



**Ordinary Meeting**  
**28 October 2024 at 6.00pm**



# AGENDA

Notice is hereby given that the Ordinary Meeting of the Hunter's Hill Council will be held in the Council Chambers at 22 Alexandra Street Hunters Hill on

Monday 28 October 2024

Beginning at 6.00pm for the purpose of considering and determining matters included in this agenda.

**Mitchell Murphy**  
**General Manager**

## Hunter's Hill Council Values

Our values are at the **HEART** of what we do and who we are. As such, we are represented by the following values:

**H**onesty

**E**xcellence

**A**ccountability

**R**espect

**T**eamwork



HUNTER'S HILL COUNCIL  
COUNCIL CHAMBERS SEATING PLAN

**MAYOR**



**CR KASSAB**



**CR VIRGARA**



**CR PRIESTON**



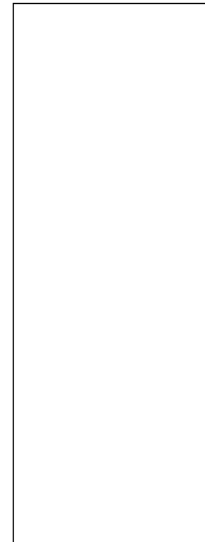
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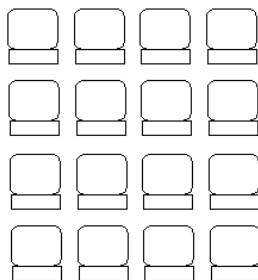
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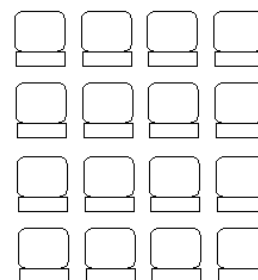
**CR WILLIAMS**



**SPEAKER**



**GALLERY**



**ENTRANCE**



## ORDER OF BUSINESS

Prayer by Robyn Harvey

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**  
**28 October 2024**

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**1 – CONFIRMATION OF MINUTES**

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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 (via Zoom), Tatyana Virgara and Julia Prieston.

## ALSO PRESENT

General Manager Mitchell Murphy, Director Finance and Corporate Strategy Maria Kenny, Director Community & Customer Services Annie Goodman, Director Infrastructure and Environmental Sustainability Samantha Urquhart, Director Town Planning Steve Kourepis, Director People & Culture, Rosanna Guerra, Manager Communications and Events Shery Demian, Recording Jade Reed and Minute-taker Sarah Valentine.

## APOLOGIES

No apologies were received.

## DECLARATIONS OF INTEREST

The Mayor called for Declarations of Interest without response.

## CONFIRMATION OF MINUTES

**064/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Sanderson That the Minutes of Ordinary Meeting No. 4535, 24 June 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

## TABLING OF PETITIONS

### PROCEEDINGS IN BRIEF

Nil

## ADDRESSES FROM THE PUBLIC

### PROCEEDINGS IN BRIEF

Nil

## COUNCIL REPORTS

### 4.1 REMNANT LAND

#### PROCEEDINGS IN BRIEF

Ms Marilyn Malloch addressed the meeting on behalf of the Hunters Hill Trust opposing any sale of remnant land. Ms Malloch was granted an extension of time (move by Clr Prieston, seconded by Clr Sanderson and carried unanimously).

#### **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.

MOVED on the MOTION of Councillor Williams, seconded Councillor Sanderson

A MOTION was moved by Clr Ross Williams seconded by Clr Jim Sanderson that:

1. That the report be received and noted.

MOVED on the MOTION of Councillor Prieston, seconded Councillor Quinn

An AMENDMENT was moved by Clr Julia Prieston seconded by Clr Richard Quinn that:

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.

A further AMENDMENT was proposed by the mover, Clr Prieston and accepted by the seconder, Clr Quinn as follows:

- 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.
- 4. During the next term of Council, a list of remnant lands be compiled by Council staff and presented to Councillors in a confidential briefing session.

The AMENDED motion was put to a vote.

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

The AMENDED MOTION was carried and became the MOTION.

**065/24** RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Quinn

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.
4. During the next term of Council, a list of remnant lands be compiled by Council staff and presented to Councillors in a confidential briefing session.

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

The MOTION was CARRIED

4.2 VICTORIA ROAD AT MANNING ROAD - PROPOSED 'RIGHT TURN' RESTRICTION

PROCEEDINGS IN BRIEF

**066/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Prieston

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

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	
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The MOTION was CARRIED unanimously

4.3 INVESTMENT STRATEGY, POLICY & PORTFOLIO REVIEW FOR YEAR ENDING 30 JUNE 2024

PROCEEDINGS IN BRIEF

**067/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Quinn

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

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

4.4 DRAFT COMMUNITY GRANTS POLICY AND PROGRAM TIMELINE

PROCEEDINGS IN BRIEF

**068/24** RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Quinn

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.

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

4.5 CITIZEN OF THE YEAR AWARDS

PROCEEDINGS IN BRIEF

**069/24** RESOLVED on the MOTION of Councillor Williams, seconded Deputy Mayor Krassoï

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.

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

4.6 PROGRESS REPORT ON DELIVERY PROGRAM AND OPERATIONAL PLAN FOR THE 6 MONTH PERIOD 01 JANUARY - 30 JUNE 2024

PROCEEDINGS IN BRIEF

**070/24** RESOLVED on the MOTION of Councillor Williams, 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

4.7 CAPITAL PROGRAM AS AT 30 JUNE 2024 - WORKS IN PROGRESS AND FUNDING REQUIRED TO BE REVOTED

PROCEEDINGS IN BRIEF

**071/24** RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Virgara

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.

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

4.8 LGNSW 2024 ANNUAL CONFERENCE

PROCEEDINGS IN BRIEF

**072/24** RESOLVED on the MOTION of Deputy Mayor Krasso, seconded Councillor Williams

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.

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

4.9 LOCAL GOVERNMENT ELECTION 2024 - REGULATED PERIOD, CARETAKER PROVISIONS AND USE OF COUNCIL RESOURCES

PROCEEDINGS IN BRIEF

**073/24** RESOLVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krassoï

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

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 BORONIA PARK SPORTS AND COMMUNITY FACILITY

PROCEEDINGS IN BRIEF

Dr Alister Sharp addressed the meeting in relation to stormwater drainage at Boronia Park.

**074/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston

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

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

The MOTION was CARRIED

4.11 FARNELL STREET AND BORONIA LATM UPDATE

PROCEEDINGS IN BRIEF

- 075/24** 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

CARRIED MOTION

- 076/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
- To MOVE items 4.12, 4.13, 4.14, 4.15, 4.17, 4.18, 4.19, 4.20, 4.21, 4.23 and 4.28 in block.

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 DEVELOPMENT APPLICATIONS DETERMINED BY THE DEVELOPMENT CONTROL UNIT IN JUNE 2024

PROCEEDINGS IN BRIEF

- 077/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston
1. That the report be received and noted.

RECORD OF VOTING
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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

4.13 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN JUNE 2024

PROCEEDINGS IN BRIEF

- 078/24** RESOLVED on the MOTION of Deputy Mayor Krasso, seconded Councillor Prieston
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

4.14 REPORT OF LEGAL MATTERS - JUNE 2024

PROCEEDINGS IN BRIEF

- 079/24** RESOLVED on the MOTION of Deputy Mayor Krasso, seconded Councillor Prieston
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	
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The MOTION was CARRIED unanimously

4.15 SUMMARY OF COUNCIL INVESTMENTS AS AT 30 JUNE 2024

PROCEEDINGS IN BRIEF

- 080/24** 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

4.16 CONSOLIDATED STORMWATER MANAGEMENT POLICY- FOR ADOPTION

PROCEEDINGS IN BRIEF

- 081/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Sanderson

That Council:

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

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

4.17 SWIMMING POOL SAFETY PROGRAM POLICY

PROCEEDINGS IN BRIEF

**082/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston  
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.

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

4.18 WATERCRAFT STORAGE ON FORESHORE & PUBLIC LANDS POLICY - FOR ADOPTION

PROCEEDINGS IN BRIEF

**083/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston  
That Council adopt the Watercraft Storage on Foreshore and Public Lands Policy (copy in Attachment 1), as exhibited.

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

4.19 HUNTER'S HILL COUNCIL'S RESPECTFUL WORKPLACE POLICY AND GUIDELINES

PROCEEDINGS IN BRIEF

**084/24** 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

4.20 COUNCILLOR BRIEFINGS AND WORKSHOPS

PROCEEDINGS IN BRIEF

**085/24** 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

4.21 MINUTES OF THE MOVEMENT AND TRANSPORT ADVISORY COMMITTEE HELD ON 11 JUNE 2024

PROCEEDINGS IN BRIEF

**086/24** 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 Krasso	
Councillor Ross Williams	
Councillor Jim Sanderson	
Councillor Richard Quinn	
Councillor Tatyana Virgara	
Councillor Julia Prieston	

The MOTION was CARRIED unanimously

4.22 MINUTES OF THE MOVEMENT AND TRANSPORT ADVISORY COMMITTEE HELD ON 4 JULY 2024

PROCEEDINGS IN BRIEF

**087/24** RESOLVED on the MOTION of Councillor Quinn, seconded Deputy Mayor Krasso

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.

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

4.23 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE HELD ON 12 JUNE 2024

PROCEEDINGS IN BRIEF

- 088/24** RESOLVED on the MOTION of Deputy Mayor Krassoi, seconded Councillor Prieston
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.

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

4.24 MINUTES OF THE CONSERVATION ADVISORY PANEL HELD ON 19 JUNE 2024

PROCEEDINGS IN BRIEF

- 089/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Sanderson  
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

4.25 MINUTES OF THE CULTURAL AND EVENTS ADVISORY COMMITTEE HELD ON 15 JULY 2024

PROCEEDINGS IN BRIEF

- 090/24** 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

4.26 MINUTES OF THE BUSHLAND MANAGEMENT ADVISORY COMMITTEE HELD ON 15 JULY 2024

PROCEEDINGS IN BRIEF

**091/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Sanderson 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

4.27 MINUTES OF THE ARTS ADVISORY COMMITTEE HELD ON 16 JULY 2024

PROCEEDINGS IN BRIEF

**092/24** RESOLVED on the MOTION of Councillor Williams, seconded Deputy Mayor Krassoi 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

4.28 PLANNED EVENTS - JULY TO SEPTEMBER

PROCEEDINGS IN BRIEF

**093/24** 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

CORRESPONDENCE

5.1 CORRESPONDENCE FROM VALUER GENERAL RE: REDISTRIBUTION OF THE VALUER GENERAL'S GENERAL VALUATION DELIVERY SCHEDULE

PROCEEDINGS IN BRIEF

**094/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Williams

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

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**QUESTIONS WITH OR WITHOUT NOTICE**

7.1 CR JIM SANDERSON (SUBJECT: LPP APPOINTMENTS)

**PROCEEDINGS IN BRIEF****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.

7.2 CR JIM SANDERSON (SUBJECT: RYDE ROAD TREE)

**PROCEEDINGS IN BRIEF**



**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.

7.3 CR JIM SANDERSON (SUBJECT: MEETING AGENDAS MISSING FROM COUNCIL WEBSITE)

## PROCEEDINGS IN BRIEF

**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.

## COUNCIL IN COMMITTEE OF THE WHOLE

**095/24** RESOLVED on the MOTION of Deputy Mayor Krassoï, seconded Councillor Prieston

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:
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.

**8.1 Boronia Park Sports and Community Facility - Variation to make good scope**

Item 8.1 is confidential in accordance with s10A(2)(d)i of the *Local Government Act* because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**8.2 Construction of Works Depot Tender Report**

Item 8.2 is confidential in accordance with s10A(2)(d)i of the *Local Government Act* because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**L.1 General Manager Performance Review 2023-2024**

Item L.1 is confidential in accordance with s10A(2)(a) of the *Local Government Act* because it contains personnel matters concerning particular individuals (other than councillors).

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 passes or become irrelevant.

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

**OPEN COUNCIL RESUMED**

**RECOMMENDATION**

That at 9pm the meeting resumed in Open Council and the gallery was invited back into the Chamber.

**REPORT OF COUNCIL IN COMMITTEE**

The Mayor advised that during closed session, 3 resolutions were passed.

Item 8.1 Boronia Park Sports and Community Facility - Variation to make good scope:

1. That Council approves the additional funding for delay costs and additional make good works associated with the Boronia Sports & Community Facility project, as outlined in the body of this 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.

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	

Item 8.2 Construction of Works Depot Tender Report:

1. That the report be received and noted; and
2. That the contract for the construction of the Works Depot at Boronia Park, Hunters Hill be awarded to **2020 Projects Pty Ltd** and that any subsequent design changes be managed as post-award variations under delegated authority by the General Manager;
3. That Council delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution within the parameters of the available project budget.
4. That additional funding be allocated to this project to ensure Council has an appropriate project contingency, as outlined in the body of this report.

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

Item 8.3 General Manager Performance Review 2023-2024:

1. That the report be received and noted.
2. That amendments to Schedule C of the General Manager’s contract as recommended in the report come into effect from 1 July 2024.
3. That, post Council elections, the newly selected General Manager Remuneration and Review Panel work with the General Manager to set performance objectives for the period 1 November 2024 to 1 November 2025.

EXTENSION OF TIME

**096/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Sanderson That the meeting be extended beyond the normal closing time of 9:00pm to 9:30pm in accordance with Clause 17.0 of the Code of Meeting Practice.

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

CONCLUSION

The meeting concluded at 9.08pm.

I confirm that these Minutes are a true and accurate record of Ordinary Meeting No. 4536 held on 29 July 2024.

.....  
Councillor Zac Miles  
MAYOR

.....  
Mitchell Murphy  
GENERAL MANAGER

## COMMENCEMENT

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

## IN ATTENDANCE

The Mayor Zac Miles, Councillors Carla Kassab, Marc Lane, Julia Prieston, Carol Tannous Sleiman, Tatyana Virgara and Ross Williams.

## ALSO PRESENT

General Manager Mitchell Murphy, Director Finance and Corporate Strategy Maria Kenny, Director Community and Customer Services Annie Goodman, Director Infrastructure and Environmental Sustainability Samantha Urquhart, Director People and Culture Rosanna Guerra, Director Town Planning Steve Kourepis, Manager Communications and Events Shery Demian, Recording Jade Reed and Minute-taker Sarah Valentine.

## APOLOGIES

No apologies were received.

