade)</p> <ul style="list-style-type: none"> S7.12 Amendment was re-exhibited in FY2023-24, as it was identified through asset condition assessment, this location needed to be prioritised. Figtree Park Embellishments have been completed, and the drainage upgrade is to commence early FY2024-25. 	Section 7.12 Contributions	250,000
Parks and Garden	<p>FY2023-24 Renewal of Seats & Bollards Program</p>	SV – New	23,306 19,106 (Bollards)

	<ul style="list-style-type: none"> It is recommended this allocation is bought forward to be consolidated with FY2024-25 capital program. 		
Traffic & Transport	<p>Local Area Traffic Management Plan - Boronia</p> <ul style="list-style-type: none"> Council resolved to remove traffic devices installed at Farnell Street. As the costs incurred in FY2023-24 were for design and removal – it is not permissible for this to be funded through developer contributions. Costs incurred will be costed to operational budgets. It is recommended the 60k capital allocation be bought forward to FY2024-25. <p>LGA Parking Strategy</p> <ul style="list-style-type: none"> It is proposed this allocation be bought forward to FY2024-25. In FY2023-24, Council developed an Integrated Transport Strategy, this funding can be allocated towards implementation measures. A further report will be bought to Council in FY2024-25. 	<p>s.7.12 Contributions</p> <p>s.7.12 Contributions</p> <p>s7.12 Contributions</p>	<p>60,000</p> <p>40,000</p>
Information Systems	<p>Project Software</p> <ul style="list-style-type: none"> Website upgrades and implementation of cybersecurity protocols were prioritised in FY2023-24. It is recommended this project funding be re-voted in FY2024-25 	General Funds	30,000

FINANCIAL IMPACT ASSESSMENT

This report recommends \$586,412 of works in progress capital funding to be re-voted to FY2024-25.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.8
SUBJECT	: LGNSW 2024 ANNUAL CONFERENCE
STRATEGIC OUTCOME	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
ACTION	: DELIVER PROFESSIONAL DEVELOPMENT OPPORTUNITIES
REPORTING OFFICER	: MITCHELL MURPHY

Ref:702195

PURPOSE

This report advises elected members the annual LGNSW Annual Conference will be held from Sunday 17 November to Tuesday 19 November 2024 at Tamworth Regional Entertainment and Conference Centre, Hillvue. **(Draft program: Attachment 1)**

RECOMMENDATION

1. That the report be received and noted.
2. That Council endorses that the Mayor, Deputy Mayor, and the General Manager attend the LGNSW 2024 annual conference.
3. That Council confirm that the Mayor and the Deputy Mayor are the voting delegates.

REPORT**Voting Delegates**

To vote at the LGNSW Annual Conference, delegates must be an elected member of a council, county council, the Norfolk Island Regional Council (NIRC), a Related Local Government Body (RLGB) or an Administrator appointed in accordance with the Local Government Act 1993.

Ordinary members and Associate members need to advise LGNSW of the name(s) of their nominated voting delegate(s) for voting on motions.

Members are required to advise LGNSW of the names of their nominated voting delegates by 5pm (AEDT) on Wednesday 6 November 2024. Nominations received after this time/date cannot be accepted, however, a member may, subject to the LGNSW rules, notify LGNSW of a change to the name of an already nominated voting delegate (a substitute delegate) after this time/date (visit LGNSW website for information on substituting voting delegates).

Voting entitlements

The formula for calculating members' voting entitlements is prescribed at rule 23 of the LGNSW rules. Hunter's Hill Council is entitled to have two (2) voting members. **(Attachment 2)**

Voting

To vote on motions at the Conference, delegates must be an elected member of a Council, County Council, the Norfolk Island Regional Council (NIRC) a Related Local Government Body (RLGB) or an Administrator appointed in accordance with the Local Government Act 1993.

Ordinary members and Associate members need to advise LGNSW of the name(s) of their nominated voting delegate(s) for voting on motions.

Members are required to advise LGNSW of the names of their nominated voting delegates by Wednesday, 6 November 2024. Nominations received after this date cannot be accepted. The General Manager will confirm names of the Hunter's Hill Council voting delegates post the 2024 poll declaration.

Motions

Local Government NSW has requested input from councils, to guide the content of business sessions at the conference and is requesting councils to ensure that the motions debate centres on advancing the sector wide policy agenda (see LGNSW 2024 Annual Conference Motion Submission Guide) as provided for in **attachment 3**.

At this stage, Hunter's Hill Council won't be tabling any motions. The newly elected Council could consider motions at the meeting scheduled for 14 October.

FINANCIAL IMPACT ASSESSMENT

Set out below are the costs (per delegate) associated with attendance at the Conference:

DELEGATES	FEES
Member Early Bird Registration (paid by 25 September 2024)*	\$1,115.00
Member Standard Registration (paid post 26 September 2024)*	\$1,485.00
Conference Dinner Ticket (optional)	\$230
Accommodation	\$550

** Registration Fees (inclusive of GST) include online business papers, the President's Welcome Reception, two-day business sessions including morning and afternoon tea, lunch, and name badge. The conference dinner is not included in the overall registration cost and is an optional added cost. Members wanting to take advantage of the early bird rates, who are uncertain of the names of councillors attending, can register and pay now and confirm names later, provided they do so by 25 September 2024. If payment in full for Early Bird has not been received by 25 September, the standard member registration fee will apply. Voting delegates for motions and/or Board elections must be registered to attend the Conference via Group Registration.*

Councillors' Expenses and Facilities Policy provides guidance on the number of delegates able to attend the LGNSW Conference as follows:

Clause 3: The maximum number of delegates and/or representatives attending an authorised conference, seminar, function shall be:

- (a) In the case of the NSW Local Government Association Annual Conference – two delegates and two representatives.

Funds are allocated within the 2024/2025 budget for professional development and conference attendance.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Draft 2024 Annual Conference Program [↓](#)
2. 2024 Voting Delegates [↓](#)
3. 2024 Conference Motions Submission Guide [↓](#)

ITEM NO	: 4.9
SUBJECT	: LOCAL GOVERNMENT ELECTION 2024 - REGULATED PERIOD, CARETAKER PROVISIONS AND USE OF COUNCIL RESOURCES
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: ROSANNA GUERRA

Ref:711934

PURPOSE

The purpose of this report is to advise on matters related to the upcoming Local Government Elections, to be held on 14 September 2024. This report includes advice provided by the Office of Local Government regarding Council publications and the use of Council resources and facilities during the regulated period being 5 August 2024 to 14 September 2024.

The report also confirms that the caretaker period commences on 16 August 2024 with the last Council meeting being on 29 July 2024.

RECOMMENDATION

1. That Council note the caretaker provisions as prescribed in the Local Government (General) Regulation 2021.

BACKGROUND

Council and all Council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the Council's functions and activities in the lead-up to elections. Council also needs to be mindful of how the community may perceive any of their activities or actions during this time.

REPORT**Use of Council Resources for Election Purposes**

Council resources (including Council information) are public resources and must be used ethically, effectively, efficiently and carefully.

The rules governing the use of Council resources for election purposes are prescribed under Council's adopted Code of Conduct. There are two key obligations: -

- **Clause 8.17:** This provides that Council resources (including Council staff), property or facilities must not be used for the purpose of assisting anyone’s election campaign 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.
- **Clause 8.18:** This provides that Council letterhead, Council crests, Council email or social media or other information that could give the appearance it is official Council material must not be used for the purpose of assisting anyone’s election campaign.

Council and all Council officials should consider the following matters to ensure compliance with Clauses 8.17 and 8.18 of the Code of Conduct: -

- Council “resources” include Council ICT (including phones, social media sites, email addresses), intellectual property, staff and Council facilities.
- Council resources including intellectual property should not be used by candidates in such a way to suggest they are supported or endorsed by the Council.
- The prohibition on the use of Council resources does not only apply to each Councillor’s election campaign – it also applies to the election campaigns of other candidates.
- The prohibition on the use of Council resources also applies to Council staff who are campaigning for election to another Council or supporting the election campaign of candidates.
- It is permissible to use Council facilities but on the same terms as all other candidates including the payment of any advertised fee for use.
- Breaches by Councillors and staff are grounds for disciplinary action

Council publications during the “regulated period”

There are strict rules about the information that candidates and their supporters can publish or distribute during the regulated period for an election. These rules are prescribed under the Local Government (General) Regulation 2021 (the Regulation) and are enforced by the relevant election manager.

Clause 356A – Interpretation, of the Local Government (General) Regulation 2021 states that: -

regulated period for an election means: -

- (a) the period starting with the closing date and ending at 6 pm on election day, and*
- (b) all days to which polling for the election is adjourned*

For the 14 September 2024 election, the regulated period commences on Monday, 5 August 2024, which is 40 days preceding the election day and ends on election day.

The key requirement is that all “electoral material” published or distributed during the regulated period must contain the name and address of the person who authorised the material and the name and address of the printer.

“Electoral material” is defined very broadly under Clause 356A of the Local Government (General) Regulation 2021 and means anything, including without limitation a ‘how-to-vote’ card, poster or advertisement, containing “electoral matter” (whether in a tangible or an electronic form).

“Electoral matter” is in turn defined to include:

- Any matter that is intended or calculated or likely to affect or is capable of affecting the result of any election held or to be held or that is intended or calculated or likely to influence or is capable of influencing an elector in relation to the casting of his or her vote at any election, or
- The name of a candidate at any election, the name of the party of any such candidate, the name or address of the committee rooms of any such candidate or party, the photograph of any such candidate and any drawing or printed matter that purports to depict any such candidate or to be a likeness or representation of any such candidate.

During this regulated period, Councils are to consider whether their publications may contain “electoral matter” and may therefore be inadvertently captured within the definition of “electoral material”. Whether a Council publication constitutes “electoral material” is an assessment that needs to be made by each Council on a case-by-case basis.

A Council publication that makes no reference to the Mayor or Councillors who are candidates and does not carry their images or statements will not constitute “electoral material” if it is not intended or likely to affect voting at the election.

However, Council publications that promote the achievements of the Council may potentially fall within the definition of “electoral material” even if they do not carry the images or statements or the Mayor or Councillors. Affected publications may include:

- The Mayoral column where the Mayor is a candidate.
- Any publication or material carrying the name and/or images of the Mayor or Councillors who are candidates.

The requirements that apply to Council publications published or distributed during the “regulated period” containing “electoral matter” can be easily satisfied by including the name and address of the General Manager and the printer of the publication. However, the perceptions that this may give rise to, including that the Council is a participant in the election and that Council resources may be seen to have been utilised to support the campaigns of the incumbent Mayor and Councillors are not as easily addressed.

Mitigation strategies to address this risk may include: -

- Publishing the Mayoral column in the 40 days preceding the election as a generic Council column.
- Deferring issuing potentially affected publications until after the election.

Other particular points to note are as follows: -

Attendance at Council arranged or community events

Mayors or Councillors who are candidates may continue to attend or preside over Council arranged or community events in the lead up to the election in an official capacity. However, Mayors or Councillors who are candidates must not use Council arranged events that they attend in an official capacity to actively campaign for re-election.

Media comment

There is nothing to prevent the Mayor or Councillors who are candidates from offering media comment, provided that comment is not made in an advertisement, newspaper column or a radio or television broadcast paid for by the Council or produced by the Council or with Council resources. When making media and any other public comment, Mayors and Councillors should continue to comply with the Council's adopted [Media Policy](#).

Council decision-making

Caretaker Restrictions

Council is reminded that the exercise of some of their functions is limited during the four weeks preceding the date of a Local Government election, in accordance with Clause 393B of the Local Government (General) Regulation 2021. This period is known as the caretaker period which for the 2024 Local Government elections commences on Friday, 16 August 2024 and ends on Saturday, 14 September 2024.

The caretaker restrictions are designed to prevent outgoing Councils from making major decisions that will bind the new Council or limit its actions.

During the caretaker period, Council, the General Manager and any other delegate of the Council (other than a joint regional planning panel or a local planning panel) must not exercise the following functions: -

- Entering into any contract or undertaking involving an expenditure or receipt by the Council of an amount equal to or greater than \$150,000 or 1% of the Council's revenue from rates in the preceding financial year (whichever is the larger)
- Determining a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period.

- “Controversial development application” means a development application for designated development under Section 4.10 of the Environmental Planning and Assessment Act 1979 for which at least 25 persons have made submissions during community consultation.
- The appointment or reappointment of the Council’s General Manger (except for temporary appointments).

In certain circumstances, these functions may be exercised with the consent of the Minister.

Meeting Schedule

Post the elections to be held on 14 September 2024, the first Council meeting will entail the Councillor’s Oath of Office and election of the Deputy Mayor, in alignment to the requirements of s233A of the Local Government Act.

A series of workshops and onboarding sessions will be provided to new Councillors.

August – Caretaker Period			
14 September - Council Elections			
Monday	7	October	Code of Conduct induction
Tuesday	8	October	Code of Meeting Practice induction
Monday	14	October	Councillor’s Oath of Office & election of Deputy Mayor
Monday	28	October	Ordinary Meeting of Council
Monday	25	November	Ordinary Meeting of Council
Monday	16	December	Ordinary Meeting of Council <i>(Held on the 3rd week due to school holidays)</i>

CONCLUSION

The Office of Local Government (OLG) has issued a Pre-election Guide for Councils which outlines information concerning the use of Council resources, Council publications and other activities prior to the elections. The Guide is dated April 2024 and is provided as an attachment to this report.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council’s adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Pre-election guide for councils [↓](#)

ITEM NO	: 4.10
SUBJECT	: BORONIA PARK SPORTS AND COMMUNITY FACILITY
STRATEGIC OUTCOME	: PARKS, SPORTSFIELDS AND PLAYGROUNDS SUPPORT INCLUSIVE AND ACCESSIBLE PLAY.
ACTION	: DELIVER A COMMUNITY AND SPORTING FACILITY AT BORONIA PARK
REPORTING OFFICER	: SAMANTHA URQUHART

Ref:711000

PURPOSE

The purpose of this report is to provide an update on the construction of the Boronia Sports and Community Facility (Project) and to articulate the plan to enable project finalisation and ongoing environmental management of Boronia Park.

RECOMMENDATION

It is recommended:

1. That Council receive and note the contents of this report.

BACKGROUND

The construction of the Boronia Park Sporting and Community Facility (Facility) within Boronia Park, on Lot 7352 Park Road, Hunters Hill, located between Oval 1 and Oval 2, circled in red on the location plan at Diagram 1 below (Site) commenced in June 2023 upon issue of the Construction Certificate.



Diagram 1- Location Plan

The Facility has been designed to address significant deficiencies in the existing amenities within Boronia Park and will include:

- accessible toilets, new change rooms and canteen;
- additional storage for local sporting clubs; and a
- community room for use by sporting clubs, local schools and other community groups.

Development consent for the Facility was granted by the Local Planning Panel (LPP) on 26 October 2021 subject to conditions (DA2021-1184) (Consent). Council invited tenders for construction of a new building at Boronia Park. Following the tender evaluation process, and on 19 December 2022 Council resolved to appoint Paynter Dixon (Contractor) as the preferred tenderer.

Construction commenced in June 2023. Throughout construction, this Project has been adversely affected by latent site conditions, being predominantly contaminated spoil. The construction of the Facility had progressed well, with all variations to the project managed within budget until March 2024, where contaminated spoil was found whilst trenching for the stormwater works.

Latent Site conditions- Contaminated spoil

In March 2024 excavation work commenced for the stormwater connection to Park Road and separate stormwater and footpath excavation works between the Facility and Oval 1, as shown marked green at Diagram 1 above.

