



Ordinary Meeting
24 February 2025 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 24 February 2025

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:

Honesty

Excellence

Accountability

Respect

Teamwork



HUNTER'S HILL COUNCIL
COUNCIL CHAMBERS SEATING PLAN

MAYOR



CR KASSAB



CR VIRGARA



CR PRIESTON



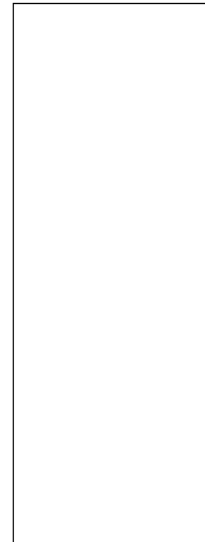
CR LANE



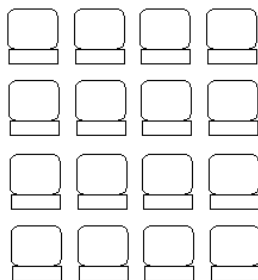
CR TANNOUS-SLEIMAN



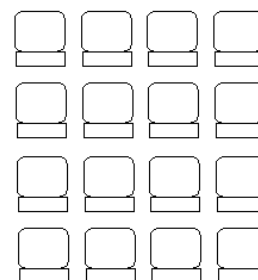
CR WILLIAMS



SPEAKER



GALLERY



ENTRANCE



ORDER OF BUSINESS

Prayer by Rev'd Michael Armstrong

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
24 February 2025

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Nil

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Nil

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Nil

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8.1 Appointment of the Acting General Manager

462

8.2 Process for the Recruitment of the General Manager

462

COMMENCEMENT

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

IN ATTENDANCE

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

ALSO PRESENT

General Manager Mitchell Murphy, 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.

CONFIRMATION OF MINUTES

- 097/24** RESOLVED on the MOTION of Councillor Williams, seconded Deputy Mayor Prieston
That the Minutes of Ordinary Meeting No. 4539, 25 November 2024 be confirmed.

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

The MOTION was CARRIED unanimously

MAYORAL MINUTES & REPORTS

- 2.1 2024 HUNTERS HILL CHRISTMAS CARD COMPETITION

PROCEEDINGS IN BRIEF

098/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. To send a letter of appreciation to Villa Maria Catholic Primary School and certificates to the competition winner and runners up.

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

The MOTION was CARRIED unanimously

2.2 UPGRADE TO THE HUNTERS HILL MUSEUM, TOWN HALL AND INCLUSION OF AN ART GALLERY

PROCEEDINGS IN BRIEF

Ms Felicity McCaffrey addressed the meeting.

099/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. That the Council supports the Hunters Hill Historical Society's proposal to develop a project scope and prepare design concepts for a combined Town Hall, Museum and Art Gallery.
3. That the General Manager has the delegated authority to utilise existing operating budget to fund the project scope and design concepts.

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

The MOTION was CARRIED

2.3 REMAINDER OF COMMUNITY GRANTS ALLOCATION

PROCEEDINGS IN BRIEF

100/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. That Council allocates \$1500 from the remainder of the 2024 Community Grants Program budget to Villa Maria Catholic Primary School to install new flagpoles.
3. That Council allocates \$4000 from the remainder of the 2024 Community Grants Program budget to the Hunters Hill Historical Society for the commissioning of a public art bust of Piguénit outside the Hunters Hill Town Hall.

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

The MOTION was CARRIED

2.4 VALE ALICE ARNOTT OPPEN OAM

PROCEEDINGS IN BRIEF

101/24 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.
2. That a letter of condolence be forwarded to Alice’s family.

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

The MOTION was CARRIED unanimously

TABLING OF PETITIONS

PROCEEDINGS IN BRIEF

Nil

ADDRESSES FROM THE PUBLIC

PROCEEDINGS IN BRIEF

Refer to Items 4.1, 4.2 and 4.14

COUNCIL REPORTS

4.1 FAIRLAND HALL PLANNING PROPOSAL

PROCEEDINGS IN BRIEF

- Ms Karyn Raisin addressed the meeting on behalf of the Hunters Hill Trust. A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Tannous-Sleiman and carried by majority

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

- Ms Maureen Flowers addressed the meeting.

A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Tannous-Sleiman and carried by majority

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

- Dr Alister Sharp addressed the meeting.

A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Tannous-Sleiman and carried by majority

RECORD OF VOTING	
For	Against
Mayor Zac Miles	Deputy Mayor Julia Prieston
Councillor Carla Kassab	Councillor Tatyana Virgara

Councillor Marc Lane	
Councillor Carol Tannous Sleiman	
Councillor Ross Williams	

RECOMMENDATION

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.
3. Forward the Planning Proposal to reclassify the C.A. Fairland Hall site (located at 14 Church Street Hunters Hill, Lot 92 DP 666674) from Community land to Operational land to the NSW Department of Planning, Housing and Infrastructure and requests that the NSW Minister for Planning and Public Spaces (as the applicable local plan making authority) make a local environmental plan to give effect to the Planning Proposal.

MOVED on the MOTION of Councillor Williams, seconded Councillor Lane

An AMENDMENT was moved by Clr Ross Williams seconded by Clr Marc Lane:

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.
3. Amend the Planning Proposal in order to subdivide Lot 92 DP 666674 into three lots (two northern lots adjoining 9 and 11 The Avenue respectively and one southern lot including the hall and playground), and reclassify the northern portion below the cliff face only as operational land and sell or lease the land to the owners of 9 and 11 The Avenue. The owners would prefer to buy the land.

A further amendment was moved by Cr Lane and accepted by the mover, Cr Williams, and the amended motion became:

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.

3. Withdraw the Planning Proposal, and submit a new Planning Proposal for partial reclassification to enable subdivision of Lot 92 DP 666674 into three lots (two northern lots adjoining 9 and 11 The Avenue respectively and one southern lot including the hall and playground), and by reclassifying the northern portion below the cliff face only as operational land and sell or lease the land to the owners of 9 and 11 The Avenue.

MOVED on the MOTION of Councillor Kassab

Clr Kassab foreshadowed a motion being the original recommendation in the report:

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.
3. Forward the Planning Proposal to reclassify the C.A. Fairland Hall site (located at 14 Church Street Hunters Hill, Lot 92 DP 666674) from Community land to Operational land to the NSW Department of Planning, Housing and Infrastructure and requests that the NSW Minister for Planning and Public Spaces (as the applicable local plan making authority) make a local environmental plan to give effect to the Planning Proposal.

MOVED on the MOTION of Councillor Virgara that the amended MOTION be PUT to the meeting:

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.
3. Withdraw the Planning Proposal, and submit a new Planning Proposal for partial reclassification to enable subdivision of Lot 92 DP 666674 into three lots (two northern lots adjoining 9 and 11 The Avenue respectively and one southern lot including the hall and playground), and by reclassifying the northern portion below the cliff face only as operational land and sell or lease the land to the owners of 9 and 11 The Avenue.

RECORD OF VOTING	
For	Against
Councillor Marc Lane	Mayor Zac Miles
Councillor Tatyana Virgara	Deputy Mayor Julia Prieston

Councillor Ross Williams	Councillor Carla Kassab
	Councillor Carol Tannous Sleiman

The MOTION on being put to the meeting was LOST.

102/24 RESOLVED on the FORESHADOWED MOTION of Councillor Kassab, seconded Councillor Tannous-Sleiman

That Council:

1. Receives and notes this report, including the Public Hearing and Submissions report included as Attachment 3 to this report.
2. Notes written and verbal submissions made by community members in relation to the Planning Proposal and thanks those in the community who provided a submission.
3. Forward the Planning Proposal to reclassify the C.A. Fairland Hall site (located at 14 Church Street Hunters Hill, Lot 92 DP 666674) from Community land to Operational land to the NSW Department of Planning, Housing and Infrastructure and requests that the NSW Minister for Planning and Public Spaces (as the applicable local plan making authority) make a local environmental plan to give effect to the Planning Proposal.

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

The MOTION was CARRIED

4.2 REMNANT LAND

PROCEEDINGS IN BRIEF

- Ms Karyn Raisin addressed the meeting on behalf of the Hunters Hill Trust. A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Prieston and carried by majority

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

- Mr Donald Bonnitcha addressed the meeting on behalf of Mr David Griffith who was unable to attend.

Deputy Mayor Prieston left the meeting at 07:57 pm.

- Mr Jim Sanderson addressed the meeting.

Deputy Mayor Prieston returned to the meeting at 07:59 pm.

A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Lane and was NOT carried

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

- Dr Alister Sharp addressed the meeting.

Cr Tannous Sleiman left the meeting at 08:03 pm.

Cr Tannous Sleiman returned to the meeting at 08:04 pm.

- Ms Heather Armstrong addressed the meeting.

A MOTION to extend the time limit for speaking moved by Cr Williams, seconded by Cr Prieston and carried by majority

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

A MOTION to further extend the time limit for speaking moved by Cr Williams, seconded by Cr Prieston and carried by majority

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

RECOMMENDATION

1. That the report be received and noted.
2. That each of the 3 parcels of land identified below may be disposed of using the method specified for the relevant parcel as defined in clauses 4.3 of Council’s Disposal of Council Land Policy:
 - i. The land at 16C Vernon Street, Hunters Hill - Lot 31 DP 1040602 to be disposed of by the selective tendering method.
 - ii. The land between 22 and 24 Gale Street, Woolwich - waterfront to be disposed by the selective tendering method.
 - iii. The land adjoining 14 and 16 Wybalena Road, Hunters Hill to be disposed by the selective tendering method.
3. That a further report be brought back to Council for Council to be advised on the outcome of the disposal process.

MOVED on the MOTION of Councillor Williams, seconded Councillor Lane

An AMENDMENT was moved by Cr Williams seconded by Cr Lane:

1. That the report be received and noted.
2. That Council does not proceed with the sale of the three parcels of land.

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

The AMENDED MOTION was NOT CARRIED

MOVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Kassab

Cr Tannous-Sleiman foreshadowed the recommended motion in the paper:

1. That the report be received and noted.
2. That each of the 3 parcels of land identified below may be disposed of using the method specified for the relevant parcel as defined in clauses 4.3 of Council’s Disposal of Council Land Policy:

- i. The land at 16C Vernon Street, Hunters Hill - Lot 31 DP 1040602 to be disposed of by the selective tendering method.
 - ii. The land between 22 and 24 Gale Street, Woolwich - waterfront to be disposed by the selective tendering method.
 - iii. The land adjoining 14 and 16 Wybalena Road, Hunters Hill to be disposed by the selective tendering method.
3. That a further report be brought back to Council for Council to be advised on the outcome of the disposal process.

Cr Virgara proposed an amendment to change the tendering method to the "Open tendering method" for the land at 16C Vernon Street. Cr Tannous-Sleiman accepted this amendment and the MOTION became:

1. That the report be received and noted.
2. That each of the 3 parcels of land identified below may be disposed of using the method specified for the relevant parcel as defined in clauses 4.3 of Council's Disposal of Council Land Policy:
 - i. The land at 16C Vernon Street, Hunters Hill - Lot 31 DP 1040602 to be disposed of by the open tendering method.
 - ii. The land between 22 and 24 Gale Street, Woolwich - waterfront to be disposed by the selective tendering method.
 - iii. The land adjoining 14 and 16 Wybalena Road, Hunters Hill to be disposed by the selective tendering method.
3. That a further report be brought back to Council for Council to be advised on the outcome of the disposal process.

103/24 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Kassab

1. That the report be received and noted.
2. That each of the 3 parcels of land identified below may be disposed of using the method specified for the relevant parcel as defined in clauses 4.3 of Council's Disposal of Council Land Policy:
 - i. The land at 16C Vernon Street, Hunters Hill - Lot 31 DP 1040602 to be disposed of by the open tendering method.
 - ii. The land between 22 and 24 Gale Street, Woolwich - waterfront to be disposed by the selective tendering method.

iii. The land adjoining 14 and 16 Wybalena Road, Hunters Hill to be disposed by the selective tendering method.

3. That a further report be brought back to Council for Council to be advised on the outcome of the disposal process.

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

The MOTION was CARRIED

4.3 1A GALE STREET PLANNING PROPOSAL

PROCEEDINGS IN BRIEF

104/24 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Virgara

1. That Council supports the recommendations set out below:
 - (A) That the report be received and noted.
 - (B) That Council note submissions made in relation to the Planning Proposal and thank those who have provided a submission.
 - (C) That Council, (as the local plan making authority), make the Local Environmental Plan as set out in Gateway Determination issued by the Department of Planning, Housing and Infrastructure dated 8 July 2024, included as Attachment 1 to this report, in accordance with section 3.36 of the *Environmental Planning and Assessment Act 1979*.
 - (D) Delegate authority to the General Manager to make amendments to the Local Environmental Plan documentation that:
 - (1) Are minor and do not alter the intent; or
 - (2) Are required in order to comply with a request from the Department of Planning, Housing and Infrastructure to facilitate the making of the Local Environmental Plan as outlined within Item (C) above.

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

Councillor Tatyana Virgara	
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The MOTION was CARRIED

4.4 URBAN FOREST MANAGEMENT STRATEGY

PROCEEDINGS IN BRIEF

MOVED on the MOTION of Councillor Virgara, seconded Councillor Williams

A MOTION was moved by Cllr Tatyana Virgara seconded by Cllr Ross Williams:

1. That Council endorse the Draft Urban Forest Management Strategy for public exhibition which includes the proposal to:
 - a. Increase Hunter's Hill tree canopy cover to 40% by 2045.
 - b. Ensuring tighter controls around tree protection on development sites.
 - c. Strategic plantings to lower urban heat temperatures.
 - d. Proactive monitoring.
2. That a further report be brought back to a future Council Meeting for consideration and adoption of the Urban Forest Management Strategy based on feedback received.

An amendment to add dot point 2 was suggested by Cr Lane and accepted by the mover and seconder. The MOTION became:

1. That Council endorse the Draft Urban Forest Management Strategy for public exhibition which includes the proposal to:
 - a. Increase Hunter's Hill tree canopy cover to 40% by 2045.
 - b. Ensuring tighter controls around tree protection on development sites.
 - c. Strategic plantings to lower urban heat temperatures.
 - d. Proactive monitoring.
2. That a further report be brought back to council on protection of bushland and waterways, consistent with paragraph 1 on page 341.
3. That a further report be brought back to a future Council Meeting for consideration and adoption of the Urban Forest Management Strategy based on feedback received.

105/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Williams

1. That Council endorse the Draft Urban Forest Management Strategy for public exhibition which includes the proposal to:
 - a. Increase Hunter's Hill tree canopy cover to 40% by 2045.
 - b. Ensuring tighter controls around tree protection on development sites.
 - c. Strategic plantings to lower urban heat temperatures.

- d. Proactive monitoring.
- 2. That a further report be brought back to council on protection of bushland and waterways, consistent with paragraph 1 on page 341.
- 3. That a further report be brought back to a future Council Meeting for consideration and adoption of the Urban Forest Management Strategy based on feedback received.

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

The MOTION was CARRIED unanimously

4.5 BOAT TRAILER PARKING - GLADESVILLE ROAD AND POLICY

PROCEEDINGS IN BRIEF

MOVED on the MOTION of Councillor Virgara, seconded Councillor Williams

A MOTION was moved by Cllr Tatyana Virgara seconded by Cllr Ross Williams that:

1. That Council proceed with developing a new boat trailer parking policy to reflect current legislation.
2. That community consultation is carried out for the introduction of 'No Parking motor vehicles excepted' parking restriction for a 6-month trial at:
 - Gladesville Road – on both sides between Mary Street and Luke Street.
 - Mary Street – adjacent to St Joseph’s between Mark Street and Gladesville Road
 - Mary Street – between Gladesville Road and to No.6 Mary Street
3. That this proposal be tabled at the next Local Traffic Committee prior to a Council resolution.
4. That a further report be brought back to a future Council Meeting to endorse the public exhibition of the updated Boat Trailer Parking Policy.

An amendment to dot point 2 was suggested by Cr Lane and accepted by the mover and seconder. The MOTION became:

1. That Council proceed with developing a new boat trailer parking policy to reflect current legislation.

2. That community consultation is carried out for the introduction of ‘No Parking motor vehicles excepted’ parking restriction including a 6-month trial at:
 - Gladesville Road – on both sides between Mary Street and Luke Street.
 - Mary Street – adjacent to St Joseph’s between Mark Street and Gladesville Road
 - Mary Street – between Gladesville Road and to No.6 Mary Street
 - Durham Street – west side
3. That this proposal be tabled at the next Local Traffic Committee prior to a Council resolution.
4. That a further report be brought back to a future Council Meeting to endorse the public exhibition of the updated Boat Trailer Parking Policy.

106/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Williams

1. That Council proceed with developing a new boat trailer parking policy to reflect current legislation.
2. That community consultation is carried out for the introduction of ‘No Parking motor vehicles excepted’ parking restriction including a 6-month trial at:
 - Gladesville Road – on both sides between Mary Street and Luke Street.
 - Mary Street – adjacent to St Joseph’s between Mark Street and Gladesville Road
 - Mary Street – between Gladesville Road and to No.6 Mary Street
 - Durham Street – west side
3. That this proposal be tabled at the next Local Traffic Committee prior to a Council resolution.
4. That a further report be brought back to a future Council Meeting to endorse the public exhibition of the updated Boat Trailer Parking Policy.

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

The MOTION was CARRIED unanimously

MOVE ITEM

- 107/24** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Lane
That at 09:17 pm Item 4.14 be brought forward to be discussed prior to Item 4.6.

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

The MOTION was CARRIED unanimously

- 4.14 RECOMMENDATION FOR THE FUTURE OF THE DEVELOPMENT CONTROL UNIT
PROCEEDINGS IN BRIEF

Mr Jim Sanderson addressed the meeting.

- 108/24** RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Tannous Sleiman
1. That the report be received and noted.
 2. That the Development Control Unit be discontinued and abolished.

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

The MOTION was CARRIED

EXTENSION OF TIME

- 109/24** RESOLVED on the MOTION of Councillor Williams, seconded Deputy Mayor Prieston
That the meeting be extended beyond the normal closing time of 9:30pm to 10:00pm in accordance with Clause 17.0 of the Code of Meeting Practice.

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

The MOTION was CARRIED unanimously

CARRIED MOTION

110/24 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Virgara that Items 4.15 to 4.20 be moved in block

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

The MOTION was CARRIED unanimously

4.6 DRAFT NET ZERO PLAN AND DRAFT SUSTAINABILITY POLICY

PROCEEDINGS IN BRIEF

111/24 RESOLVED on the MOTION of Councillor Williams, seconded Councillor Lane

1. That Council endorse the Draft Environmental Sustainability Policy for public exhibition.
2. That Council endorse the Draft Net Zero Implementation Plan for public exhibition which includes the proposal to align Hunter's Hill Council's net zero targets with the NSW target:
 - a. Net zero by 2050
 - b. 50% emissions reduction by 2030 based on 2005 levels
 - c. 70% emissions reduction by 2035 based on 2005 levels
3. That a further report be brought back to a future Council Meeting for consideration and adoption of the Environmental Sustainability Policy and Net Zero Implementation Plan based on feedback received.

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

The MOTION was CARRIED unanimously

CARRIED MOTION

112/24 RESOLVED on the MOTION of Councillor Kassab, seconded Deputy Mayor Prieston that Items 4.7, 4.8, 4.9, 4.11 and 4.13 be moved in block

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

The MOTION was CARRIED unanimously

4.7 ELECTRIC VEHICLE CHARGING INFRASTRUCTURE (EVCI) POLICY

PROCEEDINGS IN BRIEF

113/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Lane

1. That Council adopt the Electric Vehicle Charging Infrastructure (EVCI) Policy, as shown at Attachment 1.
2. That a further review of the Electric Vehicle Charging Infrastructure (EVCI) Policy be undertaken every three (3) years, or in line with any legislative updates.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carla Kassab	
Councillor Marc Lane	

Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.8 COUNCIL-RELATED DEVELOPMENT APPLICATION - CONFLICT OF INTEREST POLICY - FOR EXHIBITION

PROCEEDINGS IN BRIEF

114/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Lane

1. Receive and note this report.
2. Endorse the DRAFT Council-related Development Application Conflict of Interest Policy attached to this report (see Attachment 1).
3. Place the endorsed Council-related Development Application Conflict of Interest Policy on exhibition for a period of 28 days, inviting submissions from members of the public.
4. Receive a further report at the next available Council Meeting on the exhibited Council-related Development Application Conflict of Interest Policy that includes consideration and any submissions made during the exhibition period, prior to formal adoption.

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

The MOTION was CARRIED unanimously

4.9 ADOPTION OF SWIMMING POOL SAFETY PROGRAM POLICY

PROCEEDINGS IN BRIEF

115/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Lane

1. This report be received and noted.
2. Adopt the Swimming Pool Safety Program Policy attached to this report (Attachment 1)
3. Place the adopted Swimming Pool Safety Program Policy on the Hunter’s Hill Council Website.

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

The MOTION was CARRIED unanimously

4.10 COMMITTEES OF COUNCIL COMMUNITY REPRESENTATIVES

PROCEEDINGS IN BRIEF

MOVED on the MOTION of Councillor Kassab, seconded Councillor Virgara

A MOTION was moved by Cr Carla Kassab seconded by Cr Tatyana Virgara:

1. That community and youth representatives be appointed (as outlined in this report) to the following Committees of Council:
 - Arts Advisory Steering Committee
 - Bushland Management Advisory Committee
 - Cultural and Events Advisory Committee
 - Sport and Recreation Advisory Committee
 - Sustainability Advisory Committee
2. Council to determine the two community members to be appointed to the Conservation Advisory Panel (CAP).
3. All nominees to be advised of outcomes.

Cr Kassab amended point 2 of the motion to select the CAP members and this was accepted by the seconder.

Cr Virgara further amended the motion to add point 4 to include Leonie Robison on the Arts Advisory Steering Committee. This amendment was accepted by the mover, Cr Kassab.

Mayor Miles further amended the motion to modify point 3 to clarify the membership of CAP. This amendment was accepted by the mover and seconder.

The MOTION became:

1. That community and youth representatives be appointed (as outlined in this report) to the following Committees of Council:
 - Arts Advisory Steering Committee
 - Bushland Management Advisory Committee
 - Cultural and Events Advisory Committee

- Sport and Recreation Advisory Committee
 - Sustainability Advisory Committee
2. Council to appoint the following 3 community members to the Conservation Advisory Committee (CAP):
 - Simon Frame,
 - Felicity McCaffrey
 - Arthur Conigrave
 3. That one member is chosen from the pool to attend a CAP meeting and the National Trust representative is replaced with Lucy Creagh.
 4. Arts Advisory Steering Committee: where in addition to the representatives in the report Leonie Robison be added as a community representative.
 5. All nominees to be advised of outcomes.

MOVED on the MOTION of Councillor Lane, seconded Councillor Williams to add a further point:

That Simon Frame be removed from the Bushland Advisory Committee and that Michael Clayton be removed from the Sport and Recreation Advisory Committee .

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

The AMENDMENT on being put to the meeting was LOST.

Cr Tannous-Sleiman moved a further amendment to modify point 1. This amendment was accepted by the mover and seconder and the motion became:

1. That community and youth representatives be appointed to the following Committees of Council:
 - Arts Advisory Steering Committee
 - Bushland Management Advisory Committee
 - Cultural and Events Advisory Committee
 - Sport and Recreation Advisory Committee
 - Sustainability Advisory Committee

as outlined in this report save for in relation to:

- Sustainability Advisory Committee where the number of representatives is to be maintained at 5 and the following representatives be appointed:
 - Arthur Conigrave
 - Christian Hailazidis
 - Carrie Hamilton
 - Gabriela Mitsidis
 - Helen Whitkin
- 2. Council to appoint the following 3 community members to the Conservation Advisory Committee (CAP):
 - Simon Frame,
 - Felicity McCaffrey
 - Arthur Conigrave
- 3. That one member is chosen from the pool to attend a CAP meeting and the National Trust representative is replaced with Lucy Creagh.
- 4. Arts Advisory Steering Committee: where in addition to the representatives in the report Leonie Robison be added as a community representative.
- 5. All nominees to be advised of outcomes

116/24 RESOLVED on the MOTION of Councillor Kassab, seconded Councillor Virgara

1. That community and youth representatives be appointed to the following Committees of Council:
 - Arts Advisory Steering Committee
 - Bushland Management Advisory Committee
 - Cultural and Events Advisory Committee
 - Sport and Recreation Advisory Committee
 - Sustainability Advisory Committee

as outlined in this report save for in relation to:

- Sustainability Advisory Committee where the number of representatives is to be maintained at 5 and the following representatives be appointed:
 - Arthur Conigrave
 - Christian Hailazidis
 - Carrie Hamilton
 - Gabriela Mitsidis
 - Helen Whitkin
- 2. Council to appoint the following 3 community members to the Conservation Advisory Committee (CAP):

- Simon Frame,
- Felicity McCaffrey
- Arthur Conigrave

3. That one member is chosen from the pool to attend a CAP meeting and the National Trust representative is replaced with Lucy Creagh.
4. Arts Advisory Steering Committee: where in addition to the representatives in the report Leonie Robison be added as a community representative.
5. All nominees to be advised of outcomes

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

The MOTION was CARRIED

4.11 HUNTERS HILL CITIZEN OF THE YEAR AWARDS

PROCEEDINGS IN BRIEF

117/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Lane

1. That the report be received and noted.
2. That Council endorse the recommendations of the Citizen of the Year Assessment Panel as confidentially circulated to Councillors prior to the Council Meeting:
 - The Hunters Hill Citizen of the Year recipient is [REDACTED]
 - The Hunters Hill Young Citizen of the Year recipient is [REDACTED]
 - The Outstanding Sporting Achievement recipient is [REDACTED]
 - The Hunters Hill Community Excellence recipients are [REDACTED]
 - The Hunters Hill Environmental Excellence recipient is to [REDACTED]
2. That Citizen of the Year Awards be presented at the 26 January 2025 Australia Day Citizenship and Award Ceremony.

