

Agenda Ordinary Council Meeting 22 February 2024

Council will commence consideration of
all business paper agenda items at 7.00 pm.



Notice of Meeting

Dear Councillors,

Notice is given of the Ordinary Council Meeting, to be held in the Council Chambers on Thursday 22 February 2024 commencing at 7:00 PM. The business to be transacted at the meeting is included in this business paper.

In accordance with clause 3.26 of the Code of Meeting Practice Councillors are reminded of their oath or affirmation of office made under section 233A of the Act, and of their obligations under the Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

Yours faithfully

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Craig Wrightson
General Manager

Council Meeting Procedures

The Council meeting is chaired by the Mayor, Councillor Scott Bennison. Councillors are entitled to one vote on a matter. If votes are equal, the Chairperson has a second or casting vote. When a majority of Councillors vote in favour of a Motion it becomes a decision of the Council. Minutes of Council and Committee meetings are published on Council's website www.lanecove.nsw.gov.au by 5.00 pm on the Tuesday following the meeting.

The Meeting is conducted in accordance with Council's Code of Meeting Practice. The order of business is listed in the Agenda on the next page. That order will be followed unless Council resolves to modify the order at the meeting. This may occur for example where the members of the public in attendance are interested in specific items on the agenda.

The Public Forum will hear registered speakers from the Public Gallery as well as online using the web platform Zoom. All speakers wishing to participate in the public forum must register by using the [online form](#) no later than midnight, on the day prior to the meeting (Wednesday, 21 February 2024) and a Zoom meeting link will be emailed to the provided email address of those registered as an online speaker. Please note that the time limit of three minutes per address still applies, so please make sure your submission meets this criteria. Alternatively, members of the public can still submit their written address via email to service@lanecove.nsw.gov.au. Written addresses are to be received by Council no later than midnight, on the day prior to the meeting. (500 words maximum).

Please note meetings held in the Council Chambers are recorded on tape for the purposes of verifying the accuracy of minutes and the tapes are not disclosed to any third party under the Government Information (Public Access) Act 2009, except as allowed under section 18(1) or section 19(1) of the PPIP Act, or where Council is compelled to do so by court order, warrant or subpoena or by any other legislation. Should you require assistance to participate in the meeting due to a disability; or wish to obtain further information in relation to Council, please contact Council's Executive Manager – Corporate Services on (02) 9911 3550.

DECLARATIONS OF INTEREST

APOLOGIES

ACKNOWLEDGEMENT TO COUNTRY

MINUTE OF SILENCE FOR RELECTION OR PRAYER

NOTICE OF WEBCASTING OF MEETING

PUBLIC FORUM

Members of the public may address the Council Meeting on any issue for 3 minutes.

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Ordinary Council Meeting 22 February 2024
NOTICE OF MOTION - WAXCAPS - LANE COVE BUSHLAND PARK

Subject: Notice of Motion - Waxcaps - Lane Cove Bushland Park
Record No: SU6759 - 8566/24
Division: Lane Cove Council
Author(s): Councillor David Brooks-Horn; Councillor Katherine Mort; Councillor Scott Bennison

Executive Summary

This motion seeks a report to Council that details the current state of the habitat in Lane Cove Bushland Park across its North, Central, and South areas, outlining the measures implemented to preserve the waxcap habitat in these regions, and to provide information on the quantity and species of waxcaps observed during the last fruiting season in these specified areas.

Background

Lane Cove Bushland Park (LCBP) is home to a protected and critically endangered assemblage of 36 species (including six undescribed species) of waxcap mushrooms. The assemblage includes five endangered species and four vulnerable species all of which were discovered by Ray and Elma Kearney in 1998. One of the endangered species was named *Hygrocybe lanecovensensis* and at that time found only in LCBP.

The majority of the waxcaps in LCBP are found in the North, Central, and South areas of Lane Cove Bushland Park.

Other threatened species found in the assemblage include:

- *Hygrocybe rubronivea*,
- *Hygrocybe anomala* var. *ianthinomarginata*,
- *Hygrocybe austropratensis*,
- *Hygrocybe collucera*, *Hygrocybe griseoramosa*,
- *Hygrocybe aurantipes*,
- *Hygrocybe reesia*; and
- *Camarophyllopsis kearneyi*.

Fruiting season is between April / March to August depending on temperature and rainfall. They fruit mainly in moss and/or in leaf litter. In moss, the waxcap growth is stunted.

The threat to the assemblage is determined by the NSW Scientific Committee and subsequently is listed under NSW legislation. Maximum penalty can include up to \$220K and/or imprisonment, which can be imposed for damage to an endangered waxcap species and \$110k and or imprisonment, for damage to their habit.

Council receives an annual grant, from NSW Save our Species program (SOS), starting with \$4,511 in 2014-15, to over \$15k in 2020-21 to protect and maintain the habitat of the waxcap assemblage in LCBP.

RECOMMENDATION

That Council receive a report outlining:-

1. Current condition of the habitat in Lane Cove Bushland Park in North, Central and South areas;
2. Measures taken to preserve the waxcap habitat in Lane Cove Bushland Park in North, Central and South areas; and
3. Quantity and waxcap species found in the above three areas, in the last fruiting season.

Councillor David Brooks-Horn
Councillor

Councillor Katherine Mort
Councillor

Councillor Scott Bennison
Councillor

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 22 February 2024
NOTICE OF MOTION - COMMUNITY ROOM HIRE FEE REVIEW

Subject: Notice of Motion - Community Room Hire Fee Review
Record No: SU2178 - 8568/24
Division: Lane Cove Council
Author(s): Councillor Rochelle Flood

Executive Summary

A motion to investigate the feasibility of offering a wholly discounted rate for community groups booking Lane Cove Council managed rooms and function spaces.

Discussion

Currently, Lane Cove Council offers a discounted rate to eligible local community groups for bookings in Council venues. However, for local groups without a significant source of income, the fees and charges associated with booking venues can still be significant.

We have many local groups in the Lane Cove area whose primary purpose is to help make our community a better place. To allow these groups to continue to thrive, and to remove a potential financial barrier to organising meetings and events in the LGA, Lane Cove Council should investigate including an entirely fee free option for eligible local community groups - with a new fee schedule to be included in the next Council budget.

Policies such as this are not new. In May 2018, the Inner West Council announced a policy allowing local community groups and non for profits to book council venues free of charge. Similarly, in 2021, the City of Sydney also announced a full fee waiver for local community groups booking rooms and functions spaces in the LGA. To be eligible, they simply had to be a Community group that operates in their area or benefits residents, workers or visitors.

Local community groups help to make Lane Cove a better place, and Council should look at ways in which we can better support the vital work being done by these groups. One obvious way to help would be to offer council venues - spaces that ultimately belong to the community, free of charge.

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RECOMMENDATION

That:-

1. Council investigate the budget impact of offering a fee-free option for local community groups hiring council rooms and venues;
2. The General Manager review the eligibility criteria of other metropolitan councils including Sydney and the Inner West and develop eligibility criteria for our LGA.
3. The new fee-free hire option for community groups be included in the presentation of the Draft 2024/25 Budget when workshopped with Councillors.

Councillor Rochelle Flood
Councillor

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 22 February 2024
NOTICE OF MOTION - SUPPORT FOR ADDITIONAL LEGISLATION TO RESTRICT THE SALE
OF NON-THERAPEUTIC UNREGULATED E CIGARETTES (VAPES)

Subject: Notice of Motion - Support for Additional Legislation to Restrict the Sale of Non-Therapeutic Unregulated E Cigarettes (Vapes)
Record No: SU3530 - 8774/24
Division: Lane Cove Council
Author(s): Councillor Katherine Mort; Councillor Scott Bennison; Councillor David Brooks-Horn

Executive Summary

This motion is for Lane Cove Council to actively engage in the advocacy of initiatives aimed at addressing public health concerns associated with vaping products.

Background

In recent years the sale of E-cigarettes (vapes) has rapidly gained momentum. What might have originally gained popularity and support as a means of allowing smokers to “kick the habit” has been used to hide a much more sinister marketing campaign. Cheap, flavoured, disposable nicotine vaping products have flooded the market. Research in both Australia and the United States has shown that over 80% of E cigarettes sold as non-nicotine products contain nicotine. Children as young as 12 or 13 are trying vapes for the first time today and teenagers have clearly been a group targeted by the industry.

All over Sydney young people are buying these products with no difficulty and stores that sell them are only a short walk from the schools they attend daily.

Numerous sources list possible side effects of nicotine in young people as changes in brain development, impaired attention, learning and memory difficulties and an increase in anxiety, stress and depression.

However, nicotine is not the only substance found in E-cigarettes. Studies have demonstrated some contain cleaning products, nail polish remover, insect and weed killer and diacetyl. Without regulation there is nothing to stop any substances at all being added. These substances and toxins are inhaled straight to the terminal area of the lungs, the alveoli where gas exchange occurs and changes that lead to chronic lung damage may occur.

There are no safe E-cigarettes just like there are no safe tobacco based cigarettes.

Fairly obviously recruiting younger customers can lead to a lifetime of sales. Nicotine is highly addictive and with it an associated increase in numerous health issues. Research shows vaping increases the of likelihood of smoking cigarettes threefold.

The Australian Government has been blindsided by an aggressive industry that seeks to undo decades of effective tobacco control and replace it with a new and more insidious alternative.

On the 1st January, 2024 new Federal Government legislation banned the importation of all disposable E-cigarettes. This is a good start but further restrictions are imperative and need to be legislated as a matter of urgency.

Ordinary Council Meeting 22 February 2024
NOTICE OF MOTION - SUPPORT FOR ADDITIONAL LEGISLATION TO RESTRICT THE SALE
OF NON-THERAPEUTIC UNREGULATED E CIGARETTES (VAPES)

RECOMMENDATION

That Council resolve –

1. Write to the NSW Planning Minister, Hon Mr Paul Scully advocating for:-
 - Banning the sale of all E-cigarettes (vapes) other than at a pharmacy within 500 metres of any school.
 - The introduction of a Positive Licensing Scheme requiring notification and registration of all commercial premises which sell cigarettes and vaping products
2. Write to the Federal Health Minister, the Honourable Mark Butler expressing Lane Cove Council's strong support for new legislation banning the sale of all E-cigarettes and requesting the introduction of these bills to federal parliament as a matter of urgency.
The anticipated legislative changes include:-
 - cessation of the personal importation of vapes
 - ban on the importation of non-therapeutic vapes (Commenced 1st January, 2024)
 - requirement for therapeutic vape importers and manufacturers to notify the Therapeutic Goods Administration of their product's compliance with the relevant product standards
 - requirement for importers to obtain a licence and permit from the Australian Government's Office of Drug Control before the products are imported.
 - possible legislation to prevent domestic manufacture, advertisement, supply and commercial possession of non-therapeutic and disposable single use vapes to ensure comprehensive controls on vapes across all levels of the supply chain.
3. Lane Cove Council request that anticipated legislative changes outlined in Point 2 not be delayed until later in the year or be postponed as other issues gain more traction. In addition, we request increased funding to state governments to allow them to maintain strong enforcement and compliance policing.
4. Write to our Local Federal Member Ms Kylea Tink requesting her support for all legislation restricting and banning the sale of all vaping products and E-cigarettes other than with prescription.
5. Lane Cove Council notes the role the Tobacco Industry plays in advocating for less restrictive legislation and to oppose the influence of industry lobbyists on decision making.

Councillor Katherine Mort
Councillor

Councillor Scott Bennison
Councillor

Councillor David Brooks-Horn
Councillor

ATTACHMENTS:

AT-1	View	Can vaping damage your lungs- Harvard Health School	13 Pages	Available Electronically
AT-2	View	NSW Policy Vaping and E-cigarettes - 2024	7 Pages	Available Electronically
AT-3	View	Vaping-Factsheet-NSW Health	3 Pages	Available Electronically

Subject: New South Wales Planning Reforms
Record No: SU8053 - 6936/24
Division: Planning and Sustainability Division
Author(s): Terry Tredrea; Christopher Pelcz

Executive Summary

The NSW Department of Planning and Environment (DPE) is proposing changes to Planning controls in the R2 (low density) and R3 (medium density) zones. The changes are the largest change to planning in a generation.

A Community Meeting is to be held on Tuesday 20 February 2024 to brief the public on the reforms and their impact on the Lane Cove LGA.

Council will be making a submission to the NSW Government in relation to the changes and this submission will be informed by the Community Meeting.

The Government's exhibition period closes for submissions on Friday 23 February 2024. Due to the timing of the public exhibition, the Community Meeting and the Council meeting, it is intended to publish a late report in regard to Council's submission.

In brief Council has several concerns about these changes:

1. The widespread permissibility of dual occupancy developments and the reduction of minimum lot sizes for Dual Occupancies.
2. The introduction of Torrens Title subdivision for Dual Occupancies and the ability to create undersize lots.
3. 6 Story apartment buildings in R3 Medium Density Zones.
4. Impact of the overlap of St Leonards Station, Crowns Nest Metro and Wollstonecraft stations.
5. Mismatched controls and non-refusal standards.
6. Uncertainty in relation to much of the detail.

These concerns will be outlined in a submission to the NSW Government.

Background

The NSW State government's stated intention is to support more and varied affordable housing. The National Accord has set NSW a target of 377,000 new homes over the next five years.

As part of this move, the proposed Planning Reforms contains amendments to local councils' planning controls that is intended to increase the housing supply.

In December 2023 these changes known as the *Diverse and Well-located housing reforms* were placed on public exhibition.

The NSW government's recent affordable housing reforms can be divided into three initiatives. The first two have already been enacted. The third is on exhibition and is the subject of the Community Meeting on 20 February 2024 and subsequent submission. In brief, the reforms are:

1. High Density bonuses for Affordable Housing (Implemented)

Bonus Floor space ratios (FSR) and Building heights (HOB) are available for apartment buildings (Residential Flat Buildings -RFBs) and shop top housing. Bonuses of between 20-30% bonus FSR/HOB are available in return for 10-15% proposed affordable units:

2. Build-to-Rent (Implemented)

Is large-scale, purpose-built rental housing that is held in single ownership and professionally managed within the commercial precincts (E2 and MU1 zones) with accelerated State Significant Approval processes for developments over \$60M.

3. Low-rise & Mid-rise Housing incl dual occupancies {Currently on exhibition}

The following changes are proposed to take effect by the end of June 2024:

- **Allow dual occupancies (two dwellings on the same lot) with a minimum lot size of 450 square metres in all *R2 low density residential zones*.**

Currently new dual occupancies require a minimum lot size of 750 square metres and are not permitted to be strata titled in the Lane Cove Local Government Area. This has tended to minimise the number of dual occupancies.

- **Allow terraces, townhouses and 2 storey apartment blocks within 800 metres of transport hubs (St Leonards) and town centres (such as the Lane Cove Village) in *R2 low density residential zones*.**

Currently this type of development is not permitted in R2 low density residential zones as it is not deemed low density.

- **Allow mid-rise apartment blocks {4 to 6 storeys} within 800m of train stations (such as St Leonards) and town centres (such as the Lane Cove Village) in *R3 medium density zones*.**

Council has already included higher density around the Lane Cove town centre and St Leonards Station precinct.

- **Creation of new development standards that encourage diverse homes to be built.**

The Lane Cove Local Government Area's planning controls will continue to apply, but only to the extent they are not inconsistent with the proposed new planning controls.

The proposed new planning controls will apply in Heritage Conservation Areas and the NSW Government has stated it will result in significant changes in these locations as housing is delivered. Controls relating to traffic and tree canopy retention will also be overridden in some circumstances, resulting in significant tree loss across the Lane Cove Local Government Area.

The NSW Government is seeking public feedback on the proposed changes to the housing policy until Friday 23 February. The community can find out more on the [Department of Planning's website](#).

Conclusion

Following the Community Meeting on 20 February 2024 a late report will be presented for the Council's consideration including a draft submission.

RECOMMENDATION

That Council received and note the report.

Mark Brisby
Director - Planning and Sustainability
Planning and Sustainability Division

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Bob Oval Campbell Upgrade Tender
Record No: SU9594 - 7201/24
Division: Open Space and Infrastructure Division
Author(s): Ted Webster

Executive Summary

This report provides a review of tenders for the appointment of a contractor to carry out the construction of the Bob Campbell Oval upgrade works.

Council called tenders in accordance with Council's Tender and Quotation Procedure for the construction and installation of the natural turf field and surrounding park infrastructure at Bob Campbell Oval. The Request for Tenders to procure this work was made via Vendor Panel on 13 November 2023 and closed on 15 January 2024. Council received eight tenders, five were complete and conforming. The Tender Panel has determined that Landscape Solutions P/L is the preferred contractor to undertake the Bob Campbell Oval upgrade works.

All tenders exceed the available funds for this project by circa \$3M. The project cost includes a substantial cost increase for the amenities building and the inclusion of two playgrounds. It is recommended that Council not accept any tender and the General Manager be given delegated authority to negotiate with the preferred tenderer to reduce the project costs and modify the design in relation to the amenities building and provision of an off-leash dog facility at the northern end of the reserve in lieu of a playground.

Background

A Masterplan for Bob Campbell Oval was developed as part of the deliverables in the *2018 – 2021 Delivery Program and Operational Plan*, which was subsequently revoked. The revised Masterplan was finalised at the 23 February 2023 Council meeting.

At the 18 May 2023 Council meeting the quotes from Taylor Brammer Landscape Architects and AgEnviro were accepted by Council to commence design detail and compilation of all documentation for the tender.

To progress the regulatory approval for the works, Council also proceeded to engage the same consultant as utilised for the previous Masterplan (for a synthetic field) to carry out a revised REF reflecting the change to a natural turf oval as most of the initial REF was able to be utilised.

At the October 2023 Council Meeting a *Mayoral Minute – Delegated authority for the resurfacing of Bob Campbell Oval and associated facilities* was considered and Council resolved:-

"That the General Manager: -

- 1. Be delegated authority to determine the tender and enter into any contracts required for the completion of the Bob Campbell Oval Masterplan construction project;*
- 2. Be delegated authority to make all operational decisions necessary for the successful completion of the project; and*
- 3. Advise the Councillors of any contracts entered into and provide regular updates on the project's progress via the Snapshot Report and Council's website."*

Final Masterplan Detail Design

The detail design documentation was completed in November 2023 complied by Taylor Brammer Landscape Architects and request for tender was issued shortly after.

The revised Masterplan includes:

- A new, natural turf field will replace the existing turf field (the cricket pitch will remain synthetic), including installation of new irrigation, sand slit drainage, and upgraded lighting facilities to accommodate soccer and cricket
- Existing bushland retained and managed through ongoing bushland management
- A new single-story amenities building to be constructed at the entrance of the park, with the existing amenity building and kiosk to be demolished
- A concrete block retaining wall north-east of the new amenities building to support the altered playing field levels
- A sandstone block and concrete block retaining wall south of the new amenities building, stairs, and ramp to support altered playing field levels and provide access from the new carpark to the new amenities building
- Redesign of the car park to a smaller internal design accommodating 21 cars. Overflow parking is proposed along St. Vincents Road, though this does not form part of this proposal (see below)
- Additional nature play area within land zoned as 'RE1 Public Recreation' in the northern portion of the Site
- Relocated fitness equipment from the south to the north of the Site
- New open turf picnic area with shade shelters, barbeques, and new play items on the southern extent of the reserve, next to Gore Bay
- A new shared user path to connect the bushland to the north of the Site, the harbour (at Gore Bay), and St Vincents Road
- New concrete steps located south-west corner of the Site, to connect the park to the harbour (at Gore Bay), and new stormwater outlet built into the existing sandstone retaining wall
- New pedestrian bridge constructed adjacent to the existing pedestrian and vehicle bridge, over Gore Creek as it passes behind the amenities building.

The main changes between the previous and revised Masterplan include, but are not limited to:

- The proposed synthetic field would now be natural turf, with the exception for a synthetic cricket pitch
- Re-configuration of the previous car park that accommodated up to 49 vehicles, to a smaller internal car park for 21 vehicles
- Change in location of picnic areas, playground, and fitness equipment to the north of the site, near the existing playground
- Removal from the design: the fitness track approximately 400 metres in length; the enclosed off-leash dog areas; perimeter fence; and the secondary retaining wall adjacent to the heritage-listed seawall; and netball practice court (for use during off-peak times).

As all of the tenders submitted were in excess of Council's budget, the General Manager was unable to use the delegated authority granted by Council in October 2023 and the matter is now submitted to Council for consideration.

Discussion

Tender Process

A tender specification was prepared for the Upgrade of Bob Campbell Oval and associated facilities. Council advertised the tender through Vendor Panel and on Council's website. Tenders closed at 2pm on Monday, 15 January 2024 and Council received eight tenders; three of the tenders were not complete and five were complete and complying. The request for tender called for suitably qualified and experienced contractors/suppliers for the construction and installation of a natural turf sports field and associated infrastructure including drainage, irrigation, lighting to sports field and carpark, pedestrian paths and footbridge, amenities building and related electrical, plumbing and sewer services, foreshore steps, playground and foreshore picnic infrastructure (shelters, BBQ's, bubbler, and picnic settings).

The specification outlined that the tender submissions would be assessed based on the following weighted criteria: -

Criteria 1:	Price
Weighting:	30%

Based on the Tender Price and schedule of rates provided in the mandatory schedules.

Criteria 2:	Capability and Capacity
Weighting:	30%

- Financial Capacity
- Past record and/or demonstrated ability to provide goods/services
- The Respondent's technical expertise; resource and financial management skills including
- Proposed methods of service delivery/ detailed management systems
- Demonstrated continuous improvement practices
- Availability and timing of commencement and completion of the project.

Criteria 3:	Experience
Weighting:	30%

- the relevant experience of the Respondent and key personnel and the extent of skills/qualifications of the people who will be engaged to carry out the contractor's obligations under the Contract
- Structure of the Organisation
- Contracts of similar nature with other NSW Councils
- Demonstrated financial capability to provide the Work/Services at both a financial and operational level with a clearly identifiable management structure
- Experience of Sub-Contractors
- Referees responses.

Criteria 4: Workplace Health & Safety:

Weighting: 5%

- Work, Health and Safety policies and procedures
- Quality Assurance Programs
- Insurances
- Work Method Statements
- Satisfaction of Modern Slavery Requirements.

Criteria 5: Sustainability & Environmental Factors

Weighting: 5%

- Assessed based on completed applicable Returnable Schedules.

Tender Evaluation

The five submissions were assessed and evaluated by the following panel members, comprising relevant staff from Council and an expert consultant. The Tender Evaluation Panel (TEP) consisted of;

Mick Battam (AgEnviro) – (expert turf sportsfield consultant - scoring member capacity & capability, and experience)

Paul Lamble (AgEnviro) – (expert turf sportsfield consultant - scoring member capacity & capability, and experience)

Ted Webster (TEP Chair) - Manager – Open Space (scoring member)

David Stevens – Manager – Commercial Operations (scoring member)

Helen Haigh – Co-ordinator Parks and Urban Spaces (scoring member)

Steven Kludass – Director Corporate Services & Strategy - (probity officer - non-scoring member)

The TEP's Report is Confidential and has been circulated separately to all Councillors. In summary the assessment of the tenders was as follows.

Company	Price (30%)	Capacity & Capability (30%)	Experience (30%)	Workplace Health & Safety (5%)	Sustainability & Environmental Factors (5%)	Overall
Statewide Civil P/L	Preferred		Preferred			
Growth Civil Landscapes P/L						
Regal Innovations P/L						
Landscape Solutions P/L		Preferred			Preferred	Preferred
Glascott Landscape and Civil P/L				Preferred		

The Tender Evaluation Scorecard which includes the individual scores and recommendations of tender panel members, the consolidated scorecard, and reference checks has been provided to Councillors in a Confidential Memorandum. The Tender Panel has determined that Landscape Solutions P/L is the preferred contractor to undertake the Bob Campbell Oval upgrade works.

Project Costs

The tender prices of all contractors exceeded Council's budget for the natural turf field and surrounding park infrastructure. Unlike the tender for the first Master Plan (synthetic field and northern area), this latest tender includes all elements of the new Master Plan. This form of procurement is based on a delivery methodology that focuses on all park infrastructure works being completed before the construction of the turf field to avoid construction impacts, e.g. compaction etc. The procurement process for the original Master Plan had the reverse sequence, with the synthetic field delivered first.