Given the discovery of Asbestos Containing Material (ACM) and significant tree roots within the approved stormwater route (adjacent to Park Road), the traditional excavation methodology for stormwater was unable to proceed. As a result laser boring had to be undertaken, to enable the completion of the stormwater as approved within the Development Consent.

The costs associated with these works were funded through re-allocation of funding within the 23/24 Capital works program.

On the 29 April 2024 Council resolved to dispose of contaminated spoil found on site and concurrently approved to allocate additional funding for its disposal.

The Resolutions of Council are referenced below:

Item 4.6

1. *That Council note the re-allocation of funding from the 2023/24 Capital Works budget to the Boronia Sports and Community Facility project for urgent boring works undertaken to enable the completion of the stormwater. This will be done as part of the quarterly budget review process.*
2. *That Council approves the disposal of stockpiled spoil, associated with the trenching for stormwater, as outlined in the body of this report.*
3. *The Council note that the costs associated with the disposal of the stockpiled spoil will be outlined in a separate confidential report, referenced within this current Council agenda.*
4. *That Council delegate authority to the General Manager to approve and execute any documentation required to give effect to the matters contained within this report.*

Item 8.1- Confidential

1. That Council approves the proposed additional budget associated with the disposal of spoil, as outlined in the body of the report.
2. That Council delegate authority to the General Manager to approve and execute any documentation required to give effect to the matters contained within this report.

REPORT

Council has now completed the spoil removal, with works commencing from the 8th May 2024. These works consisted of:

- Air Monitoring
- Site supervision
- Removal of the stockpiled spoil from site; and
- The disposal of the spoil at an approved facility.

These works took two weeks to complete.

Given the discovery of contaminated materials and the amendments to the stormwater design, adjacent to Oval 1 there have been impacts to both:

- The completion of the project, which had been planned for completion on 8 March 2024 and has consequently had some delays, which have resulted in claims for Delay Costs from the Contractor; and
- The required additional Make Good works.

MAKE GOOD WORKS

By mid-May 2024 the site was ready for Make Good, upon the removal of the stockpiled spoil, and completion of the building.

The Make Good works under the contract consisted of the following:

- Prepare the ground surface to appropriate levels:
- Install turf underlay and turf throughout.

Given the discovery of contaminated spoil on site, Council has had to revise its Make Good scope to ensure that adequate monitoring and environmental protections form part of the Make Good works. Council has also undertaken surveys of the site to capture the location of the Make Good works undertaken, for inclusion within its planned Interim Site Management Plan for Boronia Park.

Interim Site Management Plan (ITSMP)

On 29 April 2024 Council noted the preparation of an ITSMP for Boronia Park, and has since engaged Edison Environmental to prepare this ITSMP. The ITSMP will assist Council to capture, monitor and manage the ongoing environmental management considerations for Council, given the contaminants found within Boronia Park.

The ITSMP will include an investigation program that schedules required testing, monitoring and management programs to be undertaken over time to completely identify the nature and extent of the contaminants that may be found within Boronia Park. The Make Good works

(referenced above) will be identified within the ITSMP. This will ensure the ongoing management of this site, and any additional works required to improve this site in the future.

Council has proceeded with the Make Good works, to ensure the project is completed as soon as possible and to minimise the disruption to the community. These Make Good works are essential to the final completion of this project. Given the latent site conditions, it is critically important that Council undertook the necessary additional works to ensure the site surrounds were made safe.

The additional costs associated with these additional Make Good works are identified within the confidential and related report within the current Council agenda.

DELAY COSTS

As a result of the latent site conditions, there have been delays to the project. Under Clause 34 of the contract, the Contractor is able to claim for 'qualified causes for delays' associated with the project.

A Delay Cost is essentially the additional costs that may be incurred by contractors as a result of a delay caused by the principal. These Delay Costs need to be justified and approved by the Superintendent, and cannot exceed a prescribed value.

Council has worked with the Contractor to negotiate these Delay Costs, in line with the contract. These costs are identified within the confidential and related report within the current Council agenda.

CONCLUSION

In consideration of the above this report recommends that Council undertake the following next steps.

Next Steps:

- Council approve the additional funding for the Delay Costs and additional Make Good works, as outlined in the confidential and related report {re: 10A(2)(d)(i) of the Local Government Act 1993} within the current Council agenda.
- Council complete the project in August 2024.
- That Council proceed with the development of an ISMP for Boronia Park, as outlined in the body of this report.
- That the outcomes of the ISMP and associated additional costs be brought back to Council at a future briefing.

FINANCIAL IMPACT ASSESSMENT

Refer to the confidential and related report within the current Council agenda.

ENVIRONMENTAL IMPACT ASSESSMENT

The discovery of ACM has been managed in accordance with the Conditions of Consent and within the parameters of the CMP for the site. Appropriate plans have been prepared and adherence to these plans has been managed well throughout the project.

Ongoing environmental management of this site is being developed through an ISMP, with a view to developing a Long-Term Environmental Management Plan upon the completion of further testing throughout the site. This plan will ensure that the future management of the park considers any environmental factors.

RISK ASSESSMENT

Should Council proceed with the following recommendations, the risks associated with the environmental management of this site will be effectively managed.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.11
SUBJECT	: FARNELL STREET AND BORONIA LATM UPDATE
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:711775

PURPOSE

To provide Council with an update on the Boronia Local Area Traffic Management (LATM).

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

To address ongoing community concerns regarding safety and amenity for residents in and around Boronia Park, consultants (ptc.) were engaged to undertake a Local Area Traffic Management assessment. The concerns raised by residents included:

- Increase in volume of traffic using local streets particularly in AM and PM (rat running).
- Loss of amenity for local residents.
- Decrease pedestrian/cycle safety.

As part of the planned implementation of the 'Boronia' LATMS, Council chose to proceed with the prescribed Farnell Street slow points which resulted in the following resolution by Council on the 27 May 2024:

That Council:

1. *That the report be received and noted;*
2. *Remove slow points installed in Farnell Street (North) - commence early June 2024;*
3. *Engage in community consultation, particularly with North Farnell residents, in relation to future measures (if any) appropriate to address any current safety issues in relation to speed or rat running, including in relation to type, engineering and location of any such future measures - June to September 2024;*
4. *Additional consultation be taken across the whole LATM area to ensure a uniform and equitable approach for all residents and identify unintended consequences of traffic management actions in the LATM area;*

5. *That the 2021 LATMS and Action Plan process be completed with current community consultation and be formally adopted by Council;*
6. *Work with TfNSW to seek improved traffic light phasing for the Right-Hand turn onto Pittwater Road from Ryde Road;*
7. *A further report be brought back to Council to consider the progress/ outcomes of the public consultation and alternate traffic calming devices. - July 2024; and*
8. *In all future Traffic Management device installations council provide detailed plans showing actual form, dimensions, and location of the planned traffic management device to affected residents and in particular conduct final consultation with the residents adjacent to the planned devices.*

REPORT

This report is to provide an update on the Boronia LATM in regards to Council's resolutions on 27 May 2024.

Farnell Street

The two (2) slow points installed on 14 May 2024 in Farnell Street between Princes Street and High Street were removed on 11 June 2024. See photos below



Boronia LATM

The initial traffic assessment for the Boronia LATMs was undertaken by ptc. in 2021 to address ongoing community concerns regarding safety and amenity for residents in and around Boronia Park.

As a result of the recent community feedback associated with Farnell Street, Council is working with ptc. to amend and update its LATM for Boronia, to provide alternate options for traffic calming.

The amendments to the LATM include:

- 1) An investigation of additional alternate options for the traffic calming devices proposed, such as half road closures, speed humps, continuous footpaths and refuge islands.
- 2) To provide an overall plan of the proposal and plans for each street within the Boronia LATM area for community consultation highlighting the advantages and the disadvantages of the proposal, for example, any net parking loss due to the proposal.

CONCLUSION

This report provides an update to Council on the works undertaken to remove the installed slow points in Farnell Street between High Street and Princes Street, and to review and amend the draft LATM for Boronia.

Next Steps

- 1) Review the Boronia LATM and provide alternative options for traffic Calming – **August/September 2024;**
- 2) Community consultation – **September/October 2024;**
- 3) Report to Council to approve the amended LATM for Boronia– **October 2024.**

FINANCIAL IMPACT ASSESSMENT

Funding for the review of the draft LATM will need to come from Council's operational budget.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Boronia LATM 2021 [↓](#)

ITEM NO	:	4.12
SUBJECT	:	DEVELOPMENT APPLICATIONS DETERMINED BY THE DEVELOPMENT CONTROL UNIT IN JUNE 2024
STRATEGIC OUTCOME	:	DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	:	DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	:	STEVE KOUREPIS

Ref:711673

PURPOSE

This report provides the outcome of determinations of Development Applications referred to the Development Control Unit (DCU) in June 2024.

At the time of the June meeting, the role of the Development Control Unit was to determine any development application that received two (2) or more objections (where that development application is not referred to the Local Planning Panel or other consent authority).

All reports presented to the DCU as shown below are available on the Council's website <http://www.huntershill.nsw.gov.au/dcu>.

RECOMMENDATION

1. That the report be received and noted.

REPORT OF MEETING HELD 26 JUNE 2024

DEVELOPMENT APPLICATION NO	:	20230156
PROPOSAL	:	Demolition of the existing building and construction of a new attached dual occupancy with strata subdivision and associated landscaping
PROPERTY	:	24 Rocher Avenue, Hunters Hill
APPLICANT	:	Minjun Yao
OWNER	:	Mr A Mohareb
DATE LODGED	:	29 November 2023
REPORTING OFFICER	:	Patrick Ogisi

RESOLVED on the MOTION of Director, Town Planning Kourepis, seconded by Patrick Ogisi That pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979, that Development Application DA20230156 for the demolition of the existing building and construction of a new attached dual occupancy with strata subdivision and associated landscaping at 24 Rocher Avenue, Hunters Hill be approved subject to the following conditions:

GEN1, GEN2, GEN8 (Tree 2, Tree 5, Tree7), GEN9, BCC1, BCC3, BCC4(a) Width of Driveways to be not greater than 4m at the kerb line), BCC5, BCC7 (\$5000), BCC8, BCC11, BCC12 (1375522M_02), BCC13, BCC17, BCC19, BCC20, BCC31, BBW3, BBW5, BBW6, BBW7, BBW8, BBW9, BBW10, BBW15, DBW2, DBW3 (Monday – Friday 7:00am to 5:00pm, Saturdays 8:00am to 1:00pm Sundays and Public Holidays No activities permitted), DBW5, DBW7, DBW8, DBW11, DBW13, DBW14, DBW15, DBW17, DBW19, DBW33, BOC1, BOC3, BOC5, BOC6, BOC7, BOC8, BOC9, BOC10, BOC16, BOC17, BOC27, DDW1, CDW2, PSC1 (STRATA), PSC3, PSC4, PSC5, PSC6, PSC10

Drawing Number	Drawn By	Plan Dated
Site Analysis DA00	Dalgliesh Ward Architects	22/03/24
Site Plan, Roof Plan DA01	Dalgliesh Ward Architects	22/03/24
Ground Floor Plan DA02	Dalgliesh Ward Architects	22/03/24
First Floor Plan DA03	Dalgliesh Ward Architects	22/03/24
Section Plan DA04	Dalgliesh Ward Architects	22/03/24
Elevation Plans DA05, DA06	Dalgliesh Ward Architects	22/03/24
Shadow Plans DA08, DA09, DA10	Dalgliesh Ward Architects	22/03/24
BASIX Certificate 1375522M_02	SDS Engineering	09/11/23
Stormwater Plans C001, C002, C003	SDS Engineering	14/11/23
Driveway Ramp C004	SDS Engineering	14/11/23
Survey Plan	Survcorp	07/06/23
Landscape Plan	B+E Landscape Architects	14/11/23
Arboricultural Impact Assessment	Horticultural Management Services	2/11/23

DEVELOPMENT APPLICATION NO	:	20240032
PROPOSAL	:	Existing alfresco roof convert to balcony, and add one small window at bathroom of master bedroom.
PROPERTY	:	22 Farnell Street, Hunters Hill
APPLICANT	:	Timothy Shu
OWNER	:	Mr T Shu
DATE LODGED	:	22 April 2024
REPORTING OFFICER	:	Patrick Ogisi

RESOLVED on the MOTION of Director, Town Planning Kourepis and seconded by Shahram Mehdizadgan.

In accordance with the HHDCP 2013, the Development Application DA2024/0032 for the proposed alterations and additions to the existing two storey dwelling at 22 Farnell Street, Hunters Hill be approved subject to the following conditions:

Drawing Number	Drawn By	Plan Dated
Site Plan and Existing Roof Plan, AD-JC-01	Acute Insight	20/03/2024
Existing Ground Floor Plan, AD-JC-02	Acute Insight	20/03/2024
Proposed First Floor Plan, AD-JC-03	Acute Insight	20/03/2024
Elevation Plans, AD-JC-04, AD-JC-05	Acute Insight	20/03/2024
Section Plans, AD-JC-06	Acute Insight	20/03/2024
Schedule of Finishes	Acute Insight	20/03/2024
Stormwater Plan T-6966-SW	YP Engineering	19/12/2023

GEN1, GEN2, BCC3, BCC7 (\$5000), BCC11, BCC12(A1748607), BCC17, BCC20, BBW2, BBW5, BBW6, BBW7, BBW8, BBW9, BBW10, DBW2, DBW3 (Monday – Friday 7:00am to 5:00pm, Saturdays 8:00am to 1:00pm Sundays and Public Holidays No activities permitted), DBW5, DBW7, DBW8, DBW12, DBW13, DBW14, DBW15, DBW17, DBW19, BDC1, BOC5, BOC6, BOC7, BOC9 BASIX AND WASTE

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.13
SUBJECT	: DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN JUNE 2024
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:711671

PURPOSE

The purpose of this report is to advise of Development Applications determined under delegated authority for the period June 2024.

DELEGATED AUTHORITY

In accordance with Section 327 of the Local Government Act 1993, authority is hereby delegated to the Director, Development and Regulatory Services to exercise and perform those powers, duties and functions in line with the authority and limitations of that position. These include approval and refusal of Development Applications as per Section 10 of Hunter's Hill Council Delegations of Authority.