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

Councillor Tatyana Virgara	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.12 LOCAL GOVERNMENT HERITAGE GRANT

PROCEEDINGS IN BRIEF

RECOMMENDATION

1. That the Council receive and note this report.
2. That Council budget for 50% of the funds for the Heritage Digital Photography project over the next two financial years, which is estimated (based on quotes received) to be:
 - a. \$8200 for digitisation of historical photographs and images relating to heritage items in the Hunter's Hill Council area plus \$6450 for digital photography of heritage items, a total of \$14,650 for the financial year 2025/26.
 - b. \$6450 for the remaining digital photography of the listed heritage items in Hunter's Hill Council area for the financial year 2026/27.
3. That the Council consider whether to proceed with part of the project over the next two financial years with the budgeted funds, in the event that the Local Government Heritage Grant application is not successful (for example to proceed with digitisation of historical images).

118/24 RESOLVED on the AMENDED MOTION of Councillor Virgara, seconded Councillor Williams :

1. That the Council receive and note this report.
2. That Council budget the funds for a Heritage Digital Photography project over the next two financial years, which is estimated (based on quotes received) to be:
 - a. \$8,200 for digitisation of historical photographs and images relating to heritage items in the Hunter's Hill Council area plus \$6,250 for digital photography of heritage items, a total of \$14,450 for the financial year 2025/26.
 - b. \$6,250 for the remaining digital photography of the listed heritage items in Hunter's Hill Council area for the financial year 2026/27.
3. That Council proceed with digitisation of historical photographs and images relating to heritage items in the Hunter's Hill Council area over the next two

financial years with the budgeted \$8,200 funds, in the event that the Local Government Heritage Grant application is not successful.

4. That Council consider making it a requirement of development applications in respect of heritage items in the Hunter’s Hill Council area that such applications are accompanied by digital photographs of the subject heritage item.

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

The MOTION was CARRIED unanimously

4.13 HUNTERS HILL MUSIC 2025

PROCEEDINGS IN BRIEF

119/24 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Lane

1. That Council supports the Hunters Hill Music Society 2025 season by waiving the hire fee for the Hunters Hill Town Hall on 23 February, 4 May, 10 August and 23 November 2025, in the amount of approximately \$2855.
2. That Hunters Hill Music Society be required to pay a bond of \$1000 for 2025 concert series.
3. That Hunters Hill Music Society be required to pay a fee to cover the cost of cleaning the Hunters Hill Town Hall following the events in the amount of \$180 for each concert event.
4. That any after-hours callouts to Council Officers during the event will be charged at \$160 per hour, minimum one hour, as per Council’s fees and charges.
5. That Hunters Hill Music Society be required to acknowledge Council’s sponsorship of the season in its marketing collateral.

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

Councillor Ross Williams	
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The MOTION was CARRIED unanimously

4.15 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN NOVEMBER 2024

PROCEEDINGS IN BRIEF

- 120/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston
1. That the report be received and noted.

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

The MOTION was CARRIED unanimously

4.16 REPORT OF LEGAL MATTERS - NOVEMBER 2024

PROCEEDINGS IN BRIEF

- 121/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston
1. That the report be received and noted.

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

The MOTION was CARRIED unanimously

4.17 DELEGATIONS OVER THE CHRISTMAS / NEW YEAR PERIOD

PROCEEDINGS IN BRIEF

- 122/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston
1. That the report be received and noted.
 2. That the delegations of Acting General Manager be exercised by Samantha Urquhart from 24 December 2024 to 14 January 2025 (inclusive) whilst the General Manager is on annual leave.

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

The MOTION was CARRIED unanimously

4.18 SUMMARY OF COUNCIL INVESTMENTS AS AT 30 NOVEMBER 2024

PROCEEDINGS IN BRIEF

- 123/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston
1. That the report be received and noted.

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

The MOTION was CARRIED unanimously

4.19 COUNCILLOR BRIEFINGS AND WORKSHOPS

PROCEEDINGS IN BRIEF

- 124/24** RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston
1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	

Deputy Mayor Julia Prieston	
Councillor Carla Kassab	
Councillor Marc Lane	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.20 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE HELD ON 17 OCTOBER 2024

PROCEEDINGS IN BRIEF

125/24 RESOLVED on the MOTION of Councillor Virgara, seconded Deputy Mayor Prieston That the Minutes be received and noted.

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

The MOTION was CARRIED unanimously

QUESTIONS WITH OR WITHOUT NOTICE

7.1 CR ROSS WILLIAMS (SUBJECT: LEP DCP REVIEW: FLOOR SPACE RATIO AND LANDSCAPE AREA PROVISIONS)

PROCEEDINGS IN BRIEF

QUESTION FROM CR WILLIAMS:

1. SUBJECT: LEP DCP REVIEW: FLOOR SPACE RATIO AND LANDSCAPE AREA PROVISIONS

Background

At Council Meeting 4532 held on 29 April 2024, at Item 4.2, Council resolved by majority (008/24) to forward a Planning Proposal to amend the Hunters Hill Local Environmental Plan 2012 ('LEP') to the Department of Planning, Housing and Infrastructure seeking Gateway Determination.

To deal with the excessive bulk and scale of some development, the Planning Proposal included a proposal to delete the current LEP clause 4.4 (2A), which provides an exemption from the Floor Space Ratio provisions in cases where clause 4.3, in respect of height, and clause 6.9, in respect of landscaping, are complied with.

The Planning Proposal also included proposals to reduce the landscaped areas given in clause 6.9, in light of the revised LEP having to use the standard instrument definition of landscaped area. I remain concerned that, to my knowledge, little analysis has been performed to compare the outcomes of the proposed landscaped area provisions with those that exist.

On Wednesday 13 November, at the Hearing regarding the reclassification of Council land at Fairland Hall, the Director of Town Planning made comments suggesting that the LEP Planning Proposal would not include changes to the Floor Space Ratio provisions and that problems with the proposed amendments to the landscaped area provisions had been resolved.

Question or Service Requested:

1. Please report on progress with the LEP/DCP Review.

RESPONSE:

The Department of Planning, Housing and Infrastructure (the Department) has provided feedback in relation to Council's Local Environmental Plan (LEP) Review Planning Proposal.

Council staff are currently reviewing this feedback with the intent to report this matter to Council in early 2025. This report will likely seek a Resolution of Council to address the Department's feedback. The Development Control Plan (DCP) review is also proposed to continue to be progressed, with the intent that proposed updates to the DCP would be publicly exhibited concurrently with the LEP review planning proposal.

2. Please advise of any changes that have been made or are being considered to the LEP Planning Proposal.

RESPONSE:

Council staff are currently reviewing feedback from the Department with the intent to report this matter to Council in early 2025. This report will likely seek a Resolution of Council to address the Department's feedback which may result in recommended amendments to the planning proposal.

3. In particular:

- a. Is it intended to not proceed with the deletion of clause 4.4 (2A), which provides an exemption from the Floor Space Ratio provisions?
- b. If clause 4.4 (2A) is to remain in force, what is the justification for this?
- c. Have new landscaped areas provisions been drafted? and

- d. If so what are they and what analysis has been carried out to ensure any proposed provisions will deliver equivalent or greater garden areas and equivalent or greater tree canopy coverage?

RESPONSE:

Council Staff are currently reviewing feedback from the Department in relation to the LEP review, with the intent to report this matter to Council in early 2025. This report will likely seek a Resolution of Council to address the Department’s feedback on the planning proposal. It is intended that further consideration of floor space ratio and landscaped area provisions would form part of the progression of the LEP review process.

CONCLUSION

The meeting concluded at 10pm.

I confirm that these Minutes are a true and accurate record of Ordinary Meeting No. 4540 held on 16 December 2024.

.....
Councillor Zac Miles
MAYOR

.....
Mitchell Murphy
GENERAL MANAGER

ITEM NO	: 2.1
SUBJECT	: MAYORAL MINUTE: VALE MAYORESS LORNA MERRINGTON
STRATEGIC OUTCOME	: THE COMMUNITY IS WELL INFORMED
ACTION	: TO ACKNOWLEDGE THE PASSING OF AN INDIVIDUAL WHO HAS MADE A VALUABLE CONTRIBUTION TO THE HUNTERS HILL COMMUNITY AND SOCIETY
REPORTING OFFICER	: MAYOR ZAC MILES

Ref:751166

PURPOSE

The purpose of this report is to acknowledge the contribution and achievements of the late Lorna Merrington (nee Woodward).

RECOMMENDATION

1. That the report be received and noted.
2. That a letter of condolence be forwarded to the late Lorna Merrington's family.

REPORT

It is with sadness that we recognise the passing of long-time resident and community advocate Lorna Merrington.

Born on 24 July 1922 in Drummoyne, Lorna was the beloved and devoted wife of John Merrington for more than 70 years, the cherished mother and mother-in-law of Peter and Julie, Jennifer and Don, and Wendy. She was also a treasured grandmother to six grandchildren and 11 great-grandchildren.

During the war, Lorna signed up as a Voluntary Aid Detachment (VAD) and was the Assistant Commandant of her detachment.

She met her husband John in 1946 through some friends and they married in 1948 (due to a shortage of building materials). In writing some of her life story, Lorna penned the following about John:

“And so I met John. We had only gone out together 3 times when we knew that was it. John and I had a very happy marriage for over 58 years, interesting all the time.”

John's father, Arthur, brought land in Woolwich in 1946. He subdivided it into 16 lots and a road (Mayfield Avenue, which he gave to Council). He gifted one block to John and Lorna, and they moved into their new house in 1950.

John was elected to Council in 1962 and served as alderman until 1983. He was also Mayor from 1965-1967 and also served as Deputy Mayor for some of his time on Council.

Lorna took her role as mayoress seriously and was just as committed to serving the community as her husband. They both volunteered with many community groups including Scouts, Girl Guides, Music Club, the Historical Society and Hunters Hill Museum, Bridge Club and the Bowling Club. She also volunteered at Woolwich Primary School and Hunters Hill High School.

In 1967, Meal on Wheels started its first run, delivering 15 meals at 30 cents per meal. Lorna, then the Mayoress of Hunters Hill, called a local meeting with 100 women to offer their help. The meals were supplied by Mount St Hospital, Royal Ryde Homes and Gladesville Hospital. People like Lorna and their contribution to this cause have made Meals on Wheels the successful community outreach program it is today.

Lorna was passionate about researching her family history but even more than that, she captured a lot of our area's local history by recording oral memoirs from older residents in the area. She also published a small history of Clarkes Point.

Lorna was a devoted woman of faith. As a child she spent every Sunday at Church and Sunday School and continued this tradition as she grew older.

Lorna passed away peacefully on 23 January 2025. Family, friends and colleagues paid their respects to Lorna at a celebration of her life, held at All Saints Parish in Hunters Hill on Wednesday 12 February 2025.

Lorna's community spirit and altruistic service will forever remain as a legacy in Hunters Hill.



FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 2.2
SUBJECT	: MAYORAL MINUTE: HUNTERS HILL RESIDENTS RECOGNISED IN THE AUSTRALIA DAY 2025 HONOURS LIST AND COUNCIL'S LOCAL AUSTRALIA DAY AWARDS
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: MAYOR ZAC MILES

Ref:750429

PURPOSE

To acknowledge local residents recognised in the Australia Day 2025 Honours List and the Hunters Hill Citizen of the Year awards for their distinguished service to the community.

RECOMMENDATION

1. That the report be received and noted.
2. That a letter of congratulations be forwarded to Mrs Maritsa and Mr Romualdas Cibas from Huntleys Cove.

REPORT

On 26 January 2025, the Governor-General of the Commonwealth of Australia, Her Excellency, the Honourable Sam Mostyn AC, announced 732 awards in the Australia Day 2025 Honours List.

Congratulations should be passed on to Maritsa and Romualdas Cibas (OAM) from Huntleys Cove who were among those on the 2024 list.

They were both awarded the Medal of the Order of Australia for service to the Australian Lithuanian community.

Romualdas has been president of the Sydney Lithuanian Club Ltd since 2015 and his wife Maritsa the director since 2016. They also preside over the Lithuanian Community publishing society, which produces a weekly newspaper. Romualdas has also been the Lithuanian Community Representative for the Department of Home Affairs, since 2015.

This is a great achievement, and I congratulate and thank both Romualdas and Maritsa for their passion, input and service to the community. Biographical notes were published on the Governor General's website: www.gg.gov.au/australia-day-2025-honours-list

On Australia Day, Council also recognised the outstanding achievements of four local residents and groups through the 2025 Hunters Hill Citizen of the Year Awards.

All award recipients were nominated by the community.

Hunters Hill Citizen of the Year: Felicity McCaffrey

Felicity has supported various local organisations, indigenous programs, and sustainable projects for L'Arche NSW, Giant Steps and the Greenhouse initiative, Rotary Club of Hunters Hill Spring Garden Competition, and the Happy Hens at the Henley Community Garden. As the treasurer and now vice-president of the Hunters Hill Historical Society, Felicity also dedicates her time to preserving local oral history.

Hunters Hill Young Citizen of the Year: Annabel Ireland

In addition to representing her school in State and National sports, Annabel organised and successfully ran Hunters Hill's first-ever fun run to raise money for the Sydney Children's Hospital Foundation. The event brought together 85 participants who ran three kilometres and raised over \$3200 for the hospital.

Hunters Hill Outstanding Sporting Achievement of the Year: Stella Hurley

Stella is a home-grown talent whose sailing career has included competing in a 29er World Championship, two RS Feva World Championships, junior level of the America's Cup, Sail GP as well as other highly ranked European regattas such as Kiel Week. Stella has been recognised as Sportsperson of the Year by her school for six consecutive years, NSW & ACT Female Optimist Champion, National Optimist Green Fleet Champion and Female Oceanic Optimist Champion.

Environmental Excellence Award: Chris Mutton

In addition to volunteering for Happy Hens, Chris has been part of the Council's bushcare group for over 20 years, helping to regenerate bushland in parks such as Gladesville Reserve and Betts Park. He regularly participates in cleanup events like National Tree Day and Clean Up Australia Day, and he often takes the initiative to clean up on his own around the municipality.

Community excellence Award: Charles Amos

As former president and long-time member of the Rotary Club of Hunters Hill, Charles has worked on numerous community events and projects, including the revitalisation of the Hunters Hill Spring Garden Competition. He has raised funds for initiatives such as Figtree Park and special education school, Giant Steps Sydney. Additionally, Charles co-founded, Rotary Community Tai Chi, which has been running for over ten years and raised over \$50,000 for local youth programs.

Community excellence Award: Tanya and Tony Ikonomou

Tanya and Tony have organised a holiday soccer camp for local children, teaching not only soccer skills but also values like healthy eating and respect. Tony leads sports programs at Boronia Park Public School and takes the time to pick up litter on his way to school each morning. Tanya is dedicated to running the school's canteen, ensuring that students have access to nutritious meals, and she also volunteers for the P&C.

We congratulate all the Australia Day award recipients and thank them for their incredible contributions to our community.

FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.1
SUBJECT	: COUNCIL'S JOURNEY TO A FOOD ORGANICS SERVICE
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:750568

PURPOSE

To present information on why a food organics service is essential for the Hunters Hill municipality as well as seek endorsement on the pathway to take us to implementing a service.

RECOMMENDATION

1. That Council note the information as to why a food organics service is necessary in the near future.
2. That Council agree to partner with Lane Cove Council on the implementation of a food organics service.
3. That Council agree on Food Only (FO) as the current preferred model for a service (currently in line with Lane Cove Council) and endorse the next steps as outlined in the body of this report to work towards this service implementation.

BACKGROUND

Sydney's waste is growing at around 400,000 tonnes every year. By 2040, total waste generation of the Sydney area will reach 3.2m tonnes annually.

There is currently a high reliance on two landfills accessible to the Sydney region that accept putrescible waste:

- Lucas Heights which has a limited lifespan; and,
- Woodlawn near Goulburn (where Council currently sends our waste).

Modelling by the NSW EPA, shown at Diagram 1 below shows landfill capacity drops significantly from 2030 which presents a very real challenge for councils in terms of waste disposal.

There are currently no known plans for new capacity around Sydney, and with development timeframes of 5-10 years for waste facilities, this is pushing very close to the edge of what has been termed 'the landfill cliff'.

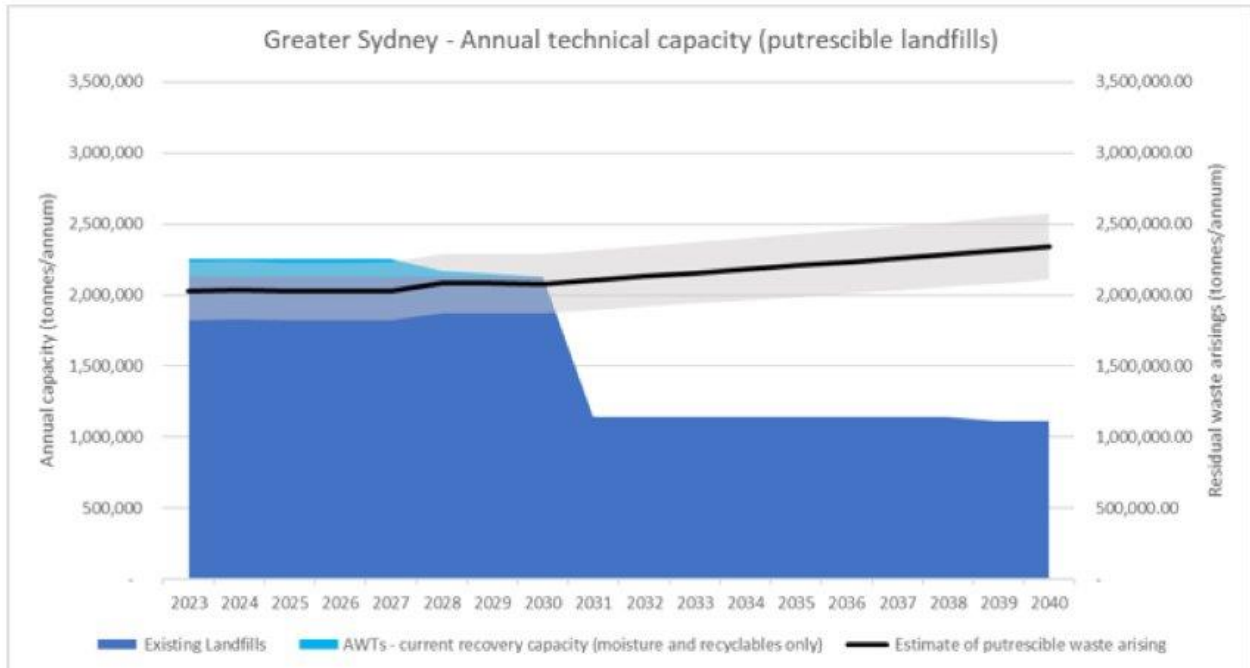


Diagram 1- Modelling of landfill capacity versus landfill volume

Similarly, there are limited facilities which accept food and garden organics. Whilst more facilities are coming online following the signalling of mandated food waste collections, modelling shows that, as at 2030, there will be a capacity gap of 1.1m tonnes per annum.

The lesson is, we need to act sooner rather than later to ensure we secure processing capacity for our waste and organics.

The NSW Organics Mandate

The NSW government has adopted targets of:

- Halve food waste to landfill by 2030
- Net zero emissions from organics in landfill by 2030

To reach these targets, the NSW EPA introduced a Bill to the Upper House in November 2024 that mandates all councils to implement a food organics collection service by 1 July, 2030. This may be either through a food only (FO) service or a food organics/garden organics (FOGO) service offering.

Food waste accounts for 43% of this LGA’s red bin waste and 25% of this LGA’s total waste stream. It is a significant material to capture, not only to avoid landfilling, but to recycle into a valuable material for land application in our regions. It is a circular economy approach to waste management.

REPORT

The current food organic options available to Council include:

1. FO service



- 80L FO bin (weekly)
- 80L general waste bin (weekly)
- 240L GO bin (fortnightly)
- 120L container recycling bin (fortnightly)
- 120L paper recycling bin (fortnightly)
- Results in better source-separation of materials

2. FOGO service



- 240L FOGO bin (weekly)
- 80L general waste bin (weekly)
- 120L container recycling bin (fortnightly)
- 120L paper recycling bin (fortnightly)
- Potential to reduce quality of garden organics stream

Emissions profile of options

Based on modelling completed for the NSROC Region in 2023, if we are to consider the emissions profile of a service, we would implement a FO service which results in 19% emissions reduction on business as usual (BAU). This is due to the ability to capture energy from the aerobic digestion process of the disposal facility, minimising contamination by separating the FO and GO streams and continuing to capitalise on the low GO gate fee. In comparison, a FOGO service with in-vessel composting only achieves 6% emissions reduction on BAU. Emissions reduction is a key consideration in our decision-making as it links to Council's (draft) Net Zero Implementation Plan targets.

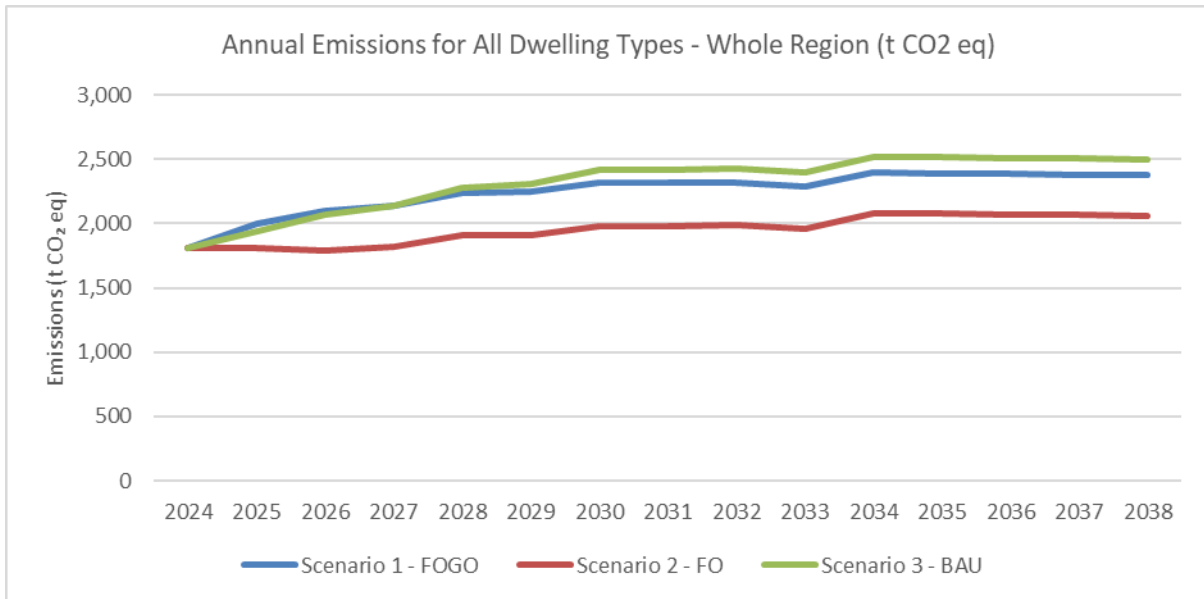


Diagram 2- Annual emissions versus food organics service

Partnership with Lane Cove Council

A key component of Hunter's Hill Council's journey to a food organics service is to form a partnership with Lane Cove Council and leverage the opportunities for shared resourcing.

Next steps

Funding has been received from the NSW EPA under their Joint Procurement Fund for both councils to jointly complete projects that work towards implementation of a food organics service. These funded projects are:

- A bin reconciliation audit that will achieve data accuracy between the on-ground service and councils' rates database which is critical for planning bin rollouts and ensuring correct rating; and
- Legal costs for contract negotiations (for collection and processing) that will achieve formal pricing to complete the financial modelling that will secure the preferred service model.
- A further report be brought to Council outlining:
 - the outcomes of the above steps; and
 - to endorse the final preferred model;
 - the project plan; and
 - set an official implementation date for the community.

CONCLUSION

Whilst FO has been identified as the preferred model by both Hunter's Hill and Lane Cove Council staff at this stage, there are many unknown costs from contractors (collection and processing) to provide the service. The outcomes of contract negotiations may result in the preferred model changing if the economic viability of a FO service doesn't align with both council's objectives. In this instance, a further report will be brought to Council for consideration of a new preferred model based on known costs.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report. Grant funding will be used to undertake the bin reconciliation and negotiation of contracts.

ENVIRONMENTAL IMPACT ASSESSMENT

The environmental benefits of either a FO or FOGO service have been detailed in the body of this report.