There are several reasons for the cost increases over the original estimates provided in the grant submission. The grant submission estimates were undertaken in 2018 by an experienced industry consultant. Since that time there has been cost escalation well above inflation. In addition, the new Master Plan includes an expanded scope, such as two playgrounds instead of one. To provide some comparison, the following table shows the divergence between the original Master Plan and the average of the tenders for the new Master Plan.

**Ordinary Council Meeting 22 February 2024
BOB OVAL CAMPBELL UPGRADE TENDER**

	First Master Plan	Second Master Plan Average of Tenders
Subtotal - Field, Northern Area, lights and general Landscaping etc (Tendered)	\$3,385,703 Tender	\$4,486,968 Tender
Other Works, Amenities, Foreshore Area and Carpark	\$1,095,000 Estimate	\$ 2,059,850 Tender
Total	\$4,480,703	\$6,573,647
5% Contingency	\$224,035	\$328,682
Total Funding Required	\$4,704,738	\$6,902,329
Grant Funding	\$ 3,293,657	\$3,201,646*
Council Funding	(\$ 1,411,081)	(\$3,700,683)

* Consultants' fees were paid for out of the Grant funds for the First Master Plan and have been deducted from the available grant funds for the Second Master Plan.

In order for the project to proceed, it is proposed to make changes to the project and Council to contribute additional funds.

There are potential savings to be achieved in the new amenities and storage building. There are also savings in rationalising the two playgrounds within the plans. Specifically, it is proposed to modify the design to replace the playground at the northern end with an off-leash dog facility. This change will also require the modification of the southern playground area to cater for all age groups.

A specific off-leash dog facility is recommended given the standard of turf field being constructed. The costs submitted for the natural turf sportsfield component are over \$1M. In comparison, Council spent \$500k to upgrade two turf sportsfields at Blackman Park (B3 and B4) using a similar turf variety proposed and inclusive of drainage and irrigation.

Council has continued to receive correspondence from sporting clubs about the deteriorating turf sportsfields where dogs have dug holes, defecated on the fields, and left sticks. This is an ongoing issue that sporting clubs and the community are struggling to resolve. Maintaining the natural turf sportsfield to the highest standard consummate with the money that has been invested, whilst dogs are allowed off-leash on the field, will not be possible. In turn, Council will not be able to achieve the level of use required to meet the community's demand for sportsfields, which was the primary goal of the project.

The available budget to cost differential is considerable and it is not envisaged that sufficient savings can be achieved to meet the budget. Therefore, it is proposed to increase Council's budget for this project with the funds coming from section 7.11 funds and Council's Capital Works Reserve.

Approval Process for the Works

The approval process for infrastructure projects on Council property is governed by the State Environmental Planning Policy Infrastructure (SEPP). For the Bob Campbell Oval Master Plan the SEPP states that the approval process for this project requires a Division 5.1 Assessment under the Environmental Planning and Assessment Act 1979 to be undertaken which in turn requires a Review of Environmental Factors (REF) for the project.

Council has completed the Division 5.1 Assessment process and issued an approval for the works.

Conclusion

The Tender Evaluation Panel has assessed the tenders, conducted reference checks and observed company presentations and determined that Landscape Solutions P/L is the preferred contractor to undertake the Bob Campbell Oval upgrade works

Given the differential between Council's budget and the price submitted, it is recommended, Council not accept any of the tenders and the General Manager be given delegated authority to negotiate with the preferred tenderer to reduce the project costs generally, revise the amenities building and modify the design to provide an off leash dog facility at the northern end of the reserve in lieu of the proposed playground at this location.

RECOMMENDATION

That Council:

1. Decline to accept all tender submissions as none of the tenders received were within the project budget for the Bob Campbell Oval upgrade works.
2. Not call fresh tenders as the tender process has identified a suitable field of contractors who can complete the project and the current submissions have been reviewed under a competitive tender process and the preferred proponent is suitably qualified and can demonstrate capacity and capability for the project. Further, opportunities have been identified to reduce the project costs, by revision of the amenities building and modification of the design to provide an off-leash dog facility at the northern end of the reserve in lieu of the proposed playground, and generally through design development.
3. Delegate authority to the General Manager to enter into negotiations with Landscape Solutions P/L as they have been recommended as the preferred tenderer by the Tender Evaluation Panel, with the aim of entering into a contract at a reduced cost and incorporating the changes referred to in 2. above, if agreement is reached. The negotiation process shall finalise the scope, include design development of appropriate value engineering proposals to reduce costs, remove pricing exclusions, finalise the terms of the contract, and confirm program and delivery methodology.
4. Delegate authority to the General Manager to enter into negotiations with, if no suitable outcome is achieved in 3. above, the next two ranked tenderers, and upon reaching an agreement with a preferred tenderer, enter into a contract.
5. Receive a further report on the outcomes of the negotiations for information.

Martin Terescenko
Director - Open Space and Infrastructure
Open Space and Infrastructure Division

ATTACHMENTS:

There are no supporting documents for this report.

Subject: 5G Cell Towers - Update on Additional Request for Information
Record No: SU6110 - 64240/23
Division: Corporate and Strategy Division
Author(s): Steven Kludass; Mark Brisby

Executive Summary

In recent months, a number of residents of the Lane Cove area have attended Council's public forum to express their concerns regarding the potential safety risk posed by exposure to 5G cell towers.

On 20 July 2023, Council resolved to write to the Federal Government to request funding for an investigation as well as to write to a number of agencies to request information regarding 5G technology. A report was submitted to Council on 21 September 2023 providing a copy of the correspondence received by Council.

On 21 September 2023, Council resolved to write to ARPANSA and ACMA seeking clarification on the information previously provided, to arrange an online presentation for residents on 5G and to seek quotes from an independent assessor to measure exposure to Electro Magnetic Radiation.

This report provides a copy of the correspondence received from ARPANSA and ACMA and an update on the outstanding actions from the resolution of 21 September 2023.

Background

In recent months, a number of residents of the Lane Cove area have attended Council's public forum to express their concerns regarding the potential safety risk posed by exposure to 5G cell towers.

On 20 July 2023, Council resolved to write to the Federal Government to request funding for an investigation as well as to write to a number of agencies to request information regarding 5G technology. A report was submitted to Council on 21 September 2023 providing a copy of the correspondence received by Council.

Following discussion at its Ordinary Council Meeting on 21 September 2023, Council resolved to take the following action:

- "1. Write to both ARPANSA and ACMA in response to the ARPANSA letter of 23rd August, 2023 requesting an explanation for the discrepancy between the results from published ACMA audit (1 to 1.2%) and the exposure to EMR radiation in Lane Cove. Specifically this should reference measurements in Longueville Road, Rosenthal Ave and Northwood Road (6 to 15.3 % of maximum public exposure limit)*
- 2. Write to both ARPANSA and ACMA requesting confirmation that maximum exposure limits are based on 30 minutes exposure to Electro Magnetic Radiation from 4G and 5 G cell towers. If this is not correct request statement specifying period of time used to calculate public exposure limits at site.*
- 3. Proceed with ARPANSA's offer (Talk to A Scientist) for an online presentation on 5G including opportunity for residents to have their specific concerns addressed and answered. Once organised by ARPANSA Lane Cove Council will advertise the presentation including details to attend/register on council's website.*

4. *Make enquiries and receive quotes to engage an independent assessor to measure exposure to Electro Magnetic Radiation including The Canopy, 79-83 Longueville Road, 3 Rosenthal Ave overlooking The Canopy. The investigation is to include the production of a report and include an evaluation of the human health impacts of levels of EMR identified in these areas.*
5. *Write to Ms Kylea Tink, Member for North Sydney requesting her support and funding once cost of testing in Point 4 has been identified."*

Discussion

Correspondence

On 11 October 2023, Council wrote to both ARPANSA and ACMA seeking further clarification on the information previously provided to Council. Specifically, Council requested an explanation on the discrepancy between the results from the published ACMA audit and the exposure to EMR radiation in Lane Cove. Council also asked both ARPANSA and ACMA to confirm that the maximum exposure limits are based on 30 minutes exposure to Electro Magnetic Radiation from 4G and 5G cell towers.

A response was received from ARPANSA via email on 20 October 2023. The response provided in this email is included as **AT-1**. The email also included an attachment titled "ACMA compliance priority 2021-22 final report" which has been included as **AT-2**.

A response was received from ACMA via email on 27 October 2023. This response provided in this email is included as **AT-3**.

Online Presentation

Included in the correspondence sent to ARPANSA on 11 October 2023 was a request for ARPANSA to provide an appropriate contact so that Council could arrange an online presentation on 5G (Talk to a Scientist) as per their previous offer to do so.

Council officers have since reached out to ARPANSA to confirm a date for the online presentation to residents. A confirmed date has not yet been received however when it is presented Council will advertise and promote the presentation through its website.

Independent Assessment

Council officers have identified a number of appropriate independent assessors to measure exposure to Electro Magnetic Radiation. Council has contacted these assessors and has received two quotes for the required works. A copy of the quotes has been circulated to Councillors via a Confidential Memo located on the HUB.

Request for Funding

Following confirmation of the cost required to complete the independent assessment, a letter will be sent to Kylea Tink MP to request support and funding.

Conclusion

Correspondence has been sent to ARPANSA and ACMA as per the resolution of the 21 September 2023 Council Meeting and copies of the responses received have been provided as attachments to this report for the information of the Council and the community.

Council officers are currently arranging an online presentation to residents through ARPANSA and are also seeking quotes to engage an independent assessor to measure exposure to Electro Magnetic Radiation.

RECOMMENDATION

That Council:

1. Receives and notes the correspondence received from ARPANSA and ACMA regarding 5G Cell Towers.
2. Notes that officers are currently arranging an online presentation to residents through ARPANSA and a date will be advertised on Council's website shortly.
3. Notes that quotes have been received from independent assessors to measure exposure to Electro Magnetic Radiation.
4. Write to Ms Kylea Tink, Member for North Sydney requesting her support and funding for the works proposed in Point 3.

Steven Kludass

Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1	View	Response from ARPANSA received Friday 20 October 2023	2 Pages	
AT-2	View	ACMA compliance priority 2021-22 final report - August 2022	38 Pages	Available Electronically
AT-3	View	Response from ACMA received Friday 27 October 2023	2 Pages	

Response from ARPANSA received Friday 20 October 2023

Thank you for your letter, dated 11 October 2023 (Reference SU6110 – 60849/23).

In response to your questions:

1. *Please could you provide an explanation for the discrepancy between the results from the published ACMA audit and the exposure to EMR radiation in Lane Cove? Your email dated 23 August 2023 stated that ACMA published audits into EME compliance showed that all measurements recorded were less than 1.2% of the ARPANSA limit. The Environmental EME Reports available at www.rfnsa.com.au appear to reference higher measurements (as a percentage of the public exposure limit) for a number of sites in Lane Cove, e.g. 79-83 Longueville Road (11.25% - existing systems and 11.25% - proposed changes), 18A Rosenthal Ave (6.36% - existing systems and 7.91% - proposed changes) and 5 Northwood Road (15.38% - proposed changes).*

I have attached the ACMA compliance report above for your reference. The discrepancy between the results in this published ACMA audit and the values in the Lane Cove and other Environmental EME Reports available at www.rfnsa.com.au were due to the following factors:

- The values in the Environmental EME reports are calculated values that provide conservative (worst case) estimates of the maximum levels of EME exposure from a wireless base station for both existing base stations and proposed upgrades to base stations at the site.
- The values of calculated EME provided in the report are intended to be maximum levels that can almost never be exceeded when the base station is operating. The values assume, for example, that all the planned transmitters are installed and are all operating at maximum power. Some of the transmitters at a base station are only used when there are a certain number of telephone calls or data transmissions actually in progress; otherwise they are turned off. Even when a call is in progress, the power transmitted is adjusted to be only as high as necessary to communicate with the handset. If the handset is close, or in a good signal area, the base station transmitter will reduce its power automatically.
- The calculations do not take into account trees, vegetation or buildings which may alter the EME levels, generally decreasing them. Some of the EME is reflected from buildings and the ground and often this signal is used by a handset when the direct signal is blocked by a building. When the reflected signal and direct signal combine the overall level can be lower or higher than the direct signal alone depending on the exact location.
- Measurements around base stations have shown actual values of EME are usually less than calculation by factors of 10 to 1000 or even more. Values of EME indoors will typically be even lower as walls, windows and roofs absorb or reflect the energy.
- The values in the ACMA report are measured values. The values quoted above (less than 1.2%) were obtained from part 1 of the ACMA report whereby measurements at 129 individual, publicly-accessible base station sites in NSW revealed very low levels of **average** EME – under 1.2% of the ARPANSA limit.
- Part 2 of the ACMA report contains measurements at 129 individual base station sites in NSW where **maximum** measured levels below 3.5% of the ARPANSA limit were measured.
- The report contains the following statement of limitations: “While the environmental EME report provides a calculated prediction of the maximum cumulative EME for all active and

proposed transmitters at an individual site, it was not possible in a field environment to only measure the emissions from one individual carrier's deployment of a particular technology, such as 5G, at a site. This is because infield measurements include EME from all transmitter sources present at the measurement location at the time of measurement. Additionally, the environmental EME report provides for proposed transmitters, which may not have been active at the time we conducted the measurement.

However, it is anticipated that the majority component of measured EME will be the emissions of the base station of interest and that only a small component of additional EME will come from other sources. Other sources could include more distant mobile phone base stations, as well as other nearby transmitters in the 420 MHz to 6 GHz band. We believe that a comparison between the EME levels measured at sites and predicted cumulative maximums will provide an acceptable point of comparison for evaluating the reasonableness of these calculations."

2. *Please could you confirm that maximum exposure limits are based on 30 minutes exposure to Electro Magnetic Radiation from 4G and 5G cell towers? If this is incorrect, please could you specify the period of time used to calculate the public exposure limits at sites?*

- The limits for EME exposure given in the ARPANSA Standard are intended to provide protection for people of all ages and medical conditions when exposed 24 hours per day, 7 days per week.
- The 30-minute average used to obtain the limits in the [ARPANSA RF Standard](#) is based on the idea is that a body can cope with a certain level of exposure (heating) through normal responses (sweating, vasodilation), but if the exposure is sustained at a high level for a long time the body's coping mechanisms will be overwhelmed, and body temperature will rise. The Australian Standard limit was set by determining the exposure level where effects such as tissue heating occur, and then setting the limit 50 times below that level.
- Based on current research there are no established health effects from 24 hour per day, 7 days per week exposure to levels of EME below the limits in the [ARPANSA RF Standard](#).

We hope that this response has helped to answer your questions. Please feel free to contact us if you have any further questions.

Kind Regards,

Talk to a Scientist team

Australian Radiation Protection and Nuclear Safety Agency

t: 03 9433 2211

e: ttas@arpansa.gov.au

w: arpansa.gov.au



Australian Government
Australian Radiation Protection
and Nuclear Safety Agency



Unless stated otherwise, this information is provided on a background basis and should not be attributed.

We acknowledge the Traditional Owners and Custodians of Country throughout Australia, and we pay our respects to them and their cultures, and Elders past and present.

Response from ACMA received Friday 27 October 2023

Thank you for your letter dated 11 October 2023 on behalf of Lane Cove Council. I understand that Council is seeking clarification on a number of points relating to Electromagnetic Radiation (EMR) measurements and maximum exposure limits.

The EME exposure standard in Australia is based on scientific assessment and established limits to human exposure to radiofrequency fields (RF). They are set by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). The Australian Communications and Media Authority (ACMA) regulates these limits by, among other things, imposing conditions on network operators for the operation of radiocommunications transmitters. This includes 4G and 5G mobile phone towers, and small cells. We conduct site inspections, audit EME site records and undertake measurements. Information on how we conduct our audits and measurement studies, and our findings is publicly available on our website [here](#). We also publish our EME measurement data via [EME Checker](#) which is regularly updated.

Our answers to the questions raised in your letter are below.

1. Please could you provide an explanation for the discrepancy between the results from the published ACMA audit and the exposure to EMR radiation in Lane Cove: Correspondence sent to Lane Cove Council on 23 August 2023 from ARPANSA stated that ACMA published audits into EME compliance showed that all measurements recorded were less than 1.2% of the ARPANSA limit. The Environmental EME Reports available at www.rfnsa.com.au appear to reference higher measurements (as a percentage of the public exposure limit) for a number of sites in Lane Cove, e.g., 79-83 Longueville Road (11.25% - existing systems and 11.25% - proposed changes), 18A Rosenthal Ave (6.36% - existing systems and 7.91% - proposed changes) and 5 Northwood Road (15.38% - proposed changes).

The ACMA measurement program undertakes actual measurements at site and compares these with the predicted EME for a site in the ARPANSA EME Environmental report. The EME at each cell tower specified in the ARPANSA EME Environmental Report is a prediction that Mobile network operators make based on a calculation methodology produced by ARPANSA. The calculation methodology is based on a scenario where the transmitters are always turned on and the transmitter power is at maximum level. In practice this scenario almost never occurs and therefore the predictions are almost always much higher, as is the case in Lane Cove, than what is measured on site by the ACMA. For example, at more than 550 5G enabled base station sites measured by the ACMA, 97% of sites measured had EME levels less than 50% of the predicted levels.

The reference by ARPANSA to 1.2% of the ARPANSA limit refers to data from a previous EME measurement program conducted by the ACMA in NSW between July 2021 and May 2022 which found that the average EME levels at all 5G enabled base stations measured in NSW at that time was less than 1.2% of the ARPANSA standard in areas accessible to the public, and not specifically to Lane Cove. As part of the 2021-22 measurement program the ACMA measured one site in Lane Cove- 79-83 Longueville Road LANE COVE NSW 2066 - the average EME measured at that site at that time was 0.880% of the ARPANSA limit at a location near the base station accessible to the general public.

The ACMA's measurement programs also compare the predicted maximums from each site's environmental EME report with the measurements it takes at site. While the environmental EME report provides a calculated prediction of the maximum cumulative EME for all active and proposed transmitters at an individual site, because EME measurements conducted in the field are made up of all components from all transmitter sources at the measurement location at the time of measurement we do not compare our results against this figure. Additionally, the environmental EME report

provides for proposed transmitters, which may not have been active at the time we conducted the measurement. To address this, we use the 'Maximum level EME for proposed change' figure calculated in the environmental EME report as opposed to the current calculated EME figure when referencing the predicted EME calculation data.

The maximum predicted EME figure referenced in our measurement studies also reflects the information in the environmental EME report for each RFNSA site on the day our measurement was undertaken. As mobile network operators are continuing to roll-out new 5G services across their networks the environmental EME report on the RFNSA may have been updated, and the figures may differ from those we have reported.

For the site at 79-83 Longueville Road LANE COVE NSW 2066 when it was measured in 2021-22 the predicted EME was 7.31% of the ARPANSA limit (we note that since that time further upgrades have occurred at the site meaning this figure has subsequently changed), and the maximum EME the ACMA measured at the site was 3.44% of the ARPANSA standard. This aligns with the ACMA's overall findings that on average actual measured EME levels are less than 50% of predicted EME levels, and our observation that the carriers' predictions have been modelled on worst-case exposure assessments and are very conservative.

2. *Please could you confirm that maximum exposure limits are based on 30 minutes exposure to Electro Magnetic Radiation from 4G and 5G cell towers? If this is incorrect, please could you specify the period of time used to calculate the public exposure limits at sites?*

The [ARPANSA Standard for Limiting Exposure to Radiofrequency Fields – 100 kHz to 300 GHz RPS S-1](#) specifies a whole of body exposure averaged over 30 minutes. The frequency range specified in the standard includes all frequencies used by mobile network operators to deliver 3G, 4G and 5G services in Australia.

The ACMA's EME measurements are conducted in accordance with the Standards Australia document, Radiofrequency fields, Part 2: Principles and methods of measurement and computation – 3 kHz to 300 GHz – AS/NZS 2772.2 Standard (the AS/NZS 2772.2 Standard) and the ARPANSA RPS1 standard. At each measurement location, measurements were conducted between 420 MHz and 6 GHz, which includes all public mobile telecommunication service bands currently used in Australia. The equipment provided an overall exposure level made up of individual contributions made by the mobile base station and other sources present at the measurement location transmitting between 420 MHz and 6 GHz. The average EME is expressed as a percentage of the ARPANSA RPS1 limit was measured over a period of 30 minutes.

Kind regards

Australian Communications and Media Authority
acma.gov.au



The ACMA acknowledges First Nations peoples as the Traditional Owners and Custodians of Australia. We respect and celebrate First Nations peoples as the original storytellers and content creators of the lands on which we work and honour the enduring strength and commitment of Aboriginal and Torres Strait Islander peoples to the land, waters and their communities. We pay our respects to Elders past, present, and emerging.



Subject: Wildlife Protection Areas
Record No: SU7532 - 6815/24
Division: Open Space and Infrastructure Division
Author(s): Jeff Culleton

Executive Summary

Council is proposing to list its bushland reserves (areas zoned as C2 under the Local Environment Plan) as Wildlife Protection Areas (WPA's) under the NSW Companion Animals Act 1998 to manage the impact of cats in bushland. At the ordinary Council meeting of 20th July 2023 the proposal for WPA's was endorsed for community consultation.

18 out of 34 Greater Sydney councils have already adopted WPA's and 5 NSROC councils have also made the WPA declaration. By adopting WPA's council will be carrying out the objective goals in 4 of our strategic plans.

There is evidence that cats are actively roaming in Council bushland from Council's fauna survey, Council wildlife cameras and resident's eyewitness accounts and complaints.

The Consultation period ran for 6 weeks and closed on 8th September 2023. Over 200 people completed the survey with 87% in favour to declare Council's bushland reserves as WPA's. The survey results also showed that 64% of cat owners were in support of WPA's.

Council recommends the declaration of WPA's in all areas zoned C2 (bushland reserves), given their proven ability to protect wildlife. This action will contribute to regional wildlife conservation and the rewilding of lost fauna in the LGA, all while ensuring the safety of pet cats. Additionally, this declaration aims to establish greater regional consistency with other NSROC councils.

To assist cat owners in transitioning their cats to stay out of bushland areas, during the initial implementation Council would have no plans to trap cats as the preferred option is to educate the community to assist them in taking responsibility for their pets. It recommended that Council develop targeted education campaigns in areas surrounding bushland reserves. Should trapping be implemented then a formal process will be developed with priority given to cats being reunited with their owners along with the use of No Kill Shelters.

Background

What are Wildlife Protection Areas

Wildlife Protection Areas (WPA's) are public places set apart for the protection of our native animals and their habitats under the NSW Companion Animals Act, 1998. Under the Companion Animals Act cats are permitted to freely roam and the only mechanism for councils to prevent cats from roaming into an area is to declare that area a WPA. The Companion Animals Act automatically prevents dogs roaming and this mechanism allows cats to be treated in the same way as dogs.

Who has already adopted Wildlife Protection Areas

The following 18 out of 34 Greater Sydney councils have implemented WPA's in their bushland reserves including 5 NSROC council which are shown in bold:

1. Blue Mountains Council
2. Camden Council

3. Canterbury-Bankstown Council
4. Georges River Council
5. Hawkesbury City Council (dogs)
- 6. Hornsby Shire Council**
- 7. Hunter's Hill Council**
8. Inner West Council
9. Liverpool City Council
10. Northern Beaches Council
- 11. North Sydney Council**
12. Parramatta City Council
13. Penrith City Council
14. Randwick City Council
- 15. Ryde City Council**
16. Sutherland Shire Council
17. Waverley Council
- 18. Willoughby City Council**

Strategic Context

Council's adopted strategic plans of management including Community Strategic Plan, Sustainability Action Plan, Bushland Plan of Management and Dog Strategy have recommended that Council's bushland reserves be declared WPA's

Community Strategic Plan

- ID (15) Objective Bushland

*Continue to enhance and increase wildlife habitat on public and private land.
Identify and protect local populations of threatened species and communities.*

Sustainability Action Plan

- Environment Goal 3 (3.14)

Increase protection of native wildlife by implementing natural wildlife protection areas.

Bushland Plan of Management.

- 3.3.4.3 Management Actions

Consider classifying all bushland reserves as wildlife protection areas under the Companion Animals Act, 1998 as part of a strategy to discourage residents allowing their pets to hunt or disturb wildlife in bushland reserves.

Dog Strategy

- Summary of recommendations (page 45)

10. Consideration will be given to classifying bushland reserves as wildlife protection areas to assist in increasing awareness of environmental significance of bushland for wildlife.

- Recommendation table (page 46)

Consideration will be given to classifying bushland reserves as wildlife protection areas to achieve greater consistency with other Northshore councils.