## DECLARATIONS OF INTEREST

The Mayor called for Declarations of Interest without response.

## COUNCIL REPORTS

### 1.1 WELCOME TO COUNCILLORS - OATH/AFFIRMATION OF OFFICE

#### PROCEEDINGS IN BRIEF

All Councillors submitted their Oath to the General Manager and Mayor.

### **097/24** RESOLVED on the MOTION of Councillor Prieston, seconded Councillor Virgara

1. That the election results be noted.
2. That the Mayor and Councillors took the Oath in the form contained in the report.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Councillor Carla Kassab	
Councillor Marc Lane	
Councillor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

CARRIED UNANIMOUSLY

1.2 ELECTION OF DEPUTY MAYOR

PROCEEDINGS IN BRIEF

The General Manager advised that two nominations had been received for the position of Deputy Mayor, being Cr Marc Lane and Cr Julia Prieston.

**098/24** RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Williams

1. The term of the Deputy Mayor be two (2) years.
2. That the method of voting for the election of the Deputy Mayor be open voting.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Councillor Carla Kassab	
Councillor Marc Lane	
Councillor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

CARRIED UNANIMOUSLY

The following votes were received for the election of the Deputy Mayor:

- **Councillor Lane,**

RECORD OF VOTING	
In support	
Councillor Marc Lane	
Councillor Ross Williams	

- **Councillor Prieston,**

RECORD OF VOTING	
In support	
Mayor Zac Miles	
Councillor Carla Kassab	
Councillor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	

Councillor Prieston was declared elected as the Deputy Mayor.

### 1.3 DELEGATION OF POWERS TO MAYOR AND DEPUTY MAYOR

#### PROCEEDINGS IN BRIEF

**099/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Virgara

1. That the power and authorities contained in the Delegated Authority Instrument – Corp. S- Pol.10 Delegation of Powers to Mayor, be delegated pursuant to Section 377 of the Local Government Act, 1993 to the Mayor Cr Zac Miles for the ensuing term of Council.
2. That the power and authorities contained in the Delegated Authority Instrument – Corp. S- Pol.11 Delegation of Powers to Deputy Mayor, be delegated pursuant to Section 377 of the Local Government Act, 1993 to the Deputy Mayor for the ensuing term of Council.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Councillor Carla Kassab	
Councillor Marc Lane	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

CARRIED UNANIMOUSLY

### 1.4 INTRODUCTION OF THE COUNTBACK METHOD

#### PROCEEDINGS IN BRIEF

A MOTION was moved by Cr Ross Williams seconded by Cr Marc Lane that:

1. That the report be received and noted.
2. That Council implement the countback method in the event that there is a need to fill a vacancy.

Cr Virgara foreshadowed a motion that:

1. That the report be received and noted.
2. That the countback method not be implemented in the event that there is a need to fill a vacancy.

The MOTION was put to the meeting.



RECORD OF VOTING	
For	Against
Councillor Marc Lane	Mayor Zac Miles
Councillor Ross Williams	Councillor Carla Kassab
	Deputy Mayor Julia Prieston
	Councillor Carol Tannous Sleiman
	Councillor Tatyana Virgara

The MOTION was LOST.

The FORESHADOWED became the MOTION.

**100/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That the countback method not be implemented in the event that there is a need to fill a vacancy.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	Councillor Marc Lane
Councillor Carla Kassab	Councillor Ross Williams
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	

The MOTION was CARRIED

1.5 ANNUAL FINANCIAL STATEMENTS FOR 30 JUNE, 2024

PROCEEDINGS IN BRIEF

**101/24** RESOLVED on the MOTION of Deputy Mayor Prieston, seconded Councillor Tannous Sleiman

1. That the report be received and noted.
2. That the draft 2023-24 General Purpose Financial Statements be referred for external audit, and to the Audit Risk and Improvement Committee, for its review of the Statements and the External Auditor’s report.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Councillor Carla Kassab	
Councillor Marc Lane	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	

Councillor Ross Williams	
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CARRIED UNANIMOUSLY

CONCLUSION

The meeting concluded at 6.27pm.

I confirm that these Minutes are a true and accurate record of Extraordinary Meeting No. 4537 held on 14 October 2024.

.....  
Councillor Zac Miles  
MAYOR

.....  
Mitchell Murphy  
GENERAL MANAGER

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<b>ITEM NO</b>	: 3.1
<b>SUBJECT</b>	: AUTHORISATION TO EXERCISE THE POWER OF EXPULSION
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: CR TATYANA VIRGARA

Ref:729632

I the undersigned Councillor wish to move the following Notice of Motion at Ordinary Meeting 4538 on 28 October 2024:

Cr Tatyana Virgara  
Date: 16 October 2024

#### **RECOMMENDATION**

1. That Hunter's Hill Council resolve that:
  - a. Pursuant to section 10(2)(b) of the Local Government Act 1993 (NSW), the Mayor or other person presiding at a meeting of council or a committee of a council, be authorised to exercise the power of expulsion on the following grounds:
    - i. in relation to a Councillor, where the Councillor fails to comply with a requirement under regulation 233(1) of the Local Government (General) Regulations 2021;
    - ii. in relation to a person (other than a Councillor) where the person has, in the reasonably opinion of the Mayor or the person presiding at the meeting, engaged in disorderly conduct at the meeting.

#### **ATTACHMENTS**

There are no attachments to this report.

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<b>ITEM NO</b>	: 3.2
<b>SUBJECT</b>	: COMMUNITY FEEDBACK
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: CR TATYANA VIRGARA CR JULIA PRIESTON

Ref:729700

We the undersigned Councillors wish to move the following Notice of Motion at Ordinary Meeting 4538 on 28 October 2024:

Cr Tatyana Virgara  
16 October 2024

Cr Julia Prieston  
16 October 2024

## RECOMMENDATION

1. That Council resolve:
  - a. To have the relevant Council Officers consider the community feedback set out in this paper and report back to Council on the viability, options and timing for the suggested actions on a rolling basis as the options are considered.

## Background

During the lead up to the September 2024 Local Government Elections, Councillors Virgara and Prieston, along with the Mayor, spoke to many local residents and noted the following issues:

- Figtree Road resident – can the footpath on the eastern side of Figtree Road between Ryde Road and The Avenue be repaired to remedy significant trip hazards.
- Boronia Road resident – can there be a rubbish bin on the eastern side of the playground at Boronia Park.
- Gladstone Avenue resident – can the verge at the end of southern end of the road be tidied periodically.
- Francis Street resident – can Council consider options to update the chain link fence at the Goat Paddock and other options to beautify the Woolwich precinct.
- Alexandra Street resident – can the pothole in the picture below be repaired.



- Figtree Park – can council consider:
  - turning the tap on the northeast side of Figtree Park around so it does not protrude onto the footpath and cause a hazard
  - installing a doggy-poo bag dispenser in the park
  - installing more seating and a BBQ in the park.
- Woolwich Road resident – can council consider options to plan for, including budget for, a program of work for putting overhead wires underground to beautify our municipality and protect street trees from mutilation.
- Woolwich Road resident – can council investigate potential safety issues in relation to the speed at which cars take the corner from Ferry Street to Woolwich Road.
- Woolwich Road resident – can council consider enhancements to street lighting.
- Woolwich resident – can council consider putting a netball hoop on the hard court surface at Weil Park (it is currently orientated so that it faces the grass area).
- North and South Ward residents – can council consider options to lobby the State Government for a bus route that connect Hunters Hill to the North Ryde Metro.
- North and South Ward residents – can council consider options for improving DA processes, including timeframes, resident engagement and experience.

## ATTACHMENTS

There were no attachments to this report.

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<b>ITEM NO</b>	: 3.3
<b>SUBJECT</b>	: SPATIAL STRATEGY
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: CR MARC LANE CR ROSS WILLIAMS

Ref:729705

We the undersigned Councillors wish to move the following Notice of Motion at Ordinary Meeting 4538 on 28 October 2024:

Cr Marc Lane  
17 October 2024

Cr Ross Williams  
17 October 2024

### RECOMMENDATION

1. That Council prepare a spatial strategy for public open space in the Municipality of Hunter's Hill that:
  - a. sets out aim of public ownership, use and access to the land and waters of the Municipality of Hunter's Hill, in specific, measurable and actionable terms, including:
    - i. to meet the strategic objectives of the Local Strategic Planning Statement (LSPS), particularly the recreational open space identified in Map 13 and the green grid identified in Map 14 of the LSPS
    - ii. to deliver continuous walking and routes along the foreshore and provide suitable alternatives to busy roads for walking and cycling
    - iii. to meet the recreational needs of the residents of Hunters Hill, and
    - iv. to deliver for the current and future open space needs of the community.
  - b. identifies the key open space networks and areas required to meet that aim,
  - c. identifies land:
    - i. vested in or under the control of council (within the meaning of s53 of the Local Government Act) that is required to be retained in public ownership, or easements to be retained for public access, as applicable

- ii. owned by others for which acquisition, use or a right of access is sought to achieve the aims, and
    - d. provides a delivery plan for realising the aims of the spatial strategy.
2. That Council does not dispose of:
  - a. 16C Vernon Street, Hunters Hill and the easements associated with it; nor
  - b. any other publicly owned land or easements,until the strategy referred to in 1 has been adopted by Council.
3. That Council writes to the Minister for Planning and Public Spaces to request that any sale of 7 - 11 Nelson Street is conditional on public foreshore access, to enable the Parramatta River and Sydney Harbour Foreshore Walk opportunity set out in the LSPS.

## Background

### Urgent Need for a Spatial Strategy

Council is, as a legacy of community action since the 1960s, a significant landholder relative to the size of the Municipality. See Appendix A.

The need for spatial strategies to manage significant open space holdings is well-articulated in the [Public Open Space Strategy for NSW](#), 2022 prepared for Minister Roberts. The urgency of preparing a spatial strategy is threefold:

- (a) there is already land being considered for sale by Council, and the current policy for the sale of land does not provide enough information on the location, nature and future need of the parcels to enable Councillors to make an informed decision;
- (b) the state government has significant holdings in the Municipality of Hunters Hill. A spatial strategy would help inform discussions with the state government over the sale of 7 - 11 Nelson Street, as well as future access under Tarban Creek Bridge as was required for emergency access on 25 February 2024 when Burns Bay Road was closed to traffic. In the case of the February incident, people were directed to walk under the bridge to Wandella Avenue by police, however they were unable to do so due to a locked gate. Permanent public access would facilitate a southern access around the peninsula, as well as the Parramatta River Walk set out in the LSPS, and
- (c) Council are currently undertaking their 5 year review of the LEP and DCP. Any easement or access requirement or incentive should be captured in these documents before they are finalised.

### 16C Vernon Street

This parcel has already been exhibited for disposal. The site is foreshore public space, which is accessible to the public and is identified as recreational open space in council's LSPS (Map 13). Council also purchased the land at considerable expense under just terms provisions and derives (or ought to derive) an income from the lease of the boatshed, as Transport for NSW claim to have leased that boatshed to Council. The land also forms a bridgehead between Morningson Reserve and the unmade part of Serpentine Road, itself within a short distance of

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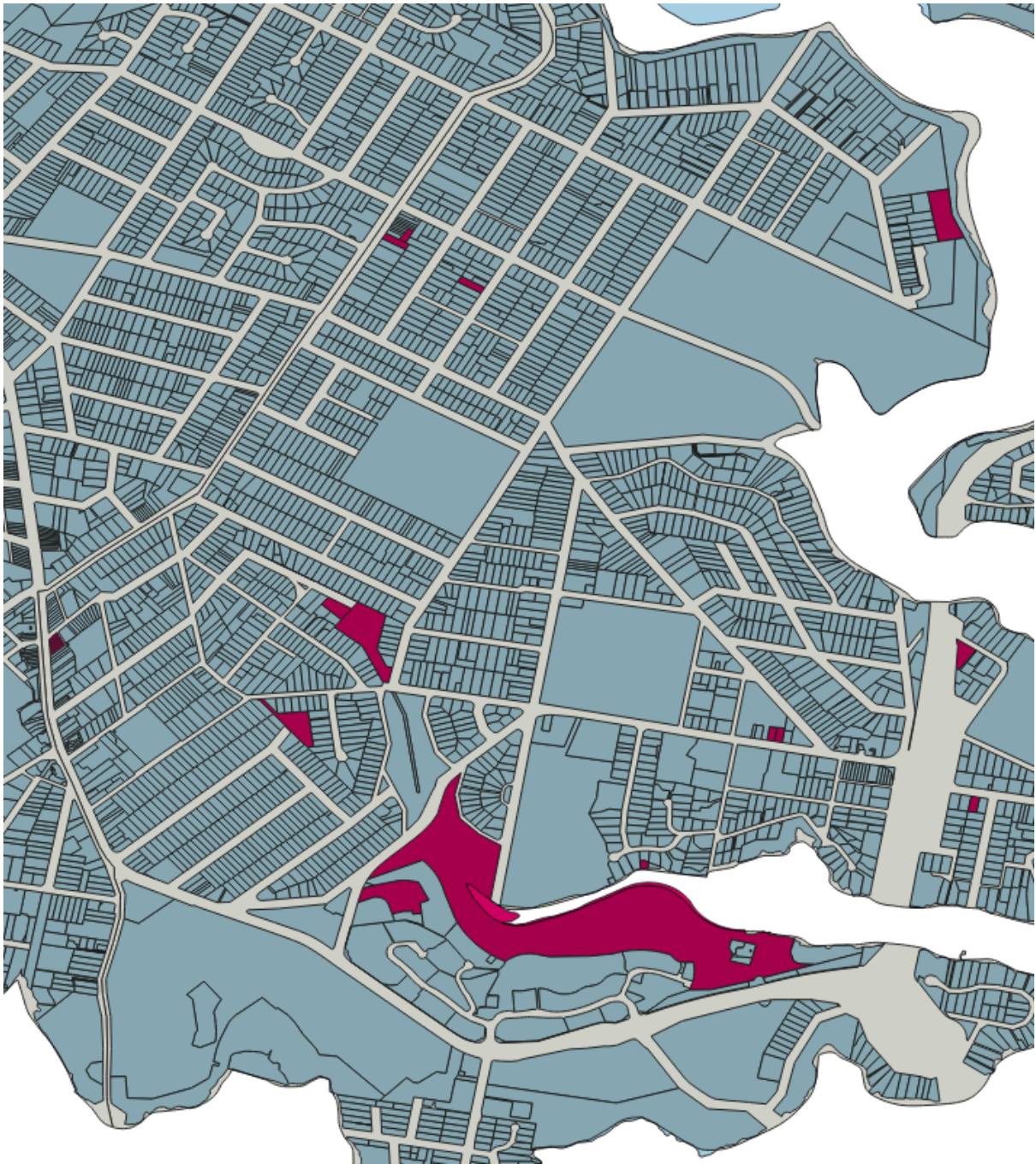
Marist Sisters Convent Reserve (post-holes for a former stair, now lost, visible), or else the foreshore in front of Marist Sisters College. This can be seen in Appendix A, Map 3.