RECOMMENDATION

1. That the report be received and noted.

REPORT

Type of Report	Delegated Authority	Inspection Date	20.03.24 and 28.05.24
Development Application No.	DA2023/0157	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Zhenhua Ji A PLUS GROUP AUSTRALIA PTY LTD	Value	\$990,000
Premises	2 Chevalier Crescent, Hunters Hill	Landscaped Area	57%
Classification (BCA)	1a, 10a, 10b	Date lodged	29.11.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	28.05.24

Proposal	Alterations and additions to existing dwelling, including internal alterations, new windows and facade treatment, new entry porch and rear deck. Demolition of existing cabana and construction of new cabana
Determination	Deferred Commencement Approval

Type of Report	Delegated Authority	Inspection Date	17/04/2024
Development Application No.	DA2023/0098	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Sam Semaan	Value	\$1,196,800
Premises	88 Woolwich Road, Woolwich	Landscaped Area	50%
Classification (BCA)	1a	Date Lodged	10/08/2023
Assessing Officer	Rean Lourens /Patrick Ogisi	Determination Date	3/06/2024
Proposal	Demolition of existing buildings and construction of a new two storey dwelling with swimming pool and basement garage		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	09.11.24
Development Application No.	DA2023/0135	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Jacqueline Seraglio	Value	\$1,100,055
Premises	3A Moorefield Avenue, Hunters Hill	Landscaped Area	60%
Classification (BCA)	1a, 10a, 10b	Date lodged	27.10.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	04.06.24
Proposal	Demolition of existing dwelling and onsite structures, construct new dwelling house, swimming pool, landscaping, drainage and driveway		
Determination	Deferred Commencement Approval		

Development Application No.	DA2017/1171-4	Zone	R2 Low Density Residential
Construction Certificate No.	190060/01 (prior approval)	Notification	Yes
Applicant	Enhance Group Projects	Value	\$4,527,615.84
Premises	41 Wybalena Road Hunters Hill	Landscaped Area	60%
Classification (BCA)	1a	Date lodged	27/03/2024
Assessing Officer	Patrick Ogisi	Determination Date	31/05/2024

Proposal	Demolition of existing dwelling and ancillary structures and construction of a new dwelling with basement and swimming pool together with associated landscape works. s4.55 modification - minor adjustments to the conditions of consent.
Determination	Approval

Type of Report	Delegated Authority	Inspection Date	28.05.24
Development Application No.	DA2024/0064	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Antonio Galati	Value	\$962,500
Premises	4A Margaret Street, Woolwich	Landscaped Area	Under 50%
Classification (BCA)	1a, 10a, 10b	Date lodged	24.05.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	17.06.24
Proposal	Construction of first floor addition, rear alfresco and swimming pool		
Determination	Refusal		

Development Application No.	DA2021/1318-2	Zone	R3
Construction Certificate No.	N/A	Notification	Yes
Applicant	Anthony Charbel	Value	N/A
Premises	23 Massey Street, Gladesville	Landscaped Area	50%
Classification (BCA)	1a, 10a, 10b	Date lodged	29.05.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	19.06.24
Proposal	Demolish existing structures to construct a two storey dwelling over basement, pool, front fence and associated landscaping - s4.55 Modification - internal reconfigurations and various changes to path, pool surround, windows and skylights		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	12/06/2024
Development Application No.	DA20211041-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Stephen Alexander Wilson	Value	Same as approved
Premises	61 Batemans Road, Gladesville	Landscaped Area	Same as approved
Classification (BCA)	1a	Date lodged	28/05/2024
Assessing Officer	Patrick Ogisi	Determination Date	17/06/2024
Proposal	Alterations and Additions to an Existing Dwelling and Swimming Pool - Proposed s4.55 modifications to these works		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	14.05.24
Development Application No.	DA2024/0054	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Con Zeritis	Value	\$600,000
Premises	4 McBride Avenue, Hunters Hill	Landscaped Area	67%
Classification (BCA)	10a, 10b	Date lodged	08.05.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	11.06.24
Proposal	Additions and alterations to existing garage (no change to footprint) plus new acoustic pool filter enclosure and landscaping		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	N/A
Development Application No.	DA20230134	Zone	R2 Low Density
Construction Certificate No.	N/A	Notification	Yes
Applicant	Antonio Galati	Value	\$1,455,000
Premises	48 Barons Crescent, Hunters Hill	Landscaped Area	52.7%
Classification (BCA)	1a	Date lodged	30/10/23
Assessing Officer	Patrick Ogisi	Determination Date	29/05/24
Proposal	Demolition of existing dwelling house, construction of a two dwelling with basement and pool		
Determination	Refusal		

Type of Report	Delegated Authority	Inspection Date	9 May 2024
Development Application No.	DA2023-0144 Review	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Yuk Wong	Value	\$2,060,658
Premises	12 Joly Parade, Hunters Hill	Landscaped Area	61%
Classification (BCA)	1a, 10a, 10b	Date lodged	29 April 2024
Assessing Officer	Patrick Ogisi	Determination Date	19 June 2024
Proposal	Demolition of existing structures and construction of a new six bedroom, three level dwelling with attached garage and boat shed		
Determination	Refusal		

Type of Report	Delegated Authority	Inspection Date	20.03.24
Development Application No.	DA2022/0092	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Sam Samarghandi	Value	\$467,500
Premises	1A McBride Avenue, Hunters Hill	Landscaped Area	63.8%
Classification (BCA)	10a, 10b	Date lodged	19.02.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	18.06.24
Proposal	New pool and terrace		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	12/6/24
Development Application No.	DA20220224-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Paul McLean	Value	\$387,230
Premises	7 Windeyer Avenue, Gladesville	Landscaped Area	59.8%
Classification (BCA)	1a	Date lodged	03/06/24
Assessing Officer	Patrick Ogisi	Determination Date	25/06/24
Proposal	Alterations or additions to an existing building or structure. Section 4.55(1A) modification seeks changes to the deck and minor external changes.		
Determination	Approval		

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.14
SUBJECT	: REPORT OF LEGAL MATTERS - JUNE 2024
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:711676

PURPOSE

The purpose of this report is to update Council on legal matters pertaining to planning matters. These matters are generally with the Land and Environment Court.

RECOMMENDATION

1. That the report be received and noted.

REPORT

Attached are Status Reports provided by Council's Legal Advisors: HWL Ebsworth, Hall & Wilcox and Marsdens.

ATTACHMENTS

1. Marsdens [↓](#)
2. Hall & Wilcox [↓](#)
3. HWL Ebsworth [↓](#)

ITEM NO	: 4.15
SUBJECT	: SUMMARY OF COUNCIL INVESTMENTS AS AT 30 JUNE 2024
STRATEGIC OUTCOME	: COUNCIL IS FINANCIALLY SUSTAINABLE
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG TERM FINANCIAL PLAN
REPORTING OFFICER	: MARIA KENNY

Ref:710820

PURPOSE

The purpose of this report is to provide a summary of the performance of Council's investments as at 30 June 2024.

All investments are undertaken and reported in compliance with the requirements of the Local Government Act 1993, the Local Government (General) Regulation 2005 and Council's policy on investments.

RECOMMENDATION

1. That the report be received and noted.

REPORT

In accordance with Council's Investment Policy, investments are selected with the objective of generating additional income revenue streams, whilst balancing liquidity to meet organisational cash flow requirements.

Term deposits are made across several financial institutions to spread risk, with the majority currently having terms over 180 days to benefit from higher returning interest yields. Council's Investment Policy allows for 10% of its portfolio to be invested with Ministerial Approved Investments with NSW Treasury Corporation. Floating Rate Notes are also permissible within defined portfolio institution and credit rating thresholds.

Table 1 lists the terms and rate of return of all of Council's investments including the interest earned for Term Deposits held to maturity.

Council's investment portfolio posted a marked-to-market return of 5.32%pa (0.43% actual) versus the bank bill index benchmark return of 4.34%pa (0.35% actual). For the past 12 months, the investment portfolio has returned 5.02% versus the benchmark's 4.37%.

Attachment 1 – Investment Summary Report also provides additional detail on the value of accrued interest earnings for each investment holding.

TABLE 1 - SUMMARY OF COUNCIL'S INVESTMENTS AS AT 30 JUNE 2024

Institution	Reference	Rating	Principal	Lodged	Matures	Rate	Interest earned at maturity
NAB	Term Deposit	AA-	\$1,000,000.00	4-Jul-23	3-Jul-24	5.56%	\$55,600.00
BOQ	Term Deposit	A-	\$1,000,000.00	4-Jul-23	3-Jul-24	5.62%	\$56,200.00
NAB	Term Deposit	AA-	\$1,000,000.00	25-Jul-23	24-Jul-24	5.51%	\$55,100.00
NAB	Term Deposit	AA-	\$500,000.00	9-Aug-23	8-Aug-24	5.25%	\$26,178.28
AMP	Term Deposit	BBB	\$526,676.71	11-Aug-23	12-Aug-24	5.35%	\$26,676.71
NAB	Term Deposit	AA-	\$1,000,000.00	10-Aug-23	13-Aug-24	5.25%	\$53,075.34
CBA	Term Deposit	AA-	\$2,500,000.00	29-Aug-23	27-Aug-24	5.41%	\$134,879.45
NAB	Term Deposit	AA-	\$1,000,000.00	12-Sep-23	12-Sep-24	5.25%	\$52,500.00
AMP	Term Deposit	BBB	\$500,000.00	18-Oct-23	17-Oct-24	5.15%	\$25,750.00
Westpac	Term Deposit	AA-	\$1,000,000.00	2-Nov-23	30-Oct-24	5.47%	\$54,400.27
AMP	Term Deposit	BBB	\$500,000.00	16-Nov-23	18-Nov-24	5.40%	\$27,000.00
Suncorp	Term Deposit	A+	\$1,000,000.00	29-Nov-23	26-Nov-24	5.52%	\$54,897.53
NAB	Term Deposit	AA-	\$1,000,000.00	1-May-24	6-May-25	5.25%	\$53,219.18
Macquarie	Call	A+	\$2,003,921.68			3.32%	
CBA	Floating Rate Note	AA-	\$500,000.00	13-Jan-23	13-Jan-28	5.51%	
CBA	Business online saver	AA-	\$1,427,480.15			4.35%	

Institution	Reference	Lodged	Month-end	Balance at month-end	Month return
TCorp	Medium Term Growth Fund	2-Jun-21	June-2021	\$1,515,096.51	1.01%
			July-2021	\$1,538,434.43	1.54%
	9-Aug-21	August-2021	\$2,052,149.68	0.79%	
		12mths to Sept 22	\$2,026,923.72	-0.73%	
		12mths to Sept 23	\$1,988,672.64	0.50%	
		October-2023	\$1,972,670.14	-0.80%	
		November-2023	\$2,018,775.54	2.34%	
		December-2023	\$2,068,767.85	4.01%	
		January-2024	\$2,084,604.95	4.80%	
		February-2024	\$2,104,577.06	5.81%	
		March-2024	\$2,130,627.65	1.24%	
		April-2024	\$2,096,348.39	-1.61%	
		May-2024	\$2,108,960.18	0.60%	
	Closing Balance	June-2024	\$2,115,839.91	0.33%	
			\$18,573,918.45		
CBA	General	\$810,732.13	30.6.24 Bank Account Balance		
Total				\$19,384,650.58	

Certification – Responsible Accounting Officer

Historical Performance Summary (%pa)			
	Portfolio	Annualised BB Index	Outperformance
Jun 2024	5.32%	4.34%	0.98%
Last 3 months	4.42%	4.41%	0.01%
Last 6 months	4.94%	4.42%	0.52%
Financial Year to Date	5.02%	4.37%	0.65%
Last 12 months	5.02%	4.37%	0.65%

Below is a summary of the total portfolio by credit exposure, maturity terms and investment holdings as at 30 June 2024:

TABLE 2 – PORTFOLIO TOTAL BY CREDIT EXPOSURE

Credit Rating Group	Face Value (\$)		Policy Max	
AA	11,738,212	61%	100%	✓
A	4,003,922	21%	60%	✓
BBB	1,526,677	8%	30%	✓
TC	2,115,840	11%	10%	X
	19,384,651			

TABLE 3 – PORTFOLIO TOTAL BY MATURITY TERMS

	Face Value (\$)		Policy Max	
Between 0 and 1 years	18,884,651	97%	100%	✓
Between 3 and 10 year:	500,000	3%	40%	✓
	19,384,651			

TABLE 4 – PORTFOLIO TOTAL BY INVESTMENT HOLDINGS

	Face Value (\$)	Current Value (\$)
Cash	4,242,134	4,242,134
Floating Rate Note	500,000	506,820
Managed Funds	2,115,840	2,115,840
Term Deposit	12,526,677	12,526,677
	19,384,651	19,391,471

Table 5 below provides a breakdown of our cash balance by internal and external restrictions.

External restrictions refer to funds that are subject to legislative obligations, such as section 7.12 contributions, as well as unspent tied grant funding.

Internal restrictions refer to cash assets defined by Council to cover commitments that are expected to arise in the future, and where it is prudent to hold cash in restrictions to cover these obligations.

Table 5 - EXTERNAL & INTERNAL RESTRICTIONS

	Actual as at 31 May 2024	Actual as at 30 June 2024
Developer contributions - S7.12	\$2,115,883.90	\$2,143,295.40
Other developer contribution	\$138,000.61	\$138,000.61
Specific purpose unexpended grants	\$885,664.47	\$499,575.44
Domestic waste management	\$1,023,411.40	\$1,023,411.40
Other special levies	\$1,514,138.30	\$1,347,272.62
Total External Restrictions	\$5,677,098.68	\$5,151,555.47
Internal Restrictions		
Plant and vehicle replacement	\$426,420.68	\$426,420.68
Employee leave entitlements	\$777,393.29	\$777,393.29
Deposits, retentions and bonds	\$3,687,301.59	\$3,700,845.59
Construction of building	\$195,122.00	\$195,122.00
Office equipment & furniture	\$251,987.08	\$228,539.77
Elections	\$278,582.73	\$278,582.73
Insurance reserve	\$137,859.78	\$137,859.78
Road Reconstruction	\$223,760.00	\$223,760.00
Traffic & Transport	\$71,160.00	\$71,160.00
Sustainability Reserve	\$196,500.48	\$196,500.48
Asset Re-purposing	\$5,714,119.36	\$5,678,841.74
Boronia Park - Disposal soil	\$447,184.45	\$86,657.08
Safety & welfare expenses OH&S Incentive	\$39,962.64	\$34,472.64
Community Initiatives & Minor Capital Works	\$20,000.00	\$20,000.00
Stormwater & marine maintenance reserve	\$15,000.00	\$15,000.00
Community building maintenance reserve	\$11,300.00	\$11,300.00
Depot Operations Strategy	\$492,299.66	\$459,031.16
Gladesville Masterplan	\$260,000.00	\$260,000.00
Contributions for Hillman Orchard Restoration Project	\$11,951.84	\$11,951.84
Total Internal Restrictions	\$13,257,905.58	\$12,813,438.78
Total Restrictions	\$18,935,004.26	\$17,964,994.25

ATTACHMENTS

1. Investment Summary Report June 2024 [↓](#)

ITEM NO	: 4.16
SUBJECT	: CONSOLIDATED STORMWATER MANAGEMENT POLICY- FOR ADOPTION
STRATEGIC OUTCOME	: LEVELS OF SERVICE AND COMMUNITY NEED ARE REFLECTED IN THE ASSET MANAGEMENT PLAN
ACTION	: REVIEW AND UPDATE THE DIGITAL ASSET MANAGEMENT PLAN
REPORTING OFFICER	: SAMANTHA URQUHART

Ref:710593

PURPOSE

The purpose of this report is to provide Council with the Stormwater Management Policy to review and adopt, following a public exhibition period.

RECOMMENDATION

That Council:

1. Adopt the Stormwater Management Policy (copy in Attachment 1), as exhibited.

BACKGROUND

On 29 April, 2024, Council resolved to place the draft Stormwater Management Policy onto public exhibition. The Resolution of Council is outlined below:

1. *That the report be received and noted.*
2. *That the Stormwater Management Policy be placed on public exhibition for a period of 28 days.*
3. *That a Final Report be submitted to Council and the revised Stormwater Management Policy be adopted.*

REPORT

The development of a consolidated a Policy will compliment Council's DCP and provide a clear methodology to achieve the objectives of stormwater control.

The consolidated policy will satisfy the Hunter's Hill Council environmentally sustainable water objectives, which are to:

- Promote water sensitive urban development, providing better integrated solutions for the management of the urban water cycle.
- Reduce adverse impacts upon water quality within the Hunter's Hill Council local environment, which result from urbanisation, and to protect water quality in the receiving waters that surround the municipality.
- Provide guidance to professionals involved in planning, design and assessment of water cycle systems at the site level on the selection, sizing and assessment of management

measures to achieve the set water cycle objectives and performance criteria for water quality and quantity.