According to Council's 2020 Fauna Study, our LGA is home to 134 vertebrate species which consists of 86 birds, 26 mammals, 15 reptiles and 7 amphibians. These animals will greatly benefit with the introduction of wildlife protection areas.

Council in affiliation with Mosman Council, Northern Beaches Council, Ku-ring-gai Council, North Sydney Council, Willoughby Council, Hornsby Council, Taronga Zoo and NSW Local Land Services have committed and financially contributed to the Urban Rewilding Project which aims to eventually reintroduce locally extinct or rare native animals into the remnant bushland of Sydney's north. This project has been successful in rewilding of the Native Bush Rat at North Head where cats and foxes were removed. The introduction of WPA's in our LGA will be of great benefit to the reintroduction of native animals into our bushland reserves.

Cats in bushland means loss of wildlife

Council has collected evidence of cats in bushland using wildlife cameras, resident sightings and fauna reports.



Above photos have been taken of cats in Council's bushland reserves and suspected cat kills. Additional photos in AT-1

There is a misconception that domestic cats don't kill wildlife, supported by evidence suggesting that only wildlife is found in feral cat stool samples. The reason behind this is that feral cats kill for food as a means of survival. While domesticated cats are well-fed and have less incentive to consume their kills. It is important to note that all cats possess the natural instinct to hunt. Although domesticated cats may not consume their prey, the act of hunting is ingrained in their nature.

How Council would manage cats in bushland

If Council declares WPA's then the active management of cats in bushland would be most successful through education. During the initial implementation Council would have no plans to trap cats as the preferred option is to educate the community and assist them in taking responsibility for their pets.

Council would undertake a targeted education campaign in areas surrounding our bushland. The Education campaign would include:

- Mailout to properties adjacent to bushland explaining WPA's and the role that cat owners have
- RSPCA talks both online and in person
- Safe Cat at Home photo competition
- How-to guides assisting with transition from outdoor to indoor cats
- Potentially subsidise cost of Catios to restrict cat movements
- Implement a service to check microchips

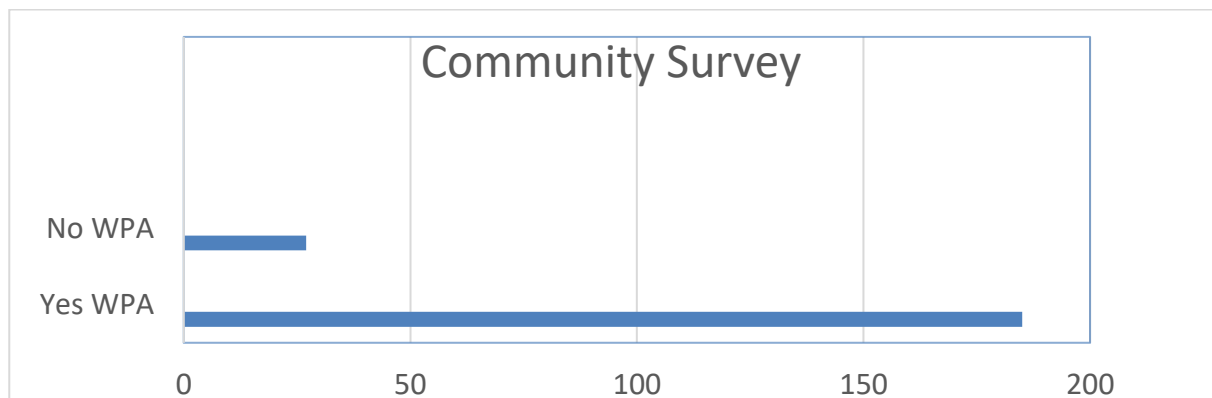
Should trapping be implemented then a formal process would be developed with priority given to cats being reunited with their owners along with the use of No Kill Shelters.

Discussion

At the July 2023 Council meeting it was resolved to:

1. Council undertake community consultation on the proposal to declare its bushland reserves as Wildlife Protection Areas under Section 30 of the NSW Companion Animals Act 1998;
2. Council undertake community consultation for a period of six (6) weeks as per the consultation strategy outlined in the report; and
3. Following the consultation period, a report on any submissions received and any proposed amendments, be reported to Council.

The Consultation period ran for 6 weeks and closed on 8th September 2023. Over 200 people completed the survey with 87% in favour to declare Council's bushland reserves as WPA's. The survey results also showed that 64% of cat owners were in support of WPA's.



Support for WPA's

During the survey Council found some cat owners are already keeping their cats contained within their property. These owners have understood that keeping their pets contained to their property means they will not encounter daily dangers, including the risk of getting hit by a car, fighting with other cats, being poisoned or harmed, encountering roaming dogs, getting lost, contracting diseases such as Feline Immunodeficiency Virus or being catnapped and dumped.

Community Concerns with WPA's

Although the majority of residents supported the proposal there were some not in favour. Their main concerns were:

1. Cats will be taken to Blacktown pound.
2. Rats will take over if cats are removed from bushland.
3. Lane Cove doesn't have enough threatened wildlife for this to be a concern.
4. Microchips failing.
5. Keeping cats indoors is cruel.
6. There are no cats in Lane Cove Bushland.

Below are Council's response to these concerns.

Cats will be taken to Blacktown pound

Initially Council has no plans to trap cats as the preferred option is education. Council will develop an education campaign. This will ensure residents know about WPA's and how the rules apply to them. Council will help with the transition of outdoor cats to indoors or cat enclosures. Should Council decide to trap cats then a formal process will be developed with priority given to cats being reunited with their owners along with the use of No Kill Shelters to ensure that cats are not euthanised.

Rats will take over if cats are removed from bushland

Lane Cove LGA does not have a black rat issue in bushland. It is rare that any rats are sighted in bushland. Black rats are primarily attracted to areas of high urbanisation where they have access to garbage and kitchen scraps. Council has a strict no dumping policy in place so there is little dumping that occurs in bushland to attract rats.

Lane Cove doesn't have enough threatened wildlife for this to be a concern:

Council's objective is to conserve all wildlife in the LGA not only those that are listed as endangered. There are however, 9 threatened species and 12 regionally significant species in the LGA.

THREATENED BIRD SPECIES

1. Eastern Osprey
2. Powerful Owl
3. White Bellied Sea Eagle

THREATENED MAMMAL SPECIES

1. Grey Headed Flying Fox
2. Little Bent-wing Bat
3. Large Bent-wing Bat
4. Large Footed Myotis
5. Yellow Bellied Sheath-tail Bat
Greater Broad-nosed Bat

REGIONALLY SIGNIFICANT SPECIES

1. Australian Brush Turkey
2. Bar Shouldered Dove
3. Great Egret
4. Nankeen Night Heron
5. Pacific Baza
6. Topknot Pigeon
7. Eastern Broad-nosed Bat
8. Swamp Wallaby
9. Pale-lipped shadestink
10. Golden Crowned snake
11. Short-necked Turtle
12. Eastern Long-necked Turtle

Microchips failing

There is no evidence of microchips failing, both Council rangers and the RSPCA report no issues with microchip failure. The primary challenge with microchips lies in their small size, making it potentially difficult to locate them within the animal's body. These microchips are inert and are read by radio frequency identification (RFID) technology, and they do not expire or wear out.

A secondary concern is the possibility of a blank microchip. To address this, pet owners are urged to register their animals with Council, ensuring that both registration and microchip details are accurate. To promote responsible ownership, Council plans to launch an educational program, emphasising the importance of keeping contact details up to date.

As part of a proactive approach, Council will offer a free service for pet owners. Where they can bring in their pets to be scanned, ensuring that microchip information is current and accurate. This initiative aims to reinforce the importance of maintaining accurate records for the well-being and identification of pets in the community.

Keeping cats indoors is cruel.

It is a common misconception that keeping cats indoors and in outdoor enclosures is cruel to your cat. Council has and will actively continue to liaise with the RSPCA on the *Keeping Cats Safe Indoors* program providing advice on the methods to successfully transition an outdoor cat indoors. Council in conjunction with RSPCA has run a program with an expert on how to achieve this transition. Further education and promotion of this program will continually be rolled out to cat owners.

There are no cats in Lane Cove Bushland

As discussed above Council has evidence of cats in bushland. There have been many community reports of cats roaming bushland over several years. Council have conducted an internal survey and found that cats are actively roaming our bushland. Results indicate that both cats and wildlife

are present in our bushland. Furthermore 28 residents reported actively seeing cats in Lane Cove bushland during the consultation period.

Council's Fauna Study conducted in 2020 as well as resident and staff reports found that domestic and feral animals are preying on native wildlife in our bushland reserves. These findings are backed by wildlife rescue organisations.

AT-1 is a collation of photos of cats roaming our bushland reserves.

Domestic cats don't kill wildlife.

As discussed above there is a misconception that domestic cats don't kill wildlife as some evidence shows that only wildlife is found in feral cat scats (stool samples). The likely reasoning for this discovery is that feral cats kill and eat to survive. Domesticated cats are fed at home so there is less desire to consume the kill. All cats have the natural instinct to hunt and although domesticated cats don't consume their prey, hunting is in their nature.

The removal of cats won't increase the numbers of bandicoots and possums.

There may not be a noticeable increase in native mammal species however cats tend to hunt smaller invertebrates like small lizards and small birds. It is important to understand that small lizards and other reptiles alike are an integral part of the bushland ecology. By restricting cats from the bush these smaller vertebrate species will have increased survivability rates which will strengthen the bushland ecosystem as whole.

Conclusion

Community support for wildlife protection has been strong, with 87% of residents supporting the introduction of Wildlife Protection Areas (WPA's). This convincing support is driven by the belief that implementing WPA's will greatly enhance the survivability of wildlife in our LGA and the greater North Shore.

Currently, Council lacks the authority to regulate cats unless an area is designated as a WPA. Under the NSW Companion Animals Act (1998), domestic cats are free to roam anywhere unless that area is declared a WPA. The adoption of WPA's also follows the objectives outlined in our strategic plans.

Council recommends the declaration of WPA's in all areas zoned C2 under the Local Environment Plan (bushland reserves). This action will contribute to regional wildlife conservation and the rewilding of lost fauna in the LGA, all while ensuring the safety of pet cats. Additionally, this declaration aims to establish greater regional consistency with other NSROC councils.

To assist cat owners in transitioning their cats to stay out of bushland areas, during the initial implementation Council would have no plans to trap cats as the preferred option is to educate the community and assist them in taking responsibility for their pets. It is recommended that Council develop a targeted education campaign for areas surrounding bushland reserves. Should trapping be implemented then a formal process will be developed with priority given to cats being reunited with their owners along with the use of No Kill Shelters.

By embracing WPAs, Council not only aligns itself with our regional counterparts but also makes a substantial contribution by creating protected habitats for vulnerable and endangered fauna species. This move reflects a commitment to regional conservation efforts and demonstrates a proactive approach to safeguarding our diverse wildlife.

RECOMMENDATION

That Council:

1. Declare its bushland reserves (areas zoned as C2 under the Local Environment Plan) as Wildlife Protection Areas under the NSW Companion Animals Act 1998 to prevent cats from entering these areas.
2. Develop a targeted education campaign for areas surrounding bushland reserves, to assist cat owners in transitioning their cats to stay out of bushland areas.
3. Council commit to, should trapping of cats be required, developing a formal process to prioritise reuniting the cats with their owners and the exclusive use of No Kill Shelters if reuniting is not possible.

Martin Terescenko
Director - Open Space and Infrastructure
Open Space and Infrastructure Division

ATTACHMENTS:

AT-1 [View](#) cats in bushland attachment 1

6 Pages

Wildlife Protection Areas

Cats in Bushland



Cats in Bushland



Moore St Reserve October 2023



Cat eating water skink



Shell Park July 2023

Cats in Bushland



Wildlife camera - Upper stringybark creek 31 October 2019



Wildlife camera - Upper stringybark creek 25 October 2019



Wildlife camera - Upper stringybark creek 30 October 2019



Wildlife camera - Upper stringybark creek 25 October 2019



Upper Stringybark Creek 2018



Cats in Bushland



Batten Reserve July 2019



June 2013



Upper stringybark creek 18 June 2020



June 2013



November 2013



June 2013



Cats in Bushland

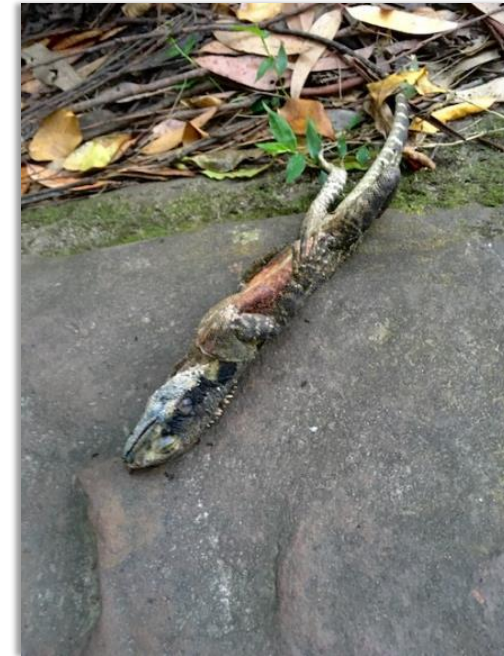


Upper stringybark creek 2018



Upper stringybark creek 2018

Suspected cat kills in bushland



<p style="text-align: center;">Ordinary Council Meeting 22 February 2024 COMMUNITY CONSULTATION RESULTS ON THE DRAFT SWIMMING POOL PROGRAM</p>
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Subject: Community Consultation results on the Draft Swimming Pool Program
Record No: SU3936 - 6853/24
Division: Planning and Sustainability Division
Author(s): Mark Brisby

Executive Summary

This report provides consideration of the results following consultation in relation to Council's Draft Swimming Pool Inspection Program. Council approved the exhibition of the Draft Swimming Pool Inspection Program at its meeting of 7 December 2023. The consultation commenced on 19 December 2023 and concluded on 6 February 2024. The public were invited to provide their feedback on the draft program via written submissions. In addition to being promoted via Council's social media and eNewsletters, notice of the exhibition was included in Council's January In Focus newsletter which is distributed to ratepayers via the quarterly rate notice. Two (2) submissions were received during the public exhibition period. It is recommended Council adopt the Draft Swimming Pool Inspection Program.

Background

The Swimming Pools Act 1992 and Swimming Pools Regulation 2018 is the legislation relating to the requirements for swimming pools in NSW.

The Act and regulation require that all Councils develop and adopt a program for the inspection of swimming pools in its area. This report proposes that Council endorse the draft program and place it on public exhibition in accordance with its Community Consultation Policy

At the December Ordinary Meeting of Council, it was resolved (Resolution No. 247) that the draft Swimming Pool Inspection Program be placed on exhibition for 42 days in accordance with the consultation strategy outlined in the report table at that meeting.

Discussion

Community consultation commenced on 19 December 2023 and concluded on 06 February 2024 based on the consultation strategy outlined in the December report. The online consultation outlined the requirements for swimming pools in NSW in relation to Swimming Pools Act 1992 and Swimming Pools Regulation 2018 and the requirement that all Councils develop and adopt a program for the inspection of swimming pools in its area.

Notice of the public exhibition was promoted via social media and eNewsletter with invitations to the public to provide feedback via written submissions.

Two (2) submissions were received during the community consultation period. A copy of the submissions received from the public has been provided separately to Councillors on a confidential basis.

Submissions

There were two submissions received. One in support and one against the draft program. A copy of each submission has been circulated to Councillors in a Confidential Memo.

The submission against the draft program claims that it does not comply with the Act and Regulations. As stated in the December report the draft program meets the requirements as set out in the Swimming Pool Act providing a framework for the Council to provide the program. Council staff in developing the program reviewed multiple council programs and the proposed program is consistent with them. The legislation does not include mandatory regular inspections of all pools, only pools in “tourist and visitor accommodation or more than 2 dwellings” have a mandatory regular inspection regime, e.g. every three years. In relation to domestic swimming pools in dwelling houses, if mandatory inspections were the expectation of the NSW Government it would have mandated a regular inspection regime within the legislation, instead, the legislation limits mandatory inspections to, on lease or sale of a property when a compliance certificate is required. Also, a mechanism for councils to charge a fee to undertake such inspections would have been included in the legislation, currently a council can inspect upon application by the owner, a council cannot require a compliance inspection be undertaken at regular intervals.

No changes are recommended to the program post the consultation, the document at **AT-1** has been reformatted to improve its visual aesthetics.

Conclusion

The Swimming Pools Act 1992 and Swimming Pools Regulation 2018 is the relevant legislation relating to the requirements for swimming pools in NSW.

The Act and regulation require that all councils develop and adopt a program for swimming pools in their area. The subject draft program has been developed in accordance with the Act and Regulations. Having been publicly exhibited and the submissions considered, it is recommended that Council adopt the Draft Swimming Pool Inspection Program.

RECOMMENDATION

That Council:

1. Adopt the Draft Swimming Pool Inspection Program as exhibited, included at **AT-1**; and
2. Publish the adopted program on Council’s website.

Mark Brisby
Director - Planning and Sustainability
Planning and Sustainability Division

ATTACHMENTS:

AT-1 [View](#) Swimming Pool Inspection Program

7 Pages



Swimming Pool Inspection Program

1. Purpose

In accordance with the *Swimming Pools Act 1992* (the Act), and *Swimming Pools Regulation 2018* (the Regulation) all NSW Councils are required to develop and implement a swimming pool inspection program.

Council's Swimming Pool Inspection program aims to increase pool safety awareness and compliance in the Lane Cove Council local government area and to explain the scope of Council's inspection program, to ensure compliance with the Act and relevant Standards.

1.1. Relevant Legislation and Standards

The Legislation, Regulation and Standards that apply to this Swimming Pool Inspection Program include the following, as may be amended from time-to-time:

- *Swimming Pools Act 1992*
- *Swimming Pools Regulation 2018*
- *Conveyancing (Sale of Land) Amendment (Swimming Pools) Regulation 2016*
- *Residential Tenancies Amendment (Swimming Pools) Regulation 2016*
- Building Code of Australia
- Australian Standard AS1926 - Swimming Pool Safety, Part 1: Safety barriers for swimming pools (2012)
- Australian Standard AS1926 - Swimming Pool Safety, Part 2: Location of safety barriers for swimming pools (2007)

1.2. Introduction

The *Swimming Pools Act 1992* and *Residential Tenancies Amendment (Swimming Pools) Regulation 2016* contain a number of key requirements regarding swimming pool safety

and the sale or lease of properties with a swimming pool, including:

- a. The establishment of a mandatory state-wide online Register of all private swimming pools in NSW where pool owners must self-register their pools;
- b. A requirement that all councils in NSW develop and adopt a locally appropriate and affordable inspection program in consultation with their communities;
- c. A requirement that all councils in NSW conduct mandatory periodic inspections of pools associated with tourist and visitor accommodation and multi-dwelling properties; and
- d. Requirements relating to inspections and certificates prior to the sale or lease of a property containing a swimming pool.

Under the Act, Councils are required to carry out an inspection of swimming pools associated with *tourist and visitor accommodation*, as well as properties that contain more than two (2) dwellings (i.e., includes pools in hotels, motels, serviced apartments, backpacker accommodation, residential flat buildings), every three years.

1.3. The Importance of Pool Safety

Private swimming pools offer additional social amenity to properties upon which they are situated. With this, however, comes a statutory obligation on the owner of the property to maintain the pool and its barrier in a safe and compliant condition.

The regulatory regime for pools situated on privately owned property has been the subject of ongoing legislative review and reform for the last decade. This reform has been as a result of an



increase in infant and toddler injuries and fatalities that have occurred, predominantly, in backyard swimming pools.

Children 4 years of age and under are the most vulnerable. They are completely dependent on their parents or carers for their safety. While it is recognised that the most effective way to prevent drownings is for children to be adequately supervised by a parent or other responsible adult it is also acknowledged that there is a need for the installation and maintenance of appropriately designed swimming pool safety barriers.

2. NSW Swimming Pool Register

In accordance with the Act, the NSW Government, has introduced an online state-wide Swimming Pool Register
[<http://www.swimmingpoolregister.nsw.gov.au/>].

All owners of a residential premises or tourist and visitor accommodation on which a swimming pool is located must register their pools on the state-wide Register. A pool owner who fails to register their pool is guilty of an offence which attracts a maximum penalty of \$2200. Alternatively, a \$220 penalty infringement notice may be issued for the offence.

The Swimming Pools Register also records whether or not a swimming pool has been inspected by Council or an Accredited Certifier and if a current certificate of compliance has been issued.

Councils are provided with access to the Swimming Pools Register to assist with the administration of councils' swimming pool barrier inspection programs.

Council will rely upon the NSW Swimming Pools Register to determine what swimming pools are required to be inspected in accordance with this program.

3. Sale and Lease Provisions

In accordance with the *Swimming Pools Amendment (Inspections) Regulation 2016*, a contract for the sale of land for a property with a swimming pool must have one of the following attached:

- A Certificate of Compliance; or
- A relevant Occupation Certificate and a Certificate of Registration; or
- A Certificate of Non-Compliance.

Properties with swimming pools that are being 'leased' after 29 April 2016, must have a valid swimming pool Certificate of Compliance, issued by an Accredited Certifier or Council

4. Certificates of compliance & Certificates of non-compliance

4.1. What is a Swimming Pool Certificate of Compliance?

The owner of a pool may apply to an Accredited Certifier or Council for a swimming pool *certificate of compliance*.

If the swimming pool meets the requirements of Part 2 of the Act, including the *Swimming Pools Regulation 2018* and relevant Australian Standard, the Accredited Certifier or Council will issue a *certificate of compliance*.

A *certificate of compliance* is valid for three years as long as the pool barrier remains compliant with the requirements of the Act and relevant Standards.

A *certificate of compliance* is not required to be obtained if a *relevant occupation certificate* has been issued which authorises the use of the swimming pool and compliance with the Act.

An *Occupation Certificate* certifying compliance with the Act will also remain valid for three(3) years from the date of issue as long as the



swimming pool safety barrier remains compliant with the Act and there are no grounds for a 'direction' to be issued by Council.

A pool owner who obtains a certificate from an *accredited certifier* should ensure that their Certifier promptly updates the information on the state-wide online Swimming Pool Register. Premises with a current *certificate of compliance* or *relevant occupation certificate* do not require a Council inspection unless Council receives a complaint or is made aware that the swimming pool barriers may be non-compliant.

4.2 What happens if a Certificate of Compliance cannot be issued?

A *certificate of compliance* cannot be issued if the swimming pool barrier does not comply with the requirements of Part 2 of the Act. In these circumstances the Accredited Certifier or Council will issue:

- A notice specifying the works required to be undertaken to bring the swimming pool barrier into compliance with the Act; and
- A *certificate of non-compliance* (if the application relates to the sale of a property).

If the works are not undertaken and the swimming pool does not comply with the Act and relevant standards, Council may take regulatory action as provided for by the Act, which includes issuing a direction to carry out specified works and/or a penalty notice or, commencing Court proceedings (see Part 3 for information on the sale or lease of properties with swimming pools).

4.3 What is a Certificate of Non-Compliance?

If an application for a *certificate of compliance* is made in relation to the sale of a property and the swimming pool barrier has been inspected and found not to comply with Part 2 of the Act, the Accredited Certifier or Council (as applicable), will issue a *certificate of non-compliance*.

A *certificate of non-compliance* is valid for one

year. However, if the property is sold, the purchaser of the property has 90 days from the date of 'settlement' to bring the pool barrier into compliance.

Failure to undertake the necessary works within the specified timeframe is an offence, which may result in penalties and issue of a direction to comply with the requirements of the Act.

4.4 What is a Relevant Occupation Certificate?

A *relevant occupation certificate* means an *Occupation Certificate* issued under the *Environmental Planning and Assessment Act 1979* that is less than 3 years old and that authorises the use of the swimming pool.

4.5 What is the "applicable standard" that applies?

A swimming pool barrier must comply with Part 2 of the Act. In general terms, this means that access to the swimming pool must be restricted by a compliant child-resistant barrier.

It is important to recognise that swimming pool barrier "standards" have changed a number of times since the Act originally commenced in 1992. In certain circumstances a swimming pool may not be required to comply with the current pool safety standards depending on when the pool was built and if and when the pool barrier or access to the pool was substantially altered or rebuilt.

However, there are circumstances where swimming pool barriers will be required to be brought into compliance with the current standard. For example, if the pool barrier did not comply and has not continued to comply with the relevant standard that applied at the time the pool was installed. Or, if the pool barrier did not comply with the relevant Standards at the time the Act, Regulation or Standard was introduced, amended or replaced.