To the extent that there are physical impediments to access, including a building across the easement on the adjoining parcel, does not extinguish the easement and council should have regard for its own ability to enforce that easement being re-established in any future development application, or being relocated by agreement of the parties.

There is significant risk if this is disposed of prior to completion of the spatial strategy that would investigate its role in foreshore access now *and into the future* that:

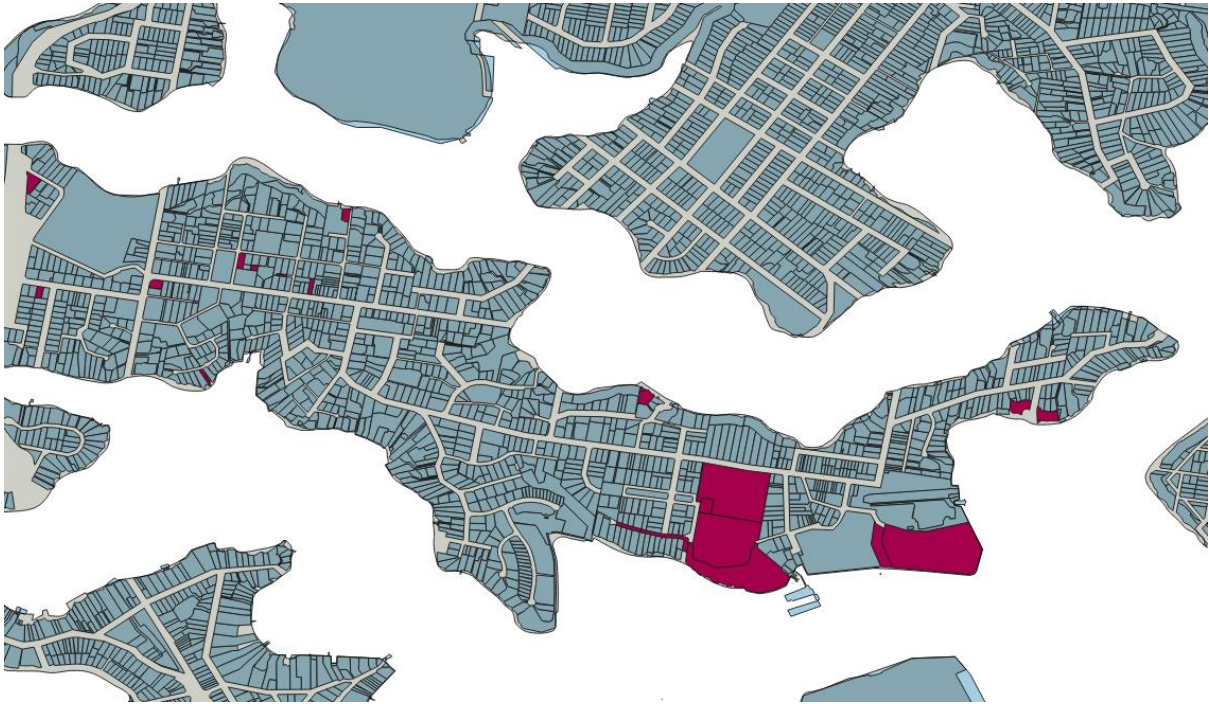
- (a) council disposes of land that should have been retained in public ownership, and
- (b) council does not realise the full value of the land in the disposal process.



**Appendix A - s53 Assets, Mapped**

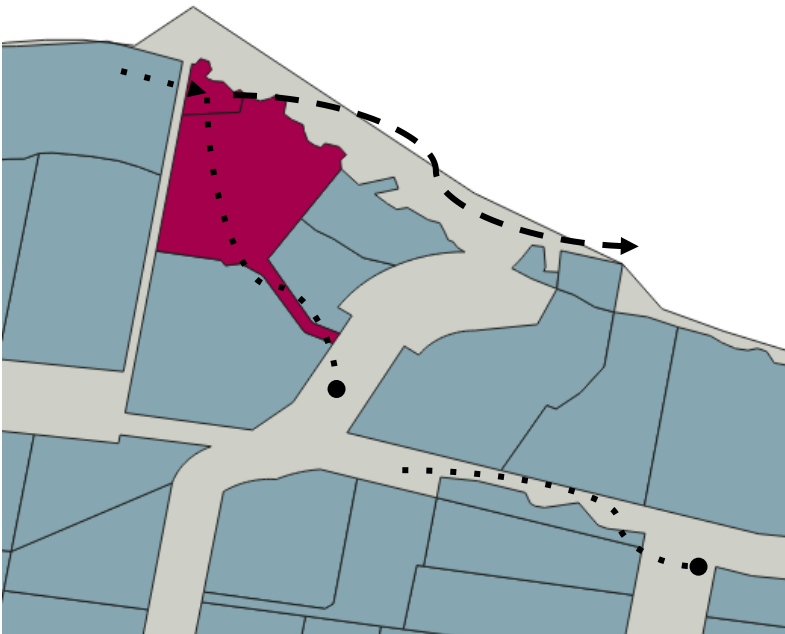
Council's land holdings and interests extracted from the s53 Register - North Ward.

*Note this may not be a complete record of council's interests as some interests were not easily attributable to a lot, and does not include state owned assets like the land under Tarban Creek Bridge, and may not include foreshore rights between tide lines etc.*



Council's land holdings and interests extracted from the s53 Register - South Ward.

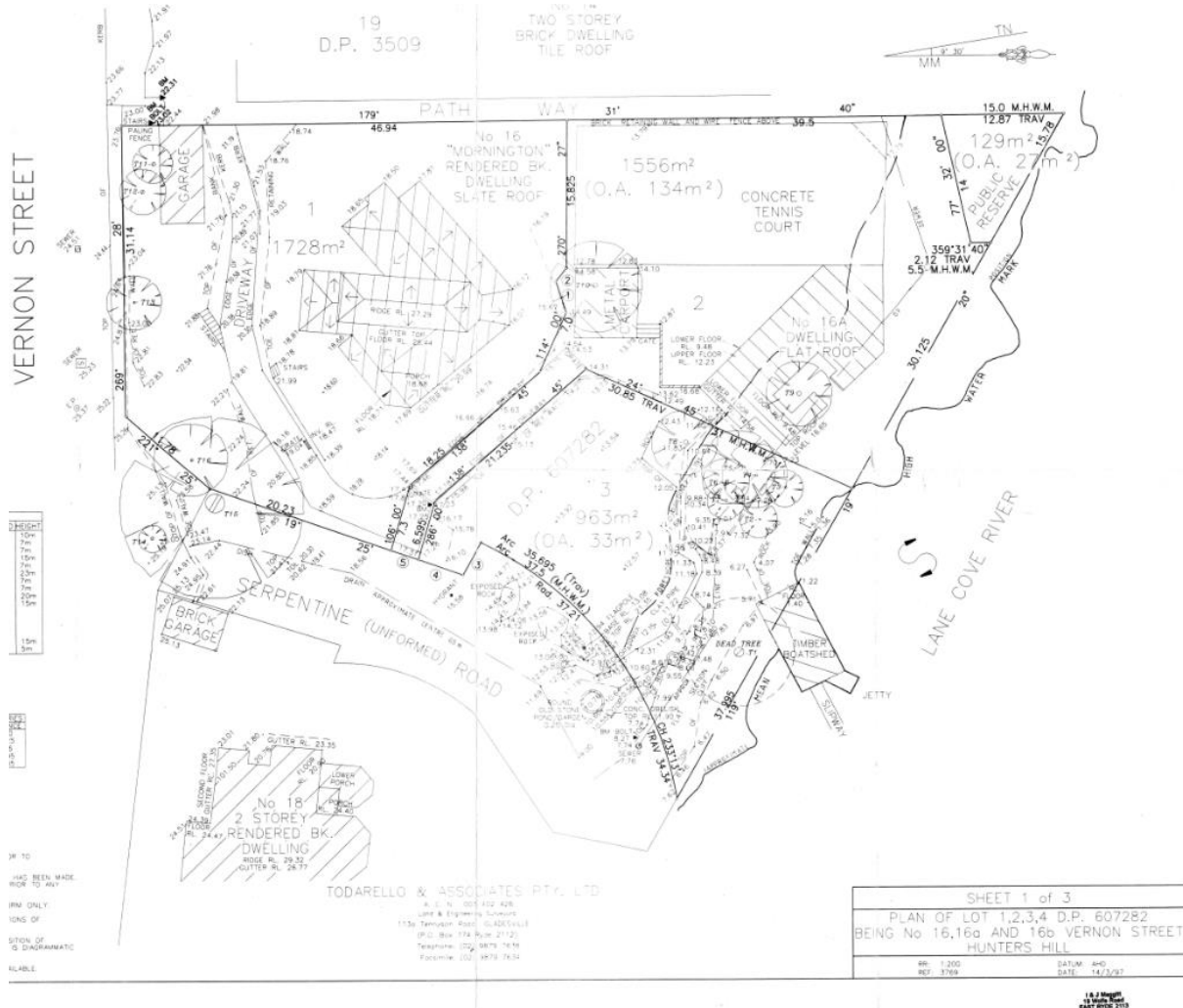
*Note this may not be a complete record of council's interests as some interests were not easily attributable to a lot, rights of foreshore access / tide lines, and does not include state owned assets like Kelly's Bush and 7-11 Vernon Street.*



*16C Vernon Street and associated parcels recorded in Council's s53 Register. Note the public access to the left which joins to Mornington Reserve (incorrectly marked in blue due to data*

limitations), and which links to both tidal foreshore and the unmade portion of Serpentine Road, shown in grey in the NSW Cadastre.

Access from the parcel and easement would provide a more gentle access to Vernon Street east and enable future access to Marist Sisters Convent Reserve in the future (bottom right).



Copy of survey held by NSW Land Titles showing public reserve and land between parcels and high tide line connecting to Serpentine Road. Note the pinch point at 16C Vernon St where, if the land was sold, public foreshore access above the high tide mark would be severed.

**ATTACHMENTS**

There were no attachments to this report.

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<b>ITEM NO</b>	: 4.1
<b>SUBJECT</b>	: EXTERNAL AUDIT & ADOPTION OF GENERAL PURPOSE FINANCIAL STATEMENTS FOR YEAR ENDING 30 JUNE, 2024
<b>STRATEGIC OUTCOME</b>	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
<b>ACTION</b>	: IMPLEMENT THE ACTIONS FROM THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)
<b>REPORTING OFFICER</b>	: MARIA KENNY

Ref:729945

**PURPOSE**

The purpose of this report is to present the audited financial statements for the year ended 30 June, 2024.

**RECOMMENDATION**

1. That the financial statements for the year ending 30 June 2024 be adopted and placed on public exhibition in accordance with the requirements of section 420 of the Local Government Act.

**BACKGROUND**

Section 416(1) of the Local Government Act 1993 (the Act) requires financial statements to be prepared and audited within four months at the end of the financial year.

External Auditors, appointed by NSW Audit Office, have completed the audit review of these statements.

Council received the draft financial statements at its Ordinary Meeting held on 14 October, 2024. The financial statements and findings of the external audit was also reviewed by the Audit, Risk and Improvement Committee at its meeting held on 17 October, 2024.

**REPORT**

In accordance with Section 418 of the Act, public notice has been given that the audited financial statements are being presented to the public at this meeting of Council.

Council's appointed external auditors will present an overview of their findings and answer any questions from the elected governing body.

Further, in accordance with section 420 of the Act, the general public will have seven days from this meeting to make any submissions on the financial statements or the auditor's reports. If any submissions are received, these are required to be referred to the external auditor.

The adopted final statements signed by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer are forwarded for lodgement to the Office of Local Government (OLG). Audited Statements are also required to be attached with Council's Annual Report.

The External Auditor has expressed an unmodified opinion on the General-Purpose Financial Statements for Hunter's Hill Council (refer to **attachments 1 & 2**). The final statements, which includes the Auditor's Report, is at **attachment 3**. The results of significant items are shown below:

Item	2023-24 Actual	2022-23 Last year	2023-24 Budget	Variance to last year	Variance to budget
<b>Income statement \$'000 - Surplus/(Deficit)</b>					
Income	28,326	22,069	29,988	28.4%	-5.6%
Expenses	21,891	20,700	22,270	5.8%	-1.7%
<b>Net operating result</b>	<b>6,435</b>	<b>1,369</b>	<b>7,718</b>		
<b>Net operating result before capital</b>	<b>(1,443)</b>	<b>(1,097)</b>	<b>(2,605)</b>		

Balance sheet	2023-24 Actual	2022-23 Last year			
Net assets (Total assets – liabilities)	316,314	274,356			
Capital expenditure*	13,359	4,205			
<b>Cash flow statements</b>					
Cash & cash equivalents at year end*	19,966	28,557			
Unrestricted cash	1,942	10,177			
* Note C1-5 - Infrastructure, property, plant and equipment (new and asset renewals for FY2023-24). ** Statement of Cash Flows. *** Note C1-3 (b) Restricted and allocated cash, equivalents and investments.					

As is in previous years, and in accordance with the OLG Local Government Code of Accounting Practice and Financial Reporting requirements, Special Schedule 2 and asset KPIs are not audited.

#### 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. Report on the Conduct of the Audit 2024 [↓](#)
2. Independent Audit's Report 2024 [↓](#)
3. Audited Financial Statements for the year ending 30 June, 2024 [↓](#)



Cr Zac Miles  
 Mayor  
 Council of the Municipality of Hunter's Hill  
 PO Box 21  
 HUNTER'S HILL NSW 2110

Contact: Sue Prichard  
 Phone no: 02 8280 5637  
 Our ref: [R008-2124742775-7271](#)

22 October 2024

Dear Mayor

**Report on the Conduct of the Audit  
 for the year ended 30 June 2024  
 Council of the Municipality of Hunter's Hill**

I have audited the general purpose financial statements (GPFS) of the Council of the Municipality of Hunter's Hill (the Council) for the year ended 30 June 2024 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2024 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

## INCOME STATEMENT

### Operating result

	2024	2023	Variance
	\$m	\$m	%
Rates and annual charges revenue	14.8	14.2	4.1
Grants and contributions revenue	9.3	3.6	158
Operating result from continuing operations	6.4	1.4	370
Net operating result before capital grants and contributions	(1.4)	(1.1)	32

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The Council's operating result from continuing operations (\$6.4 million including depreciation, amortisation and impairment expense of \$3.9 million) was \$5.0 million higher than the 2022–23 result. This was primarily due to increases in grants and contributions of \$5.7 million, offset by a \$0.8 million increase to materials and services expenditure.