- Provide guidance to professionals involved in planning, design and assessment of public drainage systems to benefit the community.

The above objectives and actions will provide the following benefits to the community:

- Enable better water quality for receiving water bodies and reduce the impact of nuisance flooding to properties as a result of developments and climate change.
- Provide clear guidelines for the design and construction of public domain stormwater drainage assets which will help in the reduction of capital and ongoing maintenance costs to Council.

This Policy is **not** related to the Hunters Hill LGA Flood Study (Study) that was finalised on 18th November 2021. The objective of this study is to improve understanding of flood behaviour, and better inform management of flood risk for the Hunters Hill LGA.

Public Exhibition

The draft Stormwater Management Policy was placed on public exhibition for 28 days, from 8 May 2024 to 5 June 2024, inviting submissions to be made during the same period.

One submission was received. This submission was related to a specific stormwater issue and was unrelated to the policy content. This matter has now been forwarded to a Council Officer for investigation.

CONCLUSION

The draft Stormwater Management Policy has been placed on public exhibition, inviting submissions for a period of 28 days, with one un-related submission being received.

It is recommended the Stormwater Management Policy (copy in Attachment 1) be adopted, as exhibited.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report. The application of this policy enables Council's Stormwater Charge to be allocated effectively to assist with reducing long-term capital, and annual maintenance costs.

ENVIRONMENTAL IMPACT ASSESSMENT

There will be no direct environmental impact on Council arising from the adoption of this report. However, there will be positive outcomes and benefits to the community if the report is adopted. This will be in the form of improved development outcomes and better stormwater management controls/facilities installed.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Attachment 1- Stormwater Management Policy [↓](#)

ITEM NO	: 4.17
SUBJECT	: SWIMMING POOL SAFETY PROGRAM POLICY
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: COMPLETE INSPECTIONS AND COMPLIANCE OF SWIMMING POOLS, BUILDINGS AND FOOD PREMISES
REPORTING OFFICER	: STEVE KOUREPIS

Ref:711111

PURPOSE

The purpose of this report is to provide Council with a draft Swimming Pools Inspection Program Policy for consideration, prior to being placed on public exhibition. The draft Swimming Pools Inspection Program Policy has been prepared based upon the NSW Legislation, Australian Standards and best practice as demonstrated by other Local Government Councils.

RECOMMENDATION

That Council:

1. Endorse the draft Swimming Pools Inspection Program Policy attached to this report (copy in Attachment 1), for exhibition.
2. Place the endorsed draft Swimming Pools Inspection Program Policy on public exhibition for a period of not less than 28 days, inviting submissions from the public for a period of not less than 28 days from which the draft Policy is placed on public exhibition.
3. Receive a further report on the draft Swimming Pools Inspection Program Policy that includes consideration of any submissions made within the time allowed, prior to formal adoption.

BACKGROUND

The Swimming Pool Act 1992 and Swimming Pool Regulations 2018 applies to all pools and spas in NSW. All swimming pool and spa owners are required to register them online, on the NSW Swimming Pool Register.

The Swimming Pool Act 1992 and Regulations 2018 also prescribes for NSW Councils to adopt an internal registration system for all pools and spas in their area, while advising the local community that all swimming pools must be registered on the NSW Swimming Pool Register.

Council is required to establish and implement a strategy for engagement with the local community when developing a Program for the inspection of swimming pools in its area.

The strategy must be based on social justice principles of equity, access, participation and rights.

The local community is to be consulted in accordance with the strategy in relation to the development of the inspection program (including in relation to any review of such a program). Additionally, the Program must set out inspection, reinspection times and when the owner must register the results on the NSW Swimming Pool Register.

This Program once adopted is required to be advertise this to the public and promote this Program to ensure the public's participation to improve the overall safety of the members of our community.

REPORT

The draft Swimming Pools Inspection Program Policy has been prepared to be based upon the Swimming Pool Act and its Regulations for NSW Councils to set up in house registrations systems and keep accurate records of pool safety fencing in its Local Government area.

The draft Swimming Pools Inspection Program Policy summarises the relevant legislation and regulations, and also identifies Council's responsibilities for maintaining records of the pool located in its Local Government area.

This policy does outline procedures for the setting up a swimming pools register in Council's record system to enable swimming pools safety fencing to be inspected on a regular basis and be recorded as compliant or non-compliant and reinspect for compliance as required.

CONCLUSION

It is recommended the draft Swimming Pools Inspection Program Policy be placed on public notification, inviting submissions. It is also recommended a further report on the draft Swimming Pools Inspection Program Policy be received that includes consideration of any submissions made within the time allowed, prior to formal adoption.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council arising from Council consideration of this matter.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Swimming Pool Safety Program Policy [↓](#)

ITEM NO	: 4.18
SUBJECT	: WATERCRAFT STORAGE ON FORESHORE & PUBLIC LANDS POLICY - FOR ADOPTION
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: SAMANTHA URQUHART

Ref:710594

PURPOSE

The purpose of this report is to provide Council with the Watercraft Storage on Foreshore and Public Lands Policy to review and adopt, following a public exhibition period.

RECOMMENDATION

That Council adopt the Watercraft Storage on Foreshore and Public Lands Policy (copy in Attachment 1), as exhibited.

BACKGROUND

On 29 April 2024 Council resolved to place the draft Watercraft Storage on Foreshore & Public Lands Policy on public exhibition. The Resolution of Council is shown below:

- 1. That Council places the Watercraft Storage on Foreshore and Public Lands Policy, as shown at Attachment 1, on public exhibition for 28 days; and*
- 2. That Council amend the Fees and Charges, as outlined in the body of this report as part of the assessment of its operational plan, for adoption from 1 July 2024; and*
- 3. That a further report be brought back to a future Council Meeting, for consideration and adoption of the updated Watercraft Storage on Foreshore and Public Lands Policy.*
- 4. That a further review of the Watercraft Storage on Foreshore and Public Lands Policy be undertaken every three (3) years, or in line with any legislative updates.*

REPORT

A three (3) year review of this Policy has been undertaken by Council to ensure continued relevance and compliance with current legislation.

As a result of this review, in addition to legislative amendments, the following minor amendments to the existing Policy are recommended:

- Re-name the policy from Dinghy Storage on Foreshore and Public Lands Policy to Watercraft Storage on Foreshore and Public Lands Policy.
- Re-wording of the terms and conditions.
- Re-wording of definitions.
- Layout and minor wording changes.
- To reflect changes in legislation.

Council has now amended its adopted 2024/2025 Fees and Charges to reflect the change in name from Dinghy to Watercraft, as referenced throughout the policy.

Public Exhibition

The draft Watercraft Storage on Foreshore and Public Lands Policy was placed on public exhibition for 28 days, from 8 May, 2024 to 5 June 2024, inviting submissions to be made during the same period.

No submissions were received during the public exhibition period.

CONCLUSION

The draft Watercraft Storage on Foreshore and Public Lands Policy has been placed on public exhibition, inviting submissions for a period of 28 days. No submissions have been received.

It is recommended the Watercraft Storage on Foreshore and Public Lands Policy (copy in Attachment 1) be adopted, as exhibited.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Attachment 1- Watercraft Storage on Foreshore & Public Lands Policy- Final [↓](#)

ITEM NO	: 4.19
SUBJECT	: HUNTER'S HILL COUNCIL'S RESPECTFUL WORKPLACE POLICY AND GUIDELINES
STRATEGIC OUTCOME	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
ACTION	: DEVELOP, IMPLEMENT AND PROVIDE EEO FOR STAFF
REPORTING OFFICER	: ROSANNA GUERRA

Ref:711644

PURPOSE

Council has a duty of care to ensure the health and wellbeing our workers, Councillors, community members and volunteers.

The Respectful Workplace policy and Guidelines are intended as a resource for all Council workers, councillors, volunteers, committee members and contractors. They outline Council's commitment to maintaining a safe, ethical, inclusive and productive workplace and aligns to our obligations as set out below:

- Work, Health and Safety Act 2011 (NSW),
- Anti-Discrimination Act 1997
- Psychosocial Code of Practice
- Council's commitment to Positive Duty in preventing harassment in the workplace.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

Hunter's Hill Council has developed a suite of policies and procedures to help educate our staff, councillors, contractors, volunteers, community and committee members of our expectations under our Respectful Workplace program.

The Respectful Workplace Policy and Guidelines form part of the suite of documents which also include:

- Equal Employment Opportunity (EEO) Policy and Guidelines
- Prevention of Sexual Harassment Policy
- Prevention of Psychosocial Hazards in the Workplace
- WHS Policy and Procedures

The Respectful Workplace Program has been developed to promote constructive workplace behaviours. It is expected that Councillors, management, staff, contractors and volunteers display a positive and respectful attitude towards each other. Council expects all position holders take accountability for their actions and respect the positions and delegations of others.

REPORT

All Hunter's Hill Council employees are required, as a condition of their employment, to ensure that their behaviour is consistent with the standards of behaviour set out in Council's values, including but not limited to:

- Interacting with others in a professional, courteous and polite manner that does not interfere with the health, safety and comfort of others
- Treating others in the way they wish to be treated
- Communicating in a clear, calm and professional manner to others being open to and accepting that others have different experiences, skills, attributes and views on life and work
- Being approachable, considerate and honest when dealing with others.
- Consistency in abiding with respectful workplace standards. As a Council we expect that when conflict arises in the workplace all parties will work towards resolving issues in a timely, open and respectful way.

CONCLUSION

The Respectful Workplace Policy and Guidelines have been updated to reflect contemporary standards and align with recent updates in legislation including relevant codes of practice.

The relevant areas which have been updated relate to: Positive Duty – the prevention of sexual harassment; eliminating psychosocial hazards; and additional guidance related to resolving workplace conflicts and identifying, and appropriately dealing with, bullying and harassment.

The implementation of this program will include:

1. Council wide training;
2. Distribution of a Fact Sheet/FAQ;
3. Reminders in staff newsletters, tool box meetings and Town Hall meetings;
4. Inclusion of information in Council inductions for staff, volunteers, committee members and Councillors;
5. Information will be readily available to staff on Council's WHS Hub.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Respectful Workplace Policy [↓](#)
2. Respectful Workplace Guidelines [↓](#)
3. Fact Sheet [↓](#)

ITEM NO	: 4.20
SUBJECT	: COUNCILLOR BRIEFINGS AND WORKSHOPS
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: MITCHELL MURPHY

Ref:705759

PURPOSE

The purpose of this report is to provide an update about the most recent Councillor Briefing held 22 July 2024.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

At the Ordinary Council Meeting held on 9th March 2015, on the motion of Clr Bird and seconded by Clr McLaughlin, it was resolved (058/15) unanimously that:

1. *The agenda for Councillor Workshops and Briefings conducted prior to an Ordinary Meeting to be published and made available to the public along with the Business paper.*
2. *Members of the public be allowed to speak at Ordinary Meetings on topics that have been discussed prior to the meeting during Councillor Workshops and Briefings.*
3. *The PROCEDURE IN WORKSHOPS' section of The Hunters Hill Code of Meeting Practice should state:*
 - a. *'there should be no opinion and debate on issues and projects.'*
 - b. *'Questions should aim to clarify facts and not elicit opinion.'*
4. *A brief summary of issues discussed by included in a formal report to council report.*

REPORT

Agenda for Councillor briefing session held on Monday, 22 July 2024:

Topic	Speaker	Notes
ARIC guidelines	Maria Kenny (Director of Finance & Procurement)	Director provided summary of changes to Audit and Risk Committee (ARIC) guidelines/charter. Subject of business paper, Council meeting 29 July.
Traffic matters update - ITS - Prince Edward St	Sam Urquhart (Director of Infrastructure & Environmental Sustainability)	Director gave overview of Integrated Transport Strategy (ITS) proposed to go on public exhibition. Director gave summary of traffic study focused on traffic volumes turning right into Prince Edward St and Manning Rd. Both briefing topics referenced will be tabled as formal business papers, Council meeting 29 July.
Boronia Park update	Sam Urquhart (Director of Infrastructure & Environmental Sustainability)	Director gave update on Boronia Park construction site. Building is complete and make good works (landscaping) progressing well. Subject of business paper, Council meeting 29 July.
Planning update, including latest on housing reforms and Fairland Hall	Steve Kourepis (Director of Town Planning)	Director gave an update on status of multiple planning matters, including Fairland Hall; 4 Pittwater Rd and marina (end of Margaret St). Update on State Government housing reforms also provided to elected members.
Remnant lands	Steve Kourepis (Director of Town Planning)	Councillors were advised 4 parcels of remnant land, in alignment with the adopted <i>Disposal of Council Land Policy</i> , have been identified as potential for disposal and will be the subject of a business paper, Council meeting 29 July.

Citizen of Year Awards	Annie Goodman	Framework to facilitate both Council coordinated annual awards/grants was outlined and both will be the subject of business papers, Council meeting 29 July.
Community Grants	(Director Community & Customer Services)	
Council Election: Key dates & guidelines	General Manager and Rosanna Guerra (Director of People & Culture)	Summary of guidelines for upcoming caretake period and election explained by Director to elected members. Subject of business paper, Council meeting 29 July.
General Business, including Cr Requests	All	Councillor Requests are matters raised by elected members with the General Manager's office for explanation or action, generally about standard operational issues. The GM/Directors provided an overview and responded to questions about the most recent requests.

CONCLUSION

A 'brief' summary of issues discussed at a Councillor Workshop or Briefing be included as a report to Council.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.21
SUBJECT	: MINUTES OF THE MOVEMENT AND TRANSPORT ADVISORY COMMITTEE HELD ON 11 JUNE 2024
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:711794

PURPOSE

The purpose of this report is to provide Council with the minutes of the Extraordinary Movement and Transport Advisory Committee held 11 June 2024.

RECOMMENDATION

1. That the report be received and noted.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

Minutes of the Movement and Transport Advisory Committee held 11 June 2024**COMMENCEMENT**

The meeting opened at 4.30pm.

IN ATTENDANCE

Cr Richard Quinn	Chair
Cr Jim Sanderson	Councillor

Cr Elizabeth Krassoi	Councillor
Chris Palmer	Member
Pauline Kanakis	Member
Jacque Alway	Member
Ben Ho	Member
Pamela Alvarez	Member
Marc Lane	Member
Peter Reid	Member
Mr Alister Sharp	Member
Mrs Leanne Stathakis	In Attendance
Ms Louise Bertoni	In Attendance
Samantha Urquhart	In Attendance

ALSO PRESENT

NIL

APOLOGIES

Mr Mohamad Badarani	Manager Assets and Design
Pamela Alvarez	Member

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

- 001/24** RESOLVED on the MOTION of Member Kanakis, seconded Member Palmer
That the minutes of Movement and Transport Advisory Committee of previous Meeting held on 13/02/2024 and Movement and Transport Advisory Committee of previous Meeting held on 13/02/2024 AM be adopted.

BUSINESS ARISING

2.1 MATTERS ARISING FROM PREVIOUS MINUTES - 26 SEPTEMBER 2023

PROCEEDINGS IN BRIEF

1. Mount St/Alexandra intersection-

Previous action: That Council Officers explore appropriate improvements and report back to the Movement and Transport Advisory Committee.

Response: A traffic consultant in 2020 reviewed this intersection together with improving the drop off zone outside Hunters Hill P.S. Please see attached report.

Discussion:- MTAC members noted the attached design and noted that there may be other options to explore to address U-turn , improved sight distance from The Avenue, speed of vehicles travelling to Mount Street (north) and requested a plan to assist with designs.