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.2
SUBJECT	: REVIEW OF HUNTERS HILL LOCAL ENVIRONMENTAL PLAN 2012 AND HUNTERS HILL CONSOLIDATED DEVELOPMENT CONTROL PLAN 2013
STRATEGIC OUTCOME	: NEIGHBOURHOODS REFLECT LOCAL CHARACTER, HERITAGE AND CREATE A SENSE OF BELONGING
ACTION	: COMPLETE THE REVIEW OF THE LEP AND DCP
REPORTING OFFICER	: KIERAN METCALFE

Ref:750639

PURPOSE

The purpose of this report is to facilitate Council's consideration of recommendations to progress with the review of the Hunters Hill Local Environmental Plan 2010 (LEP), concurrently with review of the Hunters Hill Consolidated Development Control Plan 2013 (DCP).

The subject review has been undertaken in consultation with the Hunters Hill Community, with the proposed LEP and DCP amendments being sought to strengthen the plans, predominantly through removing anomalies, making the documents easier to interpret and to reinforce provisions related to the conservation of the character, heritage and the environment of the Municipality.

RECOMMENDATION

1. That Council supports the recommendation set out below:
 - A. In relation to Council's current review of the Hunters Hill Local Environmental Plan 2010, that Council prepare two separate planning proposals as follows:
 - i. Schedule 5 Environmental heritage.
 - ii. All other matters.

BACKGROUND

Council is currently undertaking a review of the LEP and DCP in consultation with the Hunters Hill Community. The proposed LEP and DCP amendments are being sought to strengthen the plans, predominantly through removing anomalies, making the document easier to interpret and to reinforce provisions related to the conservation of the character, heritage and the environment of the Municipality.

Initial consultation in relation to the LEP and DCP review commenced in March 2023. This consultation included a community meeting which was held on the evening of 15 March 2023 at the Hunters Hill Town Hall. Following this community meeting, feedback was invited and

received from the community until 29 May 2023. Feedback provided by stakeholders (including the Conservation Advisory Panel) has subsequently been collated, reviewed and considered as part of the LEP and DCP review process. Redacted submissions received as a result of this consultation were attached to the report to Council's 23 October 2023 Ordinary Meeting, along with a summary of the issues raised and associated responses.

In relation to the process for review of an LEP through the preparation of a PP, early due diligence should be undertaken to scope a proposal and before preparation of any PP as outlined within the Local Environmental Plan Making Guideline (LEP Guideline). This may include high-level desktop studies, review of the site setting and context, identification of objectives of the proposal and development of any concepts and feasibility. This due diligence generally takes the form of a scoping proposal.

With regard to all council-initiated PPs, the council should submit the scoping proposal to the Department of Planning, Housing and Infrastructure (DPHI) Place or Regional team and request a meeting, if deemed necessary. DPHI is responsible for managing and coordinating this process with Council.

A scoping proposal was subsequently developed in relation to the subject proposal. Following initial community consultation and receipt and consideration of community feedback, this Scoping Proposal was reported to Council for its consideration at its Ordinary Meeting of 23 October 2023. At this meeting Council Resolved:

- 1. That the report be received and noted.*
- 2. That Council note community feedback received in relation to the review of the LEP and DCP and thank those in the community who have provided feedback.*
- 3. That the Hunters Hill Municipality – Character Study Recommendations report prepared by Paul Davies, June 2021 (included as an attachment to this report) be adopted.*
- 4. That the attached Scoping Proposal be made available on Council's website and by correspondence to all previous registered stakeholders for 14 days.*
- 5. That, as a result of any feedback, recommended variations to the scoping proposal be added before being brought back to the November meeting of Council for endorsement and referral to the Department of Planning and Environment.*
- 6. That Council's website be updated to reflect the next steps and future opportunities for consultation before the Planning Proposal is submitted.*

In accordance with Item 4 of the above Resolution, Council invited the community to comment and provide feedback on the LEP Scoping Proposal between 24 October and 7 November 2023. Following this consultation, this matter was reported to Council's Ordinary Meeting of 27 November 2023. Redacted submissions that had been received as a result of the above consultation were attached to this report, along with a summary of the main issues raised and associated responses. Following consideration of this additional feedback, at its Ordinary Meeting of 27 November 2023 Council Resolved:

- 1. That the report be received and noted.*
- 2. That Council note stakeholder feedback received in relation to the draft scoping proposal and thank those in the community who have provided feedback.*

3. *That Council refer the attached amended scoping proposal to the Department of Planning and Environment for review with the inclusion of an outdoor dining provision within the schedule of exempt development of the LEP to read as follows:*
- i. Must be associated with an adjacent food and drink premises being carried out with lawful consent.*
 - ii. If located on the footway of a public road, must be consistent with an approval granted under Section 125 of the Roads Act 1993.*
 - iii. Must not be located on land steeper than a 1:50 gradient.*

Subsequent to the above Resolution of 27 November 2023, the amended Scoping Proposal was referred to DPHI on 23 January 2024.

DPHI did not provided a response to the above referral. However, Council Staff did meet with relevant DPHI representatives on 14 February 2024 to discuss the Scoping Proposal. Feedback received from DPHI during this meeting was considered in the development of the subsequent PP.

REPORT

As detailed previously within this report, Council is currently undertaking a review of the LEP and DCP in consultation with the Hunters Hill Community.

The proposed LEP and DCP amendments are being sought to strengthen the plans, predominantly through removing anomalies, making the document easier to interpret and to reinforce provisions related to the conservation of the character, heritage and the environment of the Municipality.

The sections of the LEP proposed to be amended and the associated objectives of these amendments are outlined below:

- **Clause 1.2 Aims** – To ensure the LEP captures the principal of ecologically sustainable development, to include references to the DCP and LSPS and to strengthen heritage, character and landscape provisions.
- **Land Use Tables:**
 - To remove reference to land uses that do not exist and/or are not envisaged within the Municipality.
 - To include land uses that are complimentary to certain land use zones.
 - To facilitate land uses which are consistent with certain land use zones.
 - To maintain garden suburb character and provide plant and tree cover.
- **Clause 4.1 Minimum subdivision size** – To ensure practical outcomes for battle axe block subdivisions.
- **Clause 5.4 Controls relating to miscellaneous permissible uses** - To remove reference to land uses that do not exist and/or are not envisaged within the Municipality.

- **Clause 6.3 Stormwater management** – To ensure consistency with the intent of the Parramatta River Masterplan, which aims to create a world class river that is living and swimmable again.
- **Clause 6.4 Terrestrial biodiversity** – To ensure consistency with the intent of the Parramatta River Masterplan.
- **Clause 6.5 Riparian land and adjoining waterways** – To ensure consistency with the intent of the Parramatta River Masterplan.
- **Clause 6.6 Limited development on the foreshore** - To ensure consistency with the intent of the Parramatta River Masterplan.
- **Clause 6.9 Landscaped area for dwelling houses and secondary dwellings** – To simplify provisions for landscaping of dwellings while retaining the intent of providing generous landscape areas to enhance the garden suburb character of the municipality.
- **Schedule 1 Additional permitted use** – Removal of items from Schedule 1 where the listing does not complement the existing or intended use of the site.
- **Schedule 2 Exempt development** – Addition of a new exempt development item (outdoor dining) to Schedule 2.
- **Schedule 5 – Environmental heritage Part 2** – Amendment of anomalies and errors identified in relation to heritage listings and to reflect specialist advice provided to Council in relation to heritage listings.
- **Mapping changes** – Update of maps to reflect amendments to heritage listings within Schedule 5 as outlined above.

The subject PP was reported to the Hunters Hill Local Planning Panel (LPP) meeting of 28 March 2024. This report to the LPP was in accordance with the Local Plan Making Guideline (LEP Guideline), published by the former NSW Department of Planning and Environment, and Ministerial Direction (9.1 Local Planning Panels – Planning Proposals) which requires that Council’s refer planning proposals (PPs) to local planning panels for advice. As a result of its consideration of this matter, the LPP Resolved:

1. *The LPP advises Council that it supports the attached Planning Proposal being referred to the Department of Planning, Housing and Infrastructure seeking a Gateway Determination in accordance with section 3.34 of the Environmental Planning and Assessment Act 1979.*

The PP was then reported to Council’s Ordinary Meeting of 27 April 2024. At this meeting it was Resolved that Council:

(A) Forward the Planning Proposal included as Attachment 1 of this report to the Department of Planning, Housing and Infrastructure seeking a Gateway Determination in accordance with

section 3.34 of the Environmental Planning and Assessment Act 1979 to amend Hunters Hill Local Environmental Plan 2012.

(B) Subject to (A) above, advise the Department of Planning, Housing and Infrastructure that Council will be seeking to be authorised as the Local Plan Making Authority.

(C) Subject to (A) above, Council endorse for public exhibition the Planning Proposal as outlined in (A).

(D) Note that following public exhibition, the Planning Proposal would be reported back to Council detailing the outcome of the public exhibition period at which time Council may resolve:

(1) To proceed with the Planning Proposal as exhibited.

(2) To proceed with amended controls in the Planning Proposal to that exhibited.

(3) To not proceed with the Planning Proposal.

(E) Delegate authority to the General Manager to make amendments to the Planning Proposal that:

(1) Are minor and do not alter the intent of the Planning Proposal; or

(2) Are required in order to comply with the Gateway Determination.

Subsequent to Item A of the above Resolution, the PP was submitted to DPHI seeking a Gateway Determination.

In response to the above request, DPHI advised that the PP would not proceed to assessment, suggesting that the PP should be simplified, with clear statements setting out the proposed amendments to the LEP and the intent of each without including the exact proposed drafting changes. DPHI also recommended that the proposed changes to Schedule 5 Environmental heritage be removed from the planning proposal and form part of a new planning proposal relating to heritage matters only. Following receipt of this response, it was discussed between Council and DPHI Staff that an appropriate way to progress with the proposal would be the development of two separate and simplified PPs, one for heritage and a second for all other matters.

Other matters

Clause 6.9 - landscaped area

Following feedback from some members of the community during the development of the PP, Council Staff are currently seeking legal advice on alternative wording which would seek to clarify the proposed clause, to minimise potential confusion in interpretation whilst ensuring that landscaped area within the Municipality can be protected and enhanced by this clause of the LEP. Any updated amended clause of this nature would be included within the relevant PP and would be reported back to Council to ensure Council has an opportunity to consider this legal advice and the revised wording of this clause.

Formal Public Exhibition and Consultation

Should the PP(s) and DCP proceed, Council may Resolve following review of the documents to place the PP(s) and DCP on public exhibition and undertake consultation with all relevant stakeholders in accordance with conditions of a Gateway Determination, as outlined within the LEP Making Guideline.

CONCLUSION

The PP subject to review and feedback from DPHI as detailed within this report has been developed as a result of a review of the LEP in consultation with the Hunters Hill Community.

The proposed LEP and DCP amendments are being sought to strengthen the plans, predominantly through removing anomalies, making the documents easier to interpret and to reinforce provisions related to the conservation of the character, heritage and the environment of the Municipality.

DPHI has suggested that the subject PP documentation should be simplified, with clear statements setting out the proposed amendments to the LEP and the intent of each without including the exact proposed drafting changes. DPHI has also recommended that the proposed changes to Schedule 5 Environmental heritage be removed from the planning proposal and form part of a new planning proposal relating to heritage matters only.

In consideration of feedback from DPHI, this report recommends the existing PP be split into two separate PPs (one for heritage and one for all other matters). These two separate and simplified PPs would then be reported back to Council for review and consideration.

FINANCIAL IMPACT ASSESSMENT

There is no current financial impact on Council's adopted budget in relation to the continuation or otherwise of the LEP and DCP review.

ENVIRONMENTAL IMPACT ASSESSMENT

Consideration of potential environmental impact would be undertaken in the preparation of the subject planning proposal(s) and development control plan.

SOCIAL IMPACT ASSESSMENT

Consideration of potential social impact would be undertaken in the preparation of the subject planning proposal(s) and development control plan.

RISK ASSESSMENT

Review and amendment of the LEP and DCP would seek in part to address environmental, heritage, character and legal risks associated with the implementation of the current LEP and DCP. This is due in part to the presence of omissions and complexities within the current documents which this process seeks to address. As such, this review seeks to reduce risk in relation to the operation of the subject plans.

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.3
SUBJECT	: BORONIA LATM - UPDATE
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:739052

PURPOSE

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

RECOMMENDATION

1. That this report be received and noted.
2. That Council endorse the proposed recommended option C, (shown at Diagram 3 in the body of this report) for traffic calming devices within the Boronia Local Area Traffic Management precinct; and
3. That Council undertake community consultation for a period of 28 days, as detailed in the body of this report.

BACKGROUND

In 2021 consultants, ptc drafted the Boronia LATM. This was presented to Council in 2021 in response to resident concerns around speeding vehicles and the high volume of traffic using local streets (rat-running).

In 2024 Council resolved:

1. *That the report be received and noted.*
2. *That Council determine to proceed with one of the available options and next steps as proposed within the body of this report. These options are:*
 - a. *Option 1- Remove the two slow points constructed in North Farnell Street*
 - b. *Option 2- Retain the two slow points constructed in North Farnell Street until further consultation has been undertaken.*
 - c. *Option 3- Retain the two slow points constructed on North Farnell Street.*
3. *That the detailed design for all future works associated with the 'Boronia' Local Area Traffic Management Scheme and other traffic management projects be put out to public consultation, prior to final endorsement through the Local Area Traffic Committee, including consideration of community feedback.*

In line with the above resolution, Council has now engaged ptc to review the Boronia LATM, considering various traffic calming options to present to the community, prior to adoption of a revised Boronia LATM.

REPORT

In early 2024 Council applied for funding under the Safer Road Program for a 40km/h Local Area Scheme based on the current Boronia LATM and prior to Councils May 2024 resolution.

Council has been successful in its application for funding under the Towards Zero Safer Roads Program for the implementation of a 40km/h Local Traffic Area. The Towards Zero Safer Roads Program has allocated \$3.5 Million for detailed design and construction of this project which must be delivered by 30 June 2027

Ptc have reviewed updated traffic data as part of their review of the Boronia LATM and provided 2 concepts, Options A and B (refer to Diagrams 1 & 2 below) to address the ‘rat running’ in the area and to facilitate a self-enforcing 40km/h local area.



Diagram 1- Boronia LATM traffic calming options – Option A



Diagram 2- Boronia LATM traffic calming options – Option B

The main difference between the two options is that Option A includes road closures.

Given the Towards Zero Safer Roads program funding was approved, based on the original Boronia LATM, prepared back in June 2021 Council has sought further feedback from TfNSW on the revised options.

Feedback from TfNSW, was that they 'in principle' preferred Option B, given there were no road closures. TfNSW have also advised that Council needs to move forward to keep the project on track or risk the loss of funding. Council needs to show TfNSW that it is committed to the delivery of this project and supports 40km/h Local Area to improve local amenity and safety.

In consideration of this, and from feedback received internally Council has developed a third and recommended option, Option C. This option has been derived from parts of options A and B and is the recommended option. Option C is shown in Diagram 3 below.

The key features of the scheme include addressing poorly designed roundabouts that currently lead pedestrians into the roundabout, addressing pedestrian needs across High Street at lower Pittwater Road, ie. re-installing speed humps on Park Road and removing rubber speed cushions on High Street with asphalt, evoking change in driver behaviour at intersections with either gateway treatments or continuous footpaths.

OPTION C- PREFERRED



Diagram 3- Recommended Option C

The next steps are:

- Adopt Option C in principle.
- Undertake Community Consultation for 28 Days - **March 2025**
 - including alternate options for consideration, ie. gateway treatment instead of continuous footpaths, refuge island with no continuous footpath, speed humps or Quietway
 - clearly explaining the various traffic calming devices, including Pro’s and Con’s and images.
- Upgrade rubber cushions on High Street to asphalt – financial year **2024/2025**
- Re-install speed humps on Park Road – **By the end of 2025**
- Local Traffic committee- **April 2025**
- Detail Design work (noting feedback) and consultation of detail design- **May 2025 – December 2025**
- Traffic committee and Council report of detail design for final adoption - **February/March 2026**
- Construction 2026 to complete **June 2027**

COMMUNITY CONSULTATION

The community consultation will include:

- a factsheet outlining the project, its purpose and broad delivery timeline.
- Councils’ website will include a project page and online feedback form which will be promoted via Councils communication channels including website, social media platforms and eNews.
- Feedback opportunity will also be advertised in the local newspaper and a media release will be sent to local media outlets; and
- Work project bollards with a QR code linking to Councils website will be installed in and around Boronia Park and other key areas.

CONCLUSION

The Towards Zero Safer Roads program aims to deliver long-term reduction in road trauma to achieve the goal of zero deaths on NSW Roads.

Council is committed to utilising the funds to improve local amenity for residents by reducing vehicle speeds, deterring vehicles from using local roads while maintaining and improving the streetscape.

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

The improved traffic in and around the Boronia LATM precinct will increase safety, encourage both pedestrian and active transport options and improve livability in this residential area.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.4
SUBJECT	: BIKE PLAN ROUTE HH1 - REVIEW
STRATEGIC OUTCOME	: SAFE WALKING, CYCLING, AND ACTIVE TRAVEL IS SUPPORTED AND ENCOURAGED WITH IMPROVED INFRASTRUCTURE.
ACTION	: IMPLEMENT THE HUNTERS HILL BIKE PLAN
REPORTING OFFICER	: LEANNE STATHAKIS

Ref:751147

PURPOSE

To review a revised concept for Route HH1 from Alexandra Street to Valentia Street along Alexandra Street, Ferry Street, Woolwich Road, Gale Street and The Point Road.

RECOMMENDATION

1. That the concept plans for route HH1 to reduce on road vehicle speeds and to improve pedestrian amenity be adopted in principle, subject to detail design.
2. That priority for detail design be given to the locations as shown at Table 1 below to ensure that Get Active funding allocation is utilised prior to 30 June 25.
3. That community consultation for the detailed design locations, shown at Table 1 be undertaken for a period of 28 days.

BACKGROUND

Get Active grant funding- Detailed Design

Funding was awarded to Council through the Get Active grant for the design of 4 x traffic calming devices on Bike route HH1, referenced within the adopted Bike Plan and shown in Diagram 1 below.



Diagram 1- Adopted Bike Plan route HH1

TfNSW requested that Council review this route. Subsequently, vehicles speeds were investigated along the route of Alexandra Street, Ferry Street, Woolwich Road, Gale Street and The Point Road. It was found that vehicles speeds along this route tend to exceed the 50km/h speed limit which is not ideal for bike traffic.

TfNSW supported the use of funds to develop new concept plans for Route HH1, as shown at Attachment 1 and referenced in Diagram 2 below. These concept plans will enable Council to look strategically at the HH1 route and to realise its vision for connectivity for cyclists and pedestrians and to plan accordingly.

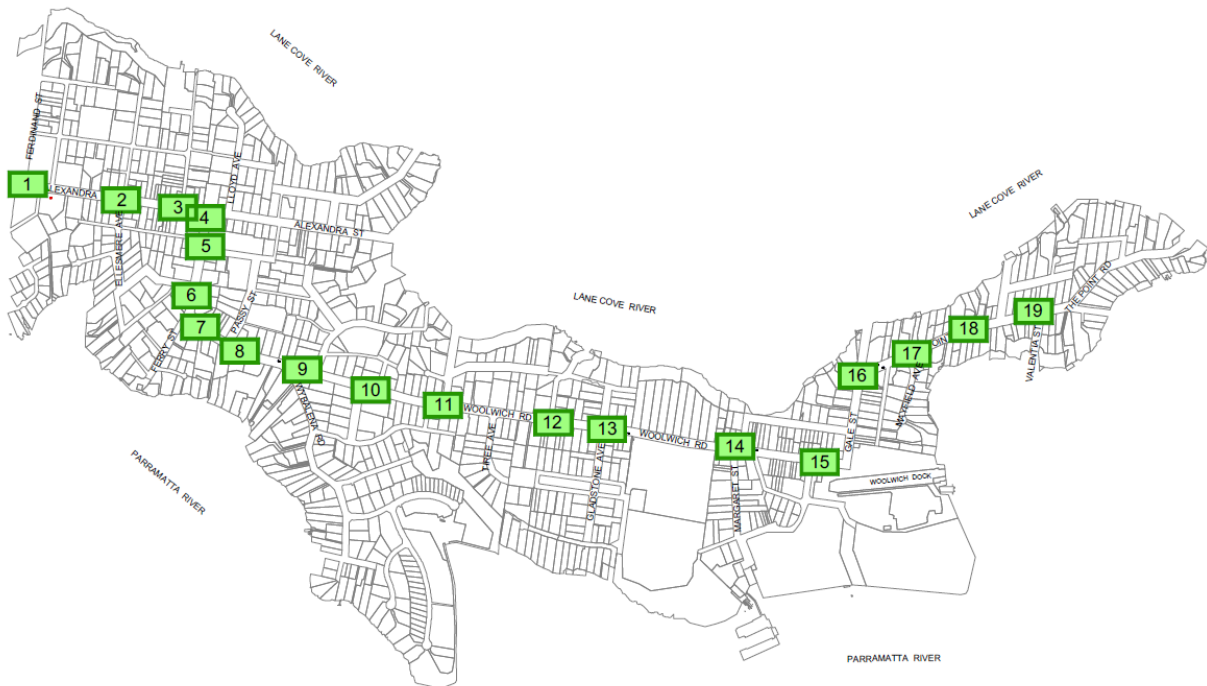


Diagram 2- Concept Design sites prepared for the HH1 route

REPORT

These concept plans have now been developed by consultants, LT Urban Engineering, with a view to reducing vehicle speeds and to improve pedestrian amenity and connectivity.

After reviewing the concept designs for 19 sites and noting Council's limited funds to proceed with all of them, four sites have been selected for detailed design, as outlined at Table 1 below. The table explains the rationale for the selection.

Road Safety grant funding

Council has recently received funding under the Road Safety Program for design and construction of a raised wombat crossing at the existing crossing, adjacent to Hunters Hill Primary School, funding also includes continuation of the footpath across Stanley Road and Ellesmere Avenue, this funding expires on 30 June 2026.

This Road Safety grant funding will enable Council to additionally include Site 1 to the four sites selected for detailed design under the Get Active grant funding. The Get Active grant funding for the detailed design expires on 30 June 2025.

Site	Proposal	Reason
Site 1 Alexandra Street at Hunters Hill P.S Alexandra Street at Stanley Road Alexandra Street at Ellesmere Avenue	Upgrade crossing to wombat crossing. Continuation of footpath across Stanley Road and Ellesmere Road	Funding approved for detail design and construction under Road Safety Grant by June 2026.
Site 15 Woolwich Road/Franki Avenue	Wombat crossing/intersection improvements option a b, c further explored by survey and design	The existing road hump is confused for a raised pedestrian crossing causing a safety hazard for pedestrians. The raised crossing will also slow vehicles for cyclists
Site 5 Ferry Street/Foss Street/Ambrose Street	Wombat crossing at existing refuge and footpath continuation across Foss Street and Ambrose Street	The current refuge is inadequate for pedestrians. A wombat will improve safety for pedestrians and slow vehicles improving the road environment for cyclists. Continuation of the footpath across Ambrose Street and Foss Street creates a walking connection, improving the local amenity
Site 9 Woolwich Road/ Wybalena Road	Intersection improvements to improve alignment, shorten crossing area across Wybalena and refuge across Woolwich Road	The intersections improvements will force vehicles to slow down when approaching Woolwich Road, improving safety for pedestrian and cyclists. The refuge will assist pedestrians to cross Woolwich Road connecting pedestrians to bus stops
Site 3 and Site 4 Alexandra Street at Ady Street Ferry Street at Alexandra Street	Wombat crossing on Alexandra Street at Ady, median island, refuge, kerb extension	This proposal will evoke change to motorists' behaviour by forcing motorist to slow down in a shopping area. Safety is improved for cyclists

Table 1- Preferred locations for detailed design

Upon completion of the detailed design of the 5 sites, Council will undertake community consultation.

COMMUNITY CONSULTATION

The community consultation will include:

- a factsheet outlining the project, its purpose and broad delivery timeline.

- Councils' website will include a project page and online feedback form which will be promoted via Councils communication channels including website, social media platforms and eNews.
- Feedback opportunity will also be advertised in the local newspaper and a media release will be sent to local media outlets.
- Work project bollards with a QR code linking to Councils website will be installed in key areas.

This consultation is planned for May 2025.

CONCLUSION

The revised Route HH1 will improve safety for cyclists and pedestrians by reducing vehicle speeds and detail design for key areas as listed above should be carried out as soon as possible to ensure all allocated funds for detail design are utilised by 30 June 2025.