Relevant Standards, which may apply:

- AS 1926 – 1986, Fences and gates for private swimming pools



- AS 1926.1 – 2007, Swimming pool safety, Part 1: Safety barriers for swimming pools
- AS 1926.1 – 2012, Swimming pool safety, Part 1: Safety barriers for swimming pools.

The rules that determine what pool barrier standards apply are complex and can only be determined on a “pool-by-pool” basis by an authorised Council officer or Accredited Certifier, at the particular time.

The specific requirements and relevant Standards which apply may also change at a future date, due to the regulatory provisions, standards and site conditions and pool barrier considerations which apply at the time of the inspection and assessment.

5. Council's Inspection Program

5.1. Aim of the inspection program

The primary aim of a swimming pool barrier inspection program is to increase the levels of swimming pool barrier compliance, however pool owners should not wait for an inspection and should take immediate steps to ensure their swimming pool barriers are compliant.

From October 2013 all councils across New South Wales were required to have in place a program for the inspection of privately owned swimming pools. The purpose of inspections is to assess whether or not pool barriers comply with relevant pool safety requirements.

Where a swimming pool complies with these requirements, a *Certificate of Compliance* is required to be issued, which remains valid for a period of three (3) years.

Council's swimming pool inspections will be carried out by Council officers that are duly authorised by the General Manager in accordance with the *Swimming Pools Act 1992*.

5.2 Types of swimming pools required to be inspected every three years

The Act requires properties with swimming pools that are *tourist and visitor accommodation* or that contain more than 2 dwellings (includes hotels, motels, serviced apartments, backpacker accommodation, residential flat buildings and dual occupancies) to be inspected every three (3) years. Council's swimming pools inspection program must include the inspection of swimming pools on these properties.

5.3 Inspection of other private swimming pools

From 29 April 2016 all properties with a swimming pool being sold must have a *certificate of compliance* or a *certificate of non-compliance* attached to the contract of sale. If a property is being leased it must have a current swimming pool *certificate of compliance*. Therefore, the pool barrier must comply with the *Swimming Pools Act 1992* and relevant Standards to obtain a *certificate of compliance* and be able to lease a property with a swimming pool.

Where a property with a swimming pool is being sold or leased, the property owner must request an inspection from an *accredited certifier* or Council so the appropriate certificate can be issued beforehand (see Part 4 for further information).

5.4 Implementation of a proposed inspection program

According to the NSW Swimming Pool Register, there are approximately 2,500 pools located within the boundaries of the Lane Cove Council local government area.

A risk-based inspection program is proposed to be implemented in order to improve the levels of compliance relating to swimming pool fencing and to satisfy Council's obligations under the Act.

Council's inspection program will consist of the following;

Mandatory component;

- A mandatory three-year inspection regime, for



- pools situated on land used for tourist and visitor accommodation, residential flat buildings and properties containing more than two dwellings;
- b. Upon receipt of an application made to Council for an inspection and *certificate of compliance* in relation to the sale or lease of a property containing a swimming pool, in accordance with the *Conveyancing (Sale of Land) Regulation 2010* and the *Residential Tenancies Regulation 2010*;
 - c. Upon receipt of an application by the owner of a property containing a swimming pool for an inspection and *certificate of compliance* under section 22C of the Act. The regulations require inspection within ten {10} days.
 - d. In response to a report or complaint made to the Council concerning an inadequately fenced or unauthorised swimming pool on a specific property;
 - e. In response to receiving notification from an Accredited Certifier, under section 22E (4) of the Act, who is unable to issue *certificate of compliance*;
 - f. Swimming pools on properties for which an application has been made to Council for a Building Information Certificate;
 - g. Proactive observations, where it has been identified (i.e. by a Council officer) that the swimming pool barrier appears to be deficient or may otherwise not be compliant.

Pro-active component:

In addition to the above and, where resources permit, Council will seek to inspect other private swimming pools where there is no valid *Swimming Pool Certificate of Compliance* or *Occupation Certificate*.

The above inspection program does not apply to swimming pools the subject of an *Occupation Certificate* or a *Swimming Pool Certificate of Compliance* that has been issued within the past three (3) years, unless Council receives a complaint or is made aware that the swimming pool barriers are non-compliant.

It is important that Councils and Accredited Certifiers record such certificates on the statewide Swimming Pool Register to ensure that the register contains up-to-date information about the property and swimming pool. The regulations require they be registered within the three {3} days.

Council's Swimming Pool Inspection Program will be based on the properties identified in the NSW Swimming Pool Register as having a swimming pool or spa pool upon the property.

Inspections of swimming pools will be carried out in accordance with relevant prescribed timeframes (subject to arrangements being made for access to the premises to undertake the inspection).

6. Fees

6.1. Registration Fee

All privately owned swimming pools must be registered on the NSW Swimming Pool Register as prescribed by Part 3A of the Act.

A pool owner (or agent) who registers their pool on the on-line NSW Swimming Register under Part 3A of the Act does so free of charge.

The *Swimming Pool Regulation 2018* (amended in April 2013) prescribes that a maximum fee of \$10 is payable where a pool owner requests Council to register the swimming pool on statewide Swimming Pool Register. The charging of this fee is at the discretion of Council.

6.2. Inspection Fee

A pool inspection fee applies for conducting inspections under the pool inspection program. The maximum fee which may be charged by Council under the *Swimming Pool Regulation 2018* is:

- \$150 fee for the initial inspection, and
- \$100 fee for the second (re-inspection).



The current maximum fee payable to Council is \$250, including necessary re-inspections. The inspection fee includes the issue of a *certificate of compliance* if the pool complies with the relevant pool safety standards.

The initial application fee is payable with the application for a certificate of compliance and any required additional fees are payable prior to determination of the application.

A total fee of \$250 may be paid upon lodgment of the application to cover the complete assessment of the application and all necessary inspections, for expediency.

Should the Regulation specify a greater maximum inspection and/or reinspection fee, the maximum regulated fee shall apply.

Fees for applications made to an accredited certifiers are not regulated and are determined by the individual Accredited Certifier.

7. The Role of Certifiers

The Act provides that a pool owner may apply to an *accredited certifier* to provide a *certificate of compliance* for the swimming pool. *Accredited certifiers* will set their own application and inspection fees.

Once inspected, if the pool does not meet the applicable standard, the *accredited certifier* may allow a pool owner 6 weeks to rectify the deficiencies before advising Council. If the pool is considered to pose a significant risk to public safety the certifier may notify Council immediately. Upon notification, Council may undertake an inspection and issue a penalty notice for any breach of the Act and/or Council may issue a notice or direction to carry out specified works to meet the requirements of the Act and relevant Standards.

Under such circumstances Council's fees for inspection identified in section 6.2 will also be required to be paid.

Certifiers are accredited by the NSW Building

Professionals Board and are subject to the provisions of the *Building Professionals Act 2005*. Any concerns or complaints regarding accredited certifiers should be referred directly to the Building Professionals Board for their investigation and action.

8. Exemptions

The owner of a property with a swimming pool may apply to the Council for an exemption from all or any of the requirements of Part 2 of the Act. An exemption can only be granted in very specific limited circumstances as specified in section 22 of the Act and as outlined in Practice Note No. 17, issued by the NSW Office of Local Government, March 2014.

Applications for an exemption must include comprehensive details of the proposal, reasons and supporting documentation (e.g. a report from an Accredited Building Surveyor or Swimming Pool Certifier), together with the applicable application fee, currently \$250.

Council will consider and determine applications for an exemption in accordance with the *Swimming Pools Act 1992* and *Swimming Pools Regulation 2018*.

If the application is approved, specific conditions may be imposed and any exemption is limited to a maximum period of three years.

If the application is refused, the applicant has the right of appeal to the Land & Environment Court.

9. Education and Awareness

Pool owner education and awareness is an important contributing factor in lifting swimming pool safety compliance rates.

Regular community education and awareness program will be delivered through community publications, media releases, Council's website, owner self-assessment checklists and customer enquires with Council officers during the inspection process.



The core pool safety messages will include the importance of pool barrier maintenance, adult supervision and knowledge of first aid. Further community education will also include the requirements of property owners with a swimming pool, sale and lease provisions and the promotion of official sources information.

10.Enforcement

In addition to pool safety education and awareness, the enforcement of pool safety laws is an essential element in addressing non-compliant pool fencing. In this regard, the Act provides Council's authorised officers powers of entry and the power to give "notices" and "directions" to require swimming pool safety work to be carried out.

The Land and Environment Court of New South Wales has jurisdiction to hear appeals against decisions of Council in respect to the following:

- a. refusal to grant an exemption under section 22 in accordance with the terms of the relevant application;
- b. imposition of a condition on an exemption under section 22;
- c. refusal to grant a certificate of compliance under section 22D; and
- d. issue of a direction under section 23.

Appeals must be made within 28 days after the date on which the decision was made or is taken to have been made.

11.Offences and Penalties

The Act provides that failing to comply with swimming pool safety requirements may constitute an offence under the Act. In addition to the authority to issue notices and directions to undertake specific work to comply with the requirements of the Act or Standards, Council's authorised officers have the power to issue a Penalty Notice for certain offences. The Act also confers jurisdiction on the Local Court to hear and dispose of proceedings brought by Council for offences against the Act.

The enforcement action initiated or the penalties issued will be determined in accordance with Council's adopted *Enforcement Policy*.

12.Review Period

This program is to be reviewed within five (5) years of being adopted by Council.

Ordinary Council Meeting 22 February 2024
**COUNCILLOR AND STAFF INTERACTION POLICY UPDATE, MANAGING PSYCHOSOCIAL
HAZARDS IN THE WORKPLACE PROCEDURE INFORMATION AND PROPOSED
AMENDMENTS TO THE CODE OF MEETING PRACTICE**

Subject: Councillor and Staff Interaction Policy Update, Managing Psychosocial Hazards in the Workplace Procedure Information and Proposed Amendments to the Code of Meeting Practice

Record No: SU241 - 8164/24

Division: Corporate and Strategy Division

Author(s): Stephen Golding

Executive Summary

The purpose of this report is to provide Council with:

- an update on the progress of the Draft Councillor and Staff Interaction Policy,
- an insight into relevant documents as they relate to Work, Health and Safety generally and Managing Psychosocial Hazards in the Workplace more specifically, and
- an outline of recommended amendments to Council's adopted Code of Meeting Practice.

Background

The development of the Draft Councillor and Staff Interaction Policy has been explored with Councillors in recent months, culminating in an initial resolution passed by Council at the 21 September 2023 Council Meeting. At this meeting, the following resolution was passed by Council with respect to a Mayoral Minute titled 'Striving for Best Practice and Effective Relationships between our Community, Councillors and Council Officers' (specifically, point 5 of the resolution):

"That Council requests that the General Manager prepare, as soon as possible, a draft 'Councillor and Staff Interaction Policy' and amendments to the code(s) to incorporate the recommendations received from Local Government NSW on September 11, 2023, together with any other recommendations from the General Manager that address the concerns raised in the Mayoral Minute".

In addition, Council subsequently resolved at its Ordinary Council Meeting of 7 December 2023 in a Mayoral Minute titled 'General Manager's Performance Plan 2023/24' the following (specifically, point 3, 3(a), 3(b) and 3(c)):

3. *"In accordance with the General Manager's performance measures, Lane Cove Council's Code of Conduct, and Safe Work NSW's Code of Practice (Managing Psychosocial Hazards at Work), and in consideration of recent staff resignations, to ensure ongoing compliance with Work Health and Safety requirements, the Council endorses the following actions:-*
 - a. *All future Councillor requests for information should temporarily be directed solely to the General Manager until further notice.*
 - b. *Engage the services of a clinical psychologist to provide training to staff and Councillors in identifying, managing, and eliminating (are far as possible) workplace Psychosocial hazards.*
 - c. *Obtain legal advice and other professional advice if required, to draft policies that complement the training and advice provided by the clinical psychologist to improve Councillor and Staff interactions".*

Ordinary Council Meeting 22 February 2024
**COUNCILLOR AND STAFF INTERACTION POLICY UPDATE, MANAGING PSYCHOSOCIAL
HAZARDS IN THE WORKPLACE PROCEDURE INFORMATION AND PROPOSED
AMENDMENTS TO THE CODE OF MEETING PRACTICE**

Discussion

Proposed Councillor and Staff Interaction Policy

The proposed Councillor and Staff Interaction Policy will largely be based on the OLG's Model Policy, noting that the section that deals with Principles, Roles and Responsibilities (Section 4) is proposed to include additional information based on legal advice received from Local Government NSW. The proposed policy will also feature, under the section that deals with the Councillor Request System (Section 5), the importance of acknowledging that Council's resources are finite and, accordingly, be mindful of the impact of their requests. Specifically, it is proposed that Councillor Requests and Enquiries be assessed using certain criteria, including:

- The level of resources required to respond to Councillor enquiries
- Whether the enquiry is interrogating the minutiae of council's operations
- Whether the enquiry is borne by necessity, as opposed to curiosity
- The psychosocial impact with respect to the total volume of requests
- The availability of resources (in consultation with the Mayor)

It is also proposed that Section 5 make reference to a flowchart which will assist in the understanding of how Councillor requests and responses are to be managed. The policy is in the final stage of development with further work remaining in relation to defining operational vs strategic matters in the context of the role of a Councillor. Staff research has identified a publication from the Office of Local Government - Guidelines for the Appointment and Oversight of the General Manager, key points include:-

- Assisting the governing body to set the strategic direction – “The general manager also plays a key role in assisting the governing body to develop the council's strategic direction”. Pg 5
- Supporting councillors - “Requests by councillors for assistance or information outside of meetings should be made to the general manager unless the general manager has authorised another staff member to receive such requests.” Pg 5
- The importance of a good working relationship with the general manager – The Centre for Local Government at the University of Technology in Sydney has identified the following as key components of a good working relationship between councillors and the general manager:
 - “mutual trust and respect
 - councillors publicly supporting the work of the general manager
 - councillors dealing with any performance concerns through appropriate channels e.g., not the media or council meetings
 - councillors not getting involved in the day-to-day operational matters of the council (which makes it difficult for the general manager to do their job)
 - councillors having a clear understanding of how and when to approach the general manager or other staff for information or support and following agreed protocols
 - regular meetings between the general manager, mayor and councillors to ask questions and share information and advice
 - respect of confidentiality, and
 - any conflict is dealt with professionally and quickly and where it can't be addressed informally, proper processes are followed.”

Ordinary Council Meeting 22 February 2024
COUNCILLOR AND STAFF INTERACTION POLICY UPDATE, MANAGING PSYCHOSOCIAL HAZARDS IN THE WORKPLACE PROCEDURE INFORMATION AND PROPOSED AMENDMENTS TO THE CODE OF MEETING PRACTICE

It is currently envisaged that the policy will be submitted to the March Council Meeting for consideration and approval to commence community consultation.

'Managing Psychosocial Hazards in the Workplace'

A psychosocial hazard is a hazard that arises from, or relates to, the design and management of work, a work environment, plant at a workplace, or workplace interactions and behaviours that may cause psychological harm, whether or not the hazard may also cause physical harm. In severe cases, exposure to psychosocial hazards can lead to death by suicide.

There are a number of common psychosocial hazards that arise from, or are related to, work, including:-

- High job demands
- Low job control
- Poor workplace relationships and interactions
- Bullying
- Harassment

Council staff and management have a range of duties and obligations under the WH&S Act 2011. Council has an adopted WH&S Policy that outlines its collective commitment to the WH&S Act 2011. Staff have confirmed that a separate Psychosocial Hazards policy is not required, as it is essentially another risk to be managed under the existing policy framework.

Research by staff has identified existing legal advice obtained by LGNSW which confirms [Councillors have a duty and obligations under the WH&S Act 2011](#). The advice refers to [s29 of the Act](#) which imposes obligations on 'other persons' in a workplace to ensure the safety of staff and any 'other persons' in a workplace. In the context of Council's proposed Councillor and Staff Interaction Policy, this means there are Councillor to staff obligations, Councillor to Councillor obligations and Staff to Councillor obligations.

In addition, Council's adopted Code of Conduct references the responsibility that all council officials have in relation to WH&S (Section 3.12) "All council officials, including councillors, owe statutory duties under the Work Health and Safety Act 2011 (WH&S Act)....."

To provide guidance on this particular workplace risk, Safe Work NSW has published a 'Code of Practice' that deals with 'Managing Psychosocial Hazards at Work' which was issued in May 2021.

Council's Workers Compensation Insurer, StateCover, has developed 'Procedures' that deal with 'Managing Psychosocial Hazards in the Workplace' and has also developed Psychosocial Risk Assessment Forms to assist councils identify risks and develop controls to mitigate those risks. Staff will undertake a risk assessment using this methodology in respect of Council's proposed Councillor and Staff Interaction Policy.

Council is currently sourcing a psychosocial clinician to assist with the risk assessment of psychosocial hazards, and training for Councillors and senior staff on Psychosocial Hazard obligations, further to Council's December 2023 resolution.

The preparation of a Procedure is seen as a proactive way of managing the many psychosocial hazards that may come to light in the interactions between Councillors and staff and is considered a prudent preventative measure to ensure the ongoing health and wellbeing of Councillors and staff alike in their daily interactions.

Ordinary Council Meeting 22 February 2024
COUNCILLOR AND STAFF INTERACTION POLICY UPDATE, MANAGING PSYCHOSOCIAL
HAZARDS IN THE WORKPLACE PROCEDURE INFORMATION AND PROPOSED
AMENDMENTS TO THE CODE OF MEETING PRACTICE

Proposed Code of Meeting Practice Amendments

Further to the resolution passed by Council at the 21 September 2023 meeting, consideration has been given to what other matters need to be addressed. With the aim of ensuring Council Meetings are run in a more effective and efficient manner and have the mental wellbeing of Councillors and staff foremost in mind, a number of changes are proposed to how Council Meetings are conducted:- .

1. Reinstating the need for Councillors and staff to stand when speaking to better manage the flow and order of debate/discussion during Council meetings;
2. Including a provision that limits public speakers to only speak once about a subject/item that is not on the published business paper agenda; and
3. Move the Public Forum segment to another evening, separate from the Council Meeting (recommended to be the Monday evening before the Ordinary Council Meeting), to allow Council sufficient time for Council to transact business as outlined in the published agenda. In recent council meetings there has been considerable time dedicated to the public forum and the debate generally which had seen meetings finishing after the 11:00pm mandated finish time. In most cases this included the bulk adoption of items which is not ideal in terms of Council wishing to adequately consider each matter. By separating the meeting and forum, adequate time will be available for both the Public Forum and the Council Meeting. Ku-ring-gai Council conduct their Council Meeting Public Forum on a separate day to their actual Ordinary Council Meeting.

To give effect to items 1 and 2 above Council will need to amend the Code of Meeting Practice while item 3 can be implemented simply by a resolution of Council, as the Code of Meeting Practice is not prescriptive.

Conclusion

The introduction of a Councillor and Staff Interaction Policy will assist in establishing consistent protocols around the Councillor Request System, balancing the needs of a councillor to fulfill their civic duties on the one hand and the finite resources the organisation has at its disposal on the other hand, all in the context of safe work environment.

The engagement of a suitably qualified psychosocial clinician to train, educate and assist council assess the hazards that may arise during the course of Councillor and staff interactions is seen as a prudent, responsible and proactive measure.

Ordinary Council Meeting 22 February 2024
**COUNCILLOR AND STAFF INTERACTION POLICY UPDATE, MANAGING PSYCHOSOCIAL
HAZARDS IN THE WORKPLACE PROCEDURE INFORMATION AND PROPOSED
AMENDMENTS TO THE CODE OF MEETING PRACTICE**

RECOMMENDATION

That Council:

1. Note the update on the Draft Councillor and Staff Interaction Policy together with the legal advice in relation to Councillor obligations under the Work, Health and Safety Act 2011;
2. Note that a Managing Psychosocial Hazards in the Workplace Procedure and Risk Assessment is to be developed in the context of councillor and staff interactions
3. Resolve to move the Public Forum segment to a Monday evening in the week of a scheduled Ordinary Council Meeting; and
4. Note that other proposed Code of Meeting Practices amendments outlined in this report will be the subject of community consultation at the same time as the Draft Councillor and Staff Interaction Policy is released for community consultation.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

There are no supporting documents for this report.

**Ordinary Council Meeting 22 February 2024
2023/24 BUDGET - SECOND QUARTER REVIEW**

Subject: 2023/24 Budget - Second Quarter Review
Record No: SU9506 - 4318/24
Division: Corporate and Strategy Division
Author(s): Don Johnston

Executive Summary

The 2023/24 Budget - Second Quarter Review involves a number of variations to both income and expenditure estimates. Taking into consideration the variations from the Second Quarter Review, the projected 2023/24 overall operating result has been revised to a surplus of \$21,478K, with the operating result before capital grants and contributions forecast to be a surplus of \$73K. Capital expenditure has been increased by \$15,393K, funded predominantly by transfers from Reserves.

It is recommended that the 2023/24 Budget be varied in accordance with this report.

Background

Council is required to prepare a Budget Review Statement each quarter, in accordance with Clause 203 of the Local Government (General) Regulation 2005. The purpose of these reviews is to ensure that the impacts of financial variations are reflected in the forecast of Council's financial position to 30 June 2024, and that it remains satisfactory.

The main second quarter adjustments include:

- Forecast receipts of St Leonards South section 7.11 developer contributions totalling \$15,093K plus an increase in LGA Wide contributions of \$520K, a total increase in income of \$15,613K;
- An \$11,550K budget provision for the acquisition of properties in St Leonards South, funded from developer contributions, as outlined above;
- An additional \$3,100K for Bob Campbell Oval following the tender process, funded from Section 7.11 Contributions Reserve (\$2,600K) and the Capital Works Reserve (\$500K);
- \$800K adjustment to the Regional and Local Road grant from Transport for NSW - \$963K recognised as income last financial year and transferred to Unexpended Grants Reserve. The total 2023/24 expenditure will be \$963K fully funded from the Unexpended Grants Reserve;
- A review of leases and licences to include CPI adjustments, rent reviews and new agreements resulting in an additional \$226K in income;
- A \$150K reduction in the Salaries and Wages vacancy discount factor; and
- Income and expenditure budgets for a number of new grants received

In addition to these main adjustments there were numerous adjustments to align income and expenditure forecasts with year-to-date actuals.

Ordinary Council Meeting 22 February 2024
2023/24 BUDGET - SECOND QUARTER REVIEW

Discussion

A summary of Council's revised Budget for 2023/24 and a summary of budget movements have been included in this report:

	Original Budget (000's)	First Quarter Adjustments (000's)	Second Quarter Adjustments (000's)	Revised Budget (000's)
Operating Income	59,815	574	665	61,054
Operating Expenditure	59,742	576	663	60,981
Surplus/(Deficit) before Capital Grants/Contributions	73	(2)	2	73
Capital Grants/Contributions	5,944	370	15,092	21,406
Surplus/ (Deficit)	6,017	368	15,094	21,478
Capital Expenditure	54,839	7,408	15,393	77,640
<i>Funded by:</i>				
Transfers from Reserves	43,174	7,040	15,884	66,099
Grants and Contributions	4,944	370	(521)	4,793
Internal Plant Hire	96	-	-	96
Sale of Assets	241	-	-	241
General Revenue	6,384	(2)	30	6,412
Total Funding	54,839	7,408	15,393	77,640

Summary of Budget Movements

Operating Income:

The Review includes a \$665K increase in Operating Income made up of:

- \$226K increase in leases and licences arising from new agreements and CPI and other adjustments;
- \$125K increase in income from The Canopy operations which has been transferred to The Canopy Replacement Reserve;
- \$100K increase in Construction Zone Charges in line with year-to-date actuals;
- \$98K in various new grants and contributions;
- \$92K increase in s7.11 administration fees due to increased contributions; and
- \$24K net increase in income from various other sources

Operating Expenditure:

The Review includes a \$663K increase in Operating Expenditure made up of:

- \$150K reduction in the salaries and wages vacancy factor;
- An offsetting budget for leave entitlement payments, funded from the ELE Reserve, and corresponding reduction in Council's accrued employee leave entitlements;
- \$110K increase in golf course bore and irrigation maintenance, offset by an increase in income;
- \$101K additional expenditure associated with new grants and contributions received;

**Ordinary Council Meeting 22 February 2024
2023/24 BUDGET - SECOND QUARTER REVIEW**

- \$75K increase required for Waste Minimisation, funded from the Domestic Waste Reserve;
- \$50K required for additional fine processing fees offset by increased fine income;
- \$50K required for Council's Sustainability Rebates Program;
- \$43K increase required for traffic studies;
- \$43K increase required for legal expenses; and
- \$41K for other minor adjustments to operating expenditure budgets.