2. Boronia Avenue speed limit reduction by TfNSW

Previous action: That Council officers to approach Transport for NSW to investigate traffic slowing options in Boronia Ave.

Response: On Council's request Transport for NSW undertook a speed limit review for Boronia Avenue. This review determined that due to the movement and place function, the pedestrian movements, and considering the NSW Speed Zoning Standard, it is safer to have a reduced speed limit along Boronia Avenue adjacent to Boronia Park Reserve.

There are currently no footpaths along Boronia Avenue, resulting in both pedestrians and vehicular sharing access to Boronia Park Reserve via the roadway. In consideration of this shared use, it is safer to reduce the speed limit along Boronia Avenue adjacent to Boronia Park Reserve.

The work is due to be initiated on 17 June 2024

Discussion: The above response was noted.

3. Crown and Kelly Street

Previous action: That Council staff explore alternative traffic calming measures at the intersection of Crown and Kelly Street, for example painting of netting on the road.

Response: TfNSW do not support hatching of the intersection of Crown and Kelly Street, Henley.

ACTION: That it is therefore recommended, that over the next 6 months Council monitor the performance of the new traffic calming devices recently installed on Crown Street, focussing on the intersection of Crown and Kelly Streets, considering further measures at this intersection, if required.

2.2 MATTERS ARISING FROM PREVIOUS MINUTES - NOVEMBER 2023

PROCEEDINGS IN BRIEF

1. Alexandra Street, West of Ady St pedestrian crossing investigation

Previous action: That a report be provided on a proposed pedestrian crossing on the corner between Alexandra Street, West Ady St and East Ferry St.

PROCEEDINGS IN BRIEF

Discussion: It was noted that the ITS was completed by the consultants, and that the report required lay out and formatting changes, and as such was not distributed to the committee. However, a power point presentation was presented outlining the summary of findings from the community consultation.

The committee also discussed the vision of the Integrated transport strategy as well the goals and strategic objectives of the ITS.

Below is a summary of what was discussed, to be forwarded to the consultants for inclusion.

Public Transport

- Bus 505- Operational hours increased to cover the movement of people for leisure, not just work. E.g. weekend and during the day
- Bus 506 -Operational times needs to be consistent/reliable
- Bus White paper – recommends 20-minute services
- Bus 538 needs to connect with ferries
- S.4 APPS should be included. Noted that private buses do not provide real time. Real-time data at the stop
- S4.5infrastructure improvements
- Actions regarding ferries needs to be more specific- e.g. not just more services, but the need to connect to ferries etc.
- Leave out parking
- Connectivity – link to North Ryde metro
- Advocacy trials to be considered
- Include now. Next and long-term priorities = *has been included 6.2*

VISION STATEMENT

Residents of all ages and abilities can comfortably walk, cycle and catch a bus or ferry around the Hunters Hill Municipality for work, lifestyle, leisure and easily link to City wide destinations such as Top Ryde, Macquarie Park, Barangaroo and the City.

Goals and Strategic Objectives = Transport Themes and Strategies

Safety, access and connectivity, integrated travel, travel behaviour shift to be:

GOAL	STRATEGIC OBJECTIVE
Better Public Transport	Council will advocate to the State Government for improved public transport access to, within and from HHC

User Friendly Streets	Council will treat streets as places where people live, work and play and provide access for a range of users in order to deliver a safe, accessible and efficient transport System
Improve Local Accessibility	Council will prioritise walking and cycling as the preferred modes of transport for short trips in HHC LGA
Enable Sustainable Transport Choices	Council will raise awareness of sustainable transport options as more convenient alternatives to vehicle trips in the community and support initiatives that increase transport choice and reduce transport emission
Integrated Transport and Land Use	Council will work to ensure that land use and development supports sustainable transport use

ACTION:

1. That the above information is to be forwarded to Stantec consultants for inclusion in the ITS.
2. That an extraordinary MTAC Meeting be held on Thursday 4 July at 4pm for committee to review the updated ITS
3. That the draft ITS be tabled at the Council meeting on 29 July for resolution to place on public exhibition.

3.2 BORONIA LOCAL AREA TRAFFIC MANAGEMENT, INCLUDING FARNELL STREET

PROCEEDINGS IN BRIEF

Discussion: The committee was provided with an update on Boronia LATM, including the recent works at Farnell Street as per report in the agenda.

The committee noted the report and confirmed that a holistic approach was required, and that alternative traffic calming measures should be investigated, such as half road closures with bollards, traffic island/refuge at intersections such as Farnell Street and High Street.

OTHER BUSINESS

- 4.1 1. VERNON STREET
2. TFNSW PROPOSAL RE: MEDIAN STRIP CLOSURE - JOUBERT ST (SOUTH)
3. PROPOSAL RE: MEDIAM STRIP CLOSURE - VICTORIA RD / MANNING

PROCEEDINGS IN BRIEF

1.VERNON STREET - TURNING OUT OF VERNON STREET ONTO WOOLWICH ROAD – SIGHT DISTANCE ISSUE

Response: The matter was investigated and found that this intersection was very similar to other intersections and that increasing the 'No Stopping' zone on Woolwich Road is not justified.

Discussion: The committee noted that other intersection had the benefit of Bus Zones on Woolwich Road which assisted with improved sight lines when a bus is not in the zone.

The committee noted that to join Woolwich Road from Vernon Street required stopping at the interaction and then moving forward to be in line with parked vehicles. It was suggested that line marking may assist with this.

ACTION: That extended give way line marking at the parking lane be investigated to improve the line of sight from Vernon Street at Woolwich Road

2.TFNSW PROPOSAL RE: MEDIAN STRIP CLOSURE - JOUBERT ST (SOUTH)

Discussion: The committee were advised that community consultation had now closed, and that Council was waiting for an update from TfNSW.

3.PROPOSED MEDIAM STRIP CLOSURE - VICTORIA ROAD / MANNING ROAD

Discussion: The committee were advised that a report will be tabled at the July Council meeting

ATTACHMENTS

There are no attachments to this report.

The meeting closed at 6:41pm.

I confirm that these Minutes are a true and accurate record of Movement and Transport Advisory Committee Meeting held on 11 June 2024.

.....
CHAIRPERSON

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.22
SUBJECT	: MINUTES OF THE MOVEMENT AND TRANSPORT ADVISORY COMMITTEE HELD ON 4 JULY 2024
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:711773

PURPOSE

The purpose of this report is to provide Council with the minutes of the Extraordinary Movement and Transport Advisory Committee held 4 July 2024.

RECOMMENDATION

1. That the draft strategy be tabled at the 29 July Council meeting for endorsement for community consultation to be undertaken.
2. That Council places the Hunters Hill Integrated Transport Strategy, as shown at Attachment 1, on public exhibition for 42 days; and
3. That a further report be brought back to a future Council Meeting, for consideration and adoption of the Hunters Hill Integrated Transport Strategy.
4. That a further review of the Hunters Hill Integrated Transport Strategy be undertaken every three (3) years, or in line with any legislative updates.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

Minutes of the Movement and Transport Advisory Committee held 4 July 2024.**COMMENCEMENT**

The meeting opened at 4:03pm.

IN ATTENDANCE

Cr Richard Quinn	Councillor and Chairperson 4:03pm - 5:17pm
Cr Elizabeth Krassoi	Councillor and Chairperson 5:17pm - 5:29pm
Cr Jim Sanderson	Councillor
Mr Alister Sharp	Member
Marc Lane	Member
Pauline Kanakis	Member
Chris Palmer	Member
Samantha Urquhart	Director Infrastructure & Environmental Sustainability
Mrs Leanne Stathakis	Traffic and Transport Officer

ALSO PRESENT

NIL

APOLOGIES

Mr Mohamad Badarani	Manager Assets & Design
Pamela Alvarez	Member
Ben Ho	Member
Jacque Alway	Member

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

REPORTS**1.1 DRAFT INTEGRATED STRATEGY - FOR REVIEW****PROCEEDINGS IN BRIEF**

The draft Integrated Transport Strategy prepared by Stantec consultants was presented by Sam Urquhart, Director Infrastructure and Environmental Sustainability.

The committee discussed amendments to be included. Marc Lane and Jim Sanderson also provided written comments for consideration.

A brief summary of the amendments:

- Spelling of Hunters Hill
- HHC can be replaced with LGA
- Layout of headings and contents- Chapter 8 to be moved to Chapter 2
- Change 'User Friendly Streets' to 'Streets as Places'
- Items can be moved to the appendix e.g. Chapter 3 t
- Henley, Clarkes Point, Bedlam Bay to be noted and used as indicated in Council's LSPS
- Update the names of the wharves e.g. Woolwich Wharf and Alexandra Street Wharf.
- Maps can be improved to show frequency of bus services, not just bus stops, Hunters Hill boundary outline, include parks/playground. PTAL maps provide data, include walkable catchments.
- Ferry history – see MTAC draft for information
- Future Land use – more information regarding future, use LSPS as a guide
- Demographics – map to be deleted, more up to date information
- Chapter 5.1 and 5.2 can be combined
- Actions need to be supported by analysis of data

Cr Quinn left the meeting at 05:17 pm. Cr Elizabeth Krassoi assumed the role of chairperson.

ATTACHMENTS

1. Draft Integrated Transport Strategy

066/24 RESOLVED on the MOTION of Member Pauline Kanakis, seconded Member Chris Palmer.

1. That the draft strategy be tabled at the 29 July Council meeting for endorsement for community consultation to be undertaken.

The meeting closed at 5:29pm.

I confirm that these minutes are a true and accurate record of Extraordinary Movement and Transport Advisory Committee Meeting held on 4 July 2024.

.....
CHAIRPERSON

ATTACHMENTS

1. Draft ITS V.4 [↓](#)

ITEM NO	: 4.23
SUBJECT	: MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE HELD ON 12 JUNE 2024
STRATEGIC OUTCOME	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
ACTION	: IMPLEMENT THE ACTIONS FROM THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)
REPORTING OFFICER	: MARIA KENNY

Ref:711771

PURPOSE

The purpose of this report is to provide Council with the minutes of the Audit Risk and Improvement Committee meeting held on 12 June 2024.

The objective of the Audit, Risk and Improvement Committee (ARIC) is to provide independent assurance and advice to Council on risk management, internal control, governance and external accountability.

At this meeting, the ARIC received and reviewed the Internal Audit Review of Swimming Pool Compliance report.

The Committee also reviewed the Model Terms of Reference issued by the Office of Local Government.

RECOMMENDATION

1. That the Minutes be received and noted.
2. That the Terms of Reference for the Hunter's Hill Council Audit, Risk & Improvement Committee be adopted, noting this has been reviewed against the Model Terms of Reference issued by the Office of Local Government.
3. That the Strategic Work Plan endorsed by the Audit, Risk & Improvement Committee be received and noted.

Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation (2023) (the Regulations)

As of 1 July 2024, the Regulations (refer to **attachment 1**) mandate all councils establish a risk management framework, an internal audit function, and adhere to prescribed membership requirements for audit risk and improvement committees.

Audit, risk & improvement committees are responsible for reviewing the matters outlined in section 428A of the Local Government Act i.e.:

(2) The Committee must keep under review the following aspects of the council's operations—

(a) compliance,

(b) risk management,

- (c) fraud control,*
- (d) financial management,*
- (e) governance,*
- (f) implementation of the strategic plan, delivery program and strategies,*
- (g) service reviews,*
- (h) collection of performance measurement data by the council,*
- (i) any other matters prescribed by the regulations.*

Model Terms of Reference – Roles and Responsibilities of the Audit, Risk & Improvement Committee

At **attachment 2** is the Model Terms of Reference published in the prescribed *Guidelines for Risk Management and Internal Audit for Local Government in NSW* (the Guidelines).

Section 216K of the Regulations require all councils to review this Model.

ARIC is a prescribed legislative committee that provides strategic oversight on Council's governance and internal control framework. It is not intended to function as an operational management committee.

The Committee has reviewed the Model, and recommended minor amendments regarding consistent terminology, reinforcing the Committee's remit to provide strategic review and advice. The endorsed Terms of Reference is at **attachment 3**.

Audit, Risk & Improvement Committee Work plan

The Guidelines also require a council's ARIC to develop a strategic work plan every four years to ensure all the matters listed in section 428A of the Local Government Act are reviewed by the committee, and considered by the internal audit function when developing their risk - based program of internal audits.

The Plan must be developed in consultation with the governing body, general manager and the internal audit coordinator.

The Committee has reviewed and endorsed the Strategic Plan at **attachment 4**.

The Plan itemises the Committee's roles and responsibilities, as documented in Schedule 1 of the Model Terms of Reference, assigning both an annual program, and listing items that are required to be implemented throughout the four-year term of Council.

Key changes from the current Hunter's Hill Council ARIC Charter

The council's existing committee charter includes roles and responsibilities which were based on the framework of the previous departmental Internal Audit Guidelines issued in 2010.

The 2023 Guidelines include the new roles and responsibilities outlined in 428A of the Local Government Act i.e. relating to inclusion of the review of Integrated Planning & Reporting Requirements.

Commencing with the 2024-25 annual report, the general manager of each council will be required to attest to the council's compliance with the prescribed risk management requirements. This attestation will need to be included in the council's annual report, providing an accountability mechanism, which ensures adherence to the Regulation.

The elected governing body is also now required to formally review and assess the performance of the ARIC at each term of Council. This can be conducted by engaging a qualified external assessor (or the Council undertakes the assessment with an independent reviewer or peer to conduct an evaluation of findings).

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

However, as a result of changes to the Guidelines and the increased roles and responsibilities of the ARIC, additional budget will need to be allocated in the next term of Council.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

Minutes of the Audit Risk & Improvement Committee held 12 June, 2024.**COMMENCEMENT**

The meeting opened at 2pm.

IN ATTENDANCE

Mozammel Ali	Chair (Independent)
Mark Dickinson	Independent Member
Jose Herrera-Perea	Independent Member

ALSO PRESENT

Mr Mitchell Murphy	General Manager (GM)
Ms Maria Kenny	Director Finance, Procurement & Projects (DFPP)
Mr Ian Harris	Manager Risk & Compliance (MR&C)
Mohua Mukherjee	Head of Internal Audit, NSROC (IA)
Alex Hardy	External Auditor (EA), Director Prosperity Audit (via Zoom)
Sue Pritchard	Director – Financial Audit, NSW Audit Office (via zoom)
Sara Sivathasan	InConsult, Snr Consultant (via zoom for Agenda 3.2)
Dane Parsons	InConsult, Internal Audit Manager (via zoom for Agenda 3.2)
Mitchell Morley	InConsult, Director (via zoom for Agenda 3.2)
Steve Kourepis	Director Town Planning (for Agenda 3.2)
Rosanna Guerra	Director People & Culture (for Agenda 3.7)

APOLOGIES

No apologies were received.

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

That the Minutes of Audit Risk and Improvement Committee of previous Meeting held on 3/04/2024 be adopted.

REPORTS

3.1 EXTERNAL AUDIT MATTERS

PROCEEDINGS IN BRIEF

EA provided an overview of the findings of the Interim Audit. The Review identified the following two items to be addressed by Council:

- Prior year matter – Low-risk residual risk rating - Compulsory superannuation for independent audit, risk and improvement committee (ARIC) chairs and members.
- Current year matters - Low-risk residual risk rating – Absence of a Data Classification Policy.
- Current year matters – Medium residual risk rating – System logs are not maintained and subject to monitoring within Business 365 Finance System, and multi-factor authentication has not been established.