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 concept plan for Bike Plan Route HH1 [↓](#)



PLOTTED BY: PAUL DATED: 03/07/17 1: LT Urban Engineering

ISSUE	DESCRIPTION	DESIGN	DRAWN	VERO	APPS	DATE
3	COMMUNITY CONSULTATION PLAN	PT	ADJ	PT	PT	3/01/25
2	CONCEPT DESIGN	PT	ADJ	PT	PT	26/11/24
1	DRAFT CONCEPT DESIGN	PT	ADJ	PT	PT	30/11/24

CLIENT



Hunters Hill Council
 PO Box 21, Hunters Hill, NSW 2110
 22 Alexandra Street, Hunters Hill, NSW 2110
 Telephone: (02) 9879 9400
 Operating Hours: 9:00am - 4:30pm Monday - Friday
 After Hours (Duty Officer): 0408 461 996
 email: council@huntershill.nsw.gov.au

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PLAN SCALE
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PROJECT
 HH1 - SECTION 2 BIKE ROUTE
 - ALEXANDRA ST / WOOLWICH RD / THE POINT RD -
 HUNTERS HILL - WOOLWICH

DESIGNING YOUR FUTURE WITH A LIGHT FOOTPRINT
 173 Wilson Road WARRIEWOOD
 RANDWICK NSW 2037 E paul@lturbanengineering.com.au

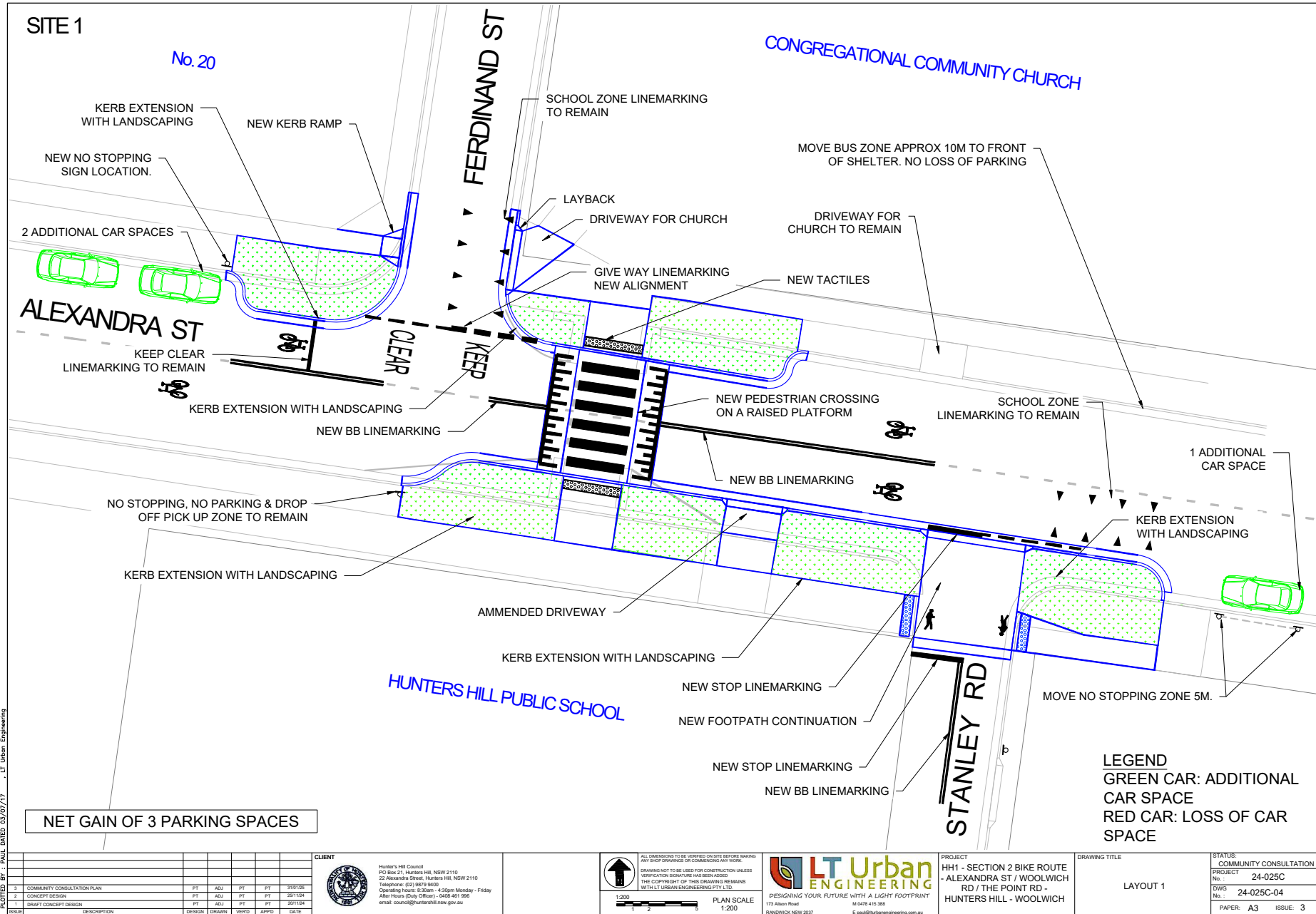
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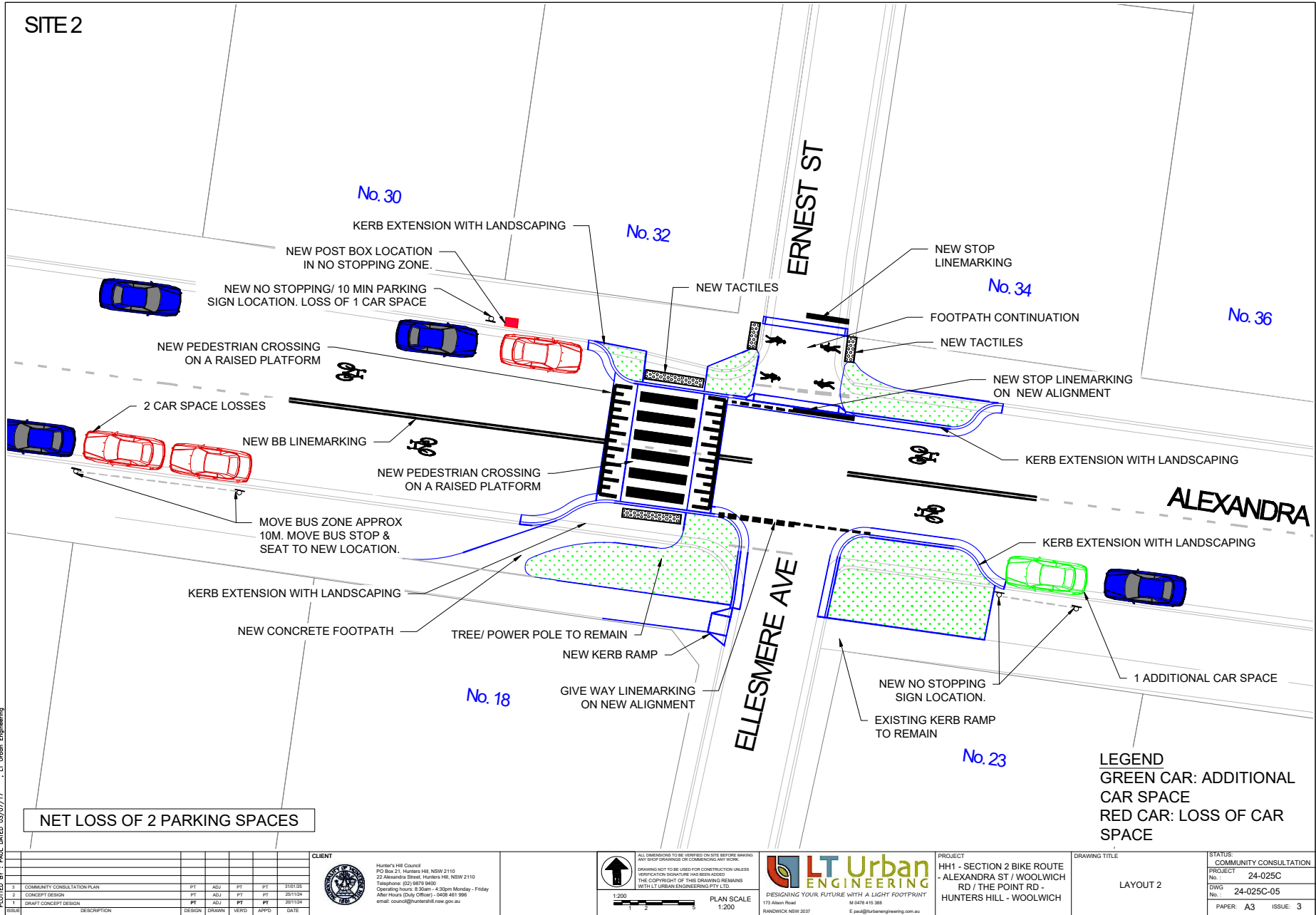
STATUS:
 COMMUNITY CONSULTATION

PROJECT
 No.: 24-025C

DWG
 No.: 24-025C-03

PAPER: A3 **ISSUE:** 3





PLOTTED BY: PAUL DATED: 03/07/17

ISSUE	DESCRIPTION	DESIGN	DRAWN	VERIFIED	APPROVED	DATE
3	COMMUNITY CONSULTATION PLAN	PT	ADJ	PT	PT	3/07/25
2	CONCEPT DESIGN	PT	ADJ	PT	PT	26/11/24
1	DRAFT CONCEPT DESIGN	PT	ADJ	PT	PT	30/11/24

CLIENT

Hunter's Hill Council
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 22 Alexandra Street, Hunters Hill, NSW 2110
 Telephone: (02) 9879 9400
 Operating hours: 9:00am - 4:30pm Monday - Friday
 After Hours (Duty Officer) - 0408 461 996
 email: council@huntershill.nsw.gov.au

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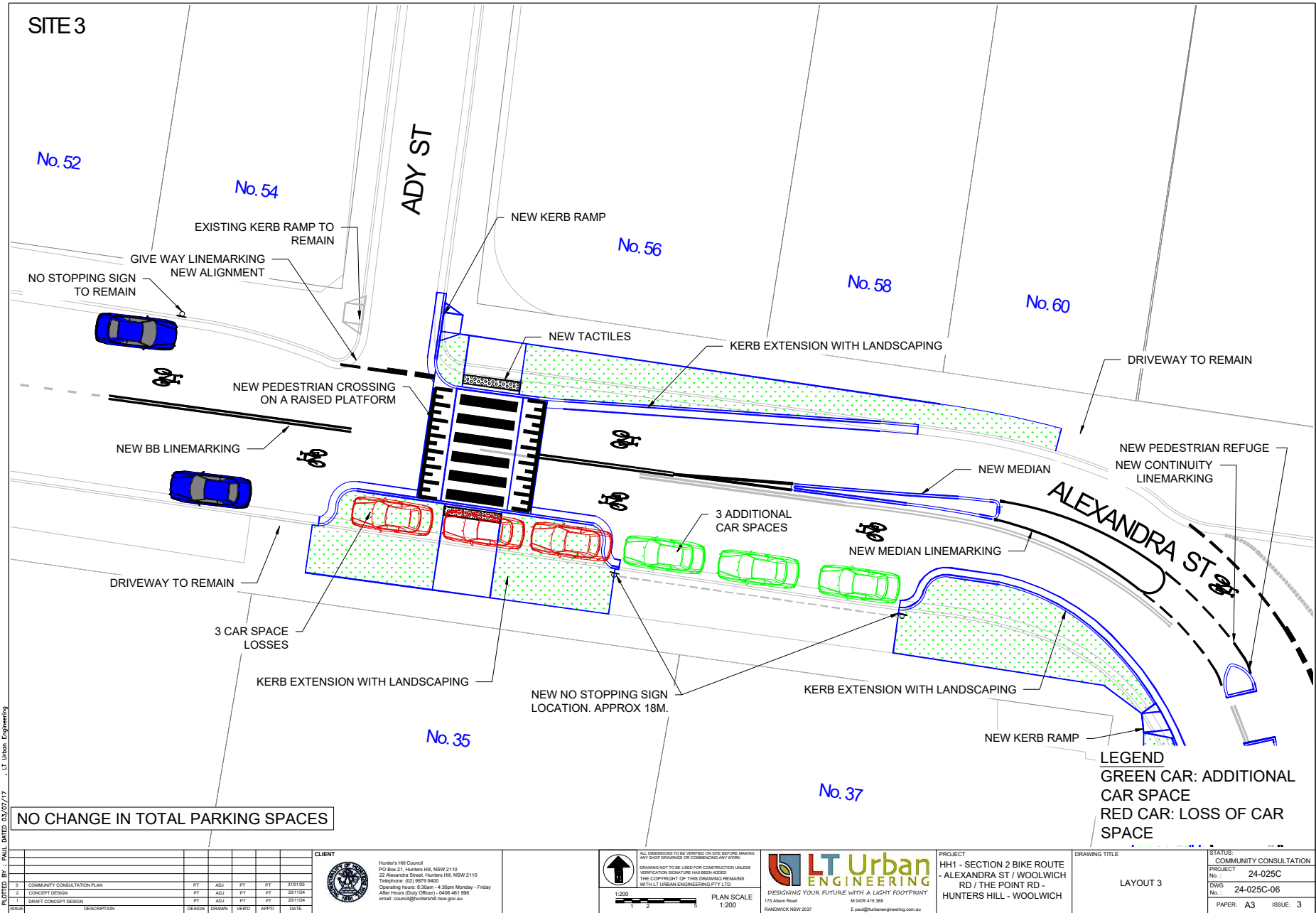
1:200 PLAN SCALE 1:200

LT Urban ENGINEERING
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 E paul@lturbanengineering.com.au

PROJECT
 HH1 - SECTION 2 BIKE ROUTE
 - ALEXANDRA ST / WOOLWICH RD / THE POINT RD - HUNTERS HILL - WOOLWICH


DRAWING TITLE
 LAYOUT 2

STATUS:
 COMMUNITY CONSULTATION
PROJECT
 No.: 24-025C
DWG
 No.: 24-025C-05
PAPER: A3 **ISSUE:** 3



PLOTTED BY: PAUL DATED: 03/07/17
 LT Urban Engineering

NO.	DESCRIPTION	DESIGN	DRAWN	VERO	APPRO	DATE
3	COMMUNITY CONSULTATION PLAN	PT	ADJ	PT	PT	3/07/25
2	CONCEPT DESIGN	PT	ADJ	PT	PT	26/1/24
1	DRAFT CONCEPT DESIGN	PT	ADJ	PT	PT	30/1/24

CLIENT

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LT Urban Engineering
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PROJECT
 HH1 - SECTION 2 BIKE ROUTE
 - ALEXANDRA ST / WOOLWICH RD / THE POINT RD -
 HUNTERS HILL - WOOLWICH

DRAWING TITLE
 LAYOUT 3

STATUS:
 COMMUNITY CONSULTATION
PROJECT
 No.: 24-025C
DWG
 No.: 24-025C-06
PAPER: A3 **ISSUE:** 3

ITEM NO	: 4.5
SUBJECT	: ELECTRIC VEHICLE CHARGING PROPOSAL AT 3A COWELL ST, GLADESVILLE
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:749615

PURPOSE

To present the proposal for Hunter's Hill Council's first publicly accessible electric vehicle charger within the Council owned carpark, located at 3A Cowell St, Gladesville.

RECOMMENDATION

1. That Council endorse the installation of 1 x electric vehicle charger with 2 x dedicated charging bays within the carpark of 3A Cowell St, Gladesville as shown located at Figure 2 within this report.
2. That Council endorses the associated changes to carpark configuration to allow for charging according to the Australian Standard 2890.1-1986 Parking Facilities, as shown on Figure 3 within this report.
3. That Council endorse the General Manager (or delegated representative) to sign a Licence Agreement with Fast Cities Australia Pty Ltd (Evie Networks), with key terms outlined within the Confidential Commercial-In-Confidence report provided.
4. That Council commit the revenue gained annually from the Licence Agreement to the Sustainability Reserve to fund future sustainability projects.

BACKGROUND

Council has been liaising with Evie Networks who have reallocated funds received under the Electric Vehicle Kerbside Charging Grants Round 1 (facilitated by NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW)) to fast-track provision of publicly accessible charging infrastructure within the Hunter's Hill LGA.

Evie and Council co-identified Council's carpark at 3A Cowell St, Gladesville as a suitable location for the LGA's first public fast charger.

The subject land is located at 3A Cowell Street, Gladesville, known as Lots 12 in DP 631422 and Lot 27 in DP979222. The subject land is classified operational land under the provisions of the Local Government Act 1993. The subject land is edged red on the location plan, at Diagram 1 below.



Figure 1- Location Plan

Under the NSW DCCEEW's grant guidelines, the infrastructure must be installed and operational for the community by 30 April 2025.

Council is concurrently pursuing funding opportunities for Round 2 of the grant program which is anticipated to be announced in early 2025 by NSW DCCEEW. Future sites for EV charging will go through a separate consultation and approval process.

REPORT

The Proposal

A proposal for the installation of Electric Vehicle Charging Infrastructure (EVCI) has now been received from Evie Networks. The proposal consists of:

- 1 x charger unit that supports 2 x charging parking bays within the carpark footprint;
- The use of three existing parking spaces, shown at Figure 2.

The proposal has been assessed against Council's EVCI Policy and has been deemed compliant.

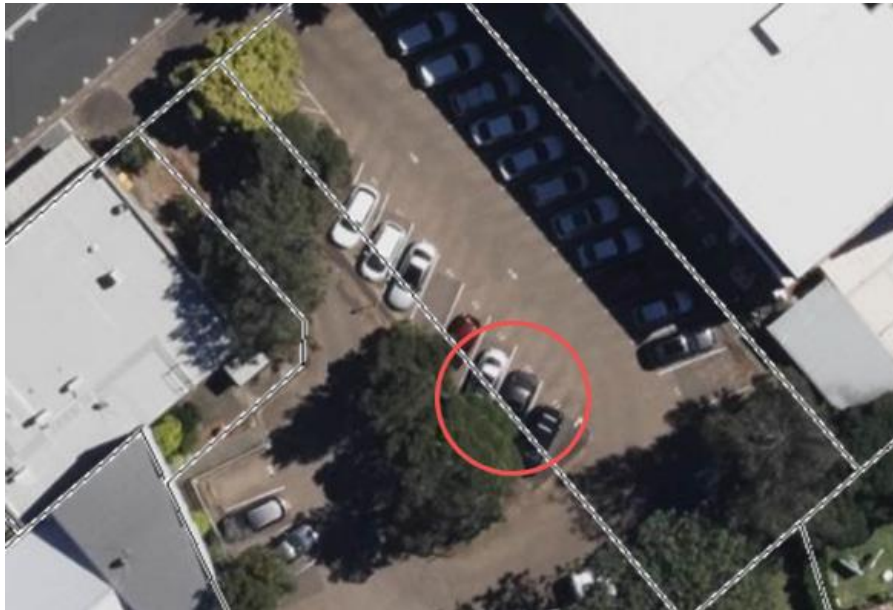


Figure 2- Location of EVCI

Proposed parking reconfiguration

In order to comply with AS 2890.1-1986 Parking Facilities, there is a requirement to change the configuration from 60° to 90° spaces for the purposes of charging via front-in or reverse-in to access the location of charge ports across all makes and models of EVs. One 60° angled parking space will be removed, according to the diagram below, to allow for this configuration change.

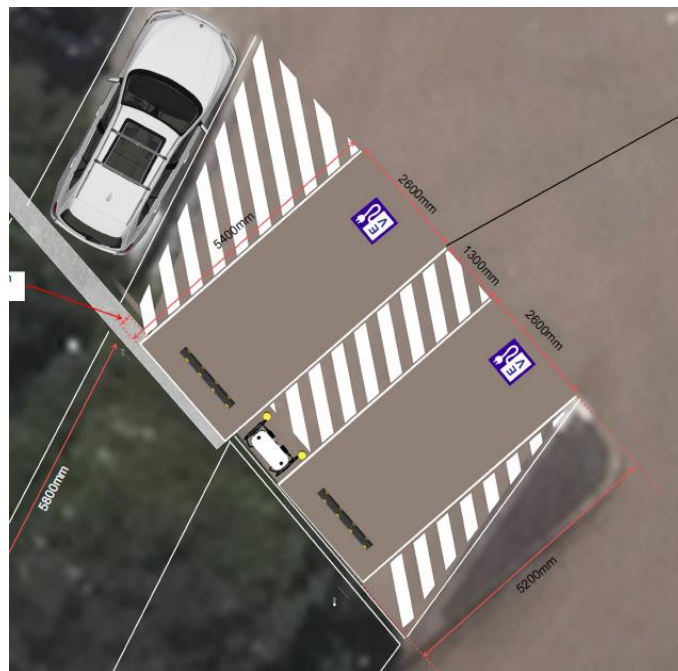


Figure 3- Proposed parking reconfiguration

Signage and marking

This proposal includes standard Transport for NSW signage in line with the existing parking restrictions for the carpark. Parking in the two charging bays will be restricted to electric vehicles that are actively charging. The 3P (Mon-Sun 8:30am – 6pm) time limit will remain, creating consistency for all carpark users.

Accordingly, an example of the sign (modified to the existing 3P Mon-Sun 8:30am-6pm) with associated line markings are:



Figure 4- Proposed Signage

As per Council's EVCI Policy, the installation and ongoing maintenance of signage and line markings according to the service standard negotiated in the Occupancy Agreement will be the responsibility of Evie Networks.

Occupancy (Licence) Agreement

As per Council's EVCI Policy, a Licence Agreement will be negotiated for mutual benefit and entered into between Council and Evie Networks pending the endorsement of the proposal by Council.

Any revenue received by Council for the occupancy of the EVCI should be directed to Council's Sustainability Reserve to fund future initiatives.

The key terms being negotiated within the licence are listed in the Confidential Commercial-In-Confidence paper provided to Councillors (Local Government Act NSW 1993 Section 10A 2d).

Benefits to the community

As of November 2024, there were 315 registered EVs in the LGA which places Hunters Hill as the 5th highest rate of ownership in NSW (by population). The Hunter's Hill LGA currently has no publicly accessible chargers.

With 40% of our community living in medium to high density housing (ID Profile based on 2021 Census data), providing access to publicly accessible charging infrastructure is essential in supporting the NSW targets of:

- 52% new car sales are EV by 2030 and work towards 80% by 2036
- Net zero emissions by 2050 (transport accounts for 20% of total emissions and road transport makes up 88% of that)

Anecdotal evidence suggests there is an average \$25 average spend per person, per charge session in surrounding businesses. There is a direct financial benefit to local businesses when we support public charging.

PUBLIC CONSULTATION

The proposal was placed on public exhibition for 14 days from 20 January to 2 February 2025 inviting submissions to be made during the same period.

Additionally, the residences and businesses within the zone, outlined in Figure 5 below were hand-delivered a letter regarding the proposal on January 21 directing them to Council's Connect page via QR code in order to comment on the proposal.

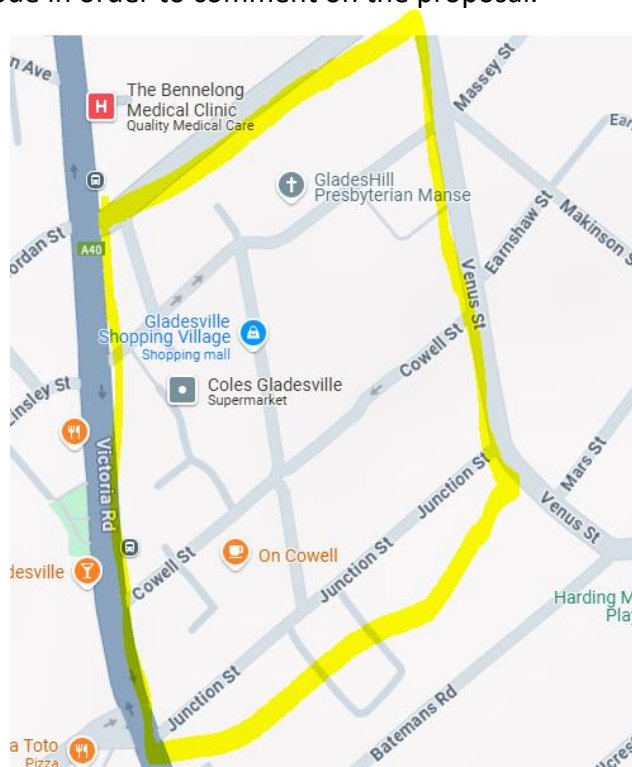


Figure 5- Letter drop zone

Council ran a social media post through Facebook and Instagram which resulted in the most public engagement in over 6 months for a Council initiative. Comments were overwhelmingly supportive demonstrating the strong desire of the community to see this type of infrastructure.

	Views	Reach	Reactions	Comments	Shares	Link clicks
Facebook	1909	956	25	17	0	8
Instagram	1071	782	25	5	6	0
TOTAL	2980	1738	50	22	6	8

A total of 25 submissions were received through Council's Connect page during the public exhibition period. All comments were noted and considered.

Responses	Comment summary
23/25 responses supportive (92%)	<p>Council must better regulate the carpark to ensure non-EV vehicles do not utilise the spaces</p> <p>Should continue installing EVCI across the rest of the LGA (specifically mentioned: Figtree Park, Sailing Club, Ambrose St,</p> <p>Excited to be able to shop local and charge instead of visiting Top Ryde shops</p> <p>Love that it comes at no cost to Council for installation</p> <p>Identifying the lack of EVCI in the whole LGA – this is a welcome start, especially for apartment dwellers and for Council to support net zero initiatives</p> <p>Update DCP to mandate onsite charging for all new developments</p>
2/25 unresponsive (8%)	<p>Business case isn't clear and wanted to see costings</p> <p>Concern at not finding parking for non-EV vehicles if spaces are reallocated to EV only</p>

Traffic Committee Consultation

Council's Traffic Committee was additionally consulted via email and given 47 days to consider the proposal.