Capital Income

The Review includes a \$15,092K increase in Grant and Contributions for Capital Purposes made up of:

- \$15,613K increase in developer contributions (\$15,093K St Leonards South and \$520K LGA Wide);
- (\$800K) decrease in grant income due to recognition of a Transport for NSW grant last financial year which was transferred to the Unexpended Grants Reserve and will be transferred from Reserve this financial year;
- \$170K grant received for design of stages 1 and 2 of the Mowbray Rd Cycleway;
- \$90K contribution to Depot work from Hunters Hill Council; and
- \$19K for the Burns Bay Living Seawall project.

Capital Expenditure

The Review includes a \$15,393K increase in Capital Expenditure made up of:

- \$11,550K for St Leonards South property acquisitions, funded from s7.11 contributions;
- \$3,100K for Bob Campbell Oval, funded from the s7.11 Contributions Reserve and the Capital Works Reserve;
- \$170K for Mowbray Road Cycleway stage 1 and 2 design, funded by grant;
- \$163K increase the balance of the unexpended Transport for NSW grant, funded from the Unexpended Grants Reserve;
- \$160K for Central, East and West Ward budgets, carried forward from prior years' unexpended budgets;
- \$130K increase for Pottery Oval Lighting, funded from the Capital Works Reserve;
- \$60K additional budget required for Pottery Green Amenities; and
- \$60K increase for other projects, predominantly funded from grants and Reserves.

**Ordinary Council Meeting 22 February 2024
2023/24 BUDGET - SECOND QUARTER REVIEW**

Reserve Movements

The table below summarises the Reserve movements proposed in the Second Quarter Review.

Operating Budget	
Net transfer from the ELE Reserve to fund termination payments	(\$207K)
Transfer from the Domestic Waste Management Reserve for Waste Minimisation and Community Recycling	(\$87K)
Transfer from the Sustainability Levy Reserve for water monitoring study	(\$9K)
Transfer additional developer contributions income to s7.11 Reserves	\$15,613K
Transfer forecast increase in The Canopy income to The Canopy Replacement Reserve	\$125K
Capital Budget	
Transfer from s7.11 St Leonards South Reserve to fund property acquisitions	(\$11,550K)
Transfer from s7.11 LGA Wide Reserve to fund Bob Campbell Oval	(\$2,600K)
Transfer from Unexpended Grants Reserve to fund Local Roads expenditure	(\$963K)
Transfers from the Capital Works Reserve for Bob Campbell Oval, Pottery Oval Lighting and Lane Cove Public School Netball Court Lighting	(\$735K)
Other transfers from Reserves for capital projects	(\$36K)
Net Transfer from Reserves	(\$449K)

A copy of all proposed budget adjustments can be found in **AT-1**.

Conclusion

The following statement by the Responsible Accounting Officer is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2005.

It is my opinion that the Quarterly Budget Review Statement for Lane Cove Council for the quarter ended 31 December 2023 indicates that Council's projected financial position will be satisfactory at year end 30 June 2024, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Ordinary Council Meeting 22 February 2024
2023/24 BUDGET - SECOND QUARTER REVIEW**

RECOMMENDATION

That the 2023/24 Budget be varied as follows:-

	Original Budget (000's)	First Quarter Adjustments (000's)	Second Quarter Adjustments (000's)	Revised Budget (000's)
Operating Income	59,815	574	665	61,054
Operating Expenditure	59,742	576	663	60,981
Surplus/(Deficit) before Capital Grants/Contributions	73	(2)	2	73
Capital Grants/Contributions	5,944	370	15,092	21,406
Surplus/ (Deficit)	6,017	368	15,094	21,478
Capital Expenditure	54,839	7,408	15,393	77,640
<i>Funded by:</i>				
Transfers from Reserves	43,174	7,040	15,884	66,099
Grants and Contributions	4,944	370	(521)	4,793
Internal Plant Hire	96	-	-	96
Sale of Assets	241	-	-	241
General Revenue	6,384	(2)	30	6,412
Total Funding	54,839	7,408	15,393	77,640

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 [View](#) Quarterly Budget Review Statement - December 2023

2nd Quarter Report on the 2023/24 Budget

October – December 2023



Lane Cove Council December 2023 Quarterly Budget Review				
Budget Adjustment Report				
Program	Resource Description	Effect on Operating Results	Comments	Recommended Budget Adjustment
Operating Income				-\$664,806
Various	Rents and licences	Yes	Review of leases and licences for CPI, new agreements and other adjustments	-\$225,939
Commercial Operations	Various	Yes	Forecast increase in income from The Canopy operations based on year-to-date figures, transferred to The Canopy Replacement Reserve (contra)	-\$125,000
Assets	Fees-Construction Zone Charges	Yes	Forecast increase based on year-to-date income	-\$100,000
Various	Operating Grants and Contributions	Yes	Nine new grants and contributions received	-\$98,137
Strategic Planning	Op Contribution-s7.11 Admin	Yes	Additional Admin Fee due to increase in contributions received	-\$92,000
Regulatory	Fines - Parking	No	Forecast increase based on year-to-date income (contra for increased processing fees)	-\$50,000
Various	Various	Yes	Other net changes in income	-\$28,730
Finance	Fees-Credit Card Merchant	Yes	Discontinuation of credit card surcharge when Council went cashless	\$55,000
Operating Expenditure				\$663,093
Corporate & Strategy	Salaries and wages	Yes	Reduction in Salaries & Wages Vacancy Factor	\$150,000
Various	Annual and Long Service Leave	No	Additional budget required for leave entitlement payments, offset by a reduction in Accrued ELE, funded from the ELE Reserve	\$0
Civic Services	Contractor costs	No	Additional budget required for golf course bore and irrigation maintenance, offset by increased income (contra)	\$110,000
Various	Various	Yes	Additional expenditure associated with new grants and contributions received	\$100,982
Domestic Waste Management	Contractor costs	Yes	Additional budget required for Waste Minimisation - funded from Domestic Waste Reserve (contra)	\$75,000
Regulatory	Contractor costs	Yes	Additional budget required to cover fine processing fees, offset by additional fine income (contra)	\$50,000

Lane Cove Council December 2023 Quarterly Budget Review				
Budget Adjustment Report cont'd				
Program	Resource Description	Effect on Operating Results	Comments	Recommended Budget Adjustment
Operating Expenditure cont'd				\$663,093
Sustainability & Resilience	Contractor costs	Yes	Additional budget required to meet increased demand for Council's Sustainability Rebates program	\$50,000
Assets	Contractor costs	Yes	Additional budget required for traffic studies	\$43,500
Corporate & Strategy	Legal fees	Yes	Additional budget required	\$43,000
Various	Various	Yes	Other net increases in operating expenditure	\$40,611
Capital Grants and Contributions				-\$15,091,799
Strategic Planning	Developer contributions	Yes	Increase in s7.11 contributions (\$15,093,000 St Leonards South and \$520,000 LGA Wide)	-\$15,613,000
Open Space and Infrastructure	Cap grants-Transport for NSW	Yes	Grant funding received from Mowbray Rd Cycleway design (stages 1 and 2)	-\$170,049
	Cap grants-Recreation and culture	Yes	Grant funding for the Burns Bay Living Seawall project	-\$18,750
Depot Admin & Operations	Cap Contribution	Yes	Final Hunters Hill capital contribution to works at the Depot	-\$90,000
Assets	Cap grants-Transport for NSW	Yes	Grant received last year - see TF - unexpended grants below	\$800,000
Capital Expenditure				\$15,393,157
Commercial Operations	Contractor costs	No	St Leonards South property acquisitions, funded from s7.11 contributions	\$11,550,000
Assets	Contractor costs	No	Mowbray Rd Cycleway design (stages 1 and 2) - grant funded	\$170,049
	Contractor costs	No	Balance of unexpended Local Roads grant from 2022/23	\$163,406
	Contractor costs	No	Three Wards Capital carried forward, including netball court lighting and other works	\$160,000
Civic Services	Contractor costs	No	Budget required for Pottery Oval LED lighting upgrade	\$130,000

Lane Cove Council December 2023 Quarterly Budget Review				
Budget Adjustment Report cont'd				
Program	Resource Description	Effect on Operating Results	Comments	Recommended Budget Adjustment
Capital Expenditure cont'd				\$15,393,157
Open Space	Contractor costs	No	Additional budget required for Bob Campbell Oval following tender process	\$3,100,000
	Contractor costs	No	Additional budget required for Pottery Green Amenities upgrade	\$60,000
Various	Various	No	Other increases in capital expenditure, largely funded from grants and Reserves	\$59,702
Reserve Movements				-\$449,258
Operating Budget				
Various	TF / TT-Employees leave entitlement	No	Net transfer from ELE Reserve to fund leave entitlement payments	-\$207,000
	TF-Domestic Waste Management	No	Reserve funding for Waste Minimisation and Community Recycling Centre (contra)	-\$86,800
Sustainability and Resilience	TF-Sustainability levy	No	Reserve funding for water monitoring study (contra)	-\$9,000
Commercial Operations	TT-The Canopy Capital Replacement	No	Increased transfer to The Canopy Replacement Reserve due to forecast increase in income (contra)	\$125,000
Finance	TT - S7.11 Developer Contributions	No	Transfer additional developer contributions to the S7.11 Reserves (\$15,093,000 St Leonards South and \$520,000 LGA Wide) (contra)	\$15,613,000
Capital Budget				
Commercial Operations	TF - S7.11 - St Leonards South	No	Funding for St Leonards South land acquisitions	-\$11,550,000
Assets	TF - Unexpended Grants	No	Transfer unexpended TfNSW Roads grant from Reserve	-\$963,406
Civic Services	TF-Capital works	No	Reserve funding for Pottery Oval lighting	-\$130,000
Open Space	TF-Capital works	No	Reserve funding for Lane Cove Public School Netball Court Lighting (part of Three Wards Capital carried forward)	-\$105,000
	TF - S7.11 Developer Contributions	No	Reserve funding for Bob Campbell Oval	-\$2,600,000
	TF-Capital works	No	Reserve funding for Bob Campbell Oval	-\$500,000
Various	Various	No	Reserve funding for various other small projects	-\$36,052

Lane Cove Council December 2023 Quarterly Budget Review				
Budget Adjustment Report cont'd				
Program	Resource Description	Effect on Operating Results	Comments	Recommended Budget Adjustment
Non-cash movements				\$147,002
Finance	ELE Accrual	No	Net non-cash adjustment for Original Budget (predominantly transferred to ELE Reserve) and leave entitlement payments	\$147,002
Grand Total				-\$2,611

Lane Cove Council December 2023 Quarterly Budget Review								
Income Statement								
Approved Changes						Recommended December Review Budget Changes	Projected Year End Results	YTD Actuals 2023/24
Original Budget 2023/24	Sep Review	Dec Review	Mar Review	Revised Budget				
	000's	000's	000's	000's	000's	000's	000's	000's
OPERATING INCOME								
Rates and Annual Charges	38,688	81	0	0	38,769	0	38,769	38,871
User Charges and Fees	4,751	105	0	0	4,856	70	4,926	2,782
Interest and Investment Revenue	2,557	0	0	0	2,557	0	2,557	3,003
Grants & Contributions - Operating Purposes	3,566	368	0	0	3,934	190	4,124	2,275
Other Revenues	2,965	0	0	0	2,965	177	3,141	1,854
Net Gain from the disposal of assets	0	0	0	0	0	0	0	194
Other Income	7,289	20	0	0	7,309	228	7,537	3,750
Total Operating Income	59,815	574	0	0	60,389	665	61,054	52,730
OPERATING EXPENDITURE								
Employee Benefits and On-Costs	22,543	74	0	0	22,616	(293)	22,324	11,731
Materials and services	24,605	497	0	0	25,102	911	26,013	13,556
Depreciation and amortisation	9,815	0	0	0	9,815	0	9,815	0
Other Expenses	2,121	6	0	0	2,126	45	2,171	1,366
Loss on Disposal of Assets	659	0	0	0	659	0	659	0
Total Operating Expenditure	59,742	576	0	0	60,318	663	60,981	26,653
SURPLUS (DEFICIT) FROM ORDINARY ACTIVITIES	73	(2)	0	0	71	2	73	26,077
	Surplus	Deficit			Surplus	Surplus	Surplus	Surplus
Grants & Contributions - Capital Purposes	5,944	370	0	0	6,314	15,092	21,406	7,645
SURPLUS (DEFICIT) FROM ORDINARY ACTIVITIES AFTER CAPITAL AMOUNTS	6,017	368	0	0	6,385	15,094	21,478	33,721

Lane Cove Council December 2023 Quarterly Budget Review								
Capital Budget								
Approved Changes						Recommended December Review Budget Changes	Projected Year End Results	YTD Actuals 2023/24
Original Budget 2023/24	Sep Review	Dec Review	Mar Review	Revised Budget				
000's	000's	000's	000's	000's		000's	000's	000's
Capital Funding								
Net cash from operating budget	6,384	(2)	-	-	6,382	30	6,412	8,109
Capital Grants and Contributions	4,944	370	-	-	5,314	(521)	4,793	976
Restricted Cash								
- Internal restricted reserves	17,066	4,540	-	-	21,606	753	22,359	4,971
- External restricted reserves	26,108	2,500	-	-	28,608	15,131	43,740	9,508
Other capital funding sources e.g.								
- Internal plant hire	96	-	-	-	96	-	96	-
Income from sale of assets								
- plant and equipment	241	-	-	-	241	-	241	194
- land and buildings	-	-	-	-	-	-	-	-
Total Capital Funding	54,839	7,408	-	-	62,247	15,393	77,640	23,758
Capital expenditure								
New assets								
- roads, footpaths	2,512	2,500	-	-	5,012	170	5,182	3,098
- stormwater drainage	650	-	-	-	650	-	650	533
- buildings/other structure	36,434	-	-	-	36,434	19	36,453	9,931
- Parks	1,160	425	-	-	1,585	166	1,752	169
- land and buildings	-	-	-	-	-	11,550	11,550	5,373

Lane Cove Council December 2023 Quarterly Budget Review								
Capital Budget cont'd								
Approved Changes						Recommended December Review Budget Changes	Projected Year End Results	YTD Actuals 2023/24
Original Budget 2023/24	Sep Review	Dec Review	Mar Review	Revised Budget				
000's	000's	000's	000's	000's		000's	000's	000's
Capital expenditure cont'd								
Renewals (replacement)								-
- roads, footpaths	4,456	1,810	-	-	6,266	163	6,429	2,699
- stormwater drainage	1,657	(2)	-	-	1,655	-	1,655	719
- buildings/open space	3,134	80	-	-	3,214	60	3,274	382
- Parks	3,353	2,517	-	-	5,870	3,242	9,112	469
- plant and equipment	775	-	-	-	775	-	775	151
- office/computer equipment	337	78	-	-	415	23	437	39
- furniture and fittings	14	-	-	-	14	-	14	2
- library books	318	-	-	-	318	-	318	154
- Seawall	40	-	-	-	40	-	40	40
Total Capital Expenditure	54,839	7,408	-	-	62,247	15,393	77,640	23,758

Lane Cove Council December 2023 Quarterly Budget Review								
Cash and Investments								
Approved Changes						Recommended December Review Budget Changes	Projected Year End Results	YTD Actuals 2023/24
Original Budget 2023/24	Sep Review	Dec Review	Mar Review	Revised Budget				
000's	000's	000's	000's	000's		000's	000's	000's
Externally restricted								
Developer contributions	15,538	(2,500)	-	-	13,038	1,463	14,501	31,438
Domestic waste management	2,239	-	-	-	2,239	(87)	2,152	2,477
Special purpose grants	1,008	-	-	-	1,008	(981)	27	1,008
Total externally restricted	18,785	(2,500)	-	-	16,285	395	16,680	34,923
Internally restricted								
Lane Cove Market Square	1,279	-	-	-	1,279	-	1,279	1,029
Lane Cove Aquatic Centre	340	-	-	-	340	-	340	660
Employee leave entitlements	3,119	-	-	-	3,119	(207)	2,912	3,069
Replacement of plant & vehicles	521	-	-	-	521	-	521	494
Office Equipment	269	-	-	-	269	-	269	274
Public Liability Insurance (excess)	850	(750)	-	-	100	-	100	810
Sustainability Levy	296	-	-	-	296	(15)	281	150
Capital Works	13,449	(3,790)	-	-	9,659	(735)	8,924	14,384
Property acquisition	2,592	-	-	-	2,592	-	2,592	2,492
Affordable Housing	1,894	-	-	-	1,894	-	1,894	1,694
The Canopy	1,421	-	-	-	1,421	113	1,534	1,221
Child care	233	-	-	-	233	-	233	249
Election	368	-	-	-	368	-	368	218
Sport & recreation facility	31,458	-	-	-	31,458	-	31,458	32,834
Sport & Recreation Loan	20	-	-	-	20	-	20	7,694
Total internally restricted	58,110	(4,540)	-	-	53,570	(844)	52,726	67,272
Total Restricted	76,895	(7,040)	-	-	69,855	(449)	69,406	102,196
Total Unrestricted	1,164	0	-	-	1,164	3	1,166	6,974
Total cash and investments	78,059	(7,040)	-	-	71,019	(447)	70,572	109,170

Notes:

The unrestricted cash position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by Council for general operations. Internal restrictions are funds that Council has determined will be used for a specific future purpose

Statements:

The bank reconciliation has been completed as at 31 December 2023

All restricted funds are invested in accordance with Council's investment policies and in accordance with Local Government Ministerial

All funds invested in term deposits, with investments returns as per budget.

Lane Cove Council December 2023 Quarterly Budget Review			
Balance Sheet			
	Actual		Actual
	O/Bal 01/07/2023	YTD 31/12/2023	
	\$'000		\$'000
ASSETS			
Current assets			
Cash & cash equivalents	1,656		88
Investments	120,159		109,082
Receivables	5,298		21,801
Other	184		184
Total current assets	127,297		131,156
Non-current assets			
Investments	1,803		1,803
Infrastructure, property, plant & equipment	888,592		912,348
Investment property	71,540		71,540
Investments accounted for using the equity method	37		37
Total non-current assets	961,972		985,728
Total assets	1,089,269		1,116,884
LIABILITIES			
Current liabilities			
Payables	14,371		8,655
Contract Liabilities	6,513		6,513
Borrowings	832		628
Employee benefit provision	5,894		5,817
Provisions	110		110
Total current liabilities	27,720		21,722
Non-current liabilities			
Payables	6,842		6,842
Borrowings	8,765		8,765
Provisions	135		135
Total non-current liabilities	15,742		15,742
Total liabilities	43,462		37,464
Net assets	1,045,807		1,079,420
EQUITY			
Retained earnings	555,095		588,708
Revaluation reserves	490,712		490,712
Total equity	1,045,807		1,079,420

Lane Cove Council December 2023 Quarterly Budget Review
Key Performance Indicators Statement

		31/12/2023	Industry Benchmark
1	Unrestricted current ratio		
	<u>Current assets less all external restrictions</u>	5.1 times	> 1.5 times
	Current liabilities less specific purpose liabilities	6 Months YTD	
2	Rate coverage ratio		
	<u>Rates and annual charges</u>	64%	>60.00%
	Income from continuing operations	6 Months YTD	
3	Rates and annual charges outstanding percentage		
	<u>Rates and annual charges outstanding</u>	45%	<45%
	Rates and annual charges collectable	6 Months YTD	
4	Buildings and infrastructure renewals rate		
	<u>Asset renewals (buildings and infrastructure)</u>	112%	>100%
	Depreciation (buildings and infrastructure)	6 Months YTD	

Lane Cove Council December 2023 Quarterly Budget Review

Contracts

Contractor	Contract detail & purpose	Contract value	Commencement date	Duration of contract	Budget (Y/N)
Avant Constructions Pty Ltd	Upgrade Pottery Oval Amenities – partial demolition of an internal layout and refit of amenities facility building at Pottery Green Oval – 1A Phoenix Street, Lane Cove	\$349,650.00 (ex gst)	13 December 2023 (contract signed)	4 months	Y
Convic Pty Ltd	Demolition and construction of skatepark. The new skatepark will be built to Australian Standards and provide community with additional recreational activities.	\$1,039,693.28 (ex gst)	30 November 2023	4 months	Y

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed, excluding contractors that are on Council's preferred supplier list.
3. Contracts for employment are not required to be included.

Lane Cove Council December 2023 Quarterly Budget Review**Consultancy and Legal Expenses**

Expense	YTD Actuals 2023/24	Budget 2023/24	Budgeted (Y/N)
Consultancies	157,288	346,400	Y
Legal fees	332,657	615,900	Y

Definition of a Consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory work that differentiates a consultant from other contractors.

Subject: Council Policies Review - Part 3
Record No: SU241 - 20727/23
Division: Corporate and Strategy Division
Author(s): Stephen Golding

Executive Summary

Council's Policy Register provides a full list of all policies adopted by Council with policies available on the website. To ensure the Register continues to contain useful, relevant and current policies, Council Officers undertake reviews of all policies during the course of a Council term.

The purpose of this report is for Council to review and consider the re-adoption of the following policies as part of the ongoing policy review for the Council term, which will extend throughout the remainder of this term:

- Memorial Seats and Trees Policy,
- Nature Strips: Mowing, Planting and Landscaping Policy,
- Financial assistance to community groups policy; and
- Smoke-Free Public Places Policy.

This is the third report in a series of reports to Council with policy review recommendations for adoption.

Background

The purpose of the review is to ensure that all policies are contemporary, compliant with current legislation and/or guidelines issued by State and Federal agencies, are consistent with Council's direction and reflect industry standards.

Council previously reviewed and adopted policies at the July 2017 Ordinary Council meetings.

Discussion

This marks the third report in a series of reports which will be presented to Council, over the course of the remaining council term, outlining the results of the review. Due to the number of policies within the Policy Register, the plan is to present the revised policies to the Council gradually over the balance of the Council term, thereby providing sufficient time for the Council to review them, particularly if there are any proposed amendments.

Below is a summary of four (4) policies which have recently been reviewed. None of the policies require more than administrative amendments, inclusive of legislative updates.

Please note each of the four (4) policies outlined below contain a hyperlink (in the heading) to the current adopted policy version which is also located on Council's website.

Memorial Seats and Trees Policy

This Policy details the circumstances in which Council will provide the opportunity for members of the public to request and donate the cost of the installation of memorials in parks and reserves in commemoration of a person with an appropriate connection to the Lane Cove Local Government Area.

This policy has been reviewed with no amendments required. **(AT-1)**

Nature Strips: Mowing, Planting and Landscaping Policy

The purpose of this Policy is to confirm and recognise the community's role in maintaining nature strips, ensure the mowing, planting and landscaping of nature strips contributes to the overall streetscape and amenity, define appropriate criteria for assessing requests by residents for Council assistance in mowing grassed nature strips, and define appropriate criteria for assessing requests by residents to plant out nature strips.

This policy has been reviewed with administrative changes, inclusive of the removal of *All recipients of the service are required to reapply annually to confirm eligibility. Applications forms will be sent out by Council and the service will be suspended if a response is not received.* **(AT-2)**

Financial Assistance to Community Groups Policy

The purpose of this Policy is to assist in the development and provision of a range of community-based services which meet and are responsive to changes in the needs of people living and working in the Lane Cove Local Government Area, and which promote equitable outcomes in terms of access to services and quality of life for all residents.

This policy has been reviewed with no amendments required. **(AT-3)**

Smoke-Free Public Places Policy

This purpose of this policy is to document Council's role in providing a smoke-free environment in specified public places, protecting members of the community from the health and social impacts of passive smoking and improve the amenity of the local area by reducing the amount of cigarette butt litter.

This policy has been reviewed with no amendments required. **(AT-4)**.

Conclusion

The above policy reviews ensure that the Policy Register is up to date with current practice and legislation. None of the amendments are such that it is considered necessary to undertake community consultation.