The net operating result before capital grants and contributions (\$1.4 million) was \$0.3 million lower than the 2022–23 result.

Total income (\$28.3 million) was \$6.3 million higher than 2022–23, reflecting increases in:

- rates and annual charges of \$0.6 million
- grants and contributions of \$5.7 million
- interest and investment income of \$0.3 million.

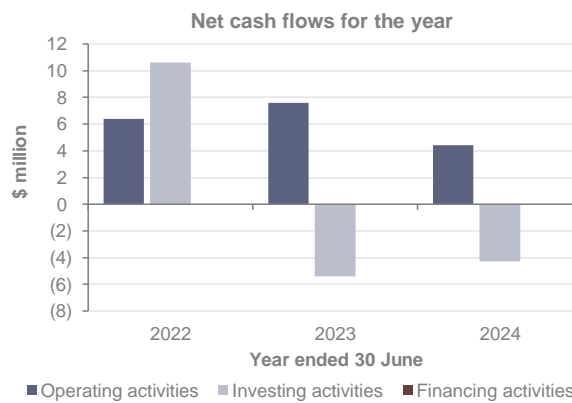
Total expenses (\$21.9 million) was \$1.2 million higher than 2022–23, reflecting increases in:

- materials and services of \$0.8 million
- employee benefits and on-costs of \$0.4 million.

### STATEMENT OF CASH FLOWS

Cash inflows from operating activities increased due to increases in grants and contributions and rates and annual charges.

Cash outflows from investing activities increased due to higher payments for infrastructure, property, plant and equipment which was partially offset by redemption of term deposits.



### FINANCIAL POSITION

#### Cash and investments

Cash and investments	2024	2023	Commentary
	\$m	\$m	
<b>Total cash, cash equivalents and investments</b>	<b>20.0</b>	<b>28.6</b>	Externally restricted balances comprise mainly of unspent grant funding, developer contributions, domestic waste management and other special levies.
Restricted and allocated cash, cash equivalents and investments:			Balances are internally allocated due to Council policy or decisions for forward plans including the asset re-purposing program and deposits, retentions and bonds.
• External restrictions	5.4	8.9	The increase is primarily attributable to the asset re-purposing program.
• Internal allocations	12.6	9.5	



## PERFORMANCE

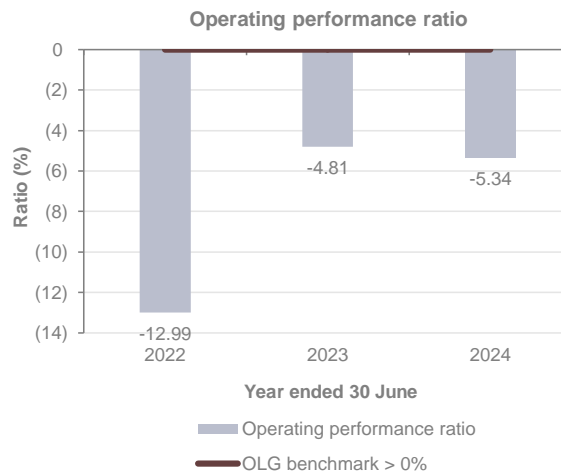
### Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure.

#### Operating performance ratio

Council did not meet the benchmark for the current reporting period.

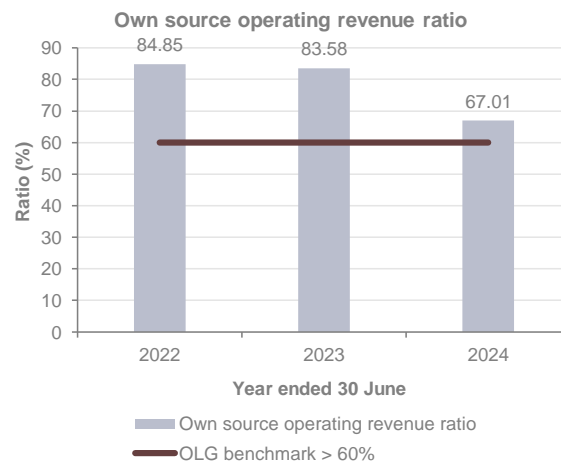
The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.



#### Own source operating revenue ratio

Council met the benchmark for the current reporting period.

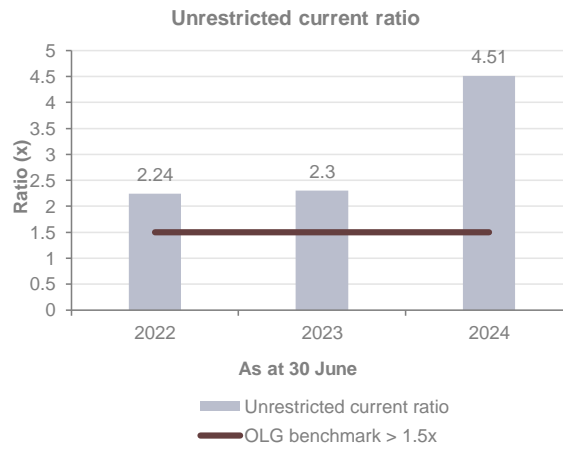
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



**Unrestricted current ratio**

Council exceeded the benchmark for the current reporting period.

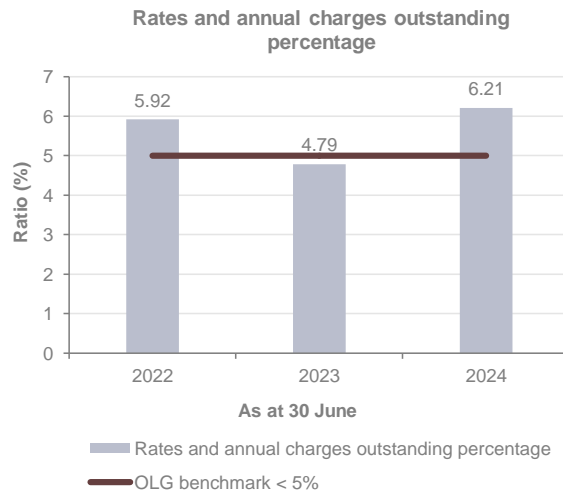
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



**Rates and annual charges outstanding percentage**

Council did not meet the benchmark for the current reporting period.

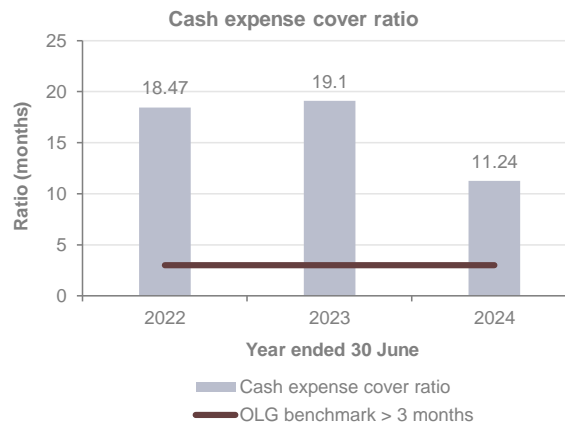
The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 5 per cent for metropolitan councils.



### Cash expense cover ratio

Council exceeded the benchmark for the current reporting period.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.



### Infrastructure, property, plant and equipment renewals

Council renewed \$2.6 million of infrastructure, property, plant and equipment during the 2023-24 financial year. The renewals primarily consisted of roads and footpath assets. A further \$10.6 million was spent on new assets including other structures (Fig Tree Park Public Space Park Equipment) and work in progress (Boronia Park Sports and Community Facility).

## OTHER MATTERS

### Legislative compliance

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

Susan Prichard  
Director, Financial Audit

Delegate of the Auditor-General for New South Wales



**INDEPENDENT AUDITOR'S REPORT**  
**Report on the general purpose financial statements**  
**Council of the Municipality of Hunters Hill**

To the Councillors of the Council of the Municipality of Hunters Hill

**Opinion**

I have audited the accompanying financial statements of the Council of the Municipality of Hunters Hill (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2024, the Statement of Financial Position as at 30 June 2024, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
  - have been prepared, in all material respects, in accordance with the requirements of this Division
  - are consistent with the Council's accounting records
  - present fairly, in all material respects, the financial position of the Council as at 30 June 2024, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

**Basis for Opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor General
- mandating the Auditor General as auditor of councils

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- precluding the Auditor General from providing non audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Other Information**

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

### **The Councillors' Responsibilities for the Financial Statements**

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: [www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf). The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B4-1 'Material budget variations'

- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Susan Prichard  
Director, Financial Audit

Delegate of the Auditor General for New South Wales

22 October 2024  
SYDNEY

# The Council of the Municipality of Hunter's Hill

ANNUAL FINANCIAL STATEMENTS  
for the year ended 30 June 2024

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# The Council of the Municipality of Hunter's Hill

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2024





## The Council of the Municipality of Hunter's Hill

### General Purpose Financial Statements

for the year ended 30 June 2024

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**The Council of the Municipality of Hunter's Hill**

**General Purpose Financial Statements**

for the year ended 30 June 2024

**Statement by Councillors and Management**

**Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)**

**The attached general purpose financial statements have been prepared in accordance with:**

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

**To the best of our knowledge and belief, these statements:**

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

**We are not aware of any matter that would render these statements false or misleading in any way.**

**Signed in accordance with a resolution of Council made on 14 October 2024.**



Zac Miles  
Mayor  
14 October 2024



Julia Prieston  
Deputy Mayor  
14 October 2024



Mitchell Murphy  
General Manager  
14 October 2024



Maria Kenny  
Responsible Accounting Officer  
14 October 2024

The Council of the Municipality of Hunter's Hill | Income Statement | for the year ended 30 June 2024

## The Council of the Municipality of Hunter's Hill

### Income Statement

for the year ended 30 June 2024

Original unaudited budget 2024	\$ '000	Notes	Actual 2024	Actual 2023
<b>Income from continuing operations</b>				
14,992		B2-1	<b>14,778</b>	14,192
1,303		B2-2	<b>1,522</b>	1,859
1,130		B2-3	<b>1,469</b>	1,497
1,371		B2-4	<b>1,418</b>	1,133
10,323		B2-4	<b>7,878</b>	2,466
739			<b>1,110</b>	775
–			<b>151</b>	147
130			<b>–</b>	–
29,988			<b>28,326</b>	22,069
<b>Expenses from continuing operations</b>				
7,033		B3-1	<b>6,409</b>	6,050
9,575		B3-2	<b>10,027</b>	9,208
4,029		B3-3	<b>3,867</b>	4,174
1,476			<b>1,087</b>	963
157			<b>501</b>	305
22,270			<b>21,891</b>	20,700
<b>7,718</b>			<b>6,435</b>	<b>1,369</b>
(2,605)			<b>(1,443)</b>	(1,097)

The above Income Statement should be read in conjunction with the accompanying notes.

The Council of the Municipality of Hunter's Hill | Statement of Comprehensive Income | for the year ended 30 June 2024

## The Council of the Municipality of Hunter's Hill

### Statement of Comprehensive Income

for the year ended 30 June 2024

\$ '000	Notes	2024	2023
<b>Net operating result for the year – from Income Statement</b>		<b>6,435</b>	1,369
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	<u>35,523</u>	22,587
<b>Total other comprehensive income for the year</b>		<u><b>35,523</b></u>	<u>22,587</u>

















































































































































<b>ITEM NO</b>	: 4.2
<b>SUBJECT</b>	: COMMITTEES OF COUNCIL; COUNCILLOR REPRESENTATION ON INTERNAL AND EXTERNAL COMMITTEES; AND REPRESENTATION BY COMMUNITY MEMBERS
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:728509

**PURPOSE**

The purpose of this report is to:

- Adopt Advisory Committees and Steering Committees of Council.
- Nominate Councillors to all committees as outlined in this report.
- To determine the number of community representatives as required.

**RECOMMENDATION**

1. That Council receive and note the report.
2. That Council adopt the Advisory Committees and Steering Committees of Council for the full term of the Council as outlined in this report.
3. That Council nominates elected members as delegates to all committees as outlined in this report.
4. That Council determines number of community representatives as outlined in this report.
5. That nominations for community representatives be invited and advertised for Advisory Committees and Steering Committees and that a further report be brought to Council's Ordinary Meeting in December 2024 regarding recommended appointments.

**REPORT**

For the full term of Council, the following Committees of Council and the number of elected members and community representatives are recommended as follows:

<b>Advisory Committees and Steering Committees</b>	<b>Councillor membership</b>	<b>Number of Community Representatives</b>
Audit, Risk & Improvement Committee	One (1) non-voting Councillor (other than the Mayor)	None

Bushland Management Advisory Committee	Two (2) Councillors, one to be the Chair	Eleven (11)
Conservation Advisory Panel	Two (2) Councillors, one to be the Chair	One (1) representative nominated by the Institute of Architects. One (1) representative nominated by the National Trust. One (1) community member and one (1) alternate community member, noting only one to attend the meeting at any one time.
Cultural and Events Advisory Committee	Two (2) Councillors, one to be the Chair	Five (5)
Arts Advisory Steering Committee	Two (2) Councillors, one to be the Chair	Five (5)
School Principals Liaison Committee	Mayor (as Chair) and one additional Councillor	None
Sport and Recreation Advisory Committee	Two (2) Councillors, one to be the Chair	<ul style="list-style-type: none"> <li>• Nine (9) members as nominated by local sporting clubs/groups</li> <li>• Two (2) community representatives (one from each Council ward)</li> </ul>
Sustainability Advisory Committee	Two (2) Councillors, one to be the Chair	Five (5)

**EXTERNAL:**

<b>ORGANISATION</b>	<b>COUNCILLORS</b>
LOCAL GOVERNMENT NSW CONFERENCE	Mayor (voting delegate) Deputy Mayor (voting delegate)
CIVIC RISK MUTUAL	Mayor Deputy Mayor (as alternate)
PARRAMATTA RIVER CATCHMENT GROUP	One Councillor (via resolution)
NORTHERN SYDNEY REGIONAL ORGANISATION OF COUNCILS (NSROC)	Mayor Deputy Mayor

NSROC is comprised of eight councils from the northern Sydney area – Hunters Hill, Lane Cove, Ryde, Hornsby, Willoughby, Ku-ring-gai, North Sydney and Mosman.  This is a voluntary group who have joined together to collaborate on projects and shared regional priorities including policy, research, advocacy, professional development of staff, shared service delivery and joint procurement.	Two alternate Councillors (via resolution)
HUNTERS HILL LE VÉSINET FRIENDSHIP COMMITTEE	Mayor
SYDNEY NORTH REGIONAL PLANNING PANEL	Mayor Deputy Mayor (as alternate)

### **Movement And Transport Committee (MTAC)**

The above table does not include MTAC.