Council representative – no objection

Police representative – no objection

TfNSW – no objection

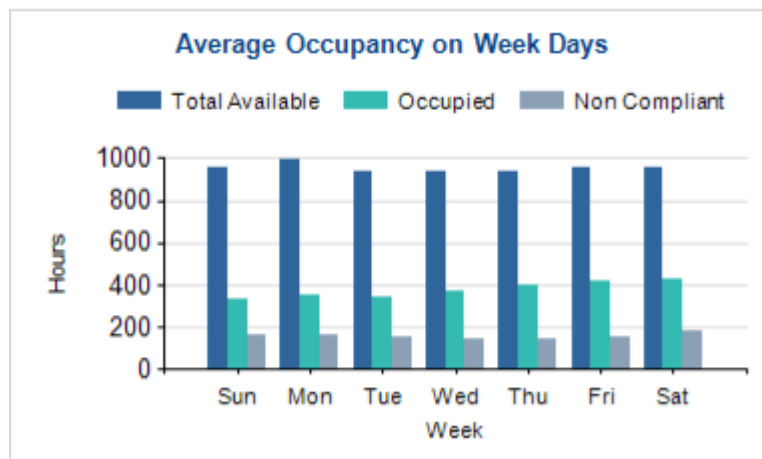
State MP – objection to spaces being designated for EV use only

Result – majority support.

Addressing the Local MP's concern on EV only parking:

Whilst it is not a condition of the grant funding for the spaces to be designated EV only, the significant cost to install the EVCI deems it a necessity to ensure the EVCI and associated parking bays are available for EV charging at all times.

This carpark is monitored through underground sensors. Occupancy data provided by Duncan's Solutions suggests the removal of one space and reallocation of two spaces to EV charging will not adversely impact the overall availability of parking.



The charger is visible on Evie's app and real time information is available so users know when the charger is in use. If users regularly arrive to discover the spaces are occupied by non-EV vehicles, they will stop attending the site and negative feedback on the PlugShare will be left. This defeats the purpose of providing this type of public infrastructure. It will additionally exacerbate range anxiety; arriving to a charger with low charge to find it occupied by a non-EV is frustrating and inconvenient to drivers relying on the EVCI.

These Evie fast chargers can service 10x the number of vehicles than an AC charger can because:

- The number of kW delivered is higher and
- Charge time is reached between 30-40min so fast turnover of spaces is anticipated.

Next steps

Subject to Council endorsement of the proposal:

1. Finalise and enter into Agreement with Fast Cities Australia Pty Ltd (Evie Networks)
2. Evie submit Application for Road Opening Permit
3. Works commence and are completed by April 30th for public use

CONCLUSION

The community has provided overwhelming support for the proposal. With no direct cost to Council, the proposal represents a benefit for residents who rely on public EVCI to charge vehicles.

With Council endorsement and a signed Licence Agreement, work on the site is planned to commence in March. Evie will provide a formal work schedule to Council for approval.

FINANCIAL IMPACT ASSESSMENT

Endorsement of the proposal nets a cash-positive outcome to be negotiated through the Licence Agreement.

ENVIRONMENTAL IMPACT ASSESSMENT

Endorsement of the proposal works towards the NSW targets for EV uptake, in turn working towards reducing community carbon emissions.

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.6
SUBJECT	: DRAFT NEW SIGNIFICANT TREE REGISTER LISTINGS
STRATEGIC OUTCOME	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PROTECTED AND ENHANCED
ACTION	: COMPLETE TREE HEAT MAPPING AND TREE REGISTER
REPORTING OFFICER	: JACQUI VOLLMER

Ref:750400

PURPOSE

The purpose of this report is to:

- Provide Council with public submissions received on the draft new Significant Tree Register listings.
- Enable Council to adopt the draft new listings to the Significant Tree Register.

RECOMMENDATION

1. That the report be received and noted.
2. That Council adopt the draft new Significant Tree Register listings.
3. That all community members that made submissions be advised of Council's decision regarding the inclusion of the draft new listings to the 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 and subsequently assessed by the consultancy TreelQ.

In summary, 26 trees or tree groups were recommended for the comprehensive 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 due to close proximity. Consequently, 17 new STR Tree Profile sheets have been drafted, which if adopted by Council, will bring the total to 63 STR listings i.e. 33 private and 30 public trees/tree groups. The draft new STR listings are available on Council's website.

At Council's 28 October 2024 Ordinary Meeting, Council resolved:

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.

REPORT

The draft new STR listings were placed on public exhibition from 5 November to 4 December 2024. The community was encouraged to make online submissions on Council's website. Notification letters were also sent to property owners and neighbours of all shortlisted trees/tree groups.

The table below is a summary of feedback received and a response/action to this feedback. There were 18 submissions received via Council's Community Connect website platform and 4 submissions received via email with two letters being a duplicate from an online submission. 2 submissions supported all listings, 1 submission opposed all listings, and 3 submissions identified errors in the Tree Profile Sheets (which have been corrected). All public submissions and Tree IQs response to 17 Barons Crescent are attached.

Shortlisted Tree/s	Tree Location	Response	Council Response
Private Trees			
Corymbia citriodora	14 Gaza Avenue Hunters Hill	No specific response	Supports STR listing.
Eucalyptus pilularis	17 Barons Crescent Hunters Hill	Both owners have safety concerns and believe the remnant tree identified in 1955 aerial photos is on 19 Barons Crescent. 1 response supported the STR listing citing only wildlife habitat tree in immediate area and not prone to falling branches.	Consultancy TreeIQ confirmed an error in the plotting of the site on the NSW Heritage Imagery site. However, still recommends STR listing – refer to attachment 4. This tree is not protected in a heritage conservation area.
Ficus rubiginosa	22 Barons Crescent Hunters Hill	Owner does not want the tree listed due to maintenance costs, safety and privacy concerns. 2 responses supported the STR	Supports STR listing. This enormous tree is not protected in a heritage conservation area.

		listing citing positive impact on microclimate, climate change, wildlife habitat and landmark in area.	
Cinnamomum camphora	24 Avenue Road Hunters Hill	No specific response	Supports STR listing.
Ficus macrocarpa var. hillii	93 Pittwater Road Hunters Hill	No specific response	Supports STR listing.
Tipuana tipu	Karrabee Avenue Huntleys Cove	1 response supports the STR listing. 1 response against listing due to maintenance costs.	Supports STR listing. Council assessed tree in question and there is adequate space between the tree and property. Owner can engage an arborist to conduct root mapping and if needed selective root pruning and/or installation of root barriers.
Corymbia maculata	St Marks Church Figtree Road Hunters Hill	3 responses including owner against the STR listing plus a signed petition due to no evidence of historic value, not prominent trees and maintenance costs.	Trees are protected in a heritage conservation area.
Public Trees			
Eucalyptus microcorys	Buffalo Creek Reserve Hunters Hill	No specific response	Supports STR listing.
Eucalyptus pilularis, Angophora costata, Syncarpia glomulifera, Eucalyptus piperita	Barons Crescent (junction of Blaxland Street & Pains Road) Hunters Hill	1 response supported the STR listing citing original forest and wildlife corridor. 1 response concerned about the condition of one of the trees.	Supports STR listing. Consultancy TreeIQ engaged to reassess the condition of the tree in question and will update STR Tree Profile if necessary.
Melaleuca quinquenervia	Barons Crescent (opposite 86) Hunters Hill	No specific response	Supports STR listing.
Ficus macrocarpa var. Hilli x 3	Earl Street Hunters Hill	1 response against from adjoining owner due to tree roots and	Supports STR listing. Council can prune overhanging

		branches encroaching on her property.	branches or roots with appropriate evidence.
Cinnamomum camphora x 3	Figtree Road Hunters Hill	3 responses including adjoining owner against the STR listing plus a signed petition due to no evidence of historic value, environmental weed, not prominent trees and maintenance costs.	Trees are protected in a heritage conservation area.
Ficus obliqua	Gladesville Reserve Henley	1 response in support of the STR listing.	Supports STR listing.
Lophostemon confertus	Mary Street Hunters Hill	1 response in support of the STR listing. 1 response concerned about a neighbour's tree impact on one of the Brush Boxes.	Supports STR listing. Councils tree audit assessed tree in question to be in fair condition. It is unknown if trees in neighbouring property are affecting the Brushbox.
Angophora costata	Mornington Reserve Hunters Hill	1 response in support of the STR listing.	Supports STR listing.
Lophostemon confertus	Ryde Road Hunters Hill	1 response in support of the STR listing via email	Supports STR listing.
Cupressus semmpervirens, Callitris columellaris, Cupressus funebris	The Priory Gladesville	No specific response	Supports STR listing.

CONCLUSION

Councils' decision to list or not list shortlisted trees will depend on the public submissions and the advice of Council staff and consultancy TreeIQ summarised in the table above.

Having a tree listed on the Significant Tree Register does not mean it cannot be pruned or removed as it is recognised that matters such as age, disease, or structural damage due to storm events may necessitate the pruning /removal of a significant tree. Conversely not listing a tree does not mean it is not highly valued and that its conservation is not a priority.

Trees listed as heritage items, on the Significant Tree Register, or within a Heritage Conservation Area/ heritage site, require a DA for removal or pruning works (not a Tree Permit). However, the value of the Significant Tree Register is not just about increased protection for the listed trees.

“Significant Tree Registers play a crucial role in the conservation, protection, and recognition of trees that hold environmental, cultural historical and aesthetic significance. Ideally it is a historic summary of the landscape development of an area, both cultural landscape development and ecological changes. It offers insight into the evolution of the local environment and the community’s relationship with its trees” (TreeIQ 2025).

It is recommended to adopt all draft new STR listings to the 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. Hunters Hill is known as the garden suburb. This is supported by increasing the listings on the Significant Tree Register.

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. Community Connect public submissions [↓](#)
2. Public submissions via email [↓](#)
3. St Marks Church petition [↓](#)
4. TreeIQ response to 17 Barons Crescent [↓](#)

ITEM NO	: 4.7
SUBJECT	: DRAFT COMMUNITY ENGAGEMENT STRATEGY AND COMMUNITY PARTICIPATION PLAN
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: ANNIE GOODMAN

Ref:750399

PURPOSE

To provide:

1. Council with the results of community feedback following public exhibition.
2. Seek Council's adoption of the draft Community Engagement Strategy and Community Participation Plan and to meet NSW Office of Local Government Integrated Planning and Reporting (IP&R) Guidelines.

RECOMMENDATION

1. That the report be received and noted.
2. That Council adopt the draft Community Engagement Strategy and Community Participation Plan.

BACKGROUND

Council is required to update and publicly exhibit the Community Engagement Strategy and Community Participation Plan to ensure consideration of how it will engage in creating and reviewing its IP&R documents, as well as all other key projects, programs and services.

Council publicly exhibited the draft Strategy from 27 November 2024 to 3 February 2025. Community feedback received during the exhibition phase has been tabled in this report.

REPORT

At the November 2024 Council Meeting Councillor Lane recommended additional inclusions to the draft document as follows:

- Inclusion of wider engagement for draft local policies (S.160 Local Government Act). *Policy amended to reflect suggestion.*
- Inclusion of wider engagement and legislative timeframes for matters relating to public land. *Policy amended to reflect suggestion.*
- Council contact details as a reference for feedback on policies, etc under 4.0 Measurement and Evaluation. *Policy amended to reflect suggestion.*

- Council will as a minimum provide contact email and reference for written feedback on policies and provide sufficient space online for detailed responses included under 4.0.
Policy amended to reflect suggestion.
- Under DA Notification requirements strike out - Persons that will not be notified are:
 - Owners or occupants of a property that, in the opinion of the assessment officer, is not likely to be substantially affected by the proposed development.
 - Owners or occupants of adjoining or neighbouring lands who have submitted a letter which confirms that they have no objection to the proposed development.*Policy not amended as Council's DCP stipulates these notification requirements.*

Council also received written community submissions. These submissions have been summarised in the table below with the original feedback attached to this report.

Community submissions received:

No	Name	Summary of Submission	Included in Strategy	Response
1	[REDACTED]	Council should consider using existing Facebook Community Groups like "Love Gladesville" where lots of community engagement currently takes place.	Included under 3.1 Engagement Options.	Council has noted this suggestion and used this approach recently will great success.
		Consider what times of the day people are out and about in the community. If you want to reach younger people for feedback and engagement, you need to use those times outside of regular business hours.	Included under 3.4 Providing Information.	This will be factored into engagement programs.
		When asking for feedback, don't just provide a 30 page document and a single text field for feedback. Instead, provide a 1 or 2 page summary document, and a survey with specific questions which make it much easier for people to provide feedback.	Included under Minimum level of communication within engagement activity table.	This will be factored into engagement programs.
2	[REDACTED]	I would like council to focus more on becoming more efficient, effective and responsive to constituents needs. Roads, footpaths and local amenities.	This will be addressed in the review of Council's Customer Service Standards.	Council has noted this focus to be more responsive to customer needs.


No	Name	Summary of Submission	Included in Strategy	Response
3	Hunters Hill Trust	<p>The community needs assurance that residents’ views and strength of feeling will also be taken into account when final decisions are made.</p> <p>The Trust would urge Council to include wording in the Draft Document that properly reflects these stated aims.</p> <p>The community has yet to see applied evidence of such intention reflected in Council’s decision-making and outcomes. The recent decision on the reclassification of C.A. Fairland Hall clearly demonstrates the complete opposite - the many submissions against the proposal were given cursory identical responses in spite of the Legislative Framework. An independent Public Hearing and Report, provided no doubt at considerable cost to the ratepayers, gave options for the reclassification of the site which would satisfy all the objectives of Council and the community but these findings and solutions were completely disregarded.</p>	No amendment to the Strategy.	The aim of the Strategy is to support the development of Council documents, policies, programs and key activities. The final decision on these matters rests with Council.
		<p>1.1 Legislative Framework</p> <p>After some instances of antagonism towards community members at Council meetings, the Trust considers that this statement needs the words added at the end of the sentence “and respectfully listened to”.</p> <p>As an example of the lack of concern for the community, the Trust has over the last few years, requested that the audio volume of the microphones in the Chamber be increased, to allow people seated in the public gallery who have made the effort to attend meetings, the courtesy of clearly hearing what is being said</p>	<p>Included Under 1.1</p> <p>The installation of a hearing loop which is a connected to an amplifier and processes the sound signal has been installed to aid anyone with a hearing impairment.</p>	<p>Noted and included as suggested.</p> <p>The microphones that currently sit in front of Councillors and senior staff are for the purpose of video conferencing only. As outlined in Council report dated 24 July</p>

No	Name	Summary of Submission	Included in Strategy	Response
		<p>by Councillors and Council staff. We are still waiting for this to happen.</p>		<p>2023, funding was not available at the time of request. Funding has been included in the 24-25 budget and the upgrade will be completed by 30 June 2025.</p>
		<p>1.2. Principles</p> <p>These Principles must be implemented in practice. As an example, the recent approach to selling Lane Cove River foreshore at 16C Vernon Street serves to highlight a total disregard for community input. Errors in the report assessment regarding lack of access to this site, challenged by the local community, were not acknowledged. In addition, costings for maintaining the site, if retained, were not made available to the public and no adequate explanation was given as to why a current survey of the land could not be provided.</p>	<p>This feedback is noted and will be explored within summary documents as included in the engagement activity table on pages 17 and 18.</p>	<p>The example provided by The Trust resonates with the provision of all relevant information to enable participation in a meaningful way. Council officers should strive as noted in point 7. 'Provide as much information as possible, to as many community members as possible regardless of the size of the project, program or service.'</p>
		<p>2.1 Identification & Analysis</p> <p>The use of any data must be fully referenced to be meaningful but there is no source reference for the demographic data as published and the category headings do not allow for comparison with census data which has different datasets. An example of the importance of this was the Montefiore Planning Proposal where outdated Census data from 2016 (even though Census 2021 was available) was</p>	<p>Profile.id data source has been added as the reference point. Profile.id is publicly available on Council's website: https://profile.id.com.au/hunters-hill</p>	<p>Noted and included.</p>


No	Name	Summary of Submission	Included in Strategy	Response
		used to make the argument for Planning Approval.		
		<p>3.6 IAP2 International Association of Public Participation</p> <p>Whilst this is a policy document and not meant to be specific to any single issue, it would help the community to understand if examples were given of the types of decisions that fit within each level of participation.</p> <p>We would draw Council’s attention to the Draft Amendments to the Model Meeting Code released by the Office of Local Government in an effort to restore public trust in local government.</p> <p>We would suggest that wording to reflect the following key changes be incorporated into the Draft Community Engagement Strategy & Community Participation Plan to allow for more transparency:</p> <ul style="list-style-type: none"> • Prevent councils from holding private councillor briefing sessions • Require information considered at closed meetings be made public as soon as it ceases to be confidential • Give reasons when making planning decisions that depart from staff recommendations • De-politicise the role of GM/CEO by removing requirement for them to prepare reports on councillors’ notices of motion. 	<p>Examples have been included in each IAP2 level as per the Trust’s suggestion.</p> <p>Council will update the Strategy with the new Code of Meeting Practice principles following the OLG mandate.</p>	<p>Council will update its Code of Meeting Practice and any related policies as soon as the OLG has forwarded a circular directive when the draft amendments to the Act and Regulation become mandated.</p>
		While a level of engagement to meet minimum legislative requirements is mandated, the Trust would urge Council to do more than simple compliance. We would hope to see the		Council to note concerns.

No	Name	Summary of Submission	Included in Strategy	Response
		comments above incorporated into this policy document and a future practice of engagement and response that goes beyond the legal minimum.		
4	[REDACTED]	This sounds like a welcome and valuable plan of action.	No change to Strategy	This plan has been in place for many years with updates taking place every Council election cycle. Each update enables community engagement to grow in strength and to be understood by Council officers and Councillors as a democratic and necessary role within local government.
5	[REDACTED]	<p>Here to express concern that the council's stated aim is "to enhance the capacity of Council to make well-informed decisions that clearly demonstrate community buy-in and support" when they have made several decisions in recent months that clearly do not demonstrate such buy-in. I live next door to Fairland Hall and am devastated that the Council has gone ahead with reclassification of the site even after significant outcry from the community. Plans to reclassify land throughout the area need to be in the interest of residents, not of Council profits!</p> <p>The fact our tree canopy is below standard is Council's fault for not enforcing zoning/construction law and prioritising new expensive builds over long-term community happiness and environmental rights!</p>	No change to Strategy.	<p>Council to note concerns.</p> <p>Council has developed an Urban Forest Strategy to increase the local tree canopy. The Strategy outlines a number of important initiatives including strategic tree planting targets.</p>

No	Name	Summary of Submission	Included in Strategy	Response
6	[REDACTED]	<p>Totally agree with Minister Ron Hoenig letter in TWT on 18 December 2024.</p> <p>It's all very well for Council to produce this document but this Council needs to practice what they preach. The times that I have attended Council meetings it was obvious that Councillors have made their decision prior to the meetings and were very dismissive of residents' objections and their body language was very defensive. All decisions are very one-sided and don't give me any confidence in the future decision making. Your own survey shows that the community is monitoring if their councillors are really representing them. They will have even less faith in this Council if this document is not clearly seen to be implemented.</p>	No change to Strategy.	Council to note concerns.
7	[REDACTED]	<p>Residents need to see that there is some substance behind all the lofty statements in this Community Engagement Strategy and Participation Plan, statements such as: 'Council enables the community to influence decisions', and claims that Council is following IAP2 Principles including: 'the community's concerns and feedback are reflected in decision-making' and 'the community and stakeholders have final decision-making power'.</p> <p>These are all very worthy and valid but do not appear to ring true for this Council as there has been little sign of the community having any influence whatsoever, no matter how many residents respond with feedback or submissions. In fact, it is sometimes obvious that there is even a complete dismissal of community views. It is not good enough for this Council to pay lip service to its own policy</p>	<p>No change to Strategy.</p> <p>Council will update the Strategy with the new Code of Meeting Practice principles following the OLG mandate.</p>	Council to note concerns.

No	Name	Summary of Submission	Included in Strategy	Response
		<p>documents, it needs to demonstrate that residents' views are in fact taken seriously and reflected in final decisions.</p> <p>The Office of Local Government is calling for greater transparency as it recognises that reforms to Council meeting practices are desperately needed, "to ensure councillors are making decisions in full view of the communities they are elected to represent". This is a sober reminder to Council that residents are entitled to greater transparency with less closed meetings, and clear demonstrations of how their views have been listened to, carefully considered and used to influence the decision-making process.</p>		
8		<p>Unfortunately, from my experience HHC has had a sad history in how it engages with the broader community and facilitates meaning community participation. Too often plans and policies are amended after exhibition to presumably meet sectional interests - the Boronia Park three Plans of Management provide examples of this pattern of behaviour. Whether this document will improve community engagement and participation time will tell as it is dependent on whether Councillors are really willing to listen and respond to all residents and local groups. It is noted that the proposed amendments to the Model Meeting Code released by OLG do not seem incorporated into this draft strategy - there may be need for private briefings at times but there needs to be full disclosure ASAP afterwards. Also Council has gone into confidential session too often in recent times - there is need for greater justification and disclosure on</p>	<p>No change to Strategy.</p> <p>Council will update the Strategy with the new Code of Meeting Practice principles following the OLG mandate.</p>	<p>Council will update its Code of Meeting Practice and any related policies as soon as the OLG has forwarded a circular directive when the draft amendments to the Act and Regulation become mandated.</p>

No	Name	Summary of Submission	Included in Strategy	Response
		<p>matters discussed outside of open public meetings. Smaller Councils need rigorous engagement strategies - possibly more than a larger Council where there is a greater "distance" between the Councillor and resident - to ensure transparency and equity in decision making and meet probity requirements.</p>		
9	[REDACTED]	<p>The draft strategy and community engagement plan does not go far enough in outlining HOW Council will improve current communication with the community, listen to and take into account community feedback. Examples of holding Council meetings behind closed doors, disregarding LOCAL community feedback on Hunters Hill Rugby Club House, Fairland Hall and 16c Vernon St. show that community have been ignored.</p> <p>When surveys are offered, there is a lack of feedback as to any action which will be taken. What was the outcome of the survey on local roads, re safety. I understand residents in the area of HHH were informed work would be undertaken last June on a new crossing. No further communication has explained why this has not happened.</p> <p>The strategy and plan needs to make clear HOW the Council will improve in ways that translate to actions the community can understand and witness.</p>	<p>No change to Strategy. The Strategy provides a number of engagement examples and how they relate to specific policies, projects and services.</p>	<p>The matter relating to a survey on local roads around Hunters Hill Hotel was conducted by Transport for NSW (TfNSW). Due to feedback in relation to the suggested inclusions/changes TfNSW has not progressed any of the outlined proposals at this stage.</p>
10	[REDACTED]	<p>In your written communications with residents one can be impressed by the rhetoric applied. It gives hope that Council does pay close attention to feedback it receives from the community. Indeed we have clearly been encouraged to respond to this current Plan on engagement and participation.</p> <p>However, experience tells us that the likelihood of being heard, or</p>	<p>No change to the Strategy.</p>	<p>Council to note concerns.</p> <p>Council will update its Code of Meeting Practice and any related policies as soon as the OLG has forwarded a circular directive when the draft</p>

No	Name	Summary of Submission	Included in Strategy	Response
		<p>of modifying proposals from Council, is doubtful - as with the valid and vocal opposition to the recently approved Planning Proposal for Fairland Hall - or the disturbing extent of the proposed removal of trees from Figtree Park, only finally a community success in reducing the number of lost trees because we were supported by the Independent Planning Panel.</p> <p>This kind of decision-making, often without a clear rationale provided, puts limits on how much we can trust Council to work with the community on critical issues. The lack of transparency impedes a much needed flow of information and can result in a reluctance for future effort to become involved in the public and civic processes of local government. Discussions and briefings behind closed doors which leave us in the dark with little or no explanation on reasons or details of final outcomes are not helpful in maintaining confidence that democracy is fully at work here.</p> <p>Even the fact that it is so difficult to hear debate occurring around the table when seated in the public area at Council meetings implies a lack of courtesy and inclusion to those committing time and effort to be involved in the issues of the day. We expect and hope for better, particularly as Minister Hoenig and the OLG are showing a high level of concern about the manner of communication between Council and local residents.</p>		<p>amendments to the Act and Regulation become mandated.</p>
11		<p>There must be greater transparency as to how Council makes decisions so that the community's concerns and feedback are reflected in decision-making and have the</p>	<p>No change to the Strategy.</p> <p>Council will update the Strategy with the new Code of Meeting Practice principles following the OLG mandate.</p>	<p>Council will update its Code of Meeting Practice and any related policies as soon as the OLG has</p>

No	Name	Summary of Submission	Included in Strategy	Response
		<p>power to make final decisions. To that end, the following suggestions should be incorporated: councils should be prevented from holding private councillor briefing sessions; that information considered at closed meetings are made public as soon as it ceases to be confidential; give reasons when making planning decisions that depart from staff recommendations and finally, remove the requirement for GM/CEO to prepare reports on councillor's notices of motion. The community is entitled to greater transparency with regard to information, actions and projects being put forward by Council, and a clear rationale presented to them, as well as full exposure on why decisions are taken and the process applied by Council in reaching their conclusions. I hope that the Council will see this document become something that will be implemented for the benefit of residents and not just a policy document that will tick a box for compliance.</p>		<p>forwarded a circular directive when the draft amendments to the Act and Regulation become mandated.</p>

CONCLUSION

Council thanks the community for their input into the draft Strategy.