RECOMMENDATION

That Council adopt the reviewed and updated policies.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1	View	Draft - Policy OSUS-03 Memorial seats and trees	3 Pages	Available Electronically
AT-2	View	Draft - Policy OSUS-02 Nature Strips, mowing, planting and landscaping	5 Pages	Available Electronically
AT-3	View	Draft - Policy HS-01 Financial Assistance to Community Groups Policy	4 Pages	Available Electronically
AT-4	View	Draft - Policy ES-03 Smoke-free public places policy	3 Pages	Available Electronically

Subject: Delivery Program and Operational Plan - 2023/24 Second Quarter Review.
Record No: SU238 - 2317/24
Division: Corporate and Strategy Division
Author(s): Stephen Golding

Executive Summary

This report outlines the 2023/24 Second Quarter progress towards achieving the projects and activities listed in the adopted 2023/24 Delivery Program and Operational Plan. It is recommended that the report be received and noted.

Discussion

The 2023/24 Delivery Program and Operational Plan was adopted by Council on 22 June 2023.

Council's 2023/24 Delivery Program and Operational Plan outlines the strategies, actions and new initiatives proposed to be undertaken during the financial year in order to advance the goals and objectives of the *Community Strategic Plan: Liveable Lane Cove: 2035*. The Second Quarter Review of the 2023/24 Delivery Program and Operational Plan is attached at **AT-1**. The report indicates the responsible work area and includes a short progress report and action status.

Some highlights for the Second Quarter include:

- Council launched Reconnect - Seniors Community Social Wellness Program in Mental Health Month and partnered with ten (10) local organisations to deliver programs,
- Council participated in the 2023 Australian Livability Census and had the highest liveability rate in NSW,
- Emerging technology workshops were held across the Libraries - Winners of the 'Need a Lift?' photography competition were announced,
- The Home Library Service made 440 deliveries to 122 individual clients and eight (8) institutions in the Lane Cove and Hunters Hill local government areas,
- Kindy Cove received an overall rating of Meeting from the National Quality Standard Assessment. and increased the number of standards rated as Exceeding from 3 (2018) to 7 (2023).
- Officers from the Domestic Violence Unit joined the 1 Minute Silence For Violence information stall,
- Council hosted the Lighting of the Christmas Tree event and La Voce performance,
- The Child Safe Audit Report was completed, and a Child Safe Working Group is developing an action plan,
- Council presented the major prize of the Lloyd Rees Emerging Artist Award and coordinated the Lane Cove Literary Awards,
- Shorelink celebrated its 40th Anniversary at St Leonards library,
- The Shorelink 40th Anniversary Membership drive finished in October, with 1,684 new members joining at Lane Cove Libraries,
- 148 nursery volunteers dedicated a combined 510.75 hours, leading to the successful potting up of 2,666 new plants,
- The Verge provided 354 plants for nature strips and pocket parks,

Ordinary Council Meeting 22 February 2024
DELIVERY PROGRAM AND OPERATIONAL PLAN - 2023/24 SECOND QUARTER REVIEW.

- 472.5 hours of volunteer work was contributed over 58 Bushcare sessions,
- The Lane Cove Community Nursery requisitioned a total of 1,656 free plants provided to various Council programs,
- Harbourcare program: 4 clean-up events recorded by the Council this quarter, involving 23 volunteers who removed 38.8kg of rubbish,
- Unqualified Audit Report of the 2022/23 Annual Financial Statements, highlighted by an Operating Performance Ratio that exceeded 10.00% and placing Council amongst the top financial performers in NSW,
- An independent auditor assessed Council's suite of Integrated Planning and Reporting Documents and awarded it a 'strong' audit grading.
- Lane Cove Council received a Highly Commended award for our Community Led Resilience in High Density Housing Program at the 2023 LGNSW Excellence in the Environment Awards in December.
- Australian first: Street side power poles in Lane Cove transformed into electric vehicle charging stations, boasting nine operational chargers on local streets and a total of 30 chargers, including those in Council's off-street car parks,
- The popular Sustainability Rebates program, having fully allocated its budget, approved 115 out of 125 applications, reflecting a community investment of \$1,145,826 in sustainability products with a rebate value of \$74,508 and an anticipated annual CO2e reduction of 1,585 tonnes, while new applications are on a waitlist for future budget availability; and
- Council's new Solar Bulk Buy initiative, launched this quarter with two successful community events in October, garnered significant interest with 130 registrations. Of these, 79 households expressed interest in installing systems, leading to 13 households adopting the offer. The initiative resulted in the installation of 91kW solar panels and 91kWh of batteries, offering an estimated annual reduction of 184.1 tonnes of CO2e. Participants connected to the Virtual Power Plant can contribute to the grid and receive extra financial benefits.

RECOMMENDATION

That the Second Quarter Review of the 2023/24 Delivery Program and Operational Plan be received and noted.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 View	Delivery Program and Operational Plan - 2nd Quarterly Review - 2023-2024	213 Pages
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2nd Quarter Report on the 2023–2024 Delivery Program and Operational Plan

October to December 2023





TRAFFIC LIGHT LEGEND

TRAFFIC LIGHT	DEFINITION
	ADANDONED / DEFERRED
	NOT YET COMMENCED
	ON TRACK
	COMPLETED



Our Society

An Inclusive, interconnected and active community

An Inclusive, interconnected and active community

Community Connections

To encourage a sense of belonging and connection within the Lane Cove Community

To foster a diverse, inclusive community that recognises all ages, backgrounds and abilities

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.1	Maximise the participation of all community members in community life	1.1.1.1	Introduce activities to engage underrepresented groups including culturally and linguistically diverse groups, short term residents and renters	Community and Culture	<div></div>	Staff were present at Sustainability Lane to increase subscribers to Council's e-newsletters with significant engagement with those new to the area/unaware of Council projects. A review is underway this quarter on the Discover Your Neighbourhood resource for new residents. Council also worked with local cultural groups to engage with celebrations such as Diwali and Channukah.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.1	Maximise the participation of all community members in community life	1.1.1.2	Work with the Lower North Shore Multicultural Network and other organisations on programs and events that embrace and encourage cultural diversity	Community and Culture	●	The Lane Cove Indian Community created a Rangoli which was on display at Lane Cove Library as part of the Diwali festival. The Indian Community also held an event in the Plaza. Kindy Cove celebrated Diwali by making Rangolis, learning about the festival, and discussing different ways culture and traditions are celebrated.
1.1.1	Maximise the participation of all community members in community life	1.1.1.3	Develop cross-cultural projects to encourage empathy and understanding between communities / cultures	Community and Culture	●	Council worked with local cultural groups to engage with celebrations such as Diwali and Channukah. Diwali was celebrated in the Plaza Lane Cove Library, Kindy Cove and with Staff at the Civic Centre.
1.1.1	Maximise the participation of all community members in community life	1.1.1.4	Increase promotion of cultural events, especially those promoting diversity to address changes in the multicultural nature of the community	Community and Culture	●	Diwali in November was promoted via touchscreens in the Plaza, social media and our website. The Rangoli in Lane Cove Library was also promoted on social media.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.1	Maximise the participation of all community members in community life	1.1.1.5	Develop and produce accessible, multilingual information in partnership with relevant organisations to provide access to a range of arts, cultural and community initiatives	Community and Culture	<div></div>	Information in community languages is offered for a range of programs in Council's foyer. A quick reference guide to services on the lower North Shore is on the Council's website in 6 community languages. The new Council website can also translate content into the most languages spoken at home in Lane Cove. On Council's website, the 'Welcome to Lane Cove' information booklet is available in English and three other community languages.



1.1.1	Maximise the participation of all community members in community life	1.1.1.6	Strengthen linkages and bonds between existing cultural, community groups and interest groups. Reduce physical, systemic and attitudinal barriers to provide people with disabilities improved opportunities to be fully engaged in community life.	Community and Culture		Zero Barriers was promoted to businesses in Lane Cove in November. Program coordinators presented at the Chamber of Commerce meeting; following this, the team approached local businesses to provide further information and sign them up for the accessible directory. Different Degrees continued to prepare for their next performance in the new year. They had their annual Christmas party in December. Council launched the Reconnect - Seniors Community Social Wellness Program as part of Mental Health Month, Ageism Awareness Day, and International Day of Older Persons. Reconnect is a four-week social connection program open to seniors new to the area or looking to re-engage with our community. The program partnered with local groups and service providers, including Lane Cove Bowling and Recreation Club, Gallery Lane Cove, Lane Cove Library, Bushcare, Zumba Gold, Sydney Community Services, Your
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
						Side - Carer Gateway, Services Australia and Services NSW.
1.1.1	Maximise the participation of all community members in community life	1.1.1.a	Establish a Youth Advisory Group	Community and Culture	<div></div>	Nominations for young people to join the Youth Advisory Group opened in November.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.2	Focus community funding on projects that encourage diverse community interaction and social cohesion	1.1.2.1	Provide financial and in-kind support to encourage inclusive community interaction and community groups.	Community and Culture	●	Applications for Council's Community Assistance Grants Program and Council's Venue Hire Subsidy Program opened in December. Applications close on 1 March 2024. Council provides subsidised room hire and venue/building subsidies to assist groups in being able to run programs such as Stepping On - Falls Prevention program. The Living and Learning Centre also offers in-kind room hire for other community partnership programs such as NSLHD and Services NSW for seasonal programs such as Seniors Festival and Mental Health Month. This may also include Resilience and Bushcare programs with internal partners.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.3	Recognise and strengthen opportunities to encourage interaction at a neighbourhood level and promote social cohesion	1.1.3.1	Support communities to run events and initiatives which encourage interaction between neighbours and promote a sense of neighbourliness	Community and Culture	●	Worked with local residents to help facilitate their Christmas Street parties. A program of events recruiting four local community housing complexes, and retirement estates focused on social cohesion, resilience, how to be best prepared for disasters, and managing health during heatwaves.
1.1.3	Recognise and strengthen opportunities to encourage interaction at a neighbourhood level and promote social cohesion	1.1.3.2	Provide opportunities to promote community groups and events including encouraging organisations to promote their programs through the Lane Cove Connection and assist in distributing information where possible	Community and Culture	●	Community groups and service providers are invited to promote their programs, events and services in the Lane Cove Connection on a monthly basis. The connection is mailed out to approximately 250 residents and emailed to over 800 recipients. Copies of the newsletter are available at Lane Cove's libraries, the Living and Learning Centre and Civic Centre. Copies are provided for the 'Meet your Councillor' stall held each month in the Plaza.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.3	Recognise and strengthen opportunities to encourage interaction at a neighbourhood level and promote social cohesion	1.1.3.a	Continue the community-led program to improve resilience by improving social cohesion and preparedness for emergencies and the impacts of climate change	Planning and Sustainability	●	Council delivered three 'Get to Know Your Neighbour' engagement events during this quarter as part of the Social Cohesion Program being delivered with St George Community Housing and Pottery Gardens Retirement Home. These are the first in a series of three engagements to be delivered at each of the participating developments to build social cohesion and resilience amongst residents.
1.1.4	Coordinate and promote opportunities for community members to participate in their community through volunteer work	1.1.4.1	Support awards and initiatives that promote the contribution made by volunteers to community life including the annual Citizenship Awards	Community and Culture	●	Published stories on social media that recognized the work done over the year by volunteers. Planning for local citizen awards has commenced.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.4	Coordinate and promote opportunities for community members to participate in their community through volunteer work	1.1.4.2	Develop a program to provide assistance to residents interested in increasing native vegetation in public areas	Open Space and Infrastructure	<div></div>	On The Verge has continued to grow in popularity with 14 new sites recorded this quarter. Council staff attended 11 work sessions which amounted to 55.5 supervised volunteer hours. On The Verge provided 354 plants for nature strips and pocket parks, the majority of which were supplied by Council's Community Nursery (285) whilst some were outsourced from external nurseries (69) for greater diversity in pot sizes and species.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.4	Coordinate and promote opportunities for community members to participate in their community through volunteer work	1.1.4.3	Celebrate the culture of volunteering in Lane Cove by encouraging volunteer networks, promoting training and volunteering opportunities and providing recognition	Open Space and Infrastructure		<p>The Annual Bushcare Christmas party was held in December with 85 volunteers and staff attending. The recognition awards presented at the party represented 490 years of volunteer Bushcare work.</p> <p>Three recruitment activities were held this quarter; Introduction to Bushcare Workshop, Come and Try Bushcare day and Bushcare Presentation at the ReConnect event at the Living and Learning Centre hosted by the Cultural Team. A total of 20 people attended these events. Council received 35 registrations of interest in nature care volunteer programs via the bushland stall at Sustainability Lane.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.5	Support young people to enable them to grow and develop into future leaders and contributors in our community	1.1.5.1	Promote of youth life skills and employability skills programs	Community and Culture	●	Synergy Youth Centre provides opportunities for young people to learn cooking and kitchen skills. The Library offers volunteer opportunities to young people undertaking the Duke of Edinburgh program. Nominations for young people to join Council's youth Advisory Group opened.
1.1.5	Support young people to enable them to grow and develop into future leaders and contributors in our community	1.1.5.2	Encourage leadership development opportunities available to young people	Community and Culture	●	Nominations for Council's Youth Advisory Group opened in November. One of the roles of the Youth Advisory Group is to provide leadership development opportunities for young people.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.5	Support young people to enable them to grow and develop into future leaders and contributors in our community	1.1.5.3	Create opportunities to showcase young people and their strengths / achievements (e.g. provide performance opportunities, encourage involvement in community events and competitions)	Community and Culture	●	Promoted and encouraged young people to apply for the Youth Advisory Group and to attend Youth Consultation Sessions. This was done via e-newsletters, social media and posters. Young people featured in Remembrance Day and school Christmas performances. The Lloyd Rees Emerging Artist Award was hosted in partnership with Gallery Lane Cove.
1.1.6	Reduce discrimination and increase acceptance and inclusion in the community	1.1.6.1	Ensure people with diverse gender identities are valued and welcomed	Community and Culture	●	World AIDS Day (1 December) was acknowledged in the Lane Cove Connection. The Library, Synergy and Kindy Cove are all registered as 'Welcome Here' services with ACON.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.6	Reduce discrimination and increase acceptance and inclusion in the community	1.1.6.2	Acknowledge awareness days/weeks/months that breakdown barriers and promote understanding within the community	Community and Culture		Celebrated Mental Health Month, Ageism Awareness Day and International Day of Older Persons through the Reconnect program, Grandparents Day was celebrated with an intergenerational table tennis competition at Helen Street Reserve, a morning tea for Grandparents at Kindy Cove, and a craft session at the Library. 'Trees of Joy' went up in Council's Civic Centre, Lane Cove, St Leonard's Library, and Kindy Cove. The Tree of Joy celebrates the joy of giving to those who are less fortunate as part of the Christmas tradition. Acknowledgement of the International Day of People with Disability and World Aids Day.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.6	Reduce discrimination and increase acceptance and inclusion in the community	1.1.6.3	Implement actions from the Disability Inclusion Action Plan	Community and Culture	●	A report on DIAP Actions completed across Council in 2022-23 was included in Council's Annual Report. The Library works with a local disability service provider to offer volunteering opportunities for young adults with disability. The youth centre has young people with disability attend drop-in sessions with their support coaches.
1.1.6	Reduce discrimination and increase acceptance and inclusion in the community	1.1.6.a	Review the Age Friendly Strategy	Community and Culture	●	Two new committee members were appointed to the Age-Friendly Advisory Committee. A project brief for development of the Age-Friendly Strategic plan is in progress.
1.1.6	Reduce discrimination and increase acceptance and inclusion in the community	1.1.6.b	Develop a Social Inclusion Strategy	Community and Culture	●	Currently investigating strategies developed by other organisations.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.1.7	Implement the actions identified in the Age Friendly Strategy Action Plan	1.1.7.1	Support programs to make Lane Cove a good place for older people to live,work and visit	Community and Culture	<div></div>	The 'Reconnect' program showcased local services available for local seniors that may not have re-engaged since COVID and for people new to the area. The Lane Cove Connection promotes local programs, activities and information each month to over 1000 residents. The Men's Community Kitchen continues to meet twice a month.




Community Health & Well Being

To identify ways to enhance health and well being

To encourage healthy lifestyles at all life stages

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.1	Identify key contributors to the social, physical and mental wellbeing of the Lane Cove community	1.2.1.1	Increase opportunities for access to a feeling of community (for example, providing welcome packs of community information to new residents)	Community and Culture	<div></div>	A range of programs are hosted to enhance a sense of community. At Council's regular Citizenship Ceremonies, an information pack and a Discover Your Neighbourhood brochure are provided to conferees with information about Council programs and initiatives. A new video informing audiences about 'What's new at Council' has been launched as part of concerts at the Canopy to reach a new audience.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.1	Identify key contributors to the social, physical and mental wellbeing of the Lane Cove community	1.2.1.2	Encourage increased levels of physical activity and promote healthy lifestyles campaigns and programs to the community	Community and Culture		The 'Reconnect' program hosted Zumba Gold in partnership with Zumba 4 You and a balance and exercise program with Sydney Community Services. Healthy lifestyle and physical activity programs run by local service providers such as Sydney Community Services 'Movement Matters', Stepping ON, NSLHD Healthy Lifestyles and Lane Cove Bowling and Recreation Club have been promoted in the Lane Cove Connection. An intergenerational table tennis tournament was held as part of Grandparents Day.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.1	Identify key contributors to the social, physical and mental wellbeing of the Lane Cove community	1.2.1.a	Advocate for improved mental health in the community through partnerships with government agencies	Community and Culture	<div></div>	In November, the Community Development Officer Youth participated in the Sydney North Health Network's Symposium on the Regional Plan for Mental Health, Suicide Prevention, and Alcohol and Other Drugs. The Community Services Team attended Community Consultations hosted by Sydney North Health Network to assist them in the development of a new strategic plan.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.1	Identify key contributors to the social, physical and mental wellbeing of the Lane Cove community	1.2.1.b	Undertake a Community Wellbeing Survey	Community and Culture		In place of the Wellbeing Survey, Council participated in the 2023 Australian Liveability Census between April and June 2023. The report of the survey results were received in September. Over 800 responses were received for the Lane Cove Council area. Council had the highest liveability rate in NSW with no area of improvement identified. This is the second time Council has participated in the Liveability Census, the first time being in 2021. Council's liveability rate increased from 76 in 2021 to 79 in 2023.
1.2.2	Implement and support programs to meet child care needs	1.2.2.1	Continue to monitor availability and cost of child care in the Lane Cove area	Community and Culture		Reviews of the starting blocks website continue to be used to monitor vacancies and costings in the local area.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.3	Continue to develop the Lane Cove Library service as a community hub and key player in reducing social isolation	1.2.3.1	Organise programs to support Council initiatives	Community and Culture	<div></div>	<p>The Library held events in support of the Festival by the River and Christmas in Lane Cove Village. As part of the Festival by the River, the Library held a River Jewel Craft Workshop for adults.</p> <p>Christmas events held by the Library included LaVoce Community Choir's Christmas Concert, Christmas Storytimes (Lane Cove & St Leonards) and Holiday Craft Bags (Lane Cove, Greenwich, St Leonards, Hunters Hill).</p> <p>Tree of Joy - Lane Cove and St Leonards Libraries hosted Tree of Joy Christmas Trees enabling the community to donate gifts.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.3	Continue to develop the Lane Cove Library service as a community hub and key player in reducing social isolation	1.2.3.2	Develop and implement Library Programs for Seniors	Community and Culture	●	A range of Seniors programs have been held including Moments in Music talks (History of Jazz & Modern Popular Music - Lane Cove), Knit-ins (Lane Cove), Crafternoons (Greenwich, St Leonards, Hunters Hill), Tech Savvy for Seniors: Introduction to Tablets (Lane Cove), Learn to Love your Laptop (Lane Cove) and Digital Discoveries (Lane Cove & St Leonards).
1.2.3	Continue to develop the Lane Cove Library service as a community hub and key player in reducing social isolation	1.2.3.3	Provide workshops and talks about using emerging technologies	Community and Culture	●	Emerging technology workshops were held across the Libraries. These included Ozobot Mazes (St Leonards) and Osmo Playspace (Lane Cove) for children and Laser Cut Creations (Lane Cove) for teens. Adult workshops were Digital Discoveries (Lane Cove & St Leonards), Maker Nights (Lane Cove & St Leonards), Create Mug Decals (Cricut workshop - Lane Cove), Decorate with Decals (Cricut workshop - St Leonards) and Stop Motion Animation (Lane Cove).



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.3	Continue to develop the Lane Cove Library service as a community hub and key player in reducing social isolation	1.2.3.4	Develop and promote the Home Library Service and Library to Your Door to residence and local service providers.	Community and Culture	<div></div>	<p>The Home Library Service made 440 deliveries to 122 individual clients and eight institutions in the Lane Cove and Hunters Hill local government areas. The service is promoted to library customers and aged care facilities who refer clients.</p> <p>The Library to Your Door service made 18 deliveries and 13 pickups during October - December. This service is promoted within the Library, on Council's website and on The Yarn, Hunters Hill website.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.4	Convene, support and develop the collaboration amongst both Government funded and non - funded organisations that provide services to Lane Cove residents	1.2.4.1	Develop partnerships with organisations to develop service and support programs for the community	Community and Culture	<div></div>	The 'Reconnect' program collaborated with a range of organisations to provide a four-week program for seniors and people looking to reconnect with their community. Lane Cove Council collaborated with Willoughby Council, Consent Labs, and other councils from across the Northern Sydney Region to provide a parents' webinar about healthy relationships and consent conversations. This webinar provided parents with information and tools to support young people to navigate relationships and consent. Local service provider, KNC, provided an information session at the Library about a new program for people coming to terms with a recent medical diagnosis.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.4	Convene, support and develop the collaboration amongst both Government funded and non - funded organisations that provide services to Lane Cove residents	1.2.4.2	Develop regional youth programs linking with peak bodies and NGO's and provide community education programs	Community and Culture		Winners of the 'Need a Lift?' photography competition were announced at an awards ceremony in December. A Lane Cove local (Vrinda Ahuja, age 14) won the People's Choice Award for her photo "Blissful Bubble". The 'Need a Lift?' Competition is a Mental Health Month initiative that includes young people across northern Sydney. Participants submit photos that "give them a lift". The second 'Small Fish Big Pond' transition to high school webinar was held in October. This program is run in partnership with KYDS and Headspace. The CDO Youth participated in the Sydney North Health Network's Symposium on the Regional Plan for Mental Health, Suicide Prevention, and Alcohol and Other Drugs.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.2.4	Convene, support and develop the collaboration amongst both Government funded and non - funded organisations that provide services to Lane Cove residents	1.2.4.3	Co-facilitate the Lower North Shore Youth Interagency to promote collaboration and training opportunities for services	Community and Culture		The CDO Youth supports the coordination of LNS Youth Interagency meetings and is a member of the planning group who are collaborating with youth teams from across the Northern Sydney Region to plan a Youth Strategic Planning Day for February 2024. Registrations opened for this event in November.
1.2.5	Lobby for increased government funding for services and support for Lane Cove residents	1.2.5.1	Provide input into plans to address gaps in health and community services and lobby for increased government services and support	Community and Culture		Community Development staff attended the Sydney North Health Network (SNHN) Primary Health Network meeting in November. Meeting was a workshop attended by health and community workers who could best inform SNHN of gaps in in services for seniors. Information gathered at the meeting will be used to help form their Strategic plan over the next 5 years.