The objectives of the MTAC in the previous term were to advise and make recommendations to Council on:

- Local movement and transport issues;
- Safety in School Zones; and
- Dealing with equity of access considering all, independent of age, ethnicity, economic status, and physical ability.

The Director of Infrastructure and Environmental Sustainability observed in the past 18 months the MTAC committee's main topic of conversation was the Integrated Transport Strategy, where the committee worked on the framework and provided feedback on the strategic goals for traffic and transport in our LGA.

Other matters, such as the Crown Street traffic calming, should have been dealt with through the Local Traffic Committee (LTC), as these are operational traffic matters. The LTC is a technical review committee, which is required to advise the Council on matters referred to by Council.

These matters must be related to prescribed traffic control devices and traffic control facilities for which Council has delegated authority. The LTC should consider the technical merits of the proposal and ensure that the proposal meets current technical guidelines.

The community can be invited to attend the LTC committee for a specific item, and present for five minutes on that item, however, must leave upon completion of the presentation, and any Q&As prior to determination of the matter.

The need for the MTAC is no longer required for the following reasons:

- The updated ITS has now been drafted and will be recommended for adoption at the end of the year. The ITS will have an implementation and action plan, that will enable Council to start to move forward strategically in the traffic and transport space. The role of the MTAC is therefore no longer required. Any further strategic work i.e. Council's Pedestrian Access Mobility Plan (PAMP) undertaken in the traffic and transport space will be undertaken through Councillor briefings and working groups as required.
- Often the strategic matters presented at the MTAC required further briefings to Council and to the Traffic Committee. This is not a good use of the valuable resources assigned to traffic and transport within our council (currently 0.6 of an FTE in the traffic space and 0.4 of an FTE in the road safety space). This time would be best served working on the implementation of the ITS, the Boronia LATM and other similar projects.
- All strategic transport and traffic projects undertaken by Council require extensive community consultation. The community feedback will form part of any new strategic plans undertaken, such as a PAMP. If required working groups (consisting of key community representatives) will be formed to seek community feedback. This has been the best way to capture the community feedback.
- The continuation of the School Principals Advisory Committee, of which our road safety officer attends, has addressed all safety matters pertaining to school zones in the past 18 months, with MTAC not involved.

To enable strategic discussion to continue, Council staff will provide a half yearly strategic update on Traffic and Transport matters, such as Boronia LATM, its implementation to Council. This will be done by way of a Cr Briefing and a subsequent Council report.

### **Advertising for Community Members**

Nominations from community members will be promoted via Council's website, weekly eNews, social media platforms and the Mayoral column in *The Weekly Times* and emails to sporting clubs/groups.

### **Nomination criteria**

Nominations will be assessed by Council officers with regards to the following essential selection criteria:

- Reside within the Hunter's Hill Council municipality;
- Possess formal qualifications and/or proven experience aligned to the respective committee;
- An understanding of the role of Local Government;
- Possess excellent communication skills;
- The ability to effectively listen to and cooperate with community members holding similar or different points of view; and,
- A commitment to the consultative process and adherence to the guidelines as set out in the Code of Conduct.

## **CONCLUSION**



Councillor representation on internal and external committees and other groups is routinely reviewed following each Council election.

Minutes of meetings held by Advisory Committees and Steering Committees, which include recommendations on Council functions, programs and community projects, are tabled at Ordinary Meetings of 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**

Social capital and inclusions are important parts of our Community Strategic Plan as are volunteers.

**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.

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<b>ITEM NO</b>	: 4.3
<b>SUBJECT</b>	: STATE OF THE MUNICIPALITY REPORT
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:729142

**PURPOSE**

The purpose of this report is to present the newly elected Council with the Hunter's Hill Council State of the Municipality Report.

**RECOMMENDATION**

1. That the report be received and noted.

**BACKGROUND**

The Office of Local Government (OLG) requires all councils in NSW to present their State of the Municipality Report to the second meeting of the newly elected council.

The report must cover the term of the previous council and look objectively at its progress in delivering the Community Strategic Plan (CSP).

The report should assist the new council to undertake a review of the CSP, which is an essential component of the Integrated Planning and Reporting (IP&R) cycle.

**REPORT**

The State of the Municipality Report provides information for our new Council to assist in setting strategic priorities for the next four years by outlining recommendations to inform community discussion in the review of the CSP.

The report provides:

- Information that sets the scene for the newly elected Council.
- Includes achievements of the previous term of Council.
- Highlights future work to be undertaken.

**CONCLUSION**

The State of the Municipality Report has been developed as a public document, which will be available via Council's website and appended to the Annual Report by the 30 November 2024.

**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. State of the Municipality Report [↓](#)

















































































































































**ITEM NO** : 4.4

**SUBJECT** : DRAFT ELECTRIC VEHICLE CHARGING INFRASTRUCTURE (EVCI) POLICY

**STRATEGIC OUTCOME** : IMPROVED SUSTAINABILITY IS REFLECTED IN POLICIES, STRATEGIES, PROGRAMS AND PROJECTS

**ACTION** : IMPLEMENT THE ACTIONS IN THE SUSTAINABILITY ACTION PLAN

**REPORTING OFFICER** : MARGAUX PARK

Ref:724603

**PURPOSE**

To present the Draft Electric Vehicle Charging Infrastructure (EVCI) Policy for Council’s consideration.

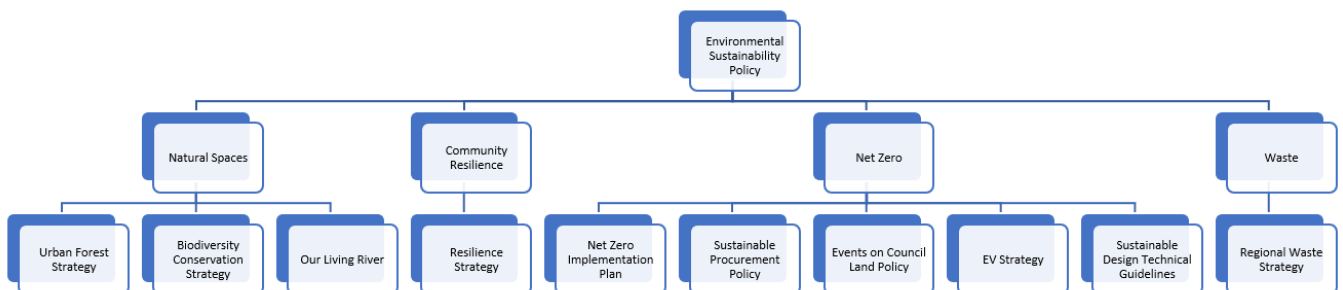
**RECOMMENDATION**

1. That Council endorse the Draft Electric Vehicle Charging Infrastructure (EVCI) Policy for public exhibition for 28 days.
2. That a further report be brought back to a future Council Meeting, for consideration and adoption of the updated Electric Vehicle Charging Infrastructure (EVCI) Policy.

**BACKGROUND**

On 24 July 2023, Council endorsed its strategic sustainability framework, as shown at Diagram 1 below.

Within the framework, a commitment to electric vehicles (EV) was made. Whilst an EV Strategy is not deemed necessary, a Policy is more appropriate for Hunter’s Hill Council (Council).



**Diagram 1- Strategic sustainability framework**

To address the likely increase in demand and to facilitate the installation of electric vehicle supply equipment used to charge the batteries of electric vehicles (EVCI), the NSW Government amended the [State Environmental Planning Policy \(Transport and Infrastructure\) 2021 \(SEPP\)](#).

These amendments set out the circumstances where EVCI's would be permissible with or without consent. This included the installation by Charge Point operators, authorities and private persons.

As a result of the amendments to the SEPP, Council has had to respond through the development of an EVCI Policy, which sets out the regulatory framework required for persons wanting to install and operate EVCI within the Hunter's Hill Council area (LGA).

This Policy considers all relevant legislation and required approval pathways pertaining to the permissibility and the occupation of Council land for EVCI.

## REPORT

### ***EV in the national context:***

Research shows nearly 20% of total emissions come from transport and nearly 90% of those emissions are linked to road use.

Electrifying road transport is a highly effective way to reduce our total community emissions and work towards a net zero future.

In just a year (2022-2023) there was a 120% increase in EV ownership across Australia (180,000+ EVs on the road), however only a 75% increase in the number of publicly accessible fast chargers.

The national EV Strategy was released in 2023 to address this disparity and plan for Australia's EV future.

### ***EV in the NSW context:***

The NSW EV Strategy was released in 2021.

NSW found 1 in 3 drivers do not have access to off-street parking. With EVs expected to make up 52% of new car sales by 2030 and 80% by 2036.

To support drivers' uptake of EV, the NSW Government has made the largest financial commitment across Australia. This investment includes grants for charging infrastructure, grants for fleet transition, EV ready buildings, vehicle emissions offset scheme, to name just a few.

The EV Strategy is closely linked to the NSW Towards Net Zero Plan: 2020-2030, again recognising road transport emissions is one of the best ways to reduce significant community emissions.

***EV in the Hunter's Hill Council context:***

As of May 2024, there were 281 registered EVs in the LGA. This figure almost doubled in 12 months. The LGA currently has the sixth highest rate of EV ownership in NSW per capita. Assuming the 50% uptake of EV in new car sales by 2030, this figure is expected to reach 1800 EVs.

There is currently no public EVCI in the LGA. As surrounding councils commence expansive rollouts of EVCI, it is essential this LGA equally demonstrate proactive processes.

Up to 40% of this community do not have access to off-street parking. In order to own an EV, they will rely wholly on access to public EVCI.

It is Council's role to facilitate the deployment of public EVCI on public land in partnership with providers, including Charge Point Operators (CPOs) to ensure fair and equitable access for residents.

As Council commences conversations with a range of CPOs on the provision of EVCI, having a policy will assist in forming a strong basis for those conversations. It will additionally assist in the development of licence agreements with CPOs for approved EVCI locations.

**EVCI Policy (Policy)**

Council's Policy will outline its commitment to facilitating the provision of EVCI as well as provide criteria for the provision, installation, management, maintenance and removal of EVCI on public land in the LGA. The more EVCI in the LGA, the more residents will feel supported and encouraged to transition to an EV.

This Policy sets out the following:

- defines Council's role and standards for electric vehicle charging infrastructure (EVCI) to be installed on Council land within the Hunter's Hill Council LGA.
- how Council as landowner may permit, in some circumstances, commercial EVCI on public land. Council seeks to facilitate the creation of a network of EVCI in Hunter's Hill Council LGA so that charging is available for residents, businesses and visitors.
- the principles, approval pathways and procedures for anyone seeking to install EVCI on Council Land.

This Policy applies to all publicly accessible EVCI installed on Council land where proprietary permission is required, whether installed by Council or third-party providers (likely: charge point operators (CPOs) but may include individuals). It does not apply to the provision of EVCI on private land.

**CONCLUSION**

The adoption of the Policy supports the communities transition to EV through facilitating the expansion of EVCI by various providers, particularly CPOs.

A Policy that can be adapted with changes to legislation is a crucial step in ensuring a measured approach to EVCI implementation.

**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 Electric Vehicle Charging Infrastructure (EVCI) Policy [↓](#)























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<b>ITEM NO</b>	: 4.5
<b>SUBJECT</b>	: DRAFT SIGNIFICANT TREE REGISTER UPDATE
<b>STRATEGIC OUTCOME</b>	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PROTECTED AND ENHANCED
<b>ACTION</b>	: COMPLETE TREE HEAT MAPPING AND TREE REGISTER
<b>REPORTING OFFICER</b>	: JACQUI VOLLMER

Ref:729619

## PURPOSE

This report seeks Council's endorsement to publicly exhibit the new draft Significant Tree Register listings for the Hunter's Hill Council Significant Tree Register for 28 days.

## RECOMMENDATION

1. That the report be received and noted.
2. That the new draft Significant Tree Register listings be placed on public exhibition for a period of 28 days.
3. That following the public exhibition phase a further report be brought back to the December Ordinary Meeting of Council with an analysis of community submissions received and a recommendation for adoption of the draft new Significant Tree Register listings for the Hunter's Hill Council Significant Tree Register.

## BACKGROUND

The existing Significant Tree Register (STR) has 26 private trees/tree groups and 20 public trees/tree groups. The STR is on Council's website and each STR listing is linked to a Tree Profile Sheet. In January 2021 Council called for public nominations to update the existing STR. Fifty-four (54) new nominations were received.

In 2023 the consultancy TreeIQ was employed to carry out the update in two stages. A preliminary assessment of the 54 nominations for the STR included a preliminary evaluation of trees by a Landscape Heritage Consultant against the principles outlined in the Burra Charter and the NSW Heritage Office's Manual for Assessing Heritage Significance. The assessment criteria aimed to evaluate the trees' significance in terms of historical, aesthetic, scientific and social value.

In addition, each nominated tree/tree group has been inspected by an Arboricultural Consultant (min AQF Level 5). The primary purpose of the assessment was to determine whether the nominated trees are in suitable overall condition to warrant inclusion on the STR.

Where significant health or structural defects have been identified during the assessment, these have been noted and considered. The purpose of the preliminary assessment was to screen the nominations and provide Council with a shortlist of trees/tree groups that are likely to meet the criteria for inclusion on the STR.

The shortlisted trees were then subject to a comprehensive full assessment including developing Tree Profile Sheets for each draft new listing. Notification letters were sent to owners and neighbours of all 54 nominated trees, and TreeIQ carried out site inspections for preliminary assessments with landowner consent.

TreeIQ has completed the update and the next step is to exhibit their draft new STR listings with the accompanying Tree Profile Sheets. During the exhibition period the community will have the opportunity to comment on the draft new STR listings.