EA thanked the Finance Staff for the timeliness of the interim audit review and its finalisation, and re-iterated the need to have asset valuations completed in time for commencement of the year-end external audit. DFPP advised that the valuations were finalised, and were currently being reviewed by the Infrastructure team.

EA also advised that the cybersecurity theme continued to be a key focus area for external audits across the sector.

The Committee received and noted the report with the following clarification:

- To what extent are IT findings of the External Audit correlated to the recently completed internal audit reviews in records management and cybersecurity. EA advised that internal audit reviews will conduct a more detailed analysis of internal control frameworks. The scope of External Audit is limited to how internal control frameworks may affect the representation of the Financial Statements.

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

1. That the External Auditor’s Interim Review for the year ending 30 June 2024 be received and noted.

3.2 INTERNAL AUDIT REVIEW OF SWIMMING POOL COMPLIANCE

PROCEEDINGS IN BRIEF

InConsult Senior Consultant, Sara Sivathanan, provided an overview of the Review findings. Overall, the internal control framework was rated as Needs Improvement.

A total of 18 recommendations were made. The Review identified: one high risk issue, 13 medium risk issues and four low risk issues.

The Act confers the following general requirements of councils:

- to take steps, as are appropriate, to ensure it is notified of the existence of all swimming pools within its local government area (LGA) to which this Act applies;
- to promote awareness within its LGA of the requirements of the Act in relation to swimming pools; and
- to investigate complaints about breaches of the Act.

More specifically the Act requires Council to:

- develop and adopt a program for the inspection of swimming pools to ensure compliance with the requirements of the Act; and
- ensure the program makes provision for the inspection, at least once every 3 years, of any swimming pool situated on premises on which there is tourist and visitor accommodation or more than 2 dwellings.

Whilst Council must have an inspection program, inspections of other pools are only required at the request of the owner, in response to a complaint or at the discretion of Council.

The NSW government swimming pool register shows that in the LGA there are 11 pools listed as being located within 9 multi dwelling properties. There are no pools listed as tourist and visitor accommodation properties.

The Committee received and noted the report with the following additional queries:

- Residential homes, used as Air BnB's, are not treated as visitor accommodation. Therefore, this potentially presents a higher residual risk rating for councils.
- It was noted that when a property is sold, or leased, a compliance certificate is also required.
- As the Act doesn't require all pools to be inspected, the Committee discussed balancing resourcing, as against, an assessment of the potential reputation risk of not carrying out a broader inspection program. There was also discussion regarding the authorities in the Local Government Act regarding permission to enter premises to conduct inspections.
- It was noted that all recommendations were nominated to be completed by September 2024. Director Town Planning agreed, noting that work had

commenced with the objective to complete the recommendations within this timeframe.

- In relation to the recommendations regarding promoting awareness within the LGA regarding the requirements of the Act, there was consensus that promotional and education material could be included in the first rates notices for FY2024-25.
- InConsult confirmed that the internal audit recommendations related the mandatory requirements of the Act.

RESOLVED on the MOTION of Independent Member Herrera-Perea, seconded Chair (Independent) Ali

1. That the Internal Audit Review of Swimming Pool Compliance report be received and noted.

3.3 INTERNAL AUDIT STATUS REPORT

PROCEEDINGS IN BRIEF

IA updated the Committee on the Internal Audit Program. All the scheduled reviews for FY2023-24 have been completed.

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

1. That the report be received and noted.

3.4 INTERNAL AUDIT RECOMMENDATIONS STATUS REPORT

PROCEEDINGS IN BRIEF

IA updated the Committee on the progress of the implementation of audit recommendations

Twenty recommendations relating to four audit reports were carried forward from the previous period. Nine new recommendations relating to the Records Management audit report were added this period and five open recommendations were closed. Twenty-four recommendations remain open at the end of this reporting period.

There were eleven Cyber Security recommendations outstanding out of a total of twenty-nine recommendations, with steady progress being made with a further two recommendations closed during this reporting period.

The Committee:

- Noted that a number of new recommendations are now being implemented. Further discussion was held regarding traffic light reporting, and ongoing monitoring of recommendations with extended due dates.
- It was also observed that the status of a number of cybersecurity recommendations were dependent on migration and implementation to Microsoft 365.

RESOLVED on the MOTION of Independent Member Herrera-Perea, seconded Chair (Independent) Ali

1. That this report and the status of the previous recommendations raised by internal audit be received and noted.
2. That, at the next scheduled Audit, Risk & Improvement Committee meeting, a report from management be provided on the ongoing progress of cybersecurity recommendations, and the status of the Microsoft 365 project.

3.5 DRAFT INTERNAL AUDIT PLAN FOR FY2024-25 TO FY2027-28

PROCEEDINGS IN BRIEF

IA provided an update on the methodology for developing the draft Internal Audit Plan, which has included: the use of thematic audit subject matters across all shared member councils; as well as, consultation with the General Manager and the Senior Leadership team.

The Committee queried:

- The determination of audit review scopes for budget management, methodology for mapping of audit universe, how often Fraud and Corruption Frameworks were reviewed and, how, the enterprise risk register is applied to develop the Plan.

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

1. That the attached draft FY2025-28 Internal Audit Plan be approved.

3.6 STANDING ITEM - GOVERNANCE AND CONTROL FRAMEWORK, LEGISLATIVE COMPLIANCE & BUSINESS IMPROVEMENT.

PROCEEDINGS IN BRIEF

This item was deferred to a separate meeting to be held on 17 June to provide additional time for members to discuss in further detail:

- The Model Terms of Reference with customisations for Hunter’s Hill Council; and
- The Audit, Risk & Improvement Committee Draft 4 Year Internal Audit Plan (including the annual program).

3.7 RISK MANAGEMENT STATUS UPDATE

PROCEEDINGS IN BRIEF

MR&C provided a status update on risk management activities since the last Committee meeting.

Further to the standing report, Director People & Culture presented to the Committee the completion of the Work, Health & Safety (WHS) Manual, and the launch of the WHS Hub on council’s staff Intranet site.

For the next scheduled committee meeting, the Committee has requested the presentation of the full Enterprise Risk Register, with the status of the top five (5) residual risk items presented at each meeting, thereafter.

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

1. That the report be received and noted.

The meeting closed at 4:22pm.

The meeting re-convened on Monday, 17 June at 3pm with the following attendees:

IN ATTENDANCE

Mozammel Ali	Chair (Independent)
Mark Dickinson	Independent Member
Jose Herrera-Perea	Independent Member

ALSO PRESENT

Mr Mitchell Murphy	General Manager (GM)
Ms Maria Kenny	Director Finance, Procurement & Projects (DFPP)

3.6 STANDING ITEM - GOVERNANCE AND CONTROL FRAMEWORK, LEGISLATIVE COMPLIANCE & BUSINESS IMPROVEMENT.

PROCEEDINGS IN BRIEF

This agenda item was deferred to a separate meeting from the meeting held on 12 June.

Members discussed in detail the roles and responsibilities of Committee members, as outlined in the Model Terms of Reference contained within *Risk Management & Internal Audit for local government in NSW Guidelines (November 2023)*. The discussion was focused on the function of the ARIC as an advisory committee. It was noted some elements of the Model Charter include terminology, such as, 'co-ordinate' and 'act as', which inferred duties broader than of an advisory capacity.

It was agreed that a word version of the draft Terms of Reference (ToR) customised for Hunter's Hill Council, would be circulated out-of-session for members to provide specific feedback. The Committee would continue to review the ToR with the view to tabling an endorsed charter for the next Council Meeting.

RESOLVED on the MOTION of Independent Member Dickinson, seconded Chair (Independent) Ali

1. That the report be received and noted.
2. That the Audit, Risk & Improvement Committee (ARIC) continue to review out of session, the Model Terms of Reference and the ARIC 4-year Strategic Plan (which includes the FY2024-25 annual program), with a view for resolution at a subsequent Council meeting.

GM and Jose Herrera-Perea left at 4.00pm. Meeting closed at 4:15pm

I confirm that these Minutes are a true and accurate record of Audit Risk and Improvement Committee Meeting held on 12 June 2024 (including the re-convened meeting held on 17 June, 2024).

Mozammel Ali

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CHAIRPERSON

ATTACHMENTS

1. ARIC Regulation 2023 [↓](#)
2. Model Terms of Reference issued by OLG [↓](#)
3. Terms of Reference endorsed by ARIC [↓](#)

4. Strategic Workplan for council consultation [↓](#)

ITEM NO	: 4.24
SUBJECT	: MINUTES OF THE CONSERVATION ADVISORY PANEL HELD ON 19 JUNE 2024
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:711670

PURPOSE

The purpose of this report is to provide Council with the minutes of the Conservation Advisory Panel held 19 June 2024.

RECOMMENDATION

That the minutes be received and noted.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

Minutes of the Conservation Advisory Panel held 19 June 2024.**COMMENCEMENT**

The meeting opened at 4.05pm.

PANEL MEMBERS IN ATTENDANCE

Cr Ross Williams	Chairperson, Councillor
Cr Jim Sanderson	Councillor
Ms Bronwyn Doutreband	Community Representative
Ms Helen Temple Berry	Community Representative
Mr Michael Lehany	Heritage landscape architect

ALSO PRESENT

Kate Higgins	Heritage Adviser
Shahram Mehdizadgan	Senior Executive Town Planner

APOLOGIES

Lucy Miller Creagh	Representative of Hunters Hill Trust
Robert Moore	Representative of NSW Institute of Architects

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES**RECOMMENDATION**

That the minutes of Conservation Advisory Panel of previous meeting held on 17/04/2024 be adopted. Moved by Cr Sanderson and seconded by Helen Temple Berry.

REPORTS

3.1 4.15PM - 46 MARY STREET, HUNTERS HILL - DA2024-0020

PROCEEDINGS IN BRIEF

The Panel endorsed the comments below:

- There is a concern that so many trees are being proposed to be removed, especially as they are native trees.
- The proposed new trees appear to be much smaller than those being removed.
- The glass pool fence is not sympathetic and an open metal fence was recommended instead.
- It was recommended that the *Cupressocyparis leylandii* (Leyland Cypress) trees be removed. A different species of trees should be considered instead as the *Leylandii* grow very large and restrict the growth of other more suitable plants. The recurring issue with *Leylandii* cypress is that when they form hedges, they become too tall, dense and impenetrable, prevent solar access and cause overshadowing of neighbouring properties. The trees are unneighbourly and have led to litigation between property owners.

The Panel recommended that as part of the DCP review that consideration be given to not allowing certain species of conifers to be planted, and to not allow the use of solid plant hedging with an inappropriate height. Of particular concern are dense, fast growing, tall conifer species that form “green walls”. Conifers can dramatically change the character of the gardens of the HCAs. It was acknowledged that there may be a particular circumstance where a tall dense conifer hedge would be appropriate, however these should be the exception rather than the rule.

RECOMMENDATION

That the Panel advise its comments to the Director Town Planning for consideration in the assessment of the development application and the revised development control plan currently being prepared.

3.2 4.30PM - 2 ALFRED STREET, HUNTERS HILL - DA2024-0045

PROCEEDINGS IN BRIEF

Attendees Mr J. M. Singh and Jordan Singh, owner and applicant
Patricia Sims, heritage consultant, Weir Philips Heritage
Andrew Martin, Town Planner

- The existing house is large but achieves a gracious presence in the street.
- It has not been demonstrated that the demolition of the existing house is acceptable, and that the replacement house makes an equal or greater contribution to the conservation area than the existing house. Therefore the existing house should be retained.
- The existing house sits very politely on the site and is respectful to its context, including the adjacent Kelly’s Bush and nearby heritage items.

- The retention of the existing house, an historic building that makes a positive contribution to the conservation area, has not be sufficiently explored. It was considered that the building could be successfully “brought back to life” with sympathetic alterations and additions. There was no objection to the demolition of the 1980s additions.
- It was noted that the earlier additions to the original cottage are sympathetic and that many original features remain, such as original fireplaces and their chimneys, joinery etc.
- The site with the existing house is a transition location between Kelly’s Bush and the adjacent low density suburban area.
- The existing house sits nicely in the quiet street with its “secret” entry to Kelly’s Bush.
- The scale of the proposal is a concern. (It would dwarf the neighbouring house to the east.)
- The house would present as three storeys to the street.
- The extent of glazing is excessive
- The building would present as a “wall” to Kelly’s Bush.
- There is concern about the loss of the rock shelf.
- The driveway through the front garden will greatly impact the front garden, largely destroying the sense of a front garden.
- A greater setback from Kelly’s Bush is needed,
- It was noted that Mr Thompson, previous owner, was a previous Mayor of Hunters Hill , and this is not discussed in the heritage impact statement.
- The proposal is insensitive to its context.
- The current design shows little response to previous advice of the Panel.
- The proposal is not supported by the Panel.

RECOMMENDATION

That the Panel advise its comments to the Director Town Planning for consideration in the assessment of the current development application.

3.3 5PM - 2 JAMES STREET, HUNTERS HILL - DA2024-0044

PROCEEDINGS IN BRIEF

Attendees Paul Lucas, architect

- This proposal is far more respectful to the character and historic fabric of the existing house and garden.
- It is still not clear how much of the original fabric is being demolished, but loss of original fabric is a concern.
- The proposed relocation of the existing stair is a concern. It should be retained in its existing location.
- The long rear upper-story window which sits in the centre of the roof and extends down into the back wall is most unusual and a dramatic feature of the

rear of the house. It suggests that the rear elevation was not considered secondary to the front façade. This is supported by the position of the two separate wings at the back which frame the window and the rear garden setting. More effort is needed to retain this character in the new design.

- The clear definition of the two separate original wings will be lost due to the demolition of most of the northern wing, the garage proposed to be added to the side of the southern wing, and the glazed wall joining the wings. Consideration should be given to retaining the clearly articulated rear wings, such as by setting back the glazed doors a little to express the surviving wings.
- The extent of glazing on the rear should be reduced.
- The plan should be modified to retain much more of the original northern wing.
- Consideration should be given to the garage being changed to an open carport so that the original rear wing remains apparent and a greater sense of space is retained around the original house.
- The new roof, gutters and downpipes should be corrugated galvanised steel as this material is traditional. (Rather than Colorbond.)
- The proposal is an improvement to the currently approved scheme as single storey and the dormer is retained.

RECOMMENDATION

That the Panel advise its comments to the Director, Town Planning for consideration in the assessment of the development application.

3.4 5.30PM - 4A MARGARET STREET, WOOLWICH - DA2024-0064

PROCEEDINGS IN BRIEF

The DA has been refused and so was not discussed by the Panel.

The panel expressed appreciation for the support provide to the panel by Kate Higgins.

The next meeting will be held Wednesday 17 July 2024.

The meeting closed at 6.15pm.

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.25
SUBJECT	: MINUTES OF THE CULTURAL AND EVENTS ADVISORY COMMITTEE HELD ON 15 JULY 2024
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: GABRIELLE CLEARY

Ref:711973

PURPOSE

The purpose of this report is to provide Council with the minutes of the Cultural and Events Advisory Committee held 15 July 2024.

The objective of the Committee is to provide a formal mechanism for Council to consult with key stakeholders, seek advice and assistance from the community and enable community participation in the preservation, development and promotion of the arts and cultural services in the Municipality of Hunters Hill.

RECOMMENDATION

That the minutes be received and noted.

Minutes of the Cultural and Events Advisory Committee held 15 July 2024.**COMMENCEMENT**

The meeting opened at 6.33pm.