The updated draft Community Engagement Strategy and Community Participation Plan will enable Council to continue to undertake meaningful engagement with the community.

The Strategy will inform the progression of Council's IP&R framework and any other supporting documents.

FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

1. Draft Community Engagement Strategy and Public Participation Plan [↓](#)
2. Submissions for Draft Community Engagement Strategy [↓](#)

ITEM NO	: 4.8
SUBJECT	: PROGRESS REPORT ON THE DELIVERY PROGRAM AND OPERATIONAL PLAN FOR THE 6 MONTH PERIOD 01 JULY TO 31 DECEMBER 2024
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: IMPLEMENT COUNCIL'S IP&R FRAMEWORK TO MEET REPORTING AND LEGISLATIVE REQUIREMENTS
REPORTING OFFICER	: ANNIE GOODMAN

Ref:751089

PURPOSE

To report on progress against objectives and actions identified in Council's 2024-25 Delivery Program and Operational Plan for the 6-month period 01 July to 31 December 2024.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

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

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

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

REPORT

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

CONCLUSION

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

This information will be included in Council's 2024-25 Annual Report, which will be published on our website to inform the community about the various milestones and achievements achieved during the year and the term of our Councillors.

FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

1. Delivery Program and Operational Plan 6 Monthly Update [↓](#)

ITEM NO	: 4.9
SUBJECT	: DRAFT SECTION
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: IMPLEMENT COUNCIL'S IP&R FRAMEWORK TO MEET REPORTING AND LEGISLATIVE REQUIREMENTS
REPORTING OFFICER	: SAMANTHA URQUHART

Ref:751849

PURPOSE

The purpose of this report is to seek Council's endorsement to exhibit the draft Hunters Hill Local Infrastructure Contribution Plan 2025 - 2030 (Draft Plan) and to inform Council of the next stage in the overall review of development contributions planning.

The Draft Plan replaces the current Section 7.12 Local Infrastructure Contributions Plan 2020. This Draft Plan reflects amendments to the Environmental Planning and Assessment Act 1979 (the Act), to provide a new local infrastructure works schedule for the next five years from 1 July 2025 to 30 June 2030 and to provide for other collected and held contribution funds.

The Draft Plan is shown at Attachment 1.

RECOMMENDATION

1. That Council endorse the Draft Hunters Hill Local Infrastructure Contribution Plan 2025-2030 for public exhibition for a period of a minimum of 28 days pursuant to the provisions of the Environmental Planning and Assessment Regulations 2021.
2. That the outcome of the public exhibition of the Hunters Hill Infrastructure Contribution Plan 2025 be reported back to Council following completion of the exhibition period.

BACKGROUND

The Environmental Planning and Assessment Act 1979 (the Act) provides that Council may seek a contribution (monetary and dedication of land) from a development that is likely to require the provision of or increase the demand for public amenities and public services in the Municipality of Hunters Hill. However, the collection of development contributions must be in accordance with an adopted and effective contributions plan.

There are three mechanisms available under the Act to allow councils to require contributions towards local infrastructure. These are:

- Section 7.11 contributions;
- Section 7.12 levies; and

- planning agreements (planning agreements can be used in addition to or instead of section 7.11 contributions or 7.12 levies. They are a separate mechanism that does not need to be tied to a local contribution plan)

Councils must decide the most appropriate mechanism for their circumstances as they are ultimately responsible for the delivery of local infrastructure in their local government area.

When selecting the most appropriate contribution for Hunter's Hill Council, the following has been considered:

- the nature of development;
- type and amount of infrastructure needed; and
- the resources available for managing the contributions

Hunter's Hill Council has selected the Section 7.12 levy as the most appropriate option for the type of development mix received in this Local Government Area. This type of contributions plan provides for fixed development consent levies to raise contributions towards the provision, extension or augmentation of public amenities or public services (or to recouping their costs).

It is designed for slow growth areas (rural/regional) and established urban areas with sporadic (infill) development with dispersed contributors; areas with multiple ownerships of land with little scope for dedication of land; and where the cost of local infrastructure is relatively low and spread over time.

The Section 7.12 levy is charged as a percentage of the cost of carrying out development. Councils can determine the rate they wish to charge up to the maximum percentage specified in the EP&A Regulation.

Proposed cost of the development	Maximum percentage of the contribution
Up to and including \$100,000	Nil
\$100,001 - \$200,000	0.5 percent
More than \$200,000	1 percent

Table 1- Max percentage of contribution

This type of plan does not require a connection between the development and the object of expenditure of any money required to be paid by the condition (no nexus). Only the relationship between expected types of development in the area and the demand for additional public amenities and services to meet that development, needs be included in the contribution plan and hence there is more flexibility in identifying local infrastructure works (list) in this type of plan.

In contrast, a Section 7.11 contribution plan requires a nexus between the development and the provision, extension or augmentation of public amenities or public services (or to recouping their costs); and this nexus is demonstrated in contribution rates for different types of

development and catchment areas for the collection, expenditure and timing of works is to be in a plan. This type of plan is designed more for new urban areas with planned housing and population growth.

REPORT

The Act requires Council to review any of its local infrastructure contribution plans on a regular basis for the following reasons:

- To incorporate any amendments to the Act and exemptions for development types made by the Minister for Planning since a contribution plan was effective.
- To ensure local community infrastructure planning and funding arrangements align with the needs of the community.
- To evaluate the completion of a local infrastructure works schedule in a contribution plan, in response to anticipated versus actual levied contributions collected (and savings).
- To revise and project a local infrastructure works schedule for a new contribution plan operational period in response to anticipated development and the likely demand for public amenities and public services.

Council's current Section 7.12 Local Infrastructure Contribution Plan 2020 was adopted on 16 December 2019 and was effective from 15 January 2020. The existing plan concludes on 30 June 2025.

The Draft Plan has been prepared to:

- Develop a new local infrastructure works schedule, including projects and budget, to be funded by development contributions over the next five years.
- Address and program partially or uncompleted local infrastructure projects from the S94A Plan's works schedule (carry overs).
- Address and program pooled and unspent funds for local infrastructure projects from former Section 7.12 Local Infrastructure Plan 202 which are held in the development contributions scheme financial account.
- To reflect amendments to the current legislation.

The Draft Plan is anticipated to operate from 1 July 2025 to 30 June 2030, noting Council reporting, community participation, public exhibition and plan adoption requirements under the Act.

In preparing the Draft Plan's local infrastructure works schedule, Council's suite of corporate plans were considered along with the currency of these plans. They include:

- Community Strategic Plan
- Delivery Program and Operational Program – Assets Management Planning
- Financial Planning - Capital Works Program
- Strategic Asset Management Plan
- Urban Forest Strategy

- Stormwater Management Plan
- Disability Inclusion Action Plan (DIAP)
- Integrated Transport Strategy
- Outdoor Sport and Recreation Plan
- Net Zero Implementation Plan
- Plans of Management for community lands, including open space, reserves and recreational facilities (e.g. Riverglade Reserve, Boronia Park, Gladesville Reserve, Betts Park, Clarkes Point Reserve and Figtree Park).

Gaps in corporate plans were also considered, including Asset Management Plans for each asset class, adoption of the Flood Study, Pedestrian Access Mobility Plan (PAMP) LGA wide, public lighting strategy. Council has an extensive range of corporate plans. Implementation of these plans will be assisted by the funding that is available via the Draft Plan framework.

Local Infrastructure Works Schedule – What is it?

The key feature of any Section 7.12 Plan is the local infrastructure works schedule (Works Schedule), which consists of a:

- List of projects to be funded by development contributions,
- Maps of locations where projects to be implemented by development contributions, and
- Works program (accurate cost estimates and staging over five years) for the projects to be funded by development contributions. The works program is often developed with the projects list.

The Works Schedule is essential for deciding on the local infrastructure projects of a contribution plan and their subsequent delivery and account of expenditure towards key community infrastructure. It is also a requirement of the Act and the Environmental Planning and Assessment Regulation 2021 that the projects be listed and mapped, which provides for greater transparency in how collected contributions will be used by Council.

In terms of the details to be included in the list and map of projects in the Works Schedule, a project description, location, estimated cost and timing is required.

Local Infrastructure Works Schedule (Works Schedule) – Proposed for new plan

The Works Schedule is located at Schedule 1 within the Draft Plan at Attachment 1. This schedule outlines the Local Infrastructure Works Schedule proposed for the Draft Plan. It has a total budget of \$4,345,183.

This would see contributions collected from development for projects delivered over the next five years. The schedule is divided into three parts to address:

1. Part A: Section 7.12 Local Infrastructure Contributions Plan 2020. Projects partially or uncompleted and carried forward into the new plan. The Part A budget is \$179,460.

2. Part B: Section 7.12 Local Infrastructure Contributions Plan 2020 other. Pooled and unspent funds from former contributions plans, prior to (1) above. The Part B budget is \$1,268,183.
3. Part C: Section 7.12 Local Infrastructure Contribution Plan 2025-2030. New works schedule and projects for next five years. The Part C budget is \$3,077,000.

In regard to (1) above, it is not unusual for some projects not to be completed in a contribution plan period, as capital works programs are subject to Council resources and development demand that is subject to the housing market and consumer behaviour.

In regard to (2) above, during the review of the Section 7.12 Local Infrastructure Contributions Plan 2020 and the overall development contribution scheme accounts, it was established that there is about \$1,268,183 of pooled and unspent funds from Section 7.12 Local Infrastructure Contributions Plan 2020. To ensure all available development contributions funds are spent for the purpose for which they are collected, the Draft Plan specifically addresses projects that this pooled money should fund.

In regard to (3) above, based on the development contributions collected over the last five years, the estimated development contributions for the new projects in the Works Schedule is about \$3.08 million (with \$616,570 collection on average per annum).

The \$3.08 million is the target around which projects have been developed and costed, subject to some variance for CPI changes and potential increase in levies collected at the development application and complying development stage from more accurate levy collection i.e. estimated cost of development. The Works Schedule has an overall works program of \$3.08 million.

Draft Plan consultation

The Draft Plan is to be exhibited for a minimum of 28 days under the Local Infrastructure Contributions Provisions of the Act and Environmental Planning and Assessment Regulations 2021.

Subject to the Draft Plan being endorsed for public exhibition, it will be exhibited for community consultation. It is anticipated that the plan will be exhibited in early March and will be brought back to Council in April 2025.

It is best practice that the Draft Plan and its works schedule be exhibited, adopted and effective before Council commits any development contribution funds to any project in the budget and the capital works program. This is to ensure appropriate community participation in the process, transparency in Council processes and to allow Council to further review the works list when it adopts the plan.

CONCLUSION

The Draft Plan primarily outlines the work schedule for projects that the contribution plan will fund over the next five years of 2025-2030. The schedule addresses:

- Development contribution funds and projects carried forward from the Section 7.12 Local Infrastructure Contributions Plan 2020 (Part A)
- Development contribution funds carried forward for other former Section 7.12 Local Infrastructure Contributions Plan 2020 (Part B)
- Nominates projects for Part B funds (Part B)
- Development contribution funds to be collected over 2025-2030 (Part C)
- Nominates projects for Part C funds to (Part C)

The Works Schedule provides for the timely expenditure of all held development contributions funds and for the collection of new funds over the Draft Plan's operational period. It is recommended that Council exhibit the Draft Plan to enable community participation and so that the plan can replace the Section 7.12 Local Infrastructure Contributions Plan 2020 and take effect from 1 July 2025.

FINANCIAL IMPACT ASSESSMENT

The S7.12 contribution plan provides funding to support councils works schedule and will be incorporated in to the annual budget process.

The contributions plan enables the collection of funds from development over a five-year period, 2025 – 2030 to be spent on infrastructure works required to ensure that infrastructure meets the needs of the growing Hunters Hill community.

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 Section 7.12 Infrastructure Contributions Plan 2025-2030 [↓](#)

ITEM NO	: 4.10
SUBJECT	: QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024
STRATEGIC OUTCOME	: COUNCIL IS FINANCIALLY SUSTAINABLE
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG TERM FINANCIAL PLAN
REPORTING OFFICER	: MAY VILAYTHONG

Ref:750439

PURPOSE

Under Integrated Planning and Reporting requirements, the Responsible Accounting Officer must prepare a Quarterly Budget Review Statement for Council. Actual results for the quarter are assessed to determine the need for revisions to the original budget.

RECOMMENDATION

1. That the report be received and noted.
2. That variations to the FY2024-25 operational and capital budget, as outlined in this report, be adopted.

BACKGROUND

Council is required to prepare a Budget Review Statement each quarter, in accordance with Clause 203 (1) of the Local Government (General) Regulation 2021. This report is prepared for the period ending 31 December 2024.

REPORT

The Budget is comprised of two components:

- Operational budgets which are recorded in Council's Annual Income and Expenditure Statement.
- Capital budgets, where spend on new and/or asset renewal projects are recorded in Council's Balance Sheet (maintenance of civic assets, and corresponding depreciation costs, are recorded in the annual Income and Expenditure Statement).

Council's original budget for FY2024-25 provided for an operational surplus of \$1,939,391 and a net operating deficit result before capital items of (\$49,824).

As a result of revised budget variations for this quarter, it is projected the operational surplus from continuing operations will increase to \$2,442,826 (from original budget of \$1,939,391) and the net operating deficit result before capital items is expected to be (\$239,324) with original budget being (\$49,824).

Income and expense statement

The following adjustments to the budgeted Income and Expense Statement are required:

<i>Movement</i>	<i>Income</i>
<i>Increase</i>	User charges and fees: \$50,000 <ul style="list-style-type: none"> Stand Plant Applications fees income is forecasted to be higher than original budgeted.
<i>Increase</i>	Operating Grant Income: \$33,000 <ul style="list-style-type: none"> The following additional unbudgeted grant income received for NSW Emergency Service funding reform for land classification activities requirement by department.
<i>Increase</i>	Capital Grant Income: \$600,000 The following additional unbudgeted capital grant income received for: <ul style="list-style-type: none"> Towards Zero Safer Roads Program at Boronia Park Local Area Traffic Management (LATM) \$100,000 Road Safety Program at Alexandra, Stanley and Ellesmere Street \$500,000

<i>Movement</i>	<i>Expenses</i>
<i>Increase</i>	Materials and services: \$19,500 <ul style="list-style-type: none"> Increase in consultant fees for Henley Precinct Masterplan for the addition of Walk on Country component into the Masterplan not previously outlined in the original scope and Councillor requested to amend the Masterplan \$19,500. Re-allocation Library Budget Labour hire (\$10,000) to Consultant for Library Strategy \$10,000

Capital Expenditures

The following variations in capital program expenditure are required for this quarter:

Re-allocate funding from The Croquet Club \$45,099 upgrade of the switch board which is not required as there is no damage to the board. However, funding is required for Riverside Preschool remedial work caused by flood damage.

The NSW Government is investing significant funding to improve safety and reduce crashes on NSW roads as part of Road Safety Program. Council has been successful with these grants. Outline below table is the financial forecast for these grants expected to be completed.

Description	FY2024-25	FY2025-26	FY2026-27
Towards Zero Safer Roads Program - Boronia Park Local Area Traffic Management	\$100,000	\$1,000,000	\$2,481,825
Road Safety Program – Alexandra, Stanley and Ellesmere Street	\$500,000	\$315,325	0

Hunter's Hill Council is known for its steep escarpments and unique topography. The need for flood management and strategic stormwater management is essential within the LGA. Council has drafted its Stormwater Strategy, using key information gathered through both the 2021 Flood Study, condition assessment and ongoing flood prone areas.

As a result several flood hotspots have been identified, where overland flow and mainstream flooding present ongoing challenges. These hotspots highlight the need for improved drainage capacity and infrastructure to manage increased runoff and reduce flood risks. The council's ongoing efforts focus on long-term monitoring, infrastructure upgrades, and community communication to ensure resilience against future flooding events.

As a result of these findings, the stormwater works program has been re-prioritised to target the current flood prone areas, with a focus on repair and investigation. These changes are referenced below:

Proposed Stormwater Infrastructure Program re – priorities and reallocation of project:

24-25 Stormwater Program				
Current Program	Budget	Funding	Proposed Program	Budget
Stormwater Improvement Venus/Junction/Milling	\$100,000	Section 7.12	Hillcrest Avenue to Manning Road	\$86,000
Gladesville Road drainage works	\$250,000	Section 7.12	Cowell Street & Junction Street Area	\$175,000
LGA Stormwater Management Plan	\$19,499	Section 7.12	Martin Street	\$53,000
Lintel Upgrade – Makinson Street	\$6,192	SV Funding	Alexandra Street, Foss Rd & Ellesmere Avenue	\$30,000
Stormwater Pit Renewal - Inspected	\$6,041	SV Funding	Milling Street	\$30,000
TOTAL	\$381,732			\$374,000

Cash and Investments

A summary of the movements in the projected cash and investment budget, including funding sources for operating and capital budget variations for this quarter, are included in the report attachment.

Key Performance Indicators

Hunters Hill uses the following financial ratios to measure its performance against the benchmarks set by the Office of Local Government (OLG):

Ratio description	Quarterly Commentary
<p>Operating performance ratio Measures how well operating expenditure is contained within operating revenue (excluding capital grants and contributions). Total expenses include depreciation, amortisation and impairment.</p> <p>The benchmark set by OLG is greater than zero per cent.</p> <p>In FY2023-24, the operating performance ratio was -5.34%. The original budgeted ratio for FY2024/25 was 0.86%.</p>	<p>This ratio is projected to decrease to 0.03%, from the original budgeted ratio of 0.86%.</p> <p>This is primarily due to the increased operational Income that is expected to exceed budget.</p>
<p>Own source operating revenue Measures the degree to which Council relies on external funding sources such as operating grants and contributions.</p> <p>In FY2023-24, the ratio achieved was 67.01% which exceeded the benchmark set by OLG is greater than 60 per cent. The ratio indicates that Council generates adequate funds from own source revenues. Council's projected original budget ratio for FY2024-25 was 87.9%.</p>	<p>The ratio this quarter is decrease from original budget 87% to 85%</p> <p>This ratio is projected to decrease slightly as Council is expected to receive and recognise additional grant income this financial year.</p>
<p>Unrestricted current ratio This ratio measures Council's ability to meet its short-term obligations i.e. those which aren't external obligations such as Developer Contributions and special levies.</p> <p>The benchmark set by OLG is greater than 1.5 times.</p> <p>In FY2023-24, Council's ratio was greater than 4.51 times. The FY2024-25 budgeted ratio is forecast to be greater than 2.3 times.</p>	<p>The ratio this quarter is unchanged from original budget, with Council projected to have \$2.3 of unrestricted current assets available to service every \$1.00 of its unrestricted current liabilities.</p>
<p>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.</p> <p>The benchmark set by OLG is less than 5 per cent for metropolitan Councils. In FY2023-24, the ratio was 6.21% which is greater than the benchmark.</p>	<p>The original budgeted ratio for FY2024-25 is 4.6%. The ratio this quarter is unchanged from the original budgeted ratio.</p>
<p>Cash expense cover ratio This liquidity ratio indicates the number of months council can continue paying for its immediate expenses without additional cash inflow.</p> <p>The OLG benchmark is greater than 3 months. In FY2023-24, the ratio achieved was 11.24 months. In FY2024-25, this was budgeted to increase to 12.3 months, primarily due to the</p>	<p>It is forecasted that Council will have had the capacity to cover 12.12 months of cash expenditure without additional cash inflows.</p>

Ratio description	Quarterly Commentary
continuing inflationary cost impacts of employee, materials and services costs.	

FINANCIAL IMPACT ASSESSMENT

The impact on Council's forecasted 2024-25 financial results are included in 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. Quarterly Budget Review Statement - December 2024 [↓](#)

ITEM NO	: 4.11
SUBJECT	: AUDIT AND RISK COMMITTEE
STRATEGIC OUTCOME	: A VISION OF CONTINUOUS IMPROVEMENT IS SHARED BY COUNCILLORS AND COUNCIL STAFF.
ACTION	: IMPLEMENT THE ACTIONS FROM THE AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)
REPORTING OFFICER	: ROSANNA GUERRA

Ref:748822

PURPOSE

The purpose of this report is to recommend the re-appointment of the current Audit Risk and Improvement Committee (ARIC) members and propose an adjustment to ARIC member fees commensurate with their increased levels of responsibility and industry standards.

The ARIC is a special committee of Council that acts as an advisory body to Council and has no executive powers, except those expressly provided by Council.

The purpose of the ARIC is to provide independent assurance and assistance to Hunter's Hill Council in the effective discharge of its responsibilities for financial reporting, risk management, internal controls, governance and internal and external audit. The Committee operates in accordance with its **Terms of Reference** (ToR). Among other functions, the committee reviews Council's internal audit activities, which operate in accordance with the **Internal Audit Charter**.

The Committee consists of an independent Chair and two (2) independent members which meet four times per year, with one of those meetings to review and endorse Council's externally audited financial statements and the audit opinion of the NSW Audit Office.

ARIC works under terms of reference that align to the Office of Local Government (OLG) Guidelines. The terms of reference require the chair to provide an annual report to Council which considers the scope and approach of these activities to fulfill the committee's responsibilities. A copy of the **ARIC Annual Report 2023-2024** is attached to this report.

RECOMMENDATION

1. That the current Audit Risk and Improvement Committee (ARIC) members are re-appointed for a new term.
2. That the ARIC membership fees are payable in accordance with industry standards and in reflection of the enhanced responsibilities under the new and broadened LGNSW ARIC ToR framework.

BACKGROUND

Terms of Reference (ToR)

The *Local Government (General) Regulation 2021* ([section 216K](#)) requires a Council's Audit, Risk and Improvement Committee (ARIC) to operate according to terms of reference. This provides clear guidance on how it should serve the Council and that the Council has input into how the ARIC will operate given its investment. The terms of reference ensure clarity in the relationship between Council and the ARIC, and that the Council can measure the ARICs performance.

The Terms of Reference for Hunter's Hill Council's ARIC were updated to align with the Model Terms of Reference issued under the OLG Risk Management and Internal Audit Guidelines 2023 by the ARIC in July 2024 and was adopted by Council on 29 July 2024.

REPORT

ARIC Self-Assessment

The Committee completed a self-assessment in December 2024 for FY 2023-24 via an annual ARIC Survey. The survey was sent to each ARIC member, the General Manager and two other management representatives from Hunter's Hill Council. The survey had a 100% completion rate, with responses being received from all.

The survey contained 18 questions covering the ARIC's responsibilities and meeting administration. Overall, the responses were positive, with most responses being either agree or strongly agree. Additional comments were provided for many questions. The detailed survey results are provided in **Attachment 1** of the ARIC Annual Report (attached).

Based on the positive survey results and the professional manner in which meetings have been carried out, it is recommended that all current members be re-appointed to a new term.

ARIC Member Fees

Due to the level of responsibility and breadth of knowledge required, the following fees are recommended for ARIC members:

Independent Chair: \$1500 per meeting
Members: \$1000 per meeting

The proposed fees are the median of the current fees payable and the indicated fees suggested by the LGNSW, commensurate with the size of Council.

This reflects importance of the ARIC roles, particularly in the context of the enhanced responsibilities under the new and broadened LGNSW ARIC ToR framework whilst acknowledging the excellent performance of the current ARIC members.

Each of the ARIC members have indicated their willingness to re-nominate for a new term on the basis of these proposed increases to the ARIC member fees.

The proposed fees are the median of the current fees payable and the indicated fees suggested by the LGNSW commensurate with the size of Council.

Workplans

The Committee has developed an annual and strategic four-year workplan that assists it to discharge its responsibilities in a structured manner and to comply with the requirements of the OLG Risk Management and Internal Audit Guidelines. The ARIC Workplan is reviewed annually.

CONCLUSION

The ARIC operates in accordance with its adopted Terms of Reference which reflects the requirements of the OLG guidelines. As per these requirements, the ARIC Chair has submitted an annual report to Council which considers the scope and approach of these activities to fulfill the committee's responsibilities, documenting the operation and activities of the ARIC for Hunter's Hill Council from 1 July 2023 to 30 June 2024.

ARIC is critical in local government and specifically to Hunter's Hill Council, to help deliver trust and confidence in financial reporting, assurance over operations, compliance and risk management. Hunter's Hill Council's ARIC responsibilities are wider than just financial reporting oversight with a remit to oversee risk, emerging risk, compliance, improvement, fraud, ethics and culture considerations, all of which drive its effectiveness.

FINANCIAL IMPACT ASSESSMENT

Funds are available from within Budget Account No. 20821 (Meeting Fees) \$10,500 of which \$4,000 (38%) has been expended as at February 2024.

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. ARIC Annual Report FY 2023/24 [↓](#)

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

Ref:750875

PURPOSE

This report seeks Council to ratify the Chairperson roles for the following Committees of Council:

- Arts Advisory Committee
- Bushland Management Advisory Committee
- Cultural and Events Advisory Committee
- Sustainability Advisory Committee

RECOMMENDATION

1. That the report be received and noted.
2. That Council determines the Chairpersons (via the open voting process, i.e. show of hands) for the following Committees of Council:
 - Arts Advisory Committee
 - Bushland Management Advisory Committee
 - Cultural and Events Advisory Committee
 - Sustainability Advisory Committee

BACKGROUND

At the Council Meeting held on 28 October 2024, Council by resolution determined Councillor representative memberships for the following Advisory and Steering Committees:

- Arts Advisory Committee: Deputy Mayor Cr Prieston and Cr Williams
- Bushland Management Advisory Committee: Cr Kassab and Cr Virgara
- Cultural and Events Advisory Committee: Deputy Mayor Cr Prieston and Cr Kassab
- Sustainability Advisory Committee: Cr Tannous-Sleiman and Cr Williams

REPORT

It is prudent that Council now formalises by resolution the Chairpersons of Committees of Council referenced above.