## REPORT

In summary 26 trees or tree groups were recommended for the full significance assessment including 10 private trees/groups and 16 public trees/tree groups.

The 26 shortlisted trees/tree groups subject to the comprehensive full assessment are listed below. It should be noted that several shortlisted trees were combined into tree groups mainly due to close proximity. Consequently, 17 new STR Tree Profile sheets have been drafted, which if adopted, will bring the total to 63 STR listings i.e. 33 private and 30 public trees/tree groups.

### Draft new STR listings

#### Private Trees

Item No.	Tree Species	Tree Location
1	<i>Corymbia citriodora</i>	14 Gaza Avenue Hunters Hill
2	<i>Eucalyptus pilularis</i>	17 Barons Crescent Hunters Hill
3	<i>Ficus rubiginosa</i>	22 Barons Crescent Hunters Hill
4	<i>Cinnamomum camphora</i>	24 Avenue Road Hunters Hill
5	<i>Ficus macrocarpa</i> var. <i>hillii</i>	93 Pittwater Road Hunters Hill
6	<i>Tipuana tipu</i>	Karrabee Avenue Huntleys Cove
7	<i>Corymbia maculata</i>	St Marks Church Figtree Road Hunters Hill

#### Public Trees

Item No.	Public/Street Tree	Tree Species	Tree Location
1	Park Tree	<i>Eucalyptus microcorys</i>	Buffalo Creek Reserve Pittwater Road Hunters Hill
2	Street Trees	Various <i>Eucalyptus</i>	Barons Crescent (Pains Road) Hunters Hill
3	Street Tree	<i>Melaleuca quinquenervia</i>	Barons Crescent (opposite 86) Hunters Hill
4	Street Tree	<i>Ficus macrocarpa</i> var. <i>hillii</i>	Earl Street, Hunters Hill
5	Street Tree	<i>Cinnamomum camphora</i> x 3	Figtree Road, Hunters Hill

6	Park Tree	Ficus obliqua	Gladesville Reserve Huntleys Point
7	Street Tree	Lophostemon confertus	Mary Street, Hunters Hill
8	Park Tree	Angophora costata	Mornington Reserve Hunters Hill
9	Street Tree	Lophostemon confertus	Ryde Road, Hunters Hill
10	Crown Land	Cupressus and Callitris species	The Priory, Salter Street Gladesville

Post adoption, all STR listings will be included in the LEP or DCP. Council's 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.

Council's 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.

## CONCLUSION

The next step is to exhibit the draft new STR listings and Tree Profile Sheets for a period of 28 days. All property owners and neighbours with trees recommended for inclusion in the STR will be notified during this time. In addition, the draft new STR listings will be available on Council's website with links to the Tree Profile Sheets.

Following public exhibition, a further report will be brought back to the December Ordinary Meeting of Council with an analysis of community submissions received and a recommendation for adoption of the draft new STR listings for the Hunter's Hill Council Significant Tree Register.

## 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.

This matter relates to ensuring that heritage and conservation of the area is respected, preserved and enhanced including the preservation of the character, views to and from the Municipality, and the preservation of the tree canopy.

## 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.

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<b>ITEM NO</b>	: 4.6
<b>SUBJECT</b>	: CHRISTMAS CLOSURE AND 2025 COUNCIL MEETING DATES
<b>STRATEGIC OUTCOME</b>	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
<b>ACTION</b>	: DELIVER PROFESSIONAL DEVELOPMENT OPPORTUNITIES
<b>REPORTING OFFICER</b>	: ROSANNA GUERRA

Ref:729580

**PURPOSE**

The purpose of this report is to advise of Council's hours of operation over the Christmas/New Year period and to ensure delegations are in place to continue the efficient operation of Council during the Christmas/New year period. This report also provides the proposed Council meeting calendar for 2025.

**RECOMMENDATION**

1. That Council approves the Christmas New Year closure from midday Tuesday 24 December 2024 through to Wednesday 1 January 2025 (inclusive).
2. That the 2025 Council Meeting Schedule, once adopted, be advertised.

**BACKGROUND**

Council Policy HR.18 provides that all permanent Council Officers shall be given one day as a Christmas Gratuity during the Christmas/New Year Council closure period.

During the Christmas/New Year period, the administration and operations are proposed to be closed as per previous years. Limited skeleton staff will be available to handle urgent matters and/or critical works.

During the Christmas/New Year period, a delegation to the Mayor and General Manager, in accordance with "Delegations Pursuant to Chapter 12 Part 3, Sections 377, 378 and 379 of the *Local Government Act 1993*", should be invoked, if required, to provide for the continued efficient operation of Council in the event of urgent matters arising.

**REPORT****Council shut down period over Christmas 2024/New Year 2025**

The table below sets out the proposed Christmas / New Year period.

DAY	DATE	
Tuesday	24 December 2024	Council closes at 12.00pm
Wednesday	25 December 2025	Public Holiday (Christmas Day)
Thursday	26 December 2024	Public Holiday (Boxing Day)
Friday	27 December 2024	Bonus Day
Saturday	28 December 2024	Weekend
Sunday	29 December 2024	Weekend
Monday	30 December 2024	RDO / Annual Leave
Tuesday	31 December 2024	RDO / Annual Leave
Wednesday	01 January 2025	Public Holiday (New Year's Day)
Thursday	02 January 2025	Council reopens

After allowing for the Christmas Day, Boxing Day and New Years' Day public holidays and the Bonus Day, there are two working days during the period between Christmas Day and New Year's Day.

The remaining days between Christmas Eve and New Year's Day will be covered by either annual leave and/or rostered days accumulated during November and December under Council's flexible working arrangements. It is proposed that on this basis, Council will close on Tuesday 24 December 2024 at midday and reopen on Thursday 2 January 2025 at 8.30am.

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## DELEGATIONS

### Deputy Mayor

In accordance with the Local Government Act 1993, Section 231

(3) The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function if there is a vacancy in the office of the mayor.

(4) The councillors may elect a person from among their number to act as a Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function under this section.

### General Manager

At his discretion, the General Manager is delegated to elect an Acting General Manager (a member of the Executive Leadership Team) to exercise his functions over the period of annual leave.

The criteria for matters being dealt with under delegated authority include, but are not limited to, urgent works, legal proceedings and development applications subject to the following limitations. This delegation does not include powers, authorities, duties and functions relevant to the approval of a development, subdivision or application where an application:

1. involves a proposal, which is of major local, regional or environmental significance.
2. does not comply with the provisions of the relevant Environmental Planning Instrument and an objection under State Environmental Planning Policy No.1 cannot be justified.
3. does not comply with adopted objectives, policies, development control plans or codes of Council and the delegate concludes that compliance therewith is reasonable or necessary upon due consideration of the various matters listed in Section 79C of the Environmental Planning and Assessment Act and such conflict or deficiency cannot be rectified by the incorporation of special conditions of approval.

Duty Officers will be on call over the shutdown period to ensure that urgent works and emergencies are attended to.

## Ordinary Meetings of Council for 2025

### Timing of ordinary council meetings

In accordance with Section 3 of Council's proposed Code of Meeting Practice:

- 3.1 Ordinary meetings of the council will be held on the fourth Monday of each month in the Council Chamber at the Town Hall, Hunters Hill, commencing at 6pm except where a meeting falls within school holidays or another significant calendar event, including but not limited to a National Day of Mourning.

\* In the proposed Ordinary Council meetings agenda below Council meeting dates that fall over the school holidays will be held in the 3<sup>rd</sup> week of the month.

When a Public Holiday or another significant calendar event falls on the Monday set down for a meeting, such meeting is to be held on the succeeding Tuesday, unless the Council decides otherwise by resolution.

- 3.2 Ordinary meeting times and venues may be varied by specific resolution of Council or by direction of the Mayor. Wherever practicable, public notice of the variation shall be given.

*Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.*

DAY	DATE	MONTH	COMMENT
Monday	24	February	
Monday	24	March	
Monday	28	April	Briefing on Tuesday, April 22 due to Easter Monday (April 21)
Monday	26	May	
Monday	23	June	
Monday	28	July	
Monday	25	August	
Monday	22	September	
Monday	27	October	
Monday	18	November	Meeting held on the 3 <sup>rd</sup> week due to LGNSW Annual Conference to be held 23 to 25 November 2025



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<b>Monday</b>	15	December	Meeting held on the 3 <sup>rd</sup> week due to Christmas holidays
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**CONCLUSION**

As per previous years, it is proposed that Council closes between Christmas and the new year.

The adopted meeting schedule for 2025 lists the first Ordinary Meeting for 2025 to be adopted as 24 February 2025.

**FINANCIAL IMPACT ASSESSMENT**

Each meeting costs approximately \$1,200 excluding staff time.

**ENVIRONMENTAL IMPACT ASSESSMENT**

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

**SOCIAL IMPACT ASSESSMENT**

Council meetings are conducted in accordance with the OLG requirements and continue to enable community participation and access as well as ensure that the business of Council is conducted in a timely manner and progress projects and initiatives associated with the 2024 – 2025 adopted operational plan.

**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.

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<b>ITEM NO</b>	: 4.7
<b>SUBJECT</b>	: CITIZEN OF THE YEAR AWARDS
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: REPORT TO COUNCIL AND THE COMMUNITY ON MATTERS OF PUBLIC INTEREST VIA MAYORAL MINUTES AND STAFF REPORTS
<b>REPORTING OFFICER</b>	: ANNIE GOODMAN

Ref:729818

**PURPOSE**

That Council nominate two (2) Councillors, in addition to the Mayor, Deputy Mayor and previous Citizen of the Year to sit on the Citizen of the Year Awards assessment panel.

**RECOMMENDATION**

1. That the report be received and noted.
2. That Council nominate two (2) Councillors, in addition to the Mayor, Deputy Mayor and previous Citizen of the Year to sit on the Citizen of the Year Awards assessment panel.
3. That the Citizen of the Year Awards assessment panel's recommendations be brought back to Council's Ordinary Meeting in November 2024 (in Closed Session) to be endorsed.

**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.

At the 29 July 2024 Council Meeting, Council resolved to endorse the following award categories:

- Citizen of the Year
- Young Citizen of the Year
- Outstanding Sporting Achievement
- Community Excellence
- Environmental Excellence

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

Council additionally resolved at the July Council Meeting that a report be tabled at the Ordinary Council Meeting in October 2024 to seek Councillor nominations for the Citizen of the Year Awards Assessment Panel.

## REPORT

The Hunters Hill Citizen of the Year 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 2024, 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 Citizenship and Award Ceremony.

## 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.



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<b>ITEM NO</b>	: 4.8
<b>SUBJECT</b>	: COMMUNITY GRANTS
<b>STRATEGIC OUTCOME</b>	: PROGRAMS AND COMMUNITY GROUPS WHICH PROMOTE ACTIVE LIVING, HEALTH AND WELL-BEING ARE SUPPORTED AND ENCOURAGED
<b>ACTION</b>	: PROVIDE ANNUAL COMMUNITY SERVICE GRANTS TO LOCAL ORGANISATIONS
<b>REPORTING OFFICER</b>	: ANNIE GOODMAN

Ref:729807

**PURPOSE**

The purpose of this report is for Council to nominate two (2) Councillors for the Community Grants Assessment Panel for 2024-25, which is in addition to the Mayor and Deputy Mayor who will serve on the panel with the General Manager.

**RECOMMENDATION**

1. That the report be received and noted.
2. That Council nominate two (2) Councillors to be appointed to the Community Grants Assessment Panel for the 2024-25 program, which is in addition to the Mayor and Deputy Mayor who will serve on the panel with the General Manager.
3. That a further report be brought back to Council's Ordinary Meeting 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.

In July 2024 Council resolved 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, and that a further report be brought back to Council in November 2024 with a recommended list of projects to be funded.

**REPORT**

Council's Community Grants Policy outlines the following key dates:

<b>TIMELINE</b>	<b>DETAILS</b>
<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.

Following the appointment of the Community Grants Assessment Panel, the Panel will meet prior the November Council Meeting to determine recommended grant submissions based on the following 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.

**CONCLUSION**

The Community Grants Program has been developed to financially support 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**

There are no attachments to this report.

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<b>ITEM NO</b>	: 4.9
<b>SUBJECT</b>	: PLANNED EVENTS - OCTOBER TO DECEMBER 2024
<b>STRATEGIC OUTCOME</b>	: COMMUNITY, CULTURAL EVENTS AND ACTIVITIES ARE COORDINATED AND DELIVERED INCLUSIVELY
<b>ACTION</b>	: COORDINATE AND DELIVER COMMUNITY, CULTURAL EVENTS AND ACTIVITIES
<b>REPORTING OFFICER</b>	: SHERY DEMIAN

Ref:729710

**PURPOSE**

To provide an update to Council on events proposed for the second quarter (October to December) of the 2024-25 financial year.

**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 community through a flexible, cost effective and innovative event program.

An update on Council's planned events for the second quarter (October to December) of the 2024-25 financial year, is contained in this report.

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 2024-25 will be provided in future quarterly reports.

**Quarterly update****October**

- Moocooboola Festival: 13 October, Boronia Park
- Official Opening of Boronia Park Sports & Community Facility: 13 October, Boronia Park
- Sustainability@Home webinar – On yer bike, creating cycling confidence: 15 October, online
- Hunters Hill Art Exhibition 2024: 24 October to 3 November, Town Hall



- Sustainability@Home webinar – How smart is your shower? Water Saving for the time poor: 22 October, online
- Native Bee Workshop: 27 October, Henley Green Community Garden
- Sustainability@Home webinar – Planting for pollinators: 28 October, online
- Connect & Collaborate Business Event: 30 October, Boronia Park Sports and Community Facility

### **November**

- Mamas & Co. Choir 'Days Like These' concert (Council in-kind sponsorship): 2 November, Henley Community Centre
- Remembrance Day (Hunters Hill RSL Sub-Branch): 11 November, Memorial Wall
- Sustainability@Home webinar – Tips for building Community Networks: 13 November, online
- Young in Art: 21 to 24 November, Town Hall
- Sustainability@Home webinar – Holiday recycling and reuse tips: 14 November, online
- Sustainability@Home webinar – Water Smart Gardening: 26 November, online

### **December**

- Mayor's Christmas drinks: 6 December, Town Hall
- Carols in the Park: 8 December, Boronia Park Ovals
- New Year's Eve: 31 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 our 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.



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<b>ITEM NO</b>	: 4.10
<b>SUBJECT</b>	: COUNCILLORS OATH/AFFIRMATION OF OFFICE
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:729022

**PURPOSE**

This paper reports to Council on the signed Oath/Affirmation of Office by the newly elected Councillors.