IN ATTENDANCE

Councillor Julia Prieston	Chair
Deputy Mayor, Councillor Elizabeth Krasso	Deputy Chair
Carol Tannous Sleiman	Member
Stephanie McCann	Member
John Milce	Member
Gloria Khoury	Member

ALSO PRESENT

Gabrielle Cleary	Secretary, Events and Activations Coordinator
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APOLOGIES

Marianne Doyle	Member
Madeleine Grey	Member

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of Cultural and Events Advisory Committee of previous Meeting held on 14/05/2024 be adopted.

MOVED: Carol Tannous Sleiman SECOND: Stephanie McCann CARRIED

REPORTS

3.1 FIGTREE PARK OPENING

PROCEEDINGS IN BRIEF

Events and Activations Coordinator reported on Figtree Park grand re-opening event held at 10.30am on Saturday 15 June.

- The Event included an Acknowledgement of Country and smoking ceremony, opening addresses and ribbon cuttings for the Figtree Park plaque and the replacement Rotary Club plaque.
- Event activities included face painting, bubbles, local music, photo magnet giveaway and a Tae Kwan Do display.
- Local businesses provided food giveaways at the park as well as in-store discounts. The participating businesses were acknowledged on Council's communication channels, and flyers listing them were distributed on the day.
- As it rained, the Jujitsu display and lawn games were not run. The event was well attended despite the rain. Some activities moved inside the Gladesville Community Centre.
- Deputy Mayor suggested that a letter of thanks and follow up be sent to participating businesses asking how they did on the day and if the event had an impact on their visibility. It was also suggested to ask them to sign up to the Council E-News and inform them of upcoming events.

3.2 WOOLWICH MARKETS UPDATE

PROCEEDINGS IN BRIEF

Cr Prieston provided an update on the extensive ongoing work and negotiations between herself, Mayor Zac Miles and related parties to organise the Woolwich Markets.

- There is a privately leased site in Woolwich which is being scoped out for the markets to be held on Sundays.
- After consideration and discussions between Mayor Miles, Cr Prieston and various private market operators, a preferred market operating candidate has been selected.
- There will be a trial period tentatively commencing in September.
- The markets will have a mix of fresh produce, cooked food and some craft.
- Cr Prieston welcomed ideas and feedback from the Committee.

3.3 MOOCOBOOLA FESTIVAL UPDATE

PROCEEDINGS IN BRIEF

Events and Activations Coordinator reported on postponement of Moocoboola Festival.

- Due to prolonged and frequent rainfall impacting the surface of Boronia Park Ovals, Hunter's Hill Council has taken the decision to postpone Moocoboola Festival 2024 until later in the Spring.
- Moocoboola Festival will now be held on Sunday 13 October 2024.
- All stakeholders will be informed over the next few days including stallholders and potential performers.
- Infrastructure will be booked for the new date. No financial outlay has been incurred other than marketing for Expressions of Interest.
- Current and potential minor sponsors will be notified as soon as possible.
- Communications and Event staff will liaise with sporting clubs and community groups and prepare comms for participants and the community.
- Street flags featuring the logo of naming rights sponsor Optus have now been installed. There are no dates on the flags.

3.4 UPCOMING EVENT DATES

PROCEEDINGS IN BRIEF

Events and Activations Coordinator reported on upcoming event dates.

- Postponing Moocooboola Festival will have an impact on event dates for the rest of the year as the Hunter's Hill Art Exhibition was slated for the period encompassing the proposed new date.
 - Moocooboola Festival moves to Sunday 13 October 2024
 - Hunters Hill Art Exhibition moves to Friday 25 October – Sunday 3 November 2024
 - Young in Art moves to Thursday 21 November – Sunday 24 November 2024
 - Carols in the Park moves to Sunday 8 December 2024
- For the future events, no financial outlay, only holds, are in place.
- Communications and Events staff will manage comms around date changes and update listings.

Events and Activations Coordinator provided an update on Events Listings

- There is a monthly What's On post of social media and E-News listing upcoming Council and Community Events.
- Chair requested that a full single-page listing of all upcoming events be available on the website.

3.5 VOLUNTEERS

PROCEEDINGS IN BRIEF

Events and Activations Coordinator reported on Volunteers at events.

- Moocooboola will be held before the new Committees of Council are formed.
- This is the final meeting of this Committee for the Council term, but previous committee members are most welcome to volunteer at the event.
- Events and Activations Coordinator will liaise with the usual Volunteer suppliers and channels as well as put out a call for Expressions of Interest for volunteering at upcoming events.

The meeting closed at 7.35pm.

I confirm that these minutes are a true and accurate record of Cultural and Events Advisory Committee Meeting held on 15 July 2024.

.....
CHAIRPERSON

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.26
SUBJECT	: MINUTES OF THE BUSHLAND MANAGEMENT ADVISORY COMMITTEE HELD ON 15 JULY 2024
STRATEGIC OUTCOME	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PROTECTED AND ENHANCED
ACTION	: IMPLEMENT BUSHCARE PROGRAMS WHICH CONSERVE FLORA, FAUNA AND ECOLOGICAL COMMUNITIES
REPORTING OFFICER	: JACQUI VOLLMER

Ref:711758

PURPOSE

The purpose of this report is to provide Council with the minutes of the Bushland Management Advisory Committee meeting held 15 July 2024.

The objective of the committee is to provide a formal mechanism for Council to consult with key stakeholders, seek advice and assistance from the community and enable community participation in the formulation, development and delivery of bushland management strategies, initiatives and activities to:

- Protect and promote the intrinsic value of Hunters Hills bushland.
- Protect, preserve and enhance Hunters Hill bushland to achieve ecological diversity, including local native flora and fauna that it supports; associated habitat and wildlife corridors; as well as Endangered Ecological Communities in the municipality listed under the Biodiversity Conservation Act 2016, namely Sydney Turpentine Ironbark Forest, Coastal Saltmarsh, Swamp Oak Floodplain Forest and Sydney Freshwater Wetlands.
- Protect, preserve and enhance Hunters Hill's natural heritage and associated cultural heritage, including Aboriginal heritage.
- Provide advice, community views and information, where requested, to assist the Council in meeting its statutory and other requirements regarding bushland management.

RECOMMENDATION

That the Minutes be received and noted.

Minutes of the Bushland Management Advisory Committee held 15 July 2024.**COMMENCEMENT**

The meeting opened at 2.30pm.

IN ATTENDANCE

Cr Ross Williams	Chairperson
Cr Jim Sanderson	Councillor
Liz Hinton	Friends of Kelly's Bush
Brigid Dowsett	Tarban Creek Action Group and Ferdinand St Reserve
Chris Mutton	Friends of Gladesville Reserve and Betts Park
Bev Debrincat	Bedlam Bay and Tarban Creek Bridge
Heather Armstrong	Friends of Buffalo Creek Reserve and the GNW
Sally Gaunt	Tarban Creek Action Group
Michael Shilman	Bushcare Coordinator
Jacqui Vollmer	Bushland Management Officer

ALSO PRESENT

Jade Reed	Acting Director Community and Customer Service
Samantha Urquhart	Director Infrastructure and Environmental Sustainability

APOLOGIES

Steven Buchert	Friends of Boronia Park
Jenny Craige	Collingwood Street Reserve
John Harper	Riverglade Bushcare
Cr Tatyana Virgara	Councillor

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES**RECOMMENDATION**

That the minutes of Bushland Management Advisory Committee of previous Meeting held on 20/05/2024 be adopted. Moved by Brigid Dowsett and seconded by Chris Mutton.

BUSINESS ARISING**2.1 BUSINESS ARISING**

There was no business arising from the previous minutes.

REPORTS

3.1 URBAN FOREST STRATEGY

Samantha Urquhart, Director Infrastructure and Environmental Sustainability, provided a presentation to the Committee on the draft Urban Forest Strategy. This included update website, 5 principles, tree benefits, street trees, canopy cover targets, urban heat island effect, climate change, green infrastructure, biodiversity, working with Lane Cove Council on the DCP, community consultation, moving forward and next steps. The proposed timeline for finalisation of the draft strategy is October 2024 with Council resolve to exhibit in October 2024. The aim is for Council to adopt the draft strategy by December 2024.

The Committee provided the following feedback:

- Currently post development controls are reduced and ongoing maintenance not monitored. It is important to provide incentives e.g. rate reduction, free trees, mulch etc, to retain tree canopy and maintain canopy percentages.
- It was reported that Council is concurrently preparing a tree vandalism policy with input from Council lawyers.
- Education is an important part of the policy and encouraging residents to plant native plants. This should include more than the internet e.g. mailouts.
- The garden is important to ecoservices including decreasing stormwater runoff. Could include a “garden health checklist” in the strategy.
- Deterrents such as penalties, bonds etc are also needed.
- It was suggested to discuss tree vandalism with neighbouring Councils.
- It was suggested that a structure is needed to guide Council staff particularly the assessors of tree permits.
- Key strategies need to be in the LEP to get legal force and like for like replacements. The DCP is a wish list only.
- At present it costs Council too much money to get 100% evidence to take tree vandals to Court. There is a need to change the legislation to strict liability i.e. unless there is an excuse, people can be prosecuted.
- Biodiversity needs to be considered and how groups of trees will benefit.
- It was reported that currently there is a lack of stewardship and people not maintaining trees as needed.

- It was noted that there is currently no significant grant funding for maintenance and protection of the environment. The strategy will provide detailed actions that could link to grant opportunities.
- There is no follow up inspections on planted trees.
- It was suggested to have a percentage canopy cover per block.
- It is important to engage the planning staff in this strategy.
- Lane Cove DCP has a tree canopy cover endorsed for each type of dwelling.
- It was suggested to increase the percentage landscaped areas in the DCP.

3.2 SIGNIFICANT TREE REGISTER UPDATE

Jacqui Vollmer reported that TreeIQ has completed the Preliminary Assessment of the 54 Significant Tree Register (STR) nominations. In summary 26 trees or tree groups are recommended for the full significance assessment including 10 private trees/groups and 16 public trees/tree groups.

The 26 shortlisted trees/tree groups were subject to a comprehensive full assessment, now completed. Several shortlisted trees were combined into tree groups mainly due to close proximity. Consequently 17 STR profile sheets have been added to Councils website, totalling 63 STR listings i.e. 33 private and 30 public trees/tree groups.

All STR listing will be included in the LEP or DCP. Councils Strategic Planner has advised that the STR is best placed in the DCP. The reason for this is most of the format and content of the LEP is mandated by the State Government, and the Standard LEP template imposed on Council does not include a section for a STR, and there is more flexibility in what Council can include in the DCP. Councils Planning Team is currently investigating the possibility of including STR listings as part of existing heritage items for a number of trees/tree groups, or for the remainder as heritage items in Schedule 5: Environmental Heritage in the LEP. 10 existing STR listings are already included as heritage items in the LEP.

The Committee provided the following feedback:

- It was suggested to review the criteria and processes for STR listing.
- It was suggested to provide education in what's likely to be listed as a Significant Tree.
- It was reported that the STR nominations will be assessed every 2-3 years.

3.3 SPANISH MOSS UPDATE

Jacqui Vollmer reported that Access Tree Services removed Spanish Moss from 18 affected trees in reserves, park and prominent street trees, and the Harding

Memorial Playground. This accounts for approximately half the affected trees recorded so far. Council will monitor the trees for reinfestation and delay the next round of treatment until more is known about the regrowth potential of the plant.

The Committee provided the following feedback:

- The Committee would like a flyer outlining why it's a problem distributed to areas where Spanish Moss has been reported and/or removed.
- It was reported that where Spanish Moss has been established on trees there has been substantial growth on those trees, however it's not so much moving from tree to tree.

3.4 HENLEY MASTERPLAN

Jacqui Vollmer reported The Henley Precinct Masterplan was adopted by Council at the 24 June Council Meeting. Consultants, DunnHillam Architecture and Urban Design (DunnHillam) comprehensively incorporated community and stakeholder feedback into the document. They have outlined a summary of feedback received and a response/action to this feedback. The Henley Precinct Masterplan is a guidance document for all future work within this community asset. Further work/studies will be completed and reported to Council before proceeding with concepts outlined within the Masterplan.

Key changes to the draft Plan include: removal of foreshore walk, bushwalking track subject to further detailed site investigation, bike tracks are proposed to be removed, amenity building near Ferry Wharf moved closer to Gladesville Oval, provide separate storage for bushcare, text describes importance of bird habitat, and kayak launch and storage retained subject to further investigation.

The Committee provided the following feedback:

- The Committee agreed the Henley Precinct Masterplan was a good outcome and thanked Annie Goodman for her work on the Masterplan.
- A question was raised on when the bike tracks will be removed e.g. install a fence along that section. Jacqui will follow up with Annie.
- It was suggested to install rubber matting while a long-term solution to the closed walkway/landslide area is being considered.

3.5 REPORTS BY EXCEPTION

Friends of Buffalo Creek Reserve and the Great North Walk would like more native plants this Spring to continue with recent plantings. Michael and Jacqui will organise more plants with grant funding available.

There is a Vegetation Management Plan for the new Bedlam Bay swim site area which outlines an action plan to revegetate around the area. Some of the plants i.e. groundcovers, will be grown by the kids at Giant Steps and weed removal works and planting likely to be done by corporate volunteers. The timeline is 5 years but likely to be extended due to the sensitivity of the area being small bird habitat. It was suggested to start revegetation works in the middle of the slope.

One Committee member will draft a strategy for the identification and control of weed vines through the LGA which will be circulate next BMAC meeting.

National Tree Day will be held Sunday 28 July at Boronia Park from 9.30 am to 11.30am meeting at the corner of Park Road and Hight Street. The focus will be on planting more Turpentine in the Sydney turpentine Ironbark Forest (Critically Endangered Ecological Community).

It was reported that fireweed is growing rampant in Finlays Paddock.

It is noted that 37 trees were retained in Figtree Park due to community actions.

OTHER BUSINESS

4.1 OTHER BUSINESS

The chair on behalf of Council thanked the Committee members for their contribution and expertise provided in protecting our wonderful bushland and garden environment during the term of the Committee.

The meeting closed at 4.05pm.

I confirm that these Minutes are a true and accurate record of Bushland Management Advisory Committee Meeting held on 15 July 2024.

.....
CHAIRPERSON

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.27
SUBJECT	: MINUTES OF THE ARTS ADVISORY COMMITTEE HELD ON 16 JULY 2024
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: GABRIELLE CLEARY

Ref:711778

PURPOSE

The purpose of this report is to provide Council with the minutes of the Arts Advisory Committee meeting held 16 July 2024.

The objectives of the Committee are to:

- Provide advice on the development and management of the annual Hunters Hill Art Exhibition.
- Contribute ideas, community and cultural knowledge to assist the Exhibition.
- Provide expertise and advice to Council on Art opportunities and Public Art as suggested by the Committee.

RECOMMENDATION

That the minutes be received and noted.

Minutes of the Arts Advisory Committee held 16 July 2024.**COMMENCEMENT**

The meeting opened at 6.03pm

IN ATTENDANCE

Councillor Ross Williams	Chair
Councillor Elizabeth Krasso, Deputy Mayor	Deputy Chair
Rone Waugh	Member
Leonie Robison	Member

ALSO PRESENT

Gabrielle Cleary Secretary, Events and Activations Coordinator

APOLOGIES

Karen Presland Member

DECLARATIONS OF INTEREST

The Chairperson called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of Arts Advisory Committee of previous meeting held on 31/01/2024 6pm be adopted.