This enables Council officers to effectively and efficiently interact with the designated Chair to set agendas and verify draft minutes. Council selecting Chairs of its Advisory and Steering Committees aligns with the draft Terms of References.

CONCLUSION

The election of chairpersons for Advisory and Steering Committees of Council is a required step in the governance process.

FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.13
SUBJECT	: REQUEST FOR FEE WAIVER - MAMAS & CO. CHOIR FUNDRAISING CONCERT 2025
STRATEGIC OUTCOME	: COMMUNITY, CULTURAL EVENTS AND ACTIVITIES ARE COORDINATED AND DELIVERED INCLUSIVELY
ACTION	: COORDINATE AND DELIVER COMMUNITY, CULTURAL EVENTS AND ACTIVITIES
REPORTING OFFICER	: SHERY DEMIAN

Ref:750353

PURPOSE

For Council to consider a request for sponsorship of the Mamas & Co. Choir fundraising concert through a fee waiver for the hire of Hunters Hill Town Hall on Sunday 16 November 2025.

RECOMMENDATION

1. That Council supports the Mamas & Co. Choir fundraising concert by waiving the hire fees for the Hunters Hill Town Hall on Sunday 16 November 2025 in the amount of \$1344.
2. That the Mamas & Co. Choir be required to pay a bond of \$1000.
3. That the Mamas & Co. Choir be required to pay a fee to cover the cost of cleaning Henley Community Centre following the event in the amount of \$200.
4. That any after-hours call outs to Council Officers during the event will be charged at \$160 per hour, minimum one hour, as per Council's fees and charges.
5. That the Mamas & Co. Choir be required to acknowledge Council's sponsorship in presenting the fundraising concert.

BACKGROUND

The Mamas & Co. Choir fundraising concert is due to be held in Hunters Hill Town Hall on Sunday 16 November 2025.

Council approved a fee waiver for the Choir's 2024 fundraising concert where they raised \$12,000 for local community organisation Riding for the Disabled, a not for profit, volunteer-run organisation which providing equine assisted activities for children with disabilities.

REPORT

The Mamas & Co. Choir has made a request in writing for Council to once again sponsor its 2025 fundraising concert by waiving the hiring fees for Hunters Hill Town Hall.

See Attachment 1 for a copy of the letter.

The Mamas & Co Choir is a local community choir led by musical director Jenny Nylund.

The choir holds concerts to raise funds for various charities.

The 2025 annual fundraising concert is scheduled for Sunday 16 November 2025.

The choir committee is seeking a fee waiver to cover the cost of hire of Hunters Hill Town Hall to support its fundraising.

The total hiring fee for the event at Hunters Hill Town Hall would be \$1344.

The recommendation in this report to charge a cleaning fee is intended to prevent a direct cost to Council, notwithstanding the loss of potential income should Council resolve to grant a fee waiver.

Council resolved to support the last three annual Mamas & Co. Choir fundraising concerts by waiving the hire fees for the Henley Community Centre on those occasions.

The choir committee has not yet determined who their fund-raising recipient will be for 2025, but it will be a worthy not-for-profit organisation.

CONCLUSION

It is a matter for Council to consider whether it wishes to support the Mamas & Co. Choir's fundraising efforts through a fee waiver for the use of Hunters Hill Town Hall for its fundraising concert.

FINANCIAL IMPACT ASSESSMENT

The cost to hire Hunters Hill Town Hall for this event is \$1344. The direct impact on Council's budget would be a loss of \$1344 income from the hire of Hunters Hill Town Hall.

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. Mamas and Co Fee Waiver letter 2025 [↓](#)

ITEM NO	: 4.14
SUBJECT	: SUMMARY OF COUNCIL INVESTMENTS AS AT 31 DECEMBER 2024 AND 31 JANUARY 2025
STRATEGIC OUTCOME	: COUNCIL IS FINANCIALLY SUSTAINABLE
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG TERM FINANCIAL PLAN
REPORTING OFFICER	: MAY VILAYTHONG

Ref:748547

PURPOSE

The purpose of this report is to provide a summary of the performance of Council's investments as at 31 December 2024 and 31 January 2025.

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 5.97%pa (0.49% actual) versus the bank bill index benchmark return of 4.59%pa (0.38% actual). The NSW TCorp Medium Term Growth Fund recorded a strong return for the month, +1.07% actual, reflecting the gains made in the major share markets during the month. For the past 12 months, Council's investment portfolio has returned 5.28% versus the benchmark's 4.48%.

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 31 JANUARY 2025

Institution	Reference	Rating	Principal	Lodged	Matures	Rate	Interest earned at maturity
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	4/12/2024	18/03/2025	5.03%	\$ 14,332.05
NAB	Term Deposit	AA-	\$ 1,000,000	22/11/2024	23/04/2025	5.07%	\$ 21,113.42
NAB	Term Deposit	AA-	\$ 1,000,000	1/05/2024	6/05/2025	5.25%	\$ 53,219.18
Suncorp	Term Deposit	AA-	\$ 1,000,000	30/10/2024	28/05/2025	5.07%	\$ 29,169.86
BoQ	Term Deposit	A-	\$ 1,000,000	26/11/2024	28/05/2025	5.15%	\$ 25,820.55
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+	\$ 1,056,598			4.65%	
CBA	Floating Rate Note	AA-	\$ 500,000	13/01/2023	13/01/2028	5.05%	
CBA	Business online saver	AA-	\$ 1,654,881			4.35%	

Institution	Reference	Lodged	Month-end	Balance at month-end	Month return
TCorp	Medium Term Growth Fund	2-Jun-21	June-2021	\$1,515,096.51	1.01%
			July-2021	\$1,538,434.43	1.54%
		9-Aug-21	August-2021	\$2,052,149.68	0.79%
			12mths to Sept 22	\$2,026,923.72	-0.73%
		12mths to Sept 23	\$1,988,672.64	0.50%	
		12mths to Sept 24	\$2,173,547.22	1.62%	
		October-2024	\$2,160,164.07	-0.62%	
		November-2024	\$2,192,513.79	1.50%	
		December-2024	\$2,202,231.49	0.44%	
		Closing Balance	January-2025	\$2,225,694.63	
		\$17,742,182.18			
CBA	General	\$1,177,756.89	31.01.25 Bank Account Balance		
Total		\$18,919,939.07			

Certification – Responsible Accounting Officer

Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Jan 2025	0.49%	0.38%	0.11%
Last 3 months	1.44%	1.12%	0.32%
Last 6 months	2.61%	2.25%	0.36%
Financial Year to Date	3.22%	2.63%	0.59%
Last 12 months	5.28%	4.48%	0.80%

Below is a summary of the total portfolio by credit exposure, maturity terms and investment holdings as at 31 January 2025:

TABLE 2 – PORTFOLIO TOTAL BY CREDIT EXPOSURE

Credit Rating Group	Face Value (\$)	Policy Max	
AA	11,332,638	60%	100% ✓
A	2,056,598	11%	60% ✓
BBB	3,305,008	17%	30% ✓
TC	2,225,695	12%	15% ✓
	18,919,939		

TABLE 3 – PORTFOLIO TOTAL BY MATURITY TERMS

	Face Value (\$)	Policy Max	
Between 0 and 1 years	18,419,939	97%	100% ✓
Between 1 and 3 years	500,000	3%	60% ✓
	18,919,939		

TABLE 4 – PORTFOLIO TOTAL BY INVESTMENT HOLDINGS

	Face Value (\$)	Current Value (\$)
Cash	3,889,236	3,889,236
Floating Rate Note	500,000	506,545
Managed Funds	2,225,695	2,225,695
Term Deposit	12,305,008	12,305,008
	18,919,939	18,926,484

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.

December and January investments include the following restrictions

Table 5 - EXTERNAL & INTERNAL RESTRICTIONS

	Actual as at 30 November 2024	Actual as at 31 December 2024	Actual as at 31 January 2025
Developer contributions - S7.12	\$2,488,359.97	\$2,484,144.47	\$2,540,428.39
Other developer contribution	\$138,000.61	\$138,000.61	\$138,000.61
Specific purpose unexpended grants	\$671,680.35	\$654,231.56	\$546,330.77
Domestic waste management	\$1,023,411.40	\$1,023,411.40	\$1,023,411.40
Other special levies	\$1,815,351.22	\$1,697,529.05	\$1,694,079.65
Total External Restrictions	\$6,136,803.54	\$5,997,317.08	\$5,942,250.81
Internal Restrictions			
Plant and vehicle replacement	\$426,420.68	\$426,420.68	\$426,420.68
Employee leave entitlements	\$800,672.87	\$800,672.87	\$800,672.87
Deposits, retentions and bonds	\$3,814,493.64	\$3,688,201.32	\$3,710,863.32
Construction of building	\$182,472.00	\$182,472.00	\$182,472.00
Office equipment & furniture	\$368,539.77	\$368,539.77	\$315,342.26
Elections	\$278,582.73	\$278,582.73	\$278,582.73
Insurance reserve	\$137,859.78	\$137,859.78	\$137,859.78
Road Reconstruction	\$223,760.00	\$223,760.00	\$223,760.00
Sustainability Reserve	\$196,500.48	\$196,500.48	\$196,500.48
Asset Re-purposing	\$4,863,841.74	\$4,863,841.74	\$4,863,841.74
Safety & welfare expenses OH&S Incentive	\$33,874.07	\$50,736.11	\$49,604.07
Community Initiatives & Minor Capital Works	\$20,000.00	\$20,000.00	\$20,000.00
Stormwater & marine maintenance reserve	\$50,000.00	\$50,000.00	\$50,000.00
Community building maintenance reserve	\$50,000.00	\$50,000.00	\$50,000.00
Depot Operations Strategy	\$306,296.13	\$193,602.57	\$123,625.64
Gladesville Masterplan	\$260,000.00	\$260,000.00	\$260,000.00
Contributions for Hillman Orchard Restoration Project	\$14,782.14	\$14,782.14	\$14,782.14
Total Internal Restrictions	\$12,028,096.03	\$11,805,972.19	\$11,704,327.71
Total Restrictions	\$18,164,899.57	\$17,803,289.27	\$17,646,578.52

ATTACHMENTS

1. Investment Summary Report December 2024 [↓](#)
2. Investment Summary Report January 2025 [↓](#)

ITEM NO	: 4.15
SUBJECT	: DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN DECEMBER 2024 AND JANUARY 2025
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:750605

PURPOSE

The purpose of this report is to advise of Development Applications determined under delegated authority for the periods of December 2024 and January 2025.

DELEGATED AUTHORITY

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

Further information and documentation regarding approval or refusal of Development Applications can be found on Council's DA Tracker -

<https://eplanning.huntershill.nsw.gov.au/Public/PlanningRegister.aspx>

RECOMMENDATION

1. That the report be received and noted.

REPORT

Development Application No.	DA 2024-0220	Zone	R2
Construction Certificate No.	CC ****/****	Notification	Yes
Applicant	Mr Peter Corbett	Value	N/A
Premises	2 Garrick Avenue Hunters Hill	Garden Area	N/A
Classification (BCA)	N/A	Date lodged	14.11.2024
Assessing Officer	Anna Hopwood Martin Peacock	Determination Date	29.11.2024
Proposal	Removal of one (1) tree		

Determination	Approve removal of one (1) tree, with the planting of one (1) replacement tree within the property										
<p>Tree 1 – <i>Liquidambar styraciflua</i> (Liquidambar)</p> <ul style="list-style-type: none"> • Mature specimen • High landscape significance • Good health • Poor structural condition • Major branch cavities at previous pruning points • Visual assessment of one large diameter branch cavity in lower crown indicates residual wall thickness does not meet acceptable limits of t/R ratio • Multiple trunk cavities and large occluded trunk wounds with seedling figs, privet and palm species growing out of the wound faces • Very high likelihood that wounds/cavities are connected by an extensive column of internal decay • History of previous branch failures reported by Applicant • Application proposes tree removal due to safety concerns relating to branch failures • Application is approved • The poor structural condition of the tree significantly increases the likelihood of further branch failures. Internal diagnostic testing is not required due to the tree’s visually poor structural condition • Replacement planting required to maintain the canopy cover in the suburb 											
The following trees may be removed:											
<table border="1"> <thead> <tr> <th data-bbox="201 1133 671 1167">Tree</th> <th data-bbox="679 1133 967 1167">Location</th> <th data-bbox="975 1133 1437 1167">Comments</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 1171 671 1240"><i>Liquidambar styraciflua</i> (Liquidambar)</td> <td data-bbox="679 1171 967 1240">Front garden</td> <td data-bbox="975 1171 1437 1240">Poor structural condition due to extensive decay</td> </tr> </tbody> </table>	Tree	Location	Comments	<i>Liquidambar styraciflua</i> (Liquidambar)	Front garden	Poor structural condition due to extensive decay					
Tree	Location	Comments									
<i>Liquidambar styraciflua</i> (Liquidambar)	Front garden	Poor structural condition due to extensive decay									
The following replacement planting is required:											
<table border="1"> <thead> <tr> <th data-bbox="201 1337 480 1442">Location</th> <th data-bbox="488 1337 708 1442">Minimum container size at purchase</th> <th data-bbox="716 1337 948 1442">No. of replacement plants required</th> <th data-bbox="956 1337 1437 1442">Replacement tree Species</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 1447 480 1859">Within the front garden at the property</td> <td data-bbox="488 1447 708 1859">45 litre</td> <td data-bbox="716 1447 948 1859">1</td> <td data-bbox="956 1447 1437 1859"> <i>Angophora costata</i> (Sydney red Gum) or <i>Corymbia eximia</i> (Yellow Bloodwood) or <i>Callistemon salignus</i> (Willow Bottlebrush) or <i>Alloxylon flammeum</i> (Tree Waratah) </td> </tr> </tbody> </table>	Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species	Within the front garden at the property	45 litre	1	<i>Angophora costata</i> (Sydney red Gum) or <i>Corymbia eximia</i> (Yellow Bloodwood) or <i>Callistemon salignus</i> (Willow Bottlebrush) or <i>Alloxylon flammeum</i> (Tree Waratah)			
Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species								
Within the front garden at the property	45 litre	1	<i>Angophora costata</i> (Sydney red Gum) or <i>Corymbia eximia</i> (Yellow Bloodwood) or <i>Callistemon salignus</i> (Willow Bottlebrush) or <i>Alloxylon flammeum</i> (Tree Waratah)								

Development Application No.	DA 2024-0194	Zone	R2
Construction Certificate No.	CC ****/****	Notification	Yes
Applicant	Rosemary Buda	Value	N/A
Premises	2 Rooke Street Hunters Hill	Garden Area	N/A
Classification (BCA)	N/A	Date lodged	14.11.2024
Assessing Officer	Anna Hopwood Martin Peacock	Determination Date	29.11.2024
Proposal	Removal of one (1) tree		
Determination	Approve removal of one (1) tree, with the planting of one (1) replacement tree within the property		

Tree 1 – *Phoenix canariensis* (Phoenix Palm)

- Early mature specimen with potential to become a much larger specimen
- Low landscape significance
- Good health
- Good structural condition
- Basal flare of trunk flattened against wall of dwelling and boundary fence
- Limited trunk clearance (100mm) from eave of dwelling. Future trunk expansion will result in trunk contact with eave
- Application proposes tree removal due to basal flare preventing overland water flows downside of property resulting in flooding issues
- Application is **approved** based on the inappropriate location of the tree
- Replacement planting required to maintain the canopy cover in the suburb

The following trees may be removed:

Tree	Location	Comments
<i>Phoenix canariensis</i> (Phoenix Palm)	Side garden	Tree growing in inappropriate location

The following replacement planting is required:

Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species
Within the front garden at the property	25 litre	1	<i>Magnolia stellata</i> (Star Magnolia) or <i>Acer palmatum</i> (Japanese Maple) or <i>Callistemon salignus</i> (Willow Bottlebrush) or <i>Camellia japonica</i> (Japanese Camellia)

Type of Report	Delegated Authority	Inspection Date	31/07/2024
Development Application No.	DA2024/0101	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Deborah Ryan	Value	\$1,168,962
Premises	51 Ryde Road, Hunters Hill	Landscaped Area	50.2%
Classification (BCA)	1a	Date lodged	16/7/2024
Assessing Officer	Patrick Ogisi	Determination Date	05/11/2024
Proposal	Alterations and additions to an existing heritage building. Demolition of external laundry, enclosed rear verandah and garden shed. Construction of two storey rear addition and swimming pool.		
Determination	Deferred Commencement		

Type of Report	Delegated Authority	Inspection Date	23/10/2024
Development Application No.	DA20240163	Zone	R2 Low Density
Construction Certificate No.	N/A	Notification	Yes
Applicant	Catherine Traill	Value	\$550,000
Premises	94 Barons Crescent, Hunters Hill	Landscaped Area	50.1%
Classification (BCA)	1a	Date lodged	14/10/24
Assessing Officer	Patrick Ogisi	Determination Date	14/11/24
Proposal	Demolition of existing dwelling and construction of a new single storey dwelling		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	16/07/24
Development Application No.	DA20171154-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Soya Padovan	Value	\$3,600,000
Premises	26 Joubert Street, Hunters Hill	Landscaped Area	50.5%
Classification (BCA)	1a	Date lodged	03/07/24
Assessing Officer	Patrick Ogisi	Determination Date	02/12/24
Proposal	Demolition of the existing home and construction of a new dwelling. s4.56 modification - Minor changes to the approved plans including modifying the pool and pergola location, rear retaining walls and windows.		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	31.07.24
Development Application No.	DA2024/0099	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Lloyd Williams	Value	\$548,907
Premises	16 Martin Street, Hunters Hill	Landscaped Area	54%
Classification (BCA)	1a	Date lodged	11.07.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	05.12.24
Proposal	Demolition of existing sunroom, replacement of existing second storey, alterations to internal ground floor layout, additional native tree planting in existing garden		
Determination	Refusal		

Type of Report	Delegated Authority	Inspection Date	24/10/24
Development Application No.	DA20240173	Zone	R3 Medium Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	John Cassen	Value	\$55,000
Premises	11/12-14 Le Vesinet Drive, Hunters Hill	Landscaped Area	Same as Existing
Classification (BCA)	1a	Date lodged	17/10/24
Assessing Officer	Patrick Ogisi	Determination Date	11/12/24
Proposal	Installation of external doors, change a window (same size), raise balustrade to legal height after raising the height of the balcony to one level (decking), solar panels, sky light tubes.		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	16/10/24
Development Application No.	DA20240157	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Mark Rosenberg	Value	\$33,000
Premises	7 Hillcrest Avenue, Gladesville	Landscaped Area	Same as Existing
Classification (BCA)	1a	Date lodged	08/10/24
Assessing Officer	Patrick Ogisi	Determination Date	11/12/24
Proposal	Proposed carport and minor alterations to existing windows		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	16.10.24
Development Application No.	DA2024/0155	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	John Bousamra	Value	\$21,780
Premises	28 Barons Crescent, Hunters Hill	Landscaped Area	90%
Classification (BCA)	10b	Date lodged	26.09.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	09.12.24
Proposal	Alterations and renovation of the existing double garage and front fence		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	28.08.24
Development Application No.	DA2017/1107-3	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Tom Maric	Value	N/A
Premises	1/52-54 Milling Street, Hunters Hill	Landscaped Area	50.38%
Classification (BCA)	1a, 10a	Date lodged	12.08.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	09.12.24
Proposal	Alterations and additions to rear of property – s4.55 Modification - general design changes		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	19/11/24
Development Application No.	DA20211322-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Gerald Gilchrist	Value	\$456,500
Premises	5 Serpentine Road, Hunters Hill	Landscaped Area	Same as existing
Classification (BCA)	1a	Date lodged	31/10/24
Assessing Officer	Patrick Ogsi	Determination Date	27/11/24
Proposal	Addition of a conservatory on the northern side of the existing building, addition of a lift core on the southeast side of the building, addition of awnings on the East, West and South facades, replacement of all metal balustrades for new metal balustrades, and replacement of the timber columns with metal columns. s4.55 modification - simplified conservatory addition, relocation of the lift, relocated pool access and reconfigured entry stair.		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	23.10.24
Development Application No.	DA2024/0159	Zone	E1
Construction Certificate No.	N/A	Notification	Yes
Applicant	Joe Vescio	Value	\$ 970,000
Premises	Hunters Hill Hotel 68 Gladesville Road Hunters Hill	Landscaped Area	N/A
Classification (BCA)	3	Date lodged	09.10.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	23.12.24
Proposal	Alterations and additions to existing hotel premises		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	02.08.24
Development Application No.	DA2010/1105-4	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Hussein Bazzi	Value	\$11,000
Premises	15 Hunter Street, Woolwich	Landscaped Area	N/A
Classification (BCA)	N/A	Date lodged	28.06.24
Assessing Officer	Shahram Mehdizadgan	Determination Date	19.12.24
Proposal	Demolition of an existing dwelling and erection of a new dwelling with basement plus inground pool and landscaping - s4.55 (1A) - removal of one (1) Moreton Bay Fig at the rear of the site		
Determination	Refusal		

Type of Report	Delegated Authority	Inspection Date	21/8/24
Development Application No.	DA20240113	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Joe Barakat	Value	\$464,475
Premises	10 Lloyd Avenue, Hunters Hill	Landscaped Area	58%
Classification (BCA)	1a	Date lodged	26/07/24
Assessing Officer	Patrick Ogisi	Determination Date	28/11/24
Proposal	Alterations and additions to the existing dwelling.		
Determination	Refusal		

Development Application No.	DA 2024-0238	Zone	R2
Construction Certificate No.	CC ****/****	Notification	Yes
Applicant	Mrs Lucy See	Value	N/A
Premises	1 Browns Lane Hunters Hill	Garden Area	N/A
Classification (BCA)	N/A	Date lodged	10.12.2024

Assessing Officer	Anna Hopwood Martin Peacock	Determination Date	17.01.2025
Proposal	Removal of one (1) tree		
Determination	Approve removal of one (1) tree, with the planting of one (1) replacement tree within the front garden at the property		

Tree 1 – *Macadamia integrifolia* (Macadamia Tree)

- Senescent specimen
- Low landscape significance
- Poor health
- Crown density <10% with high volumes of dead wood
- Application proposes tree removal due to the poor condition of the tree
- Application is **approved** based on the tree’s irreversible state of decline
- Replacement planting is required to maintain the canopy cover in the suburb. Due to the presence of both established and recently planted advanced size trees, the replacement tree should be of a small species tolerant of growing in a semi shaded position

The following trees may be removed:

Tree 1	Location	Comments
<i>Macadamia integrifolia</i> (Macadamia Tree)	Front garden	Senescent specimen

The following replacement planting is required:

Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species
Within the front garden at property	45 litre	1	<i>Magnolia</i> sp. (Magnolia species) or <i>Acer palmatum</i> (Japanese Maple) or <i>Backhousia citriodora</i> (Lemon Myrtle) or <i>Camellia</i> sp. (Camellia species)

Development Application No.	DA 2024-0188	Zone	R2
Construction Certificate No.	CC ****/****	Notification	Yes
Applicant	Robyn Wood	Value	N/A
Premises	78 Alexandra Street Hunters Hill	Garden Area	N/A
Classification (BCA)	N/A	Date lodged	10.12.2024
Assessing Officer	Anna Hopwood Martin Peacock	Determination Date	17.01.2025
Proposal	Removal of six (6) trees		

Determination	Approve removal of six (6) trees, with the planting of six (6) replacement trees within the property										
<p>Trees 1-6 – <i>XCupressocyparis leylandii</i> (Leyland Cypress)</p> <ul style="list-style-type: none"> • Mature specimens planted as a hedge • Low landscape significance • Good/fair health • Fair structural condition (etiolated form due to close planting) • Hedge has not been managed resulting in significant thinning of the trees’ lower crowns and loss of screening function • Pruning to restore the hedge is not possible as Leyland Cypress do not develop new growth from adventitious buds • Application proposes tree removal as the hedge cannot be rejuvenated by pruning • Application is approved based on the poor quality of the trees • Replacement planting is required to maintain the canopy cover in the suburb. Due to the high number of large mature trees growing at the property, replacement trees should be of a small species tolerant of growing in a semi-shaded position 											
The following trees may be removed:											
<table border="1"> <thead> <tr> <th data-bbox="201 925 671 965">Trees 1-6</th> <th data-bbox="679 925 962 965">Location</th> <th data-bbox="970 925 1441 965">Comments</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 969 671 1043"><i>XCupressocyparis leylandii</i> (Leyland Cypress)</td> <td data-bbox="679 969 962 1043">Side garden</td> <td data-bbox="970 969 1441 1043">Trees (hedge) in poor condition due to lack of management</td> </tr> </tbody> </table>	Trees 1-6	Location	Comments	<i>XCupressocyparis leylandii</i> (Leyland Cypress)	Side garden	Trees (hedge) in poor condition due to lack of management					
Trees 1-6	Location	Comments									
<i>XCupressocyparis leylandii</i> (Leyland Cypress)	Side garden	Trees (hedge) in poor condition due to lack of management									
The following replacement planting is required:											
<table border="1"> <thead> <tr> <th data-bbox="201 1126 480 1245">Location</th> <th data-bbox="488 1126 707 1245">Minimum container size at purchase</th> <th data-bbox="715 1126 946 1245">No. of replacement plants required</th> <th data-bbox="954 1126 1441 1245">Replacement tree Species</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 1249 480 1668">Within the property</td> <td data-bbox="488 1249 707 1668">25 litre</td> <td data-bbox="715 1249 946 1668">6</td> <td data-bbox="954 1249 1441 1668"> <i>Magnolia stellata</i> (Star Magnolia) or <i>Acer palmatum</i> (Japanese Maple) or <i>Magnolia grandiflora</i> cvs (Bull Bay Magnolia cultivars) or <i>Camellia</i> sp. (Camellia species) </td> </tr> </tbody> </table>	Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species	Within the property	25 litre	6	<i>Magnolia stellata</i> (Star Magnolia) or <i>Acer palmatum</i> (Japanese Maple) or <i>Magnolia grandiflora</i> cvs (Bull Bay Magnolia cultivars) or <i>Camellia</i> sp. (Camellia species)			
Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree Species								
Within the property	25 litre	6	<i>Magnolia stellata</i> (Star Magnolia) or <i>Acer palmatum</i> (Japanese Maple) or <i>Magnolia grandiflora</i> cvs (Bull Bay Magnolia cultivars) or <i>Camellia</i> sp. (Camellia species)								

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.16
SUBJECT	: REPORT OF LEGAL MATTERS - JANUARY 2025
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED
ACTION	: DEVELOPMENT APPLICATIONS (DAS) ARE PROCESSED IN ACCORDANCE WITH SERVICE STANDARDS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:750916

PURPOSE

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

RECOMMENDATION

1. That the report be received and noted.

REPORT

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

ATTACHMENTS

1. HWL Status Report [↓](#)
2. Hall and Wilcox Status Report [↓](#)
3. Marsdens Status Report [↓](#)

ITEM NO	: 4.17
SUBJECT	: COUNCIL-RELATED DEVELOPMENT APPLICATION CONFLICT OF INTEREST POLICY - FOR PUBLIC EXHIBITION
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: STEVE KOUREPIS

Ref:749938

PURPOSE

The purpose of this report is to provide elected members with the draft Council-related Development Application Conflict of Interest Policy and seek endorsement for this document to be placed on public exhibition.