**RECOMMENDATION**

1. That the report be received and noted.

**BACKGROUND**

Councillor Oath/Affirmation of Office took place at Council's Extraordinary Meeting on 14 October 2024.

**REPORT**

At Extraordinary of Council Meeting held on 14 October 2024, elected members took oath/affirmation of office for the next Council term.

Elected were (alphabetical order):

**North Ward**

Cr Carla Kassab  
Cr Carol Tannous-Sleiman  
Cr Ross Williams

**South Ward**

Cr Marc Lane  
Cr Julia Prieston  
Cr Tatyana Virgara

The signed Oaths of Office are attached 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. Councillors Oaths of Office - redacted [↓](#)

















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<b>ITEM NO</b>	: 4.11
<b>SUBJECT</b>	: DISCLOSURE OF INTEREST RETURNS - COUNCILLORS AND DESIGNATED PERSONS
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MARIA KENNY

Ref:726750

## PURPOSE

The purpose of this report is to table the Disclosure of Interest Returns for the year ended 30 June 2024.

## RECOMMENDATION

That the report and tabled disclosure of interest returns by councillors and designated persons for 2023-24 are received and noted.

## BACKGROUND

The General Manager is required under the *Local Government Act 1993* to table written returns of interests for councillors and designated persons at a meeting of Council. Annual returns for the period 2022-23 are now due to be formally received and noted.

Section 440AAB(2) of the *Local Government Act 1993* outlines the requirement for disclosures of interest returns to be tabled by the General Manager "at a meeting of the Council, being the first meeting held after the last day specified by the code for lodgement, or if the code does not specify a day, as soon as practicable after the return is lodged."

The returns assist in ensuring that transparency and accountability are maintained. Section 6(2) of the *Government Information (Public Access) Act 2009* ("GIPA Act") stipulates that certain open access information must be made publicly accessible on Council's website. Returns of interests of councillors, designated persons and delegates are classed under Schedule 1 of the *Government Information (Public Access) Regulation 2018* as open access information for the purposes of website publication.

## REPORT

Specific requirements for preparation and lodgement of returns is contained in the Office of Local Government's Model Code of Conduct. The Model Code is the basis of the current Hunter's Hill Council Code of Conduct. All councillors and designated persons must lodge disclosure of interest returns within 3 months of:

- a) becoming a councillor or designated person
- b) 30 June each year
- c) the councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 of the Hunter's Hill Council Code of Conduct that has not been previously disclosed in a return lodged in a first time return or an annual return

A 'designated person' is described in clause 4.8 of the Hunter's Hill Council Code of Conduct as:

- a) the general manager
- b) other senior staff of the council for the purposes of section 332 of the *Local Government Act 1993*
- c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

Preparation and proactive release of disclosure of interest returns are important elements in promoting public accountability of Council. They help to protect the integrity of Council decision making processes by allowing scrutiny of potential conflicts of interest that could arise where councillors or other key council officials participate in decision making from which they or their close associates may derive (or be perceived to derive) personal or financial benefit.

Provided that the recommendation is accepted, the returns will be published on the Council website.

## CONCLUSION

Pursuant to Section 440AAB(2) of the *Local Government Act 1993*, the returns for the period ended 30 June 2022, as per the summary list in Attachment 1 to this report, will be tabled at the meeting and published on the Council website as required under the GIPA Act and Regulation.

## ATTACHMENTS

1. Designated persons for period ending 30 June 2024 [↓](#)





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<b>ITEM NO</b>	: 4.12
<b>SUBJECT</b>	: COUNCILLOR BRIEFINGS AND WORKSHOPS
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:726828

**PURPOSE**

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

**RECOMMENDATION**

1. That the report be received and noted.

**BACKGROUND**

At the Ordinary Council Meeting held on 9<sup>th</sup> 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 Tuesday, 22 October 2024:

<b>Topic</b>	<b>Speaker</b>	<b>Notes</b>
EV charging stations	Sam Urquhart (Director of Infrastructure & Environmental Sustainability)  Margaux Park (Sustainability and Waste Co-Ordinator)	Overview of EV Policy, noting the Policy will be tabled at the Council Meeting on 28 October.
Status: Marina at 2C Margaret St	Mitchell Murphy (General Manager)  Steve Kourepis (Director of Town Planning)	Elected Members provided with summary of application and budget parameters for the appeal.
Legal overview: Marina at 2C Margaret St	Introduction by Steve Kourepis (Director of Town Planning)  Turvey To (Barrister)  Phillip Brown and Keeley Dolan (HWL Ebsworth)	Council's legal team updated elected members on status of proceedings.
General update, planning	Steve Kourepis (Director of Town Planning)	Director provided update on key planning matters including: <ul style="list-style-type: none"> <li>• Fairland Hall</li> <li>• Pittwater Rd</li> <li>• Montefiore</li> </ul>
Stormwater, Makinson St Bedlam Bay swim site Woolwich Baths repairs	Sam Urquhart (Director of Infrastructure & Environmental Sustainability)	Councillors provided with an update on these operational matters and capital works projects.

<p>Overview: Key Council business papers to be tabled at Council Meeting, October 28</p>	<p>Executive Leadership Team, ELT</p>	<p>Councillors were given summary about key business papers to be tabled at the Council Meeting on 28 October, including:</p> <ul style="list-style-type: none"> <li>• Committees of Council</li> <li>• End of Financial Year (2023-24) audited statements</li> <li>• Council Meeting dates for 2025</li> </ul>
<p>Cr Requests General Business</p>	<p>All</p>	<p>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.</p>

## 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.

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<b>ITEM NO</b>	: 4.13
<b>SUBJECT</b>	: SUMMARY OF COUNCIL INVESTMENTS AS AT 31 JULY 2024, 31 AUGUST 2024 AND 30 SEPTEMBER 2024
<b>STRATEGIC OUTCOME</b>	: COUNCIL IS FINANCIALLY SUSTAINABLE
<b>ACTION</b>	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG TERM FINANCIAL PLAN
<b>REPORTING OFFICER</b>	: MARIA KENNY

Ref:729939

## PURPOSE

The purpose of this report is to provide a summary of the performance of Council's investments as at 31 July 2024, 31 August 2024 and 30 September 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 5.52%pa (0.44% actual) versus the bank bill index benchmark return of 4.45%pa (0.36% actual). For the past 12 months, the investment portfolio has returned 5.41% versus the benchmark's 4.41%.

**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 SEPTEMBER 2024**

Institution	Reference	Rating	Principal	Lodged	Matures	Rate	Interest earned at maturity
AMP	Term Deposit	BBB+	\$ 500,000	18/10/2023	17/10/2024	5.15%	\$ 25,750.00
Westpac	Term Deposit	AA-	\$ 1,000,000	2/11/2023	30/10/2024	5.47%	\$ 54,400.27
AMP	Term Deposit	BBB+	\$ 500,000	16/11/2023	18/11/2024	5.40%	\$ 27,000.00
Suncorp	Term Deposit	AA-	\$ 1,000,000	29/11/2023	26/11/2024	5.52%	\$ 54,897.53
NAB	Term Deposit	AA-	\$ 1,000,000	30/08/2024	4/12/2024	4.97%	\$ 13,071.78
NAB	Term Deposit	AA-	\$ 1,000,000	3/07/2024	8/01/2025	5.37%	\$ 27,806.30
AMP	Term Deposit	BBB+	\$ 1,250,000	27/08/2024	29/01/2025	5.00%	\$ 26,541.10
NAB	Term Deposit	AA-	\$ 1,000,000	24/07/2024	4/02/2025	5.31%	\$ 28,368.49
NAB	Term Deposit	AA-	\$ 1,000,000	30/08/2024	4/03/2025	5.04%	\$ 25,683.29
NAB	Term Deposit	AA-	\$ 1,000,000	11/09/2024	11/03/2025	5.04%	\$ 24,992.88
NAB	Term Deposit	AA-	\$ 1,000,000	1/05/2024	6/05/2025	5.25%	\$ 53,219.18
AMP	Term Deposit	BBB+	\$ 500,000	9/08/2024	11/06/2025	5.20%	\$ 21,797.26
AMP	Term Deposit	BBB+	\$ 1,000,000	13/08/2024	11/06/2025	5.20%	\$ 43,024.66
AMP	Term Deposit	BBB+	\$ 1,250,000	27/08/2024	25/06/2025	5.02%	\$ 51,919.18
NAB	Term Deposit	AA-	\$ 1,000,000	3/07/2024	2/07/2025	5.45%	\$ 54,350.68
AMP	Term Deposit	BBB+	\$ 555,008	12/08/2024	12/08/2025	5.05%	\$ 28,027.92
Macquarie	Call	A+	\$ 2,027,934			3.32%	
CBA	Floating Rate Note	AA-	\$ 500,000	13/01/2023	13/01/2028	5.51%	
CBA	Business online saver	AA-	\$ 1,435,422			4.35%	

Institution	Reference	Lodged	Month-end	Balance at month-end	Month return	
TCorp	Medium Term Growth Fund	2-Jun-21	\$1,500,000.00	June-2021	\$1,515,096.51	1.01%
				July-2021	\$1,538,434.43	1.54%
		9-Aug-21	\$500,000.00	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%
				June-2024	\$2,115,839.91	0.33%
				July-2024	\$2,155,415.22	1.87%
				August-2024	\$2,157,813.09	0.11%
			Closing Balance	September-2024	\$2,173,547.22	0.73%
				<b>\$20,691,911.09</b>		
CBA	General	\$548,910.36	30.9.24 Bank Account Balance			
Total				<b>\$21,240,821.45</b>		

Certification – Responsible Accounting Officer

<b>Historical Performance Summary (%pa)</b>			
	<b>Portfolio</b>	<b>Annualised BB Index</b>	<b>Outperformance</b>
Sep 2024	5.52%	4.45%	1.07%
Last 3 months	5.84%	4.50%	1.34%
Last 6 months	5.13%	4.45%	0.68%
Financial Year to Date	5.84%	4.50%	1.34%
Last 12 months	5.41%	4.41%	1.00%

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

**TABLE 2 – PORTFOLIO TOTAL BY CREDIT EXPOSURE**

<b>Credit Rating Group</b>	<b>Face Value (\$)</b>	<b>Policy Max</b>	
AA	11,484,332	54%	100% ✓
A	2,027,934	10%	60% ✓
BBB	5,555,008	26%	30% ✓
TC	2,173,547	10%	15% ✓
	<b>21,240,821</b>		

**TABLE 3 – PORTFOLIO TOTAL BY MATURITY TERMS**

	<b>Face Value (\$)</b>	<b>Policy Max</b>	
Between 0 and 1 years	20,740,821	98%	100% ✓
Between 3 and 10 years	500,000	2%	40% ✓
	<b>21,240,821</b>		

**TABLE 4 – PORTFOLIO TOTAL BY INVESTMENT HOLDINGS**

	<b>Face Value (\$)</b>	<b>Current Value (\$)</b>
Cash	4,012,266	4,012,266
Floating Rate Note	500,000	506,795
Managed Funds	2,173,547	2,173,547
Term Deposit	14,555,008	14,555,008
	<b>21,240,821</b>	<b>21,247,616</b>

**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.

September investments include the following restrictions

**Table 5 - EXTERNAL & INTERNAL RESTRICTIONS**

	<b>Actual as at 30 June 2024</b>	<b>Actual as at 31 July 2024</b>	<b>Actual as at 31 August 2024</b>	<b>Actual as at 30 September 2024</b>
Developer contributions - S7.12	\$2,143,295.40	\$2,256,332.25	\$2,315,245.60	\$2,372,816.02
Other developer contribution	\$138,000.61	\$138,000.61	\$138,000.61	\$138,000.61
Specific purpose unexpended grants	\$499,575.44	\$710,664.58	\$696,090.80	\$688,094.69
Domestic waste management	\$1,023,411.40	\$1,023,411.40	\$1,023,411.40	\$1,023,411.40
Other special levies	\$1,347,272.62	\$1,828,758.22	\$1,828,758.22	\$1,828,758.22
<b>Total External Restrictions</b>	<b>\$5,151,555.47</b>	<b>\$5,957,167.05</b>	<b>\$6,001,506.62</b>	<b>\$6,051,080.93</b>
<b>Internal Restrictions</b>				
Plant and vehicle replacement	\$426,420.68	\$426,420.68	\$426,420.68	\$426,420.68
Employee leave entitlements	\$777,393.29	\$800,672.87	\$800,672.87	\$800,672.87
Deposits, retentions and bonds	\$3,700,845.59	\$3,721,954.59	\$3,745,635.59	\$3,781,913.59
Construction of building	\$195,122.00	\$195,122.00	\$195,122.00	\$182,472.00
Office equipment & furniture	\$228,539.77	\$368,539.77	\$368,539.77	\$368,539.77
Elections	\$278,582.73	\$278,582.73	\$278,582.73	\$278,582.73
Insurance reserve	\$137,859.78	\$137,859.78	\$137,859.78	\$137,859.78
Road Reconstruction	\$223,760.00	\$223,760.00	\$223,760.00	\$223,760.00
Traffic & Transport	\$71,160.00	\$71,160.00	\$71,160.00	\$71,160.00
Sustainability Reserve	\$196,500.48	\$196,500.48	\$196,500.48	\$196,500.48
Asset Re-purposing	\$5,678,841.74	\$4,863,841.74	\$4,863,841.74	\$4,863,841.74
Boronia Park - Disposal soil – Variation 1	\$86,657.08	\$0	\$0	\$0
Boronia Park Sporting & Community Facility – Variation 2	\$0.00	\$615,000.00	\$497,252.97	\$29,827
Safety & welfare expenses OH&S Incentive	\$34,472.64	\$34,472.64	\$33,874.07	\$33,874.07
Community Initiatives & Minor Capital Works	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
Stormwater & marine maintenance reserve	\$15,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Community building maintenance reserve	\$11,300.00	\$50,000.00	\$50,000.00	\$50,000.00
Depot Operations Strategy	\$459,031.16	\$468,907.50	\$465,332.50	\$465,332.50
Gladesville Masterplan	\$260,000.00	\$260,000.00	\$260,000.00	\$260,000.00
Contributions for Hillman Orchard Restoration Project	\$11,951.84	\$11,951.84	\$11,951.84	\$11,951.84
<b>Total Internal Restrictions</b>	<b>\$12,813,438.78</b>	<b>\$12,794,746.62</b>	<b>\$12,696,507.02</b>	<b>\$12,252,709.05</b>
<b>Total Restrictions</b>	<b>\$17,964,994.25</b>	<b>\$18,751,913.67</b>	<b>\$18,698,013.64</b>	<b>\$18,303,789.98</b>

## ATTACHMENTS

1. Investment Summary Report July 2024 [↓](#)
2. Investment Summary Report August 2024 [↓](#)
3. Investment Summary September Report 2024 [↓](#)

























































































<b>ITEM NO</b>	: 4.14
<b>SUBJECT</b>	: FINANCE POLICIES - FINANCIAL HARDSHIP, PENSIONER RATES & CHARGES REDUCTION, AND PROCUREMENT & CONTRACT MANAGEMENT.
<b>STRATEGIC OUTCOME</b>	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
<b>ACTION</b>	: IMPLEMENT THE ACTIONS FROM THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)
<b>REPORTING OFFICER</b>	: MARIA KENNY

Ref:730140

**PURPOSE**

The purpose of this report is to review and adopt minor amendments for the following financial policies:

- Procurement and Contract Management Policy
- Financial Hardship Policy
- Pensioner Rates & Reduction Policy

**RECOMMENDATION**

1. That Council adopt the proposed minor amendments to the Procurement and Contract Management Policy; Financial Hardship Policy; and Pensioner Rates and Reduction Policy.