Community Services & Facilities

To ensure that Lane Cove offers quality services and facilities that are accessible, relevant, affordable and well used

To integrate services and achieve seamless service provision by government and community agencies

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.1	Implement the Disability Inclusion Action Plan	Community and Culture	<div></div>	New software has been purchased to assist in the tracking and programming of facilities requirements. Council also has a regular maintenance and update plan for its buildings considering accessibility. Accessibility is a key consideration in the redevelopment of the Lucretia Baths currently being designed. It is also part of the project and the preliminary investigation of turning the Council Chambers into a multi-purpose performance space.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.2	Implement the Facilities Management Program	Community and Culture	●	New software has been implemented to assist in the tracking and programming of facilities requirements. Council also has a regular maintenance and update plan for its buildings. The occupation certificate was received for 47 Burns Bay Road to enable the Toy Library and Mens Shed to use this facility.
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.3	Continually assess Council's building assets to identify that they still meet community needs	Community and Culture	●	The occupation certificate was received for 47 Burns Bay Road to enable the Toy Library and Mens Shed to use this facility. New software has been implemented to assist in the assessment, tracking and programming of facilities requirements.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.a	Repurpose 47 Burns Bay Road, Lane Cove to facilitate the establishment of a Toy Library, a Library of Things, Repair Cafe and a Mens Shed	Community and Culture		The occupation certificate was received for 47 Burns Bay Road to enable the Toy Library and Mens Shed to use this facility.
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.b	Fitout of new childcare centre and community space at St Leonards South	General Managers Unit		Detailed planning has been completed for the centres at Area 5 and awaiting response from developer. Initial work needs to be undertaken for Area 17.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.c	Kindy Cove Child Care Centre Improvements, including new Shade Sails	Community and Culture		Assessment of new shade sails will commence in third quarter.
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.d	Install Power Correction Unit at the Civic Centre	Community and Culture		The power Correction Unit at the Civic Centre has been installed. This means that new solar power units can be installed in January 2024.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.e	Lane Cove Aquatic Centre Energy Efficiency Improvements	Community and Culture	●	The feasibility study is still underway, with detailed information about the need for additional power established. The next phase of the plan has commenced, ensuring that the feasibility study has the required information to apply for Government grants available for heat pump projects.
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.f	Planning for Civic Centre Refurbishment	Community and Culture	●	Work has commenced on the feasibility of turning the Council Chambers into a theatre which will necessitate changes to the fire safety system across the whole building. Currently no further work has been conducted on refurbishing the rest of the building.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.1	Provide, maintain and upgrade community buildings and facilities to meet changing community needs and ensure versatility	1.3.1.g	Implement public toilet facility upgrades to ensure suitable access, including the upgrade of Pottery Green toilet.	Open Space and Infrastructure		Construction company engaged. Draft architectural plans submitted for review.
1.3.2	Develop business and marketing plans for key facilities to ensure availability and affordability for the community as well as long term financial sustainability	1.3.2.1	Promote the availability of community facilities in Lane Cove including Council venues for hire	Community and Culture		The new website features 17 facilities for hire. Each entry includes new photography reels, descriptions and availability of the facilities. The online booking system is user-friendly, and the Customer Experience team provides phone support.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.3	Enable high quality Council operated childcare services from Council owned premises	1.3.3.1	Utilise Council's Child Care Centre Kindy Cove to serve as a point of reference for monitoring the sector's performance in Lane Cove	General Managers Unit	●	Council staff continue to use Kindy Cove as a reference point for monitoring Child care provision in Lane Cove. As part of setting the Kindy Cove fees for 2023/2024 financial year a survey is done of costs of Centres in Lane Cove via the Australian Governments Starting Blocks website. In addition, the best design points of Kindy Cove are being used to assist in the planning of the two new Child Care Centres at St Leonards.
1.3.3	Enable high quality Council operated childcare services from Council owned premises	1.3.3.2	Maintain accreditation for Kindy Cove Child Care	Community and Culture	●	Kindy Cove received an overall rating of Meeting from our National Quality Standard Assessment and Rating visit in September 2023. The centre was rated as Exceeding for QA3 - Physical Environment. and increased the number of standards rated as Exceeding from 3 (2018) to 7 (2023).



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.3.3	Enable high quality Council operated childcare services from Council owned premises	1.3.3.3	Collaborate with developers to ensure new child care centres being developed for Council meet Council's expectations	General Managers Unit	●	Council staff have worked with the developer of Area 5 to develop a child care centre that will provide for high quality child care for the residents of St Leonards South and surrounding areas. Initial work needs to be undertaken for Area 17.
1.3.4	Lobby for increased government funding for services and support for Lane Cove residents	1.3.4.1	Provide input into plans to address gaps in health, education, community and cultural services	General Managers Unit	●	Council continues to work with and input into plans that assess service provision for Lane Cove residents and to liaise to fill the gaps. Submissions have been made about reconciliation and the challenges of the early childhood education industry. The Council Community Assistance Grants also assist in identifying and filling the gaps in service delivery. The Council Community Assistance Grants also assist in identifying and filling the gaps in service delivery, and the new grants round has been launched.



Recreation

To maximise opportunities for all the community to participate in active recreational activities and events

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.1	Expand multi-use recreational facilities to open up new recreational opportunities to the community	1.4.1.1	Maximise usage of existing parks and sport fields through improved facilities including the provision of upgraded equipment in parks and open space areas	Open Space and Infrastructure		Contractors engaged for supply and installation of play items (swing and slide) for Woodford Bay. Further consultation is being prepared for exercise equipment and comment of the draft masterplan. Design completed based on community consultation for Nichols Playground. Contractor engaged to supply new equipment. Contractor engaged for supply and install for Cox's Playground replacement
1.4.1	Expand multi-use recreational facilities to open up new recreational opportunities to the community	1.4.1.2	Implement actions from the Dog Strategy	Open Space and Infrastructure		The Dog Committee continues to meet regularly and coordinate with members of the Sporting Clubs Committee. The flag system for Blackman Park has been reviewed and extended to other sporting clubs.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.1	Expand multi-use recreational facilities to open up new recreational opportunities to the community	1.4.1.a	Implement a watercraft hire arrangement to support the expansion of kayaking on Lane Cove River	General Managers Unit		Council and the commercial kayak share operator expect to execute the licence agreement for a pilot offering at Burns Bay Reserve in advance of Australia Day. Council has confirmed funding (design and installation of storage locker) for the community-based group at the Greenwich Sailing Club. A follow up site visit with the Group President is scheduled for January whilst simultaneously the design is completed.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.1	Undertake actions identified in the Annual Playground Inspections report and implement the Playgrounds Upgrade Program	Open Space and Infrastructure		Playground report has been received by Council from an Independent Assessor. Actions identified in the report have been started.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.2	Implement NSROC Regional Sportsground Strategy and develop hire agreements for large groups and sporting clubs	Open Space and Infrastructure		Council continues to attend regular meetings of the Professional Officers Group for Open Space Managers and coordinate ideas and pricing with the other NSROC councils.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.3	Develop and implement program of works for the upgrade of existing bush walking tracks	Open Space and Infrastructure		During the second quarter urgent trackwork was identified and prioritised. The contractor, Track and Trail Management Services, was engaged to create a comprehensive Bush Track Audit Report for Council's Bushland reserves. Hartman Hill and Tennyson Park were the first two reserves to be evaluated. More track audit reports will follow in the next two quarters.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.4	Develop and implement program of upgrade works for existing amenities, change rooms and park facilities at sports grounds and parks	Open Space and Infrastructure		Construction company engaged. Draft architectural plans submitted for review.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.5	Progressively develop and implement master plans for major recreation spaces to ensure community needs are met.	Open Space and Infrastructure		Council's Landscape Officers are undertaking several master plan upgrades over the next 2 x financial years and continually reviewing the maintenance of these areas to improve them.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.a	Commence construction of new Sport and Recreation Facility at 180 River Road, Lane Cove	General Managers Unit		The demolition activities and remediation have been successfully concluded, with bulk earthworks currently progressing, including sewer and storm water diversions. Main Works Construction Certificate has been granted, allowing construction to commence.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.b	Develop a Masterplan for Burns Bay Reserve	Open Space and Infrastructure		Community Consultation was conducted in October and November with a drop-in session at the Food and Wine festival as well as an on-line survey.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.c	Implement the Bob Campbell Oval Master Plan	Open Space and Infrastructure	●	Tenders were due in late December 2023 which was extended to early January 2024 due to the holiday period. Tenders will be reviewed in early January 2024 and a contractor awarded in late February 2024.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.d	Construct a Skate Park at Blackman Park	Open Space and Infrastructure	●	The construction contract has been awarded and the installation shall commence in early January 2023.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.e	Investigate opportunities for a bike jump facility.	Open Space and Infrastructure	●	Contractor engaged to demolish existing skate park and construct a new skate park. Design of the park has been based on community consultation and can accommodate freestyle bikes.
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.f	Implement playground equipment upgrades at Woodford Bay Park and Nichols Reserve	Open Space and Infrastructure	●	Contractors engaged for supply and installation of play items (swing and slide) for Woodford Bay. Further consultation is being prepared for exercise equipment and comment of the draft masterplan. Design completed based on community consultation for Nichols Playground. Contractor engaged to supply new equipment. Contractor engaged for supply and install for Cox's Playground replacement.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.4.2	Prioritise programs for the maintenance and upgrade of recreational facilities and open space to improve access and participation by target groups	1.4.2.g	Develop a plan for Stringybark Creek Reserve	Open Space and Infrastructure	●	Community Consultation has been undertaken. An information booth was set up at the Food and Wine Festival on 5 November for interaction with Council Landscape Officers.
1.4.3	Increase promotion of the range of recreational and leisure opportunities offered by Council, community, government and private providers	1.4.3.1	Promote and develop the online booking system for recreational and other facilities, including seasonal bookings	General Managers Unit	●	Updated website in place. New processes for yearly bookings in place.



Education

To increase access to high quality learning opportunities and education services

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.5.1	Expand resources and support offered to students through the Lane Cove Library service	1.5.1.1	Organise programs and events to support HSC Students	Community and Culture		Three HSC Study Nights were held in October 2023 at Lane Cove & St Leonards Libraries with a total of 86 students in attendance. HSC Collections are currently available at all locations - Lane Cove, Greenwich, St Leonards and Hunters Hill.
1.5.1	Expand resources and support offered to students through the Lane Cove Library service	1.5.1.2	Offer a range of children's resources and literacy programs targeting different age groups	Community and Culture		Storytimes held (Lane Cove, St Leonards, Greenwich & Hunters Hill), Baby Bounce held (Lane Cove, St Leonards & Hunters Hill). October School Holiday events included Cardboard House Craft (Hunters Hill), Paper Pal Creations (St Leonards) and Comic Strip Creations (Lane Cove). Special events included Silly Spooky Storytime (Lane Cove), Thank you Craft for Grandparents Day (Lane Cove) and Christmas Storytimes (Lane Cove & St Leonards).



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.5.2	Encourage, facilitate and promote opportunities for lifelong learning	1.5.2.1	Provide workshops, public talks and activities that encourage lifelong learning	Community and Culture	<div></div>	The Library presents a broad range of activities including author talks, online events and technology workshops. Activities include Author Talks with Ross McMullin, David Marr and Peter FitzSimons; Military History Talks: Battle for Greece 1941 and War Correspondents, English Conversation Classes (Lane Cove & St Leonards), Ben's Online Book Club, Poets and Writers in Residence groups.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.5.2	Encourage, facilitate and promote opportunities for lifelong learning	1.5.2.2	Work in partnership with organisations to expand existing programs to include skills based workshops	Community and Culture	<div></div>	Get that Job! - a program to support people looking to re-enter the workforce or change careers was held in October. The Men's Community Kitchen cooking group continue to meet twice a month to learn cooking and kitchen skills. Council supports local organisations through its Community Assistance Grants program to enable local groups and services to provide programs supporting lifelong learning. Council supports Sydney Community Services to run the Different Degrees Theatre Ensemble. The Library offers rooms for hire to local groups to run workshops. Council supports local groups to provide workshops and activities through subsidised venue hire rates.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.5.2	Encourage, facilitate and promote opportunities for lifelong learning	1.5.2.3	Develop links with schools to provide community education	Community and Culture	<div></div>	Lane Cove Library facilitated 11 visits from Currumbena Primary School. Scrabble Club for Kids continues to be held weekly during school terms resulting in 190 children attending. International Games Week was celebrated with sessions held at Lane Cove and St Leonards Libraries. Participants could build their own games from household items. The annual Summer Reading Club challenge (ages 3 - 18) was launched across the Shorelink Libraries on 1 December with children able to record the number of minutes spent reading and receive prizes as they achieve milestones.



1.5.3	Advocate for new schools where they are needed	1.5.3.1	Liaise with relevant Government Departments for a new school in the new St Leonards precinct	Planning and Sustainability	<div></div>	<p>Council has liaised and lobbied NSW Education & Communities since 2010 regarding education infrastructure throughout the LGA. During the St Leonards South Master Plan phase in 2014, the Department conducted a needs assessment to ensure education infrastructure was able to cater for the proposed population growth throughout the area. As part of the exhibition period, the Department confirmed that education infrastructure to support the proposed growth in St Leonards will be incorporated into the State Governments' draft Plans. It also confirmed that other schools in the Lane Cove area would be given priority in the coming rounds of planning being undertaken by Education & Communities.</p> <p>The final St Leonards/Crows Nest 2036 Plans have included a Special Infrastructure Contribution (SIC) levy to ensure that a new school is delivered in the wider precinct.</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
						Council's Local Strategic Planning Statement includes this as an action under Planning Priority 3 along with other new actions.



Community Safety

To increase feelings of personal safety

To ensure Lane Cove is a safe place to live and enjoy community life

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.1	Assist crime prevention through partnerships including partnering with the NSW Police	1.6.1.1	Work in collaboration with the NSW Police to develop a strong working relationship with Youth Services	Community and Culture	<div></div>	The Youth Liaison Officer from North Shore Police Area Command attends Synergy Youth Centre drop-in to develop rapport with young people and also attends the Lower North Shore youth Interagency meetings.
1.6.1	Assist crime prevention through partnerships including partnering with the NSW Police	1.6.1.2	Organise regular meetings with the North Shore Police Area Commander to advocate for appropriate levels of police presence	General Managers Unit	<div></div>	Local Precinct meetings with the North Shore Local Area Command are held quarterly. The Mayor and several Council staff members attend these meetings.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.1	Assist crime prevention through partnerships including partnering with the NSW Police	1.6.1.3	Work closely with relevant NSW Police Officers and agencies to identify and support at risk community members	Community and Culture	●	Officers from the Domestic Violence Unit joined the 1 Minute Silence For Violence information stall held in the Plaza in December along with members of the LNS Domestic Violence Network. The Youth Liaison Officer continues to attend Synergy Youth Centre on a regular basis to provide support and build rapport with young people attending the centre.
1.6.1	Assist crime prevention through partnerships including partnering with the NSW Police	1.6.1.4	Attend Community Policing Meetings	Community and Culture	●	The Director Community and Culture attended the North Shore Police Area Command Community Safety Precinct Committee meeting held in December, 2023. The Mayor, Cllr Scott Bennison, also attended this meeting. Senior police officers from North Shore Police Area Command provided an update on current trends and target areas for crime in the North Shore region.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.2	Help promote a coordinated image of Lane Cove as a safe and inclusive area	1.6.2.1	Ongoing implementation of “Love Where You Live” Program to promote a sense of community spirit and encourage a safe, vibrant community	Community and Culture	<div></div>	Council's Love Where You Live tents were prominently displayed at the Rotary Fair, Sustainability Lane and Food and Wine by the River. Events at The Canopy and in the Plaza help in fostering community support. The brand is also prominently displayed on all event collateral.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.2	Help promote a coordinated image of Lane Cove as a safe and inclusive area	1.6.2.2	Promote programs and information which increase feelings of personal safety	Community and Culture	●	In October, Council hosted two Meet Your Neighbours events with local community housing complexes as part of the Social Cohesion program. The events allowed the Council to introduce the program and other services and activities offered in Lane Cove. The events also provided an opportunity to initiate discussions around resilience and included social activities for the residents to meet one another and build connections. The Lower North Shore Domestic Violence Network held an information stall at the Plaza for 1 Minute Silence 4 Violence - part of the United Nations 16 Days of activism against gender-based violence. The event included police from the Domestic Violence Unit and staff from domestic violence organisations who were available to provide advice and information to people seeking help and advice.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.2	Help promote a coordinated image of Lane Cove as a safe and inclusive area	1.6.2.3	Activate spaces with twilight activities to increase public safety	Community and Culture	●	One of the highlights of the annual calendar, the Lighting of the Christmas Tree event, was a tremendous way to kick-off the festive season in Lane Cove. In addition to thousands of people attending The Canopy and Plaza on 1 December, Council also hosted an evening La Voce performance and promoted the Carols at The Canopy.
1.6.3	Actively participate in Emergency Management planning and execution	1.6.3.1	Support the role and functions of the Local Emergency Management Committee to ensure in the event of a local emergency (storm, flooding, landslide, evacuation) that Council can respond effectively & efficiently to local community needs in a time of need.	General Managers Unit	●	Council's LEMO (Senior Ranger) and Alternate LEMO (Ranger) have continued to attend all regional meetings. Lane Cove Council is currently the chair of the meeting.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.3	Actively participate in Emergency Management planning and execution	1.6.3.2	Ensure that staff across the Council are trained in Local Emergency Management principles and are aware of their roles and responsibilities	General Managers Unit	●	While no formal training has been provided during this period. LEMO carried out an audit of Lane Cove emergency centers and this was endorsed by regional committee.
1.6.3	Actively participate in Emergency Management planning and execution	1.6.3.3	Undertake scenario training every year with the LEMC to 'test' our systems and processes	General Managers Unit	●	Regional committee has not designated any scenario during this period.
1.6.4	Build Climate Resilience and promote emergency preparedness throughout the community	1.6.4.1	Implement the Climate Resilience Plan	Planning and Sustainability	●	Meetings have been held with staff from across Council to check progress on activities within the Climate Resilience Plan. Activities are progressing across all areas of the plan.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.4	Build Climate Resilience and promote emergency preparedness throughout the community	1.6.4.a	Develop communications on how to prepare for extreme climate events and emergencies	Planning and Sustainability	●	Council hosted 'Get Prepared' disaster ready workshops with the Red Cross at Pottery Gardens Retirement Home and a St George Community Housing site in Lane Cove North as part of our social cohesion program.
1.6.4	Build Climate Resilience and promote emergency preparedness throughout the community	1.6.4.b	Work in partnership with emergency response organisations in providing workshops and public talks to increase emergency preparedness	Planning and Sustainability	●	This quarter, Council hosted 'Get Prepared' disaster ready workshops with the Red Cross at Pottery Gardens Retirement Home and a St George Community Housing site in Lane Cove North as part of our social cohesion program.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.5	Incorporate public safety design principles into development planning and public space monitoring to encourage crime prevention	1.6.5.1	Evaluate and determine developments that consider 'Safety by Design', interaction, shared spaces, mobility, inviting lighting and accessibility through 'Crime Prevention Through Design Guidelines'	Planning and Sustainability	●	All significant developments are assessed against the principals of Crime Prevention Through Design Guidelines. This, in particular, applies to residential flat buildings in St Leonard's South complex and Mowbray Road precinct. These applications may be referred to Chatswood Area Command for assessment and comment. Any recommended conditions are incorporated as conditions of consent.
1.6.5	Incorporate public safety design principles into development planning and public space monitoring to encourage crime prevention	1.6.5.2	Conduct a Safety Audit twice a year within Lane Cove Village	Community and Culture	●	Conducted Council's bi-annual Safety Audit for the Spring/Summer period in November. The audit was done in partnership with North Shore Police Area Command and various Council departments. The Safety Audit consists of a walk around the Lane Cove CBD to identify risks and hazards which are then reported and actioned by the appropriate department.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Traffic Lights	Comments
1.6.5	Incorporate public safety design principles into development planning and public space monitoring to encourage crime prevention	1.6.5.3	Encourage property owners to have active street frontages having regard to location	Planning and Sustainability	●	All developments, particularly residential flat buildings are encouraged to have active street frontages. This may include, in shop top housing, shops with open front facades. In residential buildings, living room windows facing the street. These applications may be referred to Chatswood Area Command for assessment and comment. Any recommended conditions are incorporated as conditions of consent.
1.6.6	Ensure that Council is a Child Safe organisation	1.6.6.1	Review and monitor Council Policies to ensure they meet Child Safe Standards	Community and Culture	●	The Child Safe Audit Report was completed. The Child Safe Working Group reviewed this and is developing an action plan to ensure the Council meets the Child Safe Standards.
1.6.6	Ensure that Council is a Child Safe organisation	1.6.6.a	Implement Childsafe Standard Policies and practices, including the provision of training	Community and Culture	●	The Child Safe Working Group is currently reviewing the audit report's recommendations and creating an action plan to ensure Council meets the Child Safe Standards.



Our Built Environment



A well designed, liveable and connected area

Sustainable Development

- To balance sustainability, heritage and growth of Lane Cove
- To encourage environmentally sensitive land use planning and development
- To encourage high quality planning, building and urban design outcomes that preserve, strengthen and enhance the existing diverse character areas of Lane Cove

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.1	Encourage and support Solar PV in large industrial and commercial buildings	Planning and Sustainability	<div></div>	Currently, solar panels are controlled by various State Environmental Planning Policies, meaning Council has no authority to compel a development to provide them. Further, based on a review of development applications, a limited number are received annually for both industrial and commercial development.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.2	Encourage apartments to undertake an energy and water assessment to identify energy and water saving opportunities	Planning and Sustainability		Council continues to promote and provide the Greener Apartments Program. The consultants for this program ran a workshop at Sustainability Lane where they presented on solar and electric vehicle charging in strata. There was one registration this quarter.
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.3	Continue to provide a sustainability advisory service to achieve sustainability outcomes at the pre-DA stage	Planning and Sustainability		Council continues to promote and provide a sustainability advisory service to residents wanting to re-build or renovate their home. One report was issued this quarter.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.4	Promote benefits for property owners of preserving a range of heritage values	Planning and Sustainability	<div></div>	<p>The sustainability DCP incorporates community values which include sustainability. Assistance is provided to understand the heritage significance.</p> <p>Approval for building works to a heritage item with minimum heritage impacts are granted under the LEP without Development Application. Building designs are to ensure that the heritage significance of the subject item, or that of adjoining heritage items, are not compromised.</p>





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.a	Implement an enhanced program for development and regulatory compliance	Planning and Sustainability	<div></div>	A new sustainability DCP has now been prepared which incorporates community values which include sustainability. The State Government requirements to provide for additional housing stock are being implemented and encouraged. Regulatory compliance with regard to development consent conditions are monitored on a regular basis.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.1	Ensure land use planning is responsive to changes in community priorities, local values and state government requirements	2.1.1.b	Review and update the Lane Cove Development Control Plan to improve sustainability and incorporate provisions for the strategic rollout of EV charging infrastructure	Planning and Sustainability		<p>These controls have already been implemented in the Development Control Plan for the St Leonards South area. The State Government has implemented the State Environmental Planning Policy (Sustainable Buildings), which will commence from 1 October 2023. This policy requires new development to achieve the best practice planning measures that were mentioned in the Draft SEPP.</p> <p>Council has reviewed and adopted its new Development Control Plan in line with the provisions of the new Sustainable Buildings SEPP in September 2023.</p>




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.2	Support State Government initiatives to promote sustainability	2.1.2.1	Develop and promote sustainable building design principles and work with developers, State Government and our community to encourage sustainable design and development	Planning and Sustainability		A number of sustainable design principles have been incorporated into Council's existing plans and have been incorporated into Council's Local Housing Strategy, where appropriate. The endorsed strategy was conditionally approved by NSW Department of Planning, Industry & Environment in September 2021.
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.1	Encourage application of Water Sensitive Urban Design principles in all development works and asset management	Open Space and Infrastructure		Ongoing as part of DA assessments. WSUD principles incorporated into St Leonard South precinct designs.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.2	Increase understanding of climate risk and implement adaptation options	Planning and Sustainability	<div></div>	This quarter saw Council staff participating in a series of workshops organised by WSROC to assist with the development of a Heatwave Management Guide to support local planning for heat events. The guide is an initiative of the Greater Sydney Heat Taskforce, and will consider key functional areas of local government such as; heatwave emergency management, facility management and the operation of cool places, communications and community sector collaboration, and business/service continuity and workplace health and safety.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.3	Identify infrastructure and recreation gaps as part of Council's processes, particularly with respect to housing development approval	Planning and Sustainability		<p>The 2036 Plans have concluded that the St Leonards & Crows Nest area are capable and suitable for increased commercial and residential development.</p> <p>A report on the site specific Section 7.11 Developer Contributions Plan (to fund infrastructure in the St Leonards South area) was considered by Council in April 2021. This plan was forwarded to NSW Independent Pricing and Regulatory Tribunal (IPART). IPART approved the plan in December 2021, received final endorsement from the Minister in March 2022 and was adopted by Council in April 2022.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.4	Continue to install Electric Vehicle infrastructure in public places. including carparks and designated on-street car spaces	Planning and Sustainability	<div></div>	Council has been working with providers of on-street EV chargers to find suitable locations and prepare for on-street charging in public places. Council has been working with other infrastructure providers to roll out revolutionary access to EV charging on existing power poles across the local government area. This includes two Ausgrid user-pays kerbside chargers, bringing our total of on-street chargers in the area to nine. When adding this to the chargers contained within Council's existing off-street car parks there are 30 chargers in total.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.5	Continue to work with Ausgrid to complete the LED Street lighting Program	Open Space and Infrastructure	<div></div>	Ausgrid is preparing a Works Program for main roads upgrade.