RECOMMENDATION

That Council:

1. Endorse the draft Council-related Development Application Conflict of Interest Policy (see Attachment 1).
2. Place the endorsed Council-related Development Application Conflict of Interest Policy on public exhibition for a period of not less than 28 days, inviting submissions from the public for 28 days.
3. Receive a further report on the draft Council-related Development Application Conflict of Interest Policy that includes consideration of any submissions made within the time allowed, prior to formal adoption.

BACKGROUND

The *Environmental Planning and Assessment Regulation 2021 (the Regulation)* introduced various requirements to address conflicts of interest in council-related development.

Under Section 66A of the Regulation, councils are required to adopt a conflict of interest policy and consider the policy when determining any council-related development application.

The Department of Planning and Environment published *Council-related Development Application Conflict of Interest Guidelines (the Guidelines)* (see Attachment 2) in 2022, with which Council's conflict of interest policy is required to comply.

The draft Council-related Development Application Conflict Policy (**the Policy**) was intended to be endorsed at the 16 December 2024 Council meeting (item 4.8). However, it was not attached to that Report due to a clerical error. This Report intends to rectify this.

REPORT

The Guidelines provide a sample policy for consideration by councils, which can be adapted to reflect the unique circumstances within a local government area. Council's Policy has been largely based on this sample policy.

The Guidelines provide for situations in which the conflict-of-interest risk is low and no specific controls are warranted. In these cases, Council should still publicly communicate that fact to ensure transparency.

The Policy also sets out management controls for development applications submitted by Councillors, Council Staff or their respective relatives.

Under the Policy, the General Manager (or their delegate) is responsible for the assessment of the conflict-of-interest risks and associated management strategies. All Councillors and Council Staff are responsible for advising their supervisor of any conflicts of interest.

CONCLUSION

It is recommended that the draft Council-related Development Application Conflict of Interest Policy be endorsed by Council and then placed on public exhibition.

FINANCIAL IMPACT ASSESSMENT

In the event of a conflict of interest which requires referral to an external consultant or other third-party, Council will need to allocate sufficient funds to accommodate this process.

ENVIRONMENTAL IMPACT ASSESSMENT

Pursuant to relevant Planning, Heritage, Biodiversity and Conservation legislation, any Council-related development will need to take all steps necessary to mitigate against risks to the natural environment.

SOCIAL IMPACT ASSESSMENT

Residents, ratepayers and other interested parties to a Council-related development will get an opportunity to make comment during the relevant public exhibition period.

RISK ASSESSMENT

Council will need to establish controls and strategies to address any potential conflict of interest in Council-related development processes. This may require segregation of responsibilities throughout the project life cycle and where necessary require clear statements to that effect.

ATTACHMENTS

1. Council-related Development Application Conflict of Interest Policy [↓](#)
2. Council-related Development Application Conflict of Interest Guidelines [↓](#)

ITEM NO	: 4.18
SUBJECT	: SIGNAGE AND BANNERS POLICY FOR PUBLIC EXHIBITION
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: REPORT TO COUNCIL AND THE COMMUNITY ON MATTERS OF PUBLIC INTEREST VIA MAYORAL MINUTES AND STAFF REPORTS
REPORTING OFFICER	: STEVE KOUREPIS

Ref:749861

PURPOSE

The purpose of this report is to provide Council with the draft Signage and Banners Policy and seek endorsement for this document to be placed on public exhibition.

RECOMMENDATION

That Council:

1. Endorse the draft Signage and Banners Policy attached to the report (see Attachment 1).
2. Place the endorsed Signage and Banners Policy on public exhibition for a period of at not less than 28 days, inviting submissions from the public for 28 days.
3. Receive a further report on the draft Signage and Banners Policy that includes consideration of any submissions made within the time allowed, prior to formal adoption.

BACKGROUND

Council adopted the Advertising Signage and “A-frames” on Roads and Public Places Enforcement Policy on 22 May 2023 with a review date in 2025.

That policy aimed to control and remove unauthorised signage from Council-owned roads in accordance with relevant legislation.

The Signage and Banners Policy (**the Policy**) has been prepared to update and consolidate the previous policy.

REPORT

The Policy consolidates the requirements of the relevant legislation, namely:

- the *Environmental Planning and Assessment 1979*
- the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*
- the *Roads Act 1993*
- the *Roads Regulation 2018*

The Policy sets out the circumstances in which approval is required to erect any advertising signage and sets out the process for obtaining approval.

The Policy also sets out the circumstances in which approval cannot to be granted.

The Policy details the enforcement and penalty procedure in the event of non-compliance with the Policy.

CONCLUSION

The draft Signage and Banners Policy has been prepared to update and simplify the current Advertising Signage and “A-frames” on Roads and Public Places Enforcement Policy.

It is recommended that the draft Policy be endorsed by Council and placed on public exhibition, inviting submissions from the public for 28 days.

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. Signage and Banners Policy [↓](#)

ITEM NO	: 4.19
SUBJECT	: HUNTERS HILL LANE COVE PARRAMATTA AND RYDE BUSH FIRE RISK MANAGEMENT PLAN
STRATEGIC OUTCOME	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PROTECTED AND ENHANCED
ACTION	: IMPLEMENT BUSHCARE PROGRAMS WHICH CONSERVE FLORA, FAUNA AND ECOLOGICAL COMMUNITIES
REPORTING OFFICER	: JACQUI VOLLMER

Ref:751246

PURPOSE

The purpose of this report is to seek Council's endorsement of the Hunters Hill Lane Cove Parramatta and Ryde Bush Fire Risk Management Plan (BFRMP) approved by the NSW Bushfire Coordinating Committee in December 2024.

RECOMMENDATION

1. That Council endorse the Hunters Hill Lane Cove Parramatta and Ryde Bush Fire Risk Management Plan approved by the NSW Bushfire Coordinating Committee.

BACKGROUND

The Bush Fire Risk Management Plan for Hunters Hill, Lane Cove, Parramatta and Ryde Council's was prepared by the Bushfire Management Committee in conjunction with the NSW Rural Fire Service (RFS). It is a comprehensive document that maps and describes the level of bush fire risk across the 4 LGAs and the proposed treatments to minimise and mitigate the risk.

This Bushfire Risk Management Plan (BFRMP) has been prepared by the Hunters Hill, Lane Cove, Parramatta, Ryde Bushfire Management Committee (BFMC) pursuant to section 52 of the Rural Fires Act 1997.

The aim of this BFRMP is to reduce the adverse impacts of bushfires on life, property, infrastructure and environmental, economic, cultural, agricultural and community assets.

The objectives of this BFRMP are to:

- Reduce the number of human induced bushfire ignitions and their potential to cause damage to life, property, infrastructure and environmental, economic, cultural, agricultural and community assets.
- Manage fuel to reduce the rate of spread, intensity and impact of bushfires on life and assets while minimizing damage to environmental and cultural values.

- Increase the community's resilience to bushfires by improving its preparedness, response and recovery.
- Provide advice and strategies to plan, prepare and implement activities to effectively contain fires with the potential to cause damage to life, property, infrastructure and environment, economic, cultural, agricultural and community assets.

REPORT

The Bushfire Risk Management Plan (BFRMP) was prepared by the Bushfire Management Committee (BFMC) in conjunction with the NSW RFS and NSW Fire and Rescue. The draft plan was placed on public exhibition from 23 May to 18 July 2023.

This BFRMP identifies bush fire issues, identifies assets at risk, assesses the level of risk, and establishes treatment strategies to minimise the risk and who is responsible for carrying out the treatments identified. Assets in the BFMC area identified as requiring treatments are listed in the tables 2.1 asset protection zones, 2.2. prescribed burns and 2.3 neighbourhood safer places (refer to Appendix 2 fuel management register).

Standard BFMC wide treatments (i.e. not linked to specific assets) which occur on an ongoing basis within the BFMC area are:

- Plan of Operations
- Treatments in the Fire Access and Fire Trail Plan Treatment Register
- Ignition Prevention Plan
- Land and Asset Management
- Local Environmental Plans
- Environmental Approval for all Hazard Reduction
- Bush Fire Prone Land Mapping and Planning for Bush Fire Protection
- Hazard complaints
- Community engagement
- BFMC Bush Fire Danger Period
- Firefighting response
- Prosecution of arsonists/offenders.

One submission was received from the Hunters Hill LGA questioning the accuracy of the mapping and modelling along Buffalo Creek as a strategic fire advantage zone. A response was provided by Council and Fire and Rescue NSW clarifying that the strategic fire advantage zone referred to the Eucalyptus Open Forest adjoining Barons Crescent properties (whereby landowner consents have been obtained to conduct a hazard reduction burn), and not the wetlands, mangroves, and coastal saltmarsh along Buffalo Creek.

CONCLUSION

This report recommends that Council endorse the BFRMP approved and signed by NSW Bushfire Coordinating Committee in December 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. [Hunters Hill Lane Cove Parramatta and Ryde Bushfire Risk Management Plan](#)
[↓](#)

ITEM NO	: 4.20
SUBJECT	: TARBAN CREEK PRIORITISED FOR PARRAMATTA RIVER CATCHMENT GROUPS BANK NATURALISATION PROJECT
STRATEGIC OUTCOME	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PROTECTED AND ENHANCED
ACTION	: IMPLEMENT INITIATIVES TO IMPROVE THE HEALTH OF OUR WATERWAYS
REPORTING OFFICER	: JACQUI VOLLMER

Ref:751346

PURPOSE

To seek Council's endorsement for the Parramatta River Catchment Group to proceed with a detailed concept design for Tarban Creek Section 3 east from Manning Road.

RECOMMENDATION

1. That the report be received and noted.
2. That Council staff continue to liaise with the Parramatta River Catchment Group to develop a detailed concept design for Tarban Creek Section 3 east from Manning Road- refer to attached map.
3. That following further investigations and community feedback, a further report be brought back to the July Ordinary Meeting of Council with the development of a detailed concept design and a recommendation to proceed to seek grant funding for the different components of the design.

BACKGROUND

The Parramatta River Catchment Group (PRCG) is an alliance of councils, State Government agencies (including Sydney Water) and community groups that are working together on the mission to improve waterway and ecosystem health of the Parramatta River and surrounding catchment, and open new swimming and recreation sites.

In June 2023, the PRCG received a grant (\$1,000,000 over 3 years) from the NSW Government for the Bank Naturalisation and Planning of Priority Corridors Project. The objectives of this project over the three years from June 2023 to June 2026 are to:

- Develop strategic policy to protect and enhance existing riparian vegetation.
- Identify priority sites within the PRCG catchment for riverbank revegetation.
- Deliver initial implementation (on-ground works).

The grant is being delivered in three stages:

1. Stage 1: Catchment mapping including the identification of preliminary priority sites for restoration (July 2023 – June 2024) - completed
2. Stage 2: Finalise site selection for restoration and create concept designs (July 2024 – June 2025) - underway
3. Stage 3: Commence capital works at priority site(s) (July 2025 – June 2026)

The grant has been funding the following activities:

- Employed a specialist or consultancy to conduct a literature review, drawing on council and agency existing data sets, and undertake catchment mapping (completed).
- Conducted workshops with this specialist and councils and Sydney Water to establish and publish priority corridors for restoration across the catchment (completed).
- Employ specialist or consultancy to design a capital works program with concept and detailed designs for specific projects, prepare cost estimates, and coordinate approvals for capital works project (Tarban Creek has been prioritised – refer to attached extract from the consultancy Civile 2024 report).
- Undertake capital works at priority sites identifying any opportunity for co-funding by landowners and other grants (not started).

REPORT

Consultation with PRCG, Sydney Water and Council officers has confirmed Tarban Creek as a priority site to be carried through to Stages 2 & 3 of the grant project. Consultation with the Department of Climate Change Energy Environment and Water has established consensus that the grant value is insufficient for a significant capital works project.

This grant will produce a range of shovel ready concepts to leverage secondary sources of grant funding. The PRCG has employed a Bank Naturalisation Project Officer part-time to oversee this stage of the project.

Council and PRCG staff met onsite at Tarban Creek on 7 February 2025 to discuss restoration options including potential upgrade of the viewing platform, a wetland on the west end, improved turtle habitat, new GPT and repair of older one, investigation of sediment removal, and additional bushland regeneration work, potentially on both sides of the creek including Coastal Saltmarsh (Endangered Ecological Community).

Any new or maintenance of GPTs will need to be included in Council's updated Stormwater Management Plan. In addition, the Grey-headed Flying-fox camp (listed both State and Federally as a Vulnerable Species) will be a determining factor for extent and timing of works.

The next step will focus on community consultation to inform detailed design concepts. The PRCG will engage a specialist or consultancy to design a capital works program with concept and detailed designs for the Tarban Creek project and prepare cost estimates.

CONCLUSION

It is recommended that Council staff continue to liaise with the Parramatta River Catchment Group to develop a detailed concept design for Tarban Creek Section 3 east from Manning Road. The Tarban Creek project will be advertised to the community via media channels within the Community Engagement Strategy including Council's website and social media channels.

Following further investigations and community feedback, a further report will be brought back to the July Ordinary Meeting of Council with the development of a detailed concept design and a recommendation to proceed to seek grant funding for the different components of the design.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report. Council will seek grant funding for the different components of the concept design.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter. The Tarban Creek project will improve water quality, bushland condition and wildlife habitat particularly for Eastern long-necked turtles, along Tarban Creek in the long term.

SOCIAL IMPACT ASSESSMENT

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

The Tarban Creek project will improve amenity and access in Riverglade Reserve for the local community in the long term.

RISK ASSESSMENT

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

ATTACHMENTS

1. Extract from Civile Report 2024 on Tarban Creek Section 3 [↓](#)

ITEM NO	: 4.21
SUBJECT	: REVISED DATA BREACH POLICY
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: JADE REED

Ref:743331

PURPOSE

The purpose of this report is to seek adoption of the revised Data Breach Policy.

RECOMMENDATION

1. That report be received and noted.
2. That the revised Data Breach Policy is adopted.

BACKGROUND

The NSW Mandatory Notification of Data Breach (MNDB) Scheme was established under the *Privacy and Personal Information Protection Act 1998* (PIIP Act) and commenced on 28 November 2023. This scheme requires NSW public sector agencies to notify the Privacy Commissioner and affected individuals in the event of an eligible data breach involving personal or health information that is likely to result in serious harm.

REPORT

In accordance with the section 59ZD of the PPIIP Act, Council is required to prepare and publish a Data Breach Policy.

In October 2024, the Information and Privacy Commission (IPC) released a [MNDB Scheme Trends Report](#) that summarised the key findings of the first seven months of the MNDB Scheme's operation.

Key findings include:

- 52 eligible data breaches notified to the Privacy Commissioner
- 65% of notifications were made by the Government Section (9 from Local Government)
- 79% of notifications involved Human Error
- 29% of notifications involved malicious or criminal attack
- 73% of notifications were made within 30 days
- 69% of breaches affected 10 or fewer individuals.

Hunter's Hill Council is dedicated to safeguarding individuals' privacy and is continuously reviewing and improving cybersecurity practices. During this period, the Council has not experienced any eligible data breaches.

CONCLUSION

The Data Breach Policy outlines Hunter's Hill Council's approach to managing data breaches. This policy ensures the Council is prepared to respond to data breaches in line with relevant legislation. It defines roles and responsibilities, sets preventative measures, and details steps for responding to breaches. Overall, it provides a framework for managing data breaches effectively, protecting the community's information.

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. Revised Data Breach Policy [↓](#)

ITEM NO	: 4.22
SUBJECT	: AGENCY INFORMATION GUIDE
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: ENSURE COUNCIL COMPLIES WITH THE GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) ACT
REPORTING OFFICER	: JADE REED

Ref:749353

PURPOSE

The purpose of this report is to present the updated Agency Information Guide. This guide has been produced in compliance with Section 20 of the *Government Information (Public Access) Act 2009* (GIPA Act), which mandates that the document be reviewed and updated on an annual basis.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

Under the GIPA Act, all agencies are required to prepare and maintain an Agency Information Guide.

The guide provides a comprehensive overview of Council's structure, its functions, and how these functions impact the public. It also details the legislative powers of the Council, avenues for public participation in local government, and access to government information.

REPORT

The Agency Information guide has been updated to reflect current practices, organisation structure adjustments and details of current Councillors. The intent of the guide remains unchanged.

Details of key changes include:

- updated organisation chart, including the composition of Council directorates;
- detailed responsibilities of each directorate;
- new section outlining shared services agreements and partnerships;
- updated information about the GIPA Act;
- enhanced explanations of how the public can participate, and addition of reference to Council's Community Engagement Strategy and Community Participation Plan.

In accordance with the GIPA Act, this guide has been sent to the NSW Information Commissioner.

CONCLUSION

The updated Agency Information Guide serves as a vital resource for the residents of Hunter's Hill and other stakeholders. By providing detailed and accessible information about the Council's structure, functions, and avenues for public participation, the guide promotes greater transparency and engagement.

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. Agency Information Guide [↓](#)

ITEM NO	: 4.23
SUBJECT	: HUNTER'S HILL COUNCIL MEMORIALS POLICY
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: SAMANTHA URQUHART

Ref:751384

PURPOSE

The purpose of this report is to recommend minor updates, and to place Council's updated Memorials Policy (Policy) on public exhibition, for a period of 28 days.

RECOMMENDATION

1. That Council places the Hunter's Hill Council Memorials Policy, as shown at Attachment 1, on public exhibition for a period of 28 days; and
2. That a further report be brought back to a future Council Meeting, for consideration and adoption of the updated Hunter's Hill Council Memorials Policy.
3. That a further review of the Hunter's Hill Council Memorials Policy be undertaken every three (3) years, or in line with any legislative updates.

BACKGROUND

The Policy was last adopted by Council on 16 April 2020, enabling Council to manage applications for memorials upon public land areas within Hunters Hill.

The objectives of this Policy are as follows:

- a) Provide Hunter's Hill Council with clear guidelines and processes for the placement and installation of memorials throughout the Hunters Hill local government area.
- b) To provide the community with a transparent process for the placement of memorials in Hunters Hill.
- c) Ensure that open space land is primarily for use by the public for recreation and leisure activities, not a memorial space unless designated and approved by Council.
- d) Ensure that the placement of a memorial tree/ seat/ plaque is undertaken in a consistent manner to alleviate any indiscriminate placing that may have previously

taken place.

- e) Ensure that Council is not bound by the applicant's proposal for a particular locality. Council is under no obligation to accept the applicant's proposal.
- f) Ensure that the design of memorials is consistent with community interest.
- g) To ensure that there is not an oversaturation in the placement of memorials in parks, public places etc.
- h) To ensure that the placement of any memorials does not present any safety risks to the Hunters Hill community.

REPORT

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

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

- Adding legislative approvals processes that apply to various land types;
- Providing greater flexibility, by ensuring Council can refuse applications within some parks.
- Insertion of a removal or relocation clause, allowing Council to remove or relocate a memorial when:
 - the area is to be redeveloped;
 - the character and use of the area in which the item is sited has changed significantly and the item is no longer deemed suitable for the site;
 - the structure or support on which the item is located is to be removed or altered; or
 - the item has reached the end of its design life.
- Deletion of obsolete references.
- Re-wording of definitions.
- Layout and minor wording changes.

NEXT STEPS

The next steps include:

- Undertake public exhibition of the policy for a period of 28 days.
- Upon completion of public exhibition period submit a further Council report to adopt the Policy.
- Update Council's website to reflect the changes.

CONCLUSION

The updated Policy will assist Council to manage applications for memorials upon public land areas within Hunters Hill.

FINANCIAL IMPACT ASSESSMENT

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

ENVIRONMENTAL IMPACT ASSESSMENT

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

SOCIAL IMPACT ASSESSMENT

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

RISK ASSESSMENT

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

ATTACHMENTS

1. Attachment 1- Hunter's Hill Council Memorials Policy [↓](#)

ITEM NO	: 4.24
SUBJECT	: COUNCILLOR BRIEFINGS AND WORKSHOPS
STRATEGIC OUTCOME	: THE COMMUNITY IS AWARE OF COUNCIL DECISIONS THROUGH A TRANSPARENT AND DEMOCRATIC ENGAGEMENT PROCESS
ACTION	: DELIVER A DIVERSE ENGAGEMENT PROGRAM TO ENHANCE COMMUNITY AWARENESS AND PARTICIPATION
REPORTING OFFICER	: MITCHELL MURPHY

Ref:751602

PURPOSE

The purpose of this report is to provide an update about the most recent Councillor Briefing held on 17 February 2025.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

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

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

REPORT

Agenda for Councillor briefing session held on Monday, 17 February 2025:

Topic	Speaker/s	Notes
<p>Presentation/briefing:</p> <p>Managing Psychosocial Hazards</p> <p>This important training/professional development session aims to provide a comprehensive understanding of psychosocial hazards and their profound impact on councillor and staff well-being.</p> <p>The comprehensive presentation will make links to relevant legislation and legal consequences surrounding these hazards. Participants will learn practical strategies to mitigate and manage the risks of bullying, harassment and the prevention of stress triggers, with the aim of promoting a productive working environment based on the principles of mutual respect, equity and inclusion.</p>	<p>Michael McMahon</p>	<p>Professional Development session for both Elected Members and Executive Leadership Team (ELT)</p>
<p>Presentation:</p> <p>LATM update</p>	<p>Sam Urquhart Director of Infrastructure and Environmental Sustainability Executive Leadership Team (ELT)</p>	<p>Overview of key Council business paper being tabled at Council Meeting 24 February.</p>
<p>Overview:</p> <p>Business Papers Council Meeting (24 February 2025)</p>		<p>Councillors were advised of business papers that would be on the agenda, re: Council Meeting on 24 February, including LEP update.</p>

Cr Requests and General Business, including overview of grant opportunities

All

Councillor Requests are matters raised by Elected Members with the General Manager's office for explanation or action, generally about standard operational issues.

The GM/Directors provided an overview and responded to questions about the most recent requests.

During General Business, Councillors were provided with an update of current grant opportunities Council officers are applying for.

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.

CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the *Local Government Act 1993*, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- a) personnel matters concerning particular individuals; or
- b) the personal hardship of any resident or ratepayer; or
- c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- d) commercial information of a confidential nature that would, if disclosed;
 - i. prejudice the commercial position of the person who supplied it, or
 - ii. confer a commercial advantage on a competitor of the council, or
 - iii. reveal a trade secret, or
- e) information that would, if disclosed, prejudice the maintenance of law; or
- f) matters affecting the security of the council, councillors, council staff or council property; or
- g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- h) an item of Aboriginal significance on community land,

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the *Local Government Act 1993* the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider the following confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the *Local Government Act, 1993* (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

8.1 Appointment of the Acting General Manager

Item 8.1 is confidential in accordance with s10A(2)(a) of the *Local Government Act* because it contains personnel matters concerning particular individuals (other than councillors).

8.2 Process for the Recruitment of the General Manager

Item 8.2 is confidential in accordance with s10A(2)(a) of the *Local Government Act* because it contains personnel matters concerning particular individuals (other than councillors).

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.