MOVED: Leonie Robison SECOND: Cr Ross Williams CARRIED

REPORTS

3.1 HUNTERS HILL ART EXHIBITION UPDATE

PROCEEDINGS IN BRIEF

Dates:

Events and Activations Coordinator reported on changes to the Hunter's Hill Council events calendar.

- Moocooboola Festival 2024 is being postponed to Sunday 13 October due to prolonged and frequent rainfall impacting the surface of Boronia Park Ovals.
- Postponing Moocooboola Festival will have an impact on event dates for the rest of the year as the Hunter's Hill Art Exhibition was slated for the period encompassing the proposed new date.
- **Hunters Hill Art Exhibition moves from Friday 11 October – Sunday 20 October to Friday 25 October – Sunday 3 November 2024**
- A new quote and availability request has been sent to the usual exhibition walls supplier. Due to a booking in the Town Hall, the walls will need to be bumped out before Young in Art artwork intake.
- New dates are as follows:

- Walls in – Tuesday 15 October
 - Accessioning set up & prep – Wednesday 16 October
 - Accessioning – Thursday 17 October – Saturday 19 October
 - Curation – Monday 21 October – Tuesday 22 October
 - Judging – Tuesday 22 October
 - Admin & set up – Wednesday 23 October
 - Buyer’s Preview – Thursday 24 October
 - Opening Night – Friday 25 October
 - Exhibition – Saturday 26 October – Sunday 3 November
 - Admin – Monday 4 November – Wednesday 6 November
 - Collection – Thursday 7 November – Saturday 9 November
 - Walls out – Monday 11 November
- Dates for opening and closing of entries need to be set.
 - Dates for selection of finalists need to be set.
 - Art Galleria portal needs to be set up for 2024 submissions.

Sponsorship:

- Initial approaches to sponsors have commenced
- Regular sponsors will be approached.
- Sponsors will be informed of the new dates.

Volunteers:

- An Expression of Interest for volunteers will be sent out in August.

ATTACHMENTS

There are no attachments to this report.

3.2 YOUNG IN ART UPDATE

PROCEEDINGS IN BRIEF

Dates:

Events and Activations Coordinator reported on changes to the Hunter's Hill Council events calendar.

- Moocooboola Festival 2024 is being postponed to Sunday 13 October due to prolonged and frequent rainfall impacting the surface of Boronia Park Ovals.

Postponing Moocooboola Festival will have an impact on event dates for the rest of the year as the Hunter's Hill Art Exhibition was slated for the period encompassing the proposed new date. This then pushes out the Young in Art dates which follow.

- Young in Art moves to Thursday 21 November – Sunday 24 November 2024
- HSC exams will have concluded by these dates
- Partition walls will be hired for the fortnight of the setup, exhibition and collection period.
- Schools will be contacted with the new dates.

ATTACHMENTS

There are no attachments to this report.

3.3 CORRESPONDENCE REGARDING MURALS**PROCEEDINGS IN BRIEF**

Events and Activations Coordinator reported on correspondence received regarding murals from several mural artists.

RECOMMENDATION

That the Arts Advisory Committee or Council identify areas for potential murals in the LGA and conduct community consultations ahead of applying for any potential grants. This could include the establishment of a curated graffiti space.

MOVED: Cr Elizabeth Krasso, SECOND: Rone Waugh CARRIED

Public Art policy updated in 2013.

ATTACHMENTS

There are no attachments to this report.

4.1 COMMUNITY ART DAY

Events and Activations Coordinator raised the idea of having a picnic day at Clarkes Point Reserve as part of the Art Lives Here art season.

This could be a free event where artists bring their equipment and paint a view around Clarkes Point Reserve within a set time limit en plein air. The prize would be that the artwork is automatically put through as a finalist at the Hunters Hill Art Exhibition. There could be a people’s choice and / or a judge’s choice.

If the timing works, it could also be run at the same time as a Woolwich Market trial day to encourage activation of the area.

There is also potential to run a version of this event to paint a portrait of a local resident.

RECOMMENDATION:

That this concept be explored for this year’s art festival season.

MOVED: Cr Elizabeth Krasso SECOND: Leonie Robison CARRIED

4.2 ACKNOWLEDGEMENT OF COMMITTEE

Chair, Cr Ross Williams acknowledged and thanked the members of the Arts Advisory Committee for their contribution and success of the art exhibitions during their term.

The meeting closed at 6.55pm.

I confirm that these Minutes are a true and accurate record of Arts Advisory Committee Meeting held on 16 July 2024.

.....
CHAIRPERSON

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.28
SUBJECT	: PLANNED EVENTS - JULY TO SEPTEMBER
STRATEGIC OUTCOME	: COMMUNITY, CULTURAL EVENTS AND ACTIVITIES ARE COORDINATED AND DELIVERED INCLUSIVELY
ACTION	: COORDINATE AND DELIVER COMMUNITY, CULTURAL EVENTS AND ACTIVITIES
REPORTING OFFICER	: SHERY DEMIAN

Ref:711591

PURPOSE

To provide an update to Council on events proposed for the first quarter (Q1 – July to September) of 2024-25, as well as some changes to the annual program of events planned in 2024.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

Council's Community Plan encourages a sense of belonging and connection to the local community. Specific actions in the Operational Plan relate to coordinating and delivering community and cultural events and activities. The events program supports the delivery of these outcomes.

REPORT

A calendar of activities is planned to connect, support and promote our community through a flexible, cost effective and innovative event program.

An update on Council's planned events for the current quarter (Q1 – July to September) of the 2024-25 financial year, is contained in this report, followed by some adjustments to our previously reported annual program of events.

It is noted that: event details may change in response to factors such as weather, resourcing or unforeseen circumstances; and additional events may be added as opportunities arise. Further updates on activities for 2024 will be provided in future quarterly reports.

Quarterly update**July**

- Rainbow Craft, Wednesday 10 July, The Yarn
- Walk on Country with Susan Moylan-Coombs, Wednesday 10 July, Henley Community Centre Car Park
- Foam Craft, Friday 12 July, The Yarn
- Ozobot Mazes, Friday 19 July, The Yarn

- National Tree Day (community planting), Sunday 28 July, Boronia Park
- Hunters Hill Day: Wednesday 31 July, online/various locations

August

- Moocooboola Festival, 6 August, Boronia Park Ovals (**postponed to 13 October**)
- Teach a learner driver workshop, Wednesday 21 August, online
- iNaturalist training, Sunday 25 August, Boronia Park

September

- Rotary Spring Garden Competition, entries close Saturday 14 September, online.
- Citizenship Ceremony (Citizenship Day), Tuesday 17 September, Town Hall.
- Rotary Spring Garden Competition, Awards evening, Friday 20 September, Boronia Park Sports and Community Facility
- Rotary Spring Garden Competition, Open Garden Day, Sunday 22 September, various locations

Changes to events calendar

Due to prolonged and frequent rainfall impacting the surface of Boronia Park Ovals, a decision has been made to postpone Moocooboola Festival 2024 until later in the Spring.

Moocooboola Festival will now be held on Sunday 13 October 2024.

The dates for the Hunters Hill Art Exhibition, Young in Art and Carols in the Park will also shift by a couple of weeks to avoid clashes in the event calendar.

- Moocooboola Festival, Sunday 13 October (previously Sunday 4 August)
- Hunters Hill Art Exhibition, Friday 25 October to Sunday 3 November (previously Friday 11 October to Sunday 20 October)
- Young in Art, Thursday 21 November to Sunday 24 November (previously Thursday 31 October to Sunday 3 November)
- Carols in the Park, Sunday 8 December (previously Sunday 1 December)

CONCLUSION

This program aligns with the Community Plan theme of *'Community and Belonging'* and helps achieve the Community Plan goal of connecting people to information and accessible experiences to help them feel included and safe in the community.

FINANCIAL IMPACT ASSESSMENT

Events will be staged utilising funding allocated in the 2024-25 Budget and via grants, partnerships and sponsorships where appropriate and in line with the policies and procedures of Council and relevant stakeholders and funding authorities.

ENVIRONMENTAL IMPACT ASSESSMENT

Council events are planned and delivered with consideration of sustainability in the areas of energy, water, waste and biodiversity.

SOCIAL IMPACT ASSESSMENT

There is a positive social impact on Council and the Hunters Hill community arising from Council consideration of this matter. Coordination and delivery of community and cultural events and activities provides opportunities for our residents to enjoy social connection.

RISK ASSESSMENT

Risk assessments are undertaken for Council events using an established framework.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 5.1
SUBJECT	: CORRESPONDENCE FROM VALUER GENERAL RE: REDISTRIBUTION OF THE VALUER GENERAL'S GENERAL VALUATION DELIVERY SCHEDULE
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: MITCHELL MURPHY

Ref:710604

PURPOSE

To provide Council of the correspondence from Sally Dale (Valuer General) and Stewart McLachlan (Chief Executive Officer, Valuation NSW) regarding redistribution of the General Valuation Delivery Schedule.

RECOMMENDATION

1. That the report be received and noted.

REPORT

Council has received correspondence from Valuation NSW to advise of the redistribution of the Valuer General's general valuation delivery schedule, aimed at improving customer response times and reducing costs for councils and the NSW government.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Letter to General Manager - Hunter's Hill Council [↓](#)
2. New delivery schedule [↓](#)

**7.1 : CR JIM SANDERSON (SUBJECT: LPP APPOINTMENTS)
COUNCILLOR : CR JIM SANDERSON**

Questions With Notice was submitted by Cr Jim Sanderson (via email) to the General Manager on 18 July.

Council's Code of Meeting Practice (Clause 3.16) states: The General Manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the Council or orally at the meeting.

The General Manager has nominated Director of Town Planning (Steve Kourepis) to respond to the question in writing.

QUESTIONS FROM CR SANDERSON:

1. SUBJECT: HUNTER'S HILL LOCAL PLANNING PANEL MEMBERS FROM 1 JULY 2024

Question or Service Requested:

At its Ordinary Meeting held on 27 May 2024, Council by a 5 to 2 majority delegated authority to the General Manager to appoint members to the Hunter's Hill Local Planning Panel (LPP). At the time of preparing this question, the Chair and Alternate Chair appointments are known but, as far as I am aware, the Expert Members and Community Representatives appointments have not been announced.

Please advised if Expert Members and Community Representatives have been appointed and if so, who has been appointed to these positions?

RESPONSE:

The General Manger and Director of Town Planning have formulated and commenced the process of selecting and formalising the Hunters Hill LPP, in accordance with Council's resolution of 27 May 2024. As you would be aware, the new term for LPP membership will be from 1 July 2024 to 30 June 2027, as per the Minister's correspondence.

The General Manager and the Director of Town Planning have created a shortlist of expert members based on relevant expertise with particular emphasis on heritage and town planning.

An Expression of Interest process for the community representatives has also commenced, where 5 persons have expressed an interest.

An interview program for both expert members and community representatives is well underway. On completion of interviews, appropriate appointments will be made and Council will be informed of the new LPP membership and the expectation is that this process will be complete by 2 August 2024.

The first meeting of the new Hunter's Hill Council LPP is anticipated to be held on Thursday, 22 August 2024.

ATTACHMENTS

There were no attachments to this report.

**7.2 : CR JIM SANDERSON (SUBJECT: RYDE ROAD TREE)
COUNCILLOR : CR JIM SANDERSON**

Questions With Notice was submitted by Cr Jim Sanderson (via email) to the General Manager on 18 July.

Council's Code of Meeting Practice (Clause 3.16) states: The General Manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the Council or orally at the meeting.

The General Manager has nominated Director of Infrastructure and Environmental Sustainability (Sam Urquhart) to respond to the question in writing.

QUESTIONS FROM CR SANDERSON:

1. SUBJECT: RYDE ROAD TREE

Question or Service Requested:

Just before the 'grand reopening' of Figtree Park, a tree of significant height was cut down in the road reserve bounded by Ryde Road, Matthew Street and Short Street.

Was this Council development referred to our Local Planning Panel?

What were the reasons to cut down this tree?

How does the removal of this tree stack up against the tree policies under development by this Council?

RESPONSE:

No, this was not referred to the LPP. In accordance with Section 2.3.5 (d) of the Hunters Hill DCP, dead trees are permitted to be removed without development consent.

The health of this tree formed part of Council's recent tree audit, and was classified as very poor, and at end of life, given the tree species (cypress). An assessment of the tree confirmed that it was dying, 80% of its branches were dead.

A small tree species will be planted in its place, due to the significant trees adjacent. The remaining space has been planted with low growing shrubs. Given the adjoining trees being in good health, it is expected that they will benefit from the additional space, and the canopy cover loss, created by the removed tree will be absorbed by these remaining trees over a few years.

This rationale aligns with our planned strategies, i.e. '*Right tree, Right place*', and within the next couple of years there is expected to be no nett tree canopy loss.

ATTACHMENTS

There were no attachments to this report.

7.3 : CR JIM SANDERSON (SUBJECT: MEETING AGENDAS MISSING FROM COUNCIL WEBSITE)
COUNCILLOR : CR JIM SANDERSON

Questions With Notice was submitted by Cr Jim Sanderson (via email) to the General Manager on 18 July.

Council's Code of Meeting Practice (Clause 3.16) states: The General Manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the Council or orally at the meeting.

The General Manager has nominated Director of Community and Customer Service (Annie Goodman) to respond to the question in writing.

QUESTIONS FROM CR SANDERSON:

1. SUBJECT: MEETING AGENDAS MISSING FROM COUNCIL WEBSITE

Question or Service Requested:

When looking for past agendas on Council's Website, a number of agendas appear to be missing. For example:

Agendas for the Local Planning Panel only go back to their meeting held on 23 November 2023; and

Agendas for the Development Control Unit only go back to their meeting held on 19 December 2023.

Additionally, with respect to Council meeting Agendas for some meetings including those held on 27 February and 27 March 2023, only a late item Agenda is accessible, the main Agenda cannot be found.

Can we check the new website to assess where access to formerly available information has been lost?

In particular, can we restore access to all meeting agendas that have been lost?

RESPONSE:

Minutes and Agendas for all Local Planning Panel and Development Control Unit meetings have now been published to Council's website.

The missing Agendas for Council meetings held on 27 February and 27 March 2023 were not published due to a technical glitch in the migration process. This is being rectified by the software vendor.

ATTACHMENTS

There were no attachments to this report.

COUNCIL IN COMMITTEE OF THE WHOLE

In accordance with Section 10A(2) of the *Local Government Act 1993*, Council can exclude members of the public from the meeting and go into Committee of the Whole to consider confidential matters, if those matters involve:

- a) personnel matters concerning particular individuals; or
- b) the personal hardship of any resident or ratepayer; or
- c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- d) commercial information of a confidential nature that would, if disclosed;
 - i. prejudice the commercial position of the person who supplied it, or
 - ii. confer a commercial advantage on a competitor of the council, or
 - iii. reveal a trade secret, or
- e) information that would, if disclosed, prejudice the maintenance of law; or
- f) matters affecting the security of the council, councillors, council staff or council property; or
- g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- h) an item of Aboriginal significance on community land,

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the *Local Government Act 1993* the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider the following confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the *Local Government Act, 1993* (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Committee of the Whole for the reasons specified below:

8.1 Boronia Park Sports and Community Facility - Variation to make good scope

Item 8.1 is confidential in accordance with s10A(2)(d)j 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.

8.2 Construction of Works Depot Tender Report

Item 8.2 is confidential in accordance with s10A(2)(d) 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.

8.3 General Manager Performance Review 2023-2024

Item 8.3 is confidential in accordance with s10A(2)(a) of the *Local Government Act* because it contains personnel matters concerning particular individuals (other than councillors).

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.