2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.6	Funding options to support the community transition to clean energy use in their homes	Planning and Sustainability	<div></div> <p>Council has two programs to assist the community to transition to clean energy; the Sustainability Rebates Program and the Community Renewables Program - Solar Bulk Buy.</p> <p>Since commencement, the rebates program has received 115 applications for pre-approval and 68 final claims with \$44,217 rebates paid. An estimated 1,585 tonnes of CO2eq will be reduced annually as a result of these installations.</p> <p>The Community Renewables Program - Solar Bulk Buy delivered 2 successful events in October which resulted in 91kW solar panels and 91kWh of batteries being installed and an estimated annual CO2eq reduction of 184.1 tonnes. Residents</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						who purchased batteries through this program and connected to the Virtual Power Plant will be able to support the grid and receive additional financial return for doing so.
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.7	Review development controls to reduce emissions from new developments	Planning and Sustainability	<div></div>	Development controls have now been reviewed. The new sustainability DCP is being implemented. The DCP's objectives are to reduce emissions and support sustainable development. It encourages water saving, prevent thermal loss, use of renewable energy and more.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.8	Implement urban cooling solutions to increase thermal comfort at urban heat island hot spots	Planning and Sustainability	<div></div>	Investigations are underway into possible cooling solutions for identified heat spots across the LGA. Council is also working with Sydney Community Services (SCS) to trial activation of a Cool Centre during the summer months. The Centre will be activated for clients of SCS in extreme heat periods (defined as 3 consecutive days of over 35 degrees).



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.9	Provide workshops and public talks on climate resilient homes that increase thermal comfort and reduce energy consumption	Planning and Sustainability	<div></div>	The workshops scheduled for early December were postponed due to low registration numbers. Events have been rescheduled for early 2024. Council has also partnered with Ku-ring-gai, Willoughby, Mosman, and North Sydney Councils to deliver a series of webinars on sustainable building and design. The webinars will run from February through to May.



2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.10	Continue the Renewable Energy Future Program in Lane Cove for Community emissions to achieve a 20% reduction in emissions by 2024 and an 80% reduction by 2036 (based on 2016/17 levels)	Planning and Sustainability	<div></div> <p>Council hosted 2 events in October to launch the Community Renewables Program - Solar Bulk Buy. The events were delivered in partnership with ShineHub and received strong interest, with 80 registrations for the first event and 50 registrations for the second event. Two case study and event videos were released. The program was promoted in the rates notice newsletter, In Focus, Federal MP Kylea Tink's newsletter, In the Cove and The Village Observer. A total of 79 households registered their interest in installing systems, with 13 households taking up the offer.</p> <p>This quarter also saw 24 solar applications pre-approved through the Sustainability Rebates</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						Program with an average system size of 16.78kW and an estimated annual CO2eq reduction of 657.23 tonnes. In addition to this, 6 EV Charger applications were pre-approved, providing an estimated annual CO2eq reduction of 92 tonnes.
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.11	Implement the Emissions Reduction Pathway Strategy for Council emissions to achieve the next phase target of 90% (up from 80%) by 2036 (based on 2016/17 levels)	Planning and Sustainability		Council has joined other NSROC members to finalise a contract for a new data utility platform that will better serve Councils needs in the future. The new platform will provide more granular data on Councils progress to achieving a 90% emissions reduction from our operations and this in turn will help direct Councils focus to the most effective actions yet to be taken. It is expected to be fully functioning by the third quarter.



2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.a	Introduce a Community Renewable Energy Program, including a Rebates Program	Planning and Sustainability	<div></div> <p>The Community Renewables Program - Solar Bulk Buy delivered 2 successful events in October, resulting in 91kW solar panels and 91kWh of batteries being installed and an estimated annual CO2eq reduction of 184.1 tonnes. Residents who purchased batteries through this program and connected to the Virtual Power Plant will be able to support the grid and receive additional financial return for doing so.</p> <p>The rebates program continues to receive interest from residents, with a total of 125 applications for pre-approval received since the program commenced, 115 of which have been approved: 54 Solar Panels, 32 Batteries, 21 EV Chargers and 4 Rainwater Tanks. Based on figures</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						from pre-approval applications, community investment in sustainability products was \$1,145,826 with a total eligible rebate value of \$74,508. This results in an investment leverage ratio of 15. An estimated 1,585 tonnes of CO2eq will be reduced annually as a result of these installations.
2.1.3	Focus infrastructure planning and management on supporting sustainable 'local living' to meet the 2036 Energy Emissions and Water Use Reduction Targets and improve resilience to climate change	2.1.3.b	Develop and implement initiatives to reduce potable water use amongst the community	Planning and Sustainability	<div></div>	Council provides rebates for residents and local businesses to incentivise the installation of rainwater tanks. This quarter there have been 2 applications for rainwater tanks.



Housing


To promote a range of affordable and sustainable housing options in response to changing demographics and government policies (Federal, State and Local)

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.2.1	Ensure planning controls require a diverse range of housing types and encourage housing that is adaptable, accessible and affordable	2.2.1.1	Ensure the Local Environmental Plan delivers diversity and housing choice from zones providing for houses, flats, townhouses, duplexes and shop top housing, including near centres	Planning and Sustainability	<div></div>	<p>The Lane Cove LEP will be reviewed on an ongoing basis in consideration of these requirements. The approved Local Housing Strategy has reviewed this and made further recommendations to deliver diversity and housing choice. These recommendations will be implemented over time.</p> <p>Council's Local Strategic Planning Statement includes this as an action under Planning Priority 5.</p>




2.2.1	Ensure planning controls require a diverse range of housing types and encourage housing that is adaptable, accessible and affordable	2.2.1.2	Support the development of Seniors Housing	Planning and Sustainability	<div></div> <p>A new application for Seniors Housing was received for 4-18 Northwood Road and 274-274A Longueville Road. A site-specific Development Control Plan was also publicly exhibited with the application and adopted by Council in November 2020. The Sydney North Planning Panel approved this application in the 3rd quarter of 2020-2021. Further, the Panel approved the development at 266 Longueville Road in September 2021.</p> <p>A conditional Site Compatibility Certificate for Seniors Housing was also issued for 40A Cope Street in the 2nd quarter of 2020-2021.</p> <p>It is important to note that the new State Environmental Planning Policy (Housing) no longer requires Site Compatibility Certificates for</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						Seniors Housing developments.
2.2.1	Ensure planning controls require a diverse range of housing types and encourage housing that is adaptable, accessible and affordable	2.2.1.3	Ensure Council land use controls are consistent with State Government and Greater Sydney Commission policies	Planning and Sustainability		The provisions within the DCP require a minimum percentage of 1, 2 and 3 Bedroom apartments within a residential flat development to provide for a range of housing types. There is a requirement to provide for adaptable and accessible dwellings. In St Leonards South affordable housing are a requirement. Land has also been zoned R3 Medium Density residential which permits multi dwelling housing, being the missing middle, which is encouraged.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.2.1	Ensure planning controls require a diverse range of housing types and encourage housing that is adaptable, accessible and affordable	2.2.1.a	Implement actions from the Lane Cove Local Housing Strategy, including a review of the Development Control Plan for Medium Density Housing	Planning and Sustainability		Final Development Control Plan review was completed and adopted by Council at its September 2023 meeting.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.2.2	Plan for the growth of housing and transport services that create sustainable and liveable communities	2.2.2.1	Ensure best practice provision of Open Space to provide for future population as a result of increased density.	Planning and Sustainability		<p>While this will be done on an ongoing basis, Council's Local Strategic Planning Statement does identify some innovative approaches to providing open space (existing and new). The recently approved Planning Proposal for 46 Nicholson Street, St Leonards sought to deliver open space at the ground level of a large new commercial office building. The adjoining approved building at 29-57 Christie Street, St Leonards also seeks to deliver additional open space to the Christie Street Reserve.</p> <p>Council's Local Strategic Planning Statement includes this as a specific action under Planning Priority 6.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.2.2	Plan for the growth of housing and transport services that create sustainable and liveable communities	2.2.2.2	Assess proposals for developments which require changes to planning controls against regional and local strategic land use objectives	Planning and Sustainability		A new sustainability DCP has now been prepared which incorporates sustainability and liveable communities. A requirement to use sustainable transport has now been incorporated within the sustainable development DCP where the requirements of EV charging stations have been incorporated. Such proposals would now be assessed.
2.2.3	Identify opportunities to acquire affordable rental housing to contribute to affordable housing availability	2.2.3.1	Explore options and investigate opportunities for the provision and /or development of affordable / key worker housing	General Managers Unit		Draft VPA shared with 1 developer for their review for which Council has not received a formal response. It is expected that 2 x developers will lodge DA's in Q3 FY24.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.2.3	Identify opportunities to acquire affordable rental housing to contribute to affordable housing availability	2.2.3.a	Develop an Affordable/Key Worker Housing Statement	Planning and Sustainability	<div></div>	A policy statement will be prepared and presented to Council at a future meeting.






Assets, Infrastructure & Public Domain

To ensure assets and infrastructure cater for increased population growth, are well maintained and support sustainable living across all demographics



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.3.1	Incorporate sustainability principles into the planning and building of new Council assets and infrastructure	2.3.1.1	Ensure all new council buildings (additions and upgrade) undergo a sustainability assessment to ensure that they adhere to best practice in respect of design, energy and water conservation	Community and Culture	<div></div>	The premises at 47 Burns Bay Road have been upgraded to LED lighting and equipped with a PV Solar system to house the Toy Library and Library of Things. In addition, electrical works were carried out at the Civic Centre to facilitate the installation of a new Solar System, scheduled for January. Further, lighting and water heating audits have been scheduled for 30 community buildings in January. The Lane Cove Aquatic Centre is currently undergoing a feasibility investigation for the installation of heat pumps.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.3.1	Incorporate sustainability principles into the planning and building of new Council assets and infrastructure	2.3.1.a	Undertake stormwater upgrades at St Leonards South	Open Space and Infrastructure		Stormwater upgrade works completed.
2.3.2	Develop best practice asset registers and management and investment plans for infrastructure and assets	2.3.2.1	Prioritise Asset Management Program of Works - Facilities	Community and Culture		To assist in the long-term planning and tracking of our assets, Council has engaged Mybos an asset management software program. The system has been launched with training for key users being rolled out.
2.3.2	Develop best practice asset registers and management and investment plans for infrastructure and assets	2.3.2.2	Prioritise Asset Management Program of Works - Infrastructure	Open Space and Infrastructure		Works programs have been finalised and have commenced.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.3.2	Develop best practice asset registers and management and investment plans for infrastructure and assets	2.3.2.3	Undertake drainage upgrades as required by Asset Management Plan and population growth	Open Space and Infrastructure		Ongoing as part of Drainage works program
2.3.3	Investigate opportunities to improve the public domain to enhance public lifestyle	2.3.3.1	Continue to implement public amenities upgrade	General Managers Unit		Focus remains on the Lane Cove Sport and Recreation Facility until December 2025.
2.3.3	Investigate opportunities to improve the public domain to enhance public lifestyle	2.3.3.a	Open the new public domain (Wadangari Park) at St Leonards	General Managers Unit		Completed in 1st Quarter of 2023/24.
2.3.3	Investigate opportunities to improve the public domain to enhance public lifestyle	2.3.3.b	Complete Village Streetscape Improvements along Burns Bay Road Lane Cove	Open Space and Infrastructure		Design work for Burns Bay Road Town Centre landscape upgrade project is nearing completion.



2.3.4	Investigate opportunities to create more open space	2.3.4.1	Identify opportunities for the provision of open space in the planning and assessment of Planning and Development Proposals	Planning and Sustainability	<div></div>	<p>While this will be done on an ongoing basis, Council's Local Strategic Planning Statement does identify some innovative approaches to providing open space (existing and new). The recently approved Planning Proposal for 46 Nicholson Street, St Leonards sought to deliver open space at the ground level of a large new commercial office building. The adjoining approved building at 29-57 Christie Street, St Leonards also seeks to deliver additional open space to the Christie Street Reserve.</p> <p>Council's Local Strategic Planning Statement includes this</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						as a specific action under Planning Priority 6.
2.3.4	Investigate opportunities to create more open space	2.3.4.2	Utilise Voluntary Planning Agreements for specific sites as required for new developments	General Managers Unit		No further update to previous quarter beyond the St Leonards South Precinct related open space. Council remains on the lookout for opportunities whilst recognising there is a degree of reactivity to developer activity meaning that GMU / OSUS outcomes are not on track albeit not in deferred status either.
2.3.5	Identify innovative funding and partnerships to provide for new and upgraded assets and infrastructure	2.3.5.1	Continue to monitor and assess relevant grant opportunities to upgrade infrastructure and public facilities	Open Space and Infrastructure		Grant applications submitted for NSW Active Transport grants.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.3.5	Identify innovative funding and partnerships to provide for new and upgraded assets and infrastructure	2.3.5.2	Utilise Stormwater Levy to provide additional funding to implement outcomes of the Flood Study	Open Space and Infrastructure	<div></div>	Ongoing as part of Council's stormwater and infrastructure works programs.



Transport & Mobility

To promote integrated transport options that link people to work, services and facilities

To encourage transport options that minimise adverse environmental and social impacts

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.1	Promote energy efficient transport solutions and provide advocacy and education on sustainable transport options	Open Space and Infrastructure		Bike maintenance workshop was held in October and Street Art Bicycle Tour was held in November.
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.2	Develop partnerships that promote awareness to local schools to encourage students to catch a bus, cycle or walk to school including the development of school incentive campaigns to reduce car use by parents (e.g. bike week and 'walking bus' options)	Open Space and Infrastructure		The school newsletters for Terms 2 and 4 includes the promotion of active transport including walking to school.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.3	Update Car Share Policy to encourage more sustainable transport options	Open Space and Infrastructure		Council has engaged a consultant to develop Car Share Strategy.
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.4	Implement actions from the Pedestrian Access & Mobility Plan	Open Space and Infrastructure		New footpath constructed along Riverview Street between Tambourine Bay Road and College Road South.
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.a	Include considerations to support Car Share initiatives in the Lane Cove Development Control Plan - Sustainability Review	Planning and Sustainability		A requirement to use sustainable transport has now been incorporated within the sustainable development DCP where the requirements of EV charging stations have been incorporated. This encourages and facilitates the use of sustainable transport.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.1	Inform, educate and encourage the community to use sustainable transport	2.4.1.b	Introduce a 'Car Free Sunday' event	Planning and Sustainability		A Car Free Sunday event was held on Sunday September 17th in conjunction with the Big Family Fun Ride.
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.1	Design and implement new pedestrian routes	Open Space and Infrastructure		Implement actions from the PAMP. New footpath constructed on Riverview Street between Tambourine Bay Road and College Road South.
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.2	Implement actions from the Lane Cove Bicycle Plan, including Shared User Paths between St Leonards South and Bob Campbell Oval	Open Space and Infrastructure		SUP constructed on Tambourine Bay Road between Yallambee Road and Riverview Street.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.3	Improve connectivity and safety of footpaths, bicycle and walking tracks across our region	Open Space and Infrastructure		Ongoing as part of the PAMP, Bike Plan and Footpath works programs. SUP constructed on Tambourine Bay Road between Yallambee Road and Riverview Street.
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.4	Include sustainable transport related conditions of consent in major DA referrals	Open Space and Infrastructure		As per Part R of the DCP, Council continues to include sustainable transport conditions such as Car Sharing, STrAPs and TAGS for large and median scale developments in St Leonards.
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.5	Lobby for improved local transport options, for travel to and from transport hubs	Open Space and Infrastructure		Council has submitted its Bus Peninsula Study to NSW Government for consideration.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.6	Include sustainable transport related conditions in major developments	Open Space and Infrastructure		As per Part R of the DCP, Council continues to include sustainable transport conditions such as Car Sharing, STrAPs and TAGS for large and median scale developments in St Leonards.
2.4.2	Implement infrastructure upgrades for people to incorporate more walking and cycling into their daily lives	2.4.2.a	Completion of Burns Bay Road Cycleway - Linley Point	Open Space and Infrastructure		50% design has been submitted to TfNSW for comment and currently amending the designs to reflect comments from TfNSW.
2.4.3	Encourage and lobby for a connected, accessible, reliable, safe, sustainable and integrated transport system that will meet future needs	2.4.3.1	Lobby for improved transport options, for travel to and from transport hubs, CBD and strategic centres	Open Space and Infrastructure		Council has submitted its Bus Peninsula Study to NSW Government for consideration.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.4.3	Encourage and lobby for a connected, accessible, reliable, safe, sustainable and integrated transport system that will meet future needs	2.4.3.a	Complete the local trip public transport plan	Open Space and Infrastructure	<div></div>	Council has submitted its Bus Peninsula Study to NSW Government for consideration.
2.4.4	Provide support to organisations that provide community transport with a view to retaining and expanding services	2.4.4.1	Investigate transport options for transport disadvantaged residents and support and promote existing transport services to meet identified mobility needs.	Open Space and Infrastructure	<div></div>	Council has submitted its Bus Peninsula Study to NSW Government for consideration.



Parking

To ensure that long and short term community needs for adequate and accessible on and off street parking options are met

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.5.1	Maximise the use of existing parking spaces, through increased promotion of parking places, review of street parking controls to maximise vehicle turnover and review of public car parks to maximise utilisation of car spaces	2.5.1.1	Review and manage on street parking in the Lane Cove Village	Open Space and Infrastructure	<div></div>	Additional disabled parking spaces provided on Longueville Road. Some changes to parking on Longueville Road implemented for the "streets as shared spaces" dining trial, monitoring is ongoing.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.5.1	Maximise the use of existing parking spaces, through increased promotion of parking places, review of street parking controls to maximise vehicle turnover and review of public car parks to maximise utilisation of car spaces	2.5.1.a	Implement the outcomes of the Lane Cove Village and St Leonards Parking Study	Open Space and Infrastructure	<div></div>	Changes to parking arrangements being implemented as parking areas are upgraded.



Traffic

To ensure traffic volumes and speeds accord with local conditions and road type

Move people more efficiently and safely

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.6.1	Facilitate improvements to car, bicycle and pedestrian safety	2.6.1.1	Undertake ongoing program of traffic counts	Open Space and Infrastructure	<div></div>	Traffic counts were undertaken in St Leonards.
2.6.1	Facilitate improvements to car, bicycle and pedestrian safety	2.6.1.2	Develop strategy for speed reduction for traffic in Lane Cove North	Open Space and Infrastructure	<div></div>	Community consultation is currently underway and is closing on 18 February 2024
2.6.1	Facilitate improvements to car, bicycle and pedestrian safety	2.6.1.3	Continue to provide support for driver education programs	Open Space and Infrastructure	<div></div>	GLS Workshop, Car Maintenance Workshop, Senior Driver Workshop and Walk Safely to School Presentation held in November, Child Restraint checking held in December.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.6.1	Facilitate improvements to car, bicycle and pedestrian safety	2.6.1.a	Implement Lane Cove North Traffic Management Plan Stage 1 - Centennial Avenue / Pedestrian Refuge and close Elizabeth Parade	Open Space and Infrastructure		Consultation of proposal commenced and will close in February 2024.
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.1	Address road safety issues on Mowbray Road between Ralston Street and Roslyn Street	Open Space and Infrastructure		Completed.
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.a	Upgrade the intersection at Mowbray Road / Centennial Avenue / Greenlands Road to improve traffic flow east bound on Mowbray Road into Centennial Avenue	Open Space and Infrastructure		Awaiting TfNSW approval before project can go out to tender.
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.b	Investigate the lane reconfiguration at Greenwich Road and River Road to improve traffic flow	Open Space and Infrastructure		This location will be investigated as a future Safer Roads Program submission.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.c	Undertake design development for River Road Traffic Signals	Open Space and Infrastructure		Ongoing. TfNSW has provided feedback on proposal and Design Team is working on appropriate responses.
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.d	Undertake design development for Northwood Road Safety Upgrades	Open Space and Infrastructure		Currently awaiting response from TfNSW regarding submission
2.6.2	Ensure application of appropriate traffic management measures to ensure the safety and amenity of local streets and improve traffic flow	2.6.2.e	Implement Local Roads Repair Program (Grant Funded)	Open Space and Infrastructure		Ongoing as part of infrastructure maintenance program and Roads to recovery application.



Our Natural Environment

Preserving and regenerating our natural environment so it is appreciated by all

Environmental Protection

To demonstrate sound environmental management so the community can play a role in addressing climate change

To reduce the impact of human activity on the local environment and its diversity of plants and animals

To identify and reduce unsustainable demands on energy, water and waste resources



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.1	Implement community information and education programs and initiatives to promote sustainable living, including practices for homes, workplaces, businesses and public and open spaces	3.1.1	Coordinate implementation of Sustainability Levy projects and communicate progress to the community	Planning and Sustainability	<div></div>	There are 41 projects funded through the Sustainability Levy across environmental, community and liveability areas. This quarter contractors completed hundred of hours of bush regeneration at Warraroon Reserve, Greenwich Baths and Lovetts Reserve and Council continued its commitment to resilience by re-subscribing to the Resilient Sydney program run by the City of Sydney.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.1	Implement community information and education programs and initiatives to promote sustainable living, including practices for homes, workplaces, businesses and public and open spaces	3.1.1.2	Develop and promote innovative and strategic environmental education initiatives around Sustainability Action Plan priorities across key target audiences in the community	Planning and Sustainability	<div></div>	Sustainability Lane on 8th October provided a great opportunity to reach thousands of residents and share environmental education initiatives. Waste relay games, workshops on composting, induction cooking and planting natives were held throughout the day. The event included an electric vehicle display and a working on busting EV myths.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.1	Implement community information and education programs and initiatives to promote sustainable living, including practices for homes, workplaces, businesses and public and open spaces	3.1.1.3	Develop waste education programs to ensure the community are engaged in reducing waste to landfill and to ensure that waste recovery through recycling and reuse is maximised	Planning and Sustainability	<div></div>	Ongoing delivery of the Apartment Waste Improvement Program. Delivered face-to-face compost workshop, with more planned for the future after its success. Continued development of the compost network program in collaboration with the Sustainability Collective. Plans to launch in the next quarter.



3.1.1	Implement community information and education programs and initiatives to promote sustainable living, including practices for homes, workplaces, businesses and public and open spaces	3.1.1.a	Recognise, develop and celebrate sustainability champions, including amongst the community, businesses and Council staff	Planning and Sustainability		Council asked local champions to present at the Sustainability Lane Talks Tent on switching from gas to induction cooking and from switching from petrol vehicles to electric vehicles. Members of the Sustainability Collective were also on hand to chat with visitors about changes they had made in their own lives to live more sustainable, such as installing induction cooktops and composting. In November a new page was added too Councils website titled "Business Sustainability Case Studies", asking businesses to share their sustainability stories with the aim of inspiring others.
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.2	Manage energy consumption in Council's buildings and assets and identify opportunities for efficient water conservation and management	3.1.2.1	Identify and implement energy and water efficiency upgrade opportunities across Council's facilities	Planning and Sustainability	<div></div>	The Sustainability and Facilities team continue to collaborate and look for opportunities to identify and implement energy and water efficiency upgrade opportunities across Council's facilities. The team is finalising their research on the capability and suitability of installing solar on more of Councils leased properties.



3.1.3	Develop integrated waste management initiatives	3.1.3.1	Work with NSROC in implementing regional waste programs and initiatives	Planning and Sustainability	<div></div>	<p>Council continues to work with the NSROC Waste Managers Group to deliver regional waste initiatives and advocate for improvements in policy and service delivery. This quarter, Council together with NSROC met with the NSW EPA as part of their consultation program to discuss the review of the Waste Levy and the NSW Plastics Discussion Paper. Work also progressed on the Organics Implications Study being undertaken by Edge on behalf of the NSROC Councils to assess the resource recovery and greenhouse gas implications alongside service costs for a range of service options for the collection of food wastes.</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.3	Develop integrated waste management initiatives	3.1.3.2	Participate in the management and funding of the Community Recycling Centre	Planning and Sustainability	●	Council continues to participate in the management of the CRC.
3.1.3	Develop integrated waste management initiatives	3.1.3.3	Conduct research to prepare for the NSW Government mandate for food collection services by 2030	Planning and Sustainability	●	This quarter saw Council provide feedback on the Draft Report for the Organics Implications Study being undertaken by Edge on behalf of the NSROC Councils. Edge also delivered presentations to both Waste Managers and the NSROC General Managers Group on the outcomes of the modelling. Feedback from the