**REPORT**

The table below summarises the scope of each policy:

Procurement and Contract Management	<ul style="list-style-type: none"> <li>- Uphold the principles and practices of best practice procurement to secure the best value for money for Council and the wider community.</li> <li>- Provide a clear and standardised approach to managing and administering contracts for goods and services, which maximises benefits realised for existing and future procurement activities.</li> </ul>
Financial Hardship	<ul style="list-style-type: none"> <li>- Ensure the efficient and effective recovery of outstanding debts whilst maintaining a high standard of customer service to ratepayers.</li> <li>- Provide a framework for responding to applications for those experiencing genuine hardship.</li> <li>- Ensure the recovery of outstanding debts is compliant with the requirements of Local Government Act 1993 and the Local Government (General) Regulation 2021 and, in accordance with, the Office of Local Government's Debt Management and Hardship Guidelines.</li> </ul>

Pensioner Rates and Charges Reduction Policy	- To provide the governance framework for applying concessions on rates and charges for eligible pensioners.
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Minor amendments have been made with respect to updating legislative provisions within the Procurement and Contract Management Policy. No additional amendments are proposed for the remaining two policies.

The *Local Government Act (1993)* does not require for the amended policy to be placed on public exhibition.

### **Financial Hardship Policy**

During the last two financial years, Council has received an increase in the number of financial hardship applications.

Although periodic payment plans were approved for these applications, unfortunately, several of the applicants have not adhered to their arrangement to pay their arrears of rates and charges. This is reflected in the rates and annual charges outstanding percentage of 6.21% reported in FY2023-24, of which council did not meet the Office of Local Government (OLG) benchmark of 5%.

Clauses 3.4 to 3.7 of the financial hardship policy, provides for additional steps to be taken for missed periodic payment arrangements. Moving forward, a proactive approach to recovering the outstanding rates and charges will be adopted within the framework of this policy. This should enable council to meet the OLG benchmark.

### **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. Procurement & Contract Management Policy [↓](#)
2. Financial Hardship Policy [↓](#)
3. Pensioner Rates and Charges Reduction policy [↓](#)































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<b>ITEM NO</b>	: 4.15
<b>SUBJECT</b>	: ENTERPRISE RISK MANAGEMENT POLICY
<b>STRATEGIC OUTCOME</b>	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
<b>ACTION</b>	: IMPLEMENT THE ACTIONS FROM THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)
<b>REPORTING OFFICER</b>	: ROSANNA GUERRA

Ref:729077

**PURPOSE**

All councils operate in uncertain and changing environments. Risk is defined as the effect of this uncertainty of a council's ability to achieve its goals and objectives, where the effect is the potential for a result that is the difference to what was expected or planned for.

Council is required to efficiently, effectively and economically manage and control Council's operations and must establish and maintain appropriate systems of internal control and risk management.

A consistent approach to risk management allows risks to be correctly prioritised across all of Council's operations, which in turns means that effective controls can be put in place to ensure Council is able to manage its operations effectively now and into the future.

The purpose of the policy is to provide a framework for the management of risks associated with Council's core activities.

**RECOMMENDATION**

1. That the report be received and noted.

**BACKGROUND**

The Council and the Executive Leadership Team are committed to the implementation and maintenance of a structured and articulated risk management system, including the integration of risk management throughout the organisation. This is fundamental to achieving Council's strategic and operational objectives.

**REPORT**

The Enterprise Risk Management Policy and associated procedures allows Council to:

- a. Achieve its business objectives while attempting to minimise the impact of significant risks on Council.
- b. Protect and enhance Council's reputation.
- c. Behave in a responsible and ethical manner, protecting staff and the broader community from harm and protecting physical and electronic property from loss, damage or theft.
- d. Establish the right balance between the cost of control and the risks it is willing to accept as part of the business and industry environment within which it operates.
- e. Promote resilience and increased efficiency in relation to risk management.

The policy outlines the importance of embedding risk management principles into the management strategy of all business units within Council.

## **CONCLUSION**

The implementation of Council's Enterprise Risk Management Policy and associated system and procedures, allows Council to take a collaborative approach to risk management. Risks and controls identified in risk assessments are workshopped in each business area ensuring a greater understanding of the issues involved, buy-in to the process, development of controls, ownership of the risks and continuous improvement.

Council's approach to risk management is dynamic. When changes occur, these are considered as part of the updates to the risk profiles, the Risk Management Strategy, and the policy, processes and procedures supporting risk management.

## **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. Enterprise Risk Management Policy 2024 [↓](#)















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<b>ITEM NO</b>	: 5.1
<b>SUBJECT</b>	: CORRESPONDENCE FROM NATIONAL EMERGENCY MANAGEMENT AGENCY'S (NEMA) COORDINATOR-GENERAL BRENDAN MOON AM RE: NEMA'S COORDINATION AND PLANNING OFFICER CAPABILITY
<b>STRATEGIC OUTCOME</b>	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
<b>ACTION</b>	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:723414

**PURPOSE**

To provide Council with the correspondence from Brendan Moon AM (Coordinator-General, National Emergency Management Agency) regarding the Agency's Coordination and Planning Officer capability.

**RECOMMENDATION**

1. That the report be received and noted.

**REPORT**

Council has received correspondence from National Emergency Management Agency, NEMA, to advise that the Coordination and Planning Officer's capability has enhanced.

**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. Correspondence from Coordinator-General of National Emergency Management Agency [↓](#)









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<b>ITEM NO</b>	: 5.2
<b>SUBJECT</b>	: CORRESPONDENCE FROM CROWN LANDS RE: AMENDMENTS TO LANDOWNER'S CONSENT REQUIREMENTS
<b>STRATEGIC OUTCOME</b>	: NEIGHBOURHOODS REFLECT LOCAL CHARACTER, HERITAGE AND CREATE A SENSE OF BELONGING
<b>ACTION</b>	: IMPLEMENT HOUSING STRATEGY PRINCIPLES IN COUNCIL'S KEY STRATEGIC PLANNING DOCUMENTS
<b>REPORTING OFFICER</b>	: MITCHELL MURPHY

Ref:723674

**PURPOSE**

To provide Council with the correspondence from Crown Lands regarding a change to Landowner's Consent requirements.

**RECOMMENDATION**

1. That the report be received and noted.

**REPORT**

Council has received correspondence from Glen Camenzuli, Area Manager Metro of Department of Planning, Housing and Infrastructure – Crown Lands advising an amendment was made to landowner's consent requirements.

**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 from Crown Lands to Hunter's Hill Council - Amendments to Landowner's Consent Requirements [↓](#)





**7.1 : CR TATYANA VIRGARA (SUBJECT: GLADESVILLE OCCASIONAL CHILD CARE CENTRE)  
COUNCILLOR : CR TATYANA VIRGARA**

Question With Notice was submitted in writing by Cr Tatyana Virgara to the General Manager on 16 October.

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 provided the response.

**QUESTION FROM CR VIRGARA:**

**SUBJECT: GLADESVILLE OCCASIONAL CHILD CARE CENTRE**

**Question or Service Requested:**

**Background**

In the lead up to the September 2024 Local Government Election, the independent ticket of Marc Lane, Jim Sanderson, Jay Ryves and Chris Mutton published and distributed campaign material which stated under the heading:

**"STOP LAND SALES"**

"Don't fill council budget black hole with  
\$2.5 million sale of Gladesville Occasional  
Child Care Centre"

(the **Land Sales Statement**).

The campaign material containing the Land Sales Statement was authorised by Marc Lane (now Councillor Lane).

As a Councillor during the previous term of Council, I was not aware of any briefing, proposal or decision by the previous Council in relation to selling the land on which the Gladesville Occasional Child Care Centre is situated.

While there are no laws in New South Wales that require truth in political advertising, it is reasonable to assume that the authorisation of the campaign material was undertaken with some care and, in relation to the Land Sales Statement, some real basis for making the Land Sales Statement.

**Question**

Was there any briefing to, discussion, proposal or decision by the previous Council in relation to selling the land on which the Gladesville Occasional Child Care Centre is situated?

**RESPONSE:**

There was no briefing to Councillors or business paper tabled at a formal meeting during the previous term of Hunter’s Hill Council relating to the sale of land where the Gladesville Occasional Child Care Centre is located on Pittwater Road.

There is no financial provision in Council’s 2024-25 budget or the current long-term financial plan pertaining to a land sale at that location.

Council has been transparent about a planning proposal it has lodged with the City of Ryde seeking to reclassify land at Pittwater Road from community land to operational land.

The planning proposal was placed on exhibition for community comment from Monday 2 September 2024 until Sunday 29 September 2024.

This rezoning application was lodged in alignment with a resolution of Hunter’s Hill Council in 2021, see below:

Resolution 446/21 at Council Meeting held on 20 September 2021

4.9 RECLASSIFICATION OF LAND AT 4 PITTWATER ROAD GLADESVILLE

PROCEEDINGS IN BRIEF

**001/21** RESOLVED on the MOTION of Councillor Miles, seconded Deputy Mayor Sanderson That Council approve the lodging of a Planning Proposal with Ryde City Council for the reclassification of 4 Pittwater Road Gladesville to Operational land.

CARRIED UNANIMOUSLY.

RECORD OF VOTING	
For	Against
Mayor Ross Williams	
Councillor Ben Collins	
Councillor Elizabeth Krasso	
Councillor Justine McLaughlin	
Councillor Zac Miles	
Deputy Mayor Jim Sanderson	

**ATTACHMENTS**

There were no attachments to this report.





**7.2 : CR TATYANA VIRGARA (SUBJECT: HUNTERS HILL TRUST CAMPAIGN MATERIAL)  
COUNCILLOR : CR TATYANA VIRGARA**

Question With Notice was submitted in writing by Cr Tatyana Virgara to the General Manager on 16 October.

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 provided the response.

**QUESTION FROM CR VIRGARA:**

**SUBJECT: HUNTERS HILL TRUST CAMPAIGN MATERIAL**

**Question or Service Requested:**

**Background**

In the lead up to the September 2024 Local Government Election, the Hunters Hill Trust distributed a document entitled "Council Elections 2024" (**HH Trust Campaign Material**) which contained numerous statements about the former Council which were either mischaracterisations or plainly wrong.

By way of example only, the HH Trust Campaign Material stated that:

*"A decision to sell a 834sqm parcel of public waterfront land at Joubert Street South/Euthella Avenue for a "minimum consideration" was made in closed session".*

The statement implies that Council had determined to accept a non-commercial amount of consideration. That is a mischaracterisation of the actual resolution made by Council on 27 November 2023 which was to:

- a) proceed with the sale of the Road Reserve "provided no submissions are received" from the public in response to the public notices required by legislation and by Council's own policy (which Council resolved to occur by numbered point 2 of Item 8.2 of Ordinary Meeting No. 4527); and
- b) not accept an amount less than the amount contained in the valuation report of a professional and independent valuer.

The Hunters Hill Trust holds itself out to be a conscientious community organisation and, through various Hunters Hill Trust committee members, regularly makes public representations at Council meetings.

The misleading nature of the statements made in the HH Trust Campaign gives rise to a concern about the reliability and accuracy of such representations going forward.

**Question**

1. Did Council take any steps to inform the Hunters Hill Trust about the factual mischaracterisations and plainly wrong statements in the HH Trust Campaign Material?
2. If Council did take such steps, what were they and what was the response of the Hunters Hill Trust?
3. What steps or measures can Council take to ensure that any future representations made on behalf of the Hunters Hill Trust at Council Meetings are accurate, reliable and authorised positions of the Hunters Hill Trust?

**RESPONSE:**

1. The General Manager sent detailed correspondence to Karyn Raisin (President, Hunters Hill Trust) on September 11 to address several misleading statements about Council, elected members, and senior staff pertaining to the distribution of a flyer (bearing the Trust's emblem) and content published on the Trust's web site.

Council sought legal advice from HWL Ebsworth before sending the correspondence.

Council provided the Trust with a draft corrective statement to be published on its web site.

There was no response from the Trust and consequently Council sent follow up correspondence to Karyn Raisin on September 24 reiterating the contents of the previous correspondence.

2. Council received correspondence from Pike and Verekers Lawyers, acting on behalf of the Trust, on September 30. The Trust generally rejected the allegation that it had published misleading and defamatory statements, subject to one minor concession, which it acknowledged on its website: <https://huntershilltrust.org.au/2024/09/update-on-councils-tender-for-the-construction-of-works-depot-boronia-park-hunters-hill/>.

HWL Ebsworth, acting on Council's behalf, replied to the legal correspondence on October 21, maintaining that the publications are misleading and defamatory.

While Council does not intend to take any further action with respect to the publications at this point in time, any publications released by the Trust will continue to be closely monitored. Council has given notice that the flyer and website, as well as the

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surrounding correspondence, may be relied upon as evidence of the Trust's conduct in future.

3. Councillors may consider requesting the Hunters Hill Trust to provide Council with minutes of their committee meetings to demonstrate the Trust's position on specific issue/s and, secondly, to formally advise in writing the Council Meeting Chair that a member has been authorised to speak on the behalf of the Trust's membership at a Council meeting.

## **ATTACHMENTS**

There were no attachments to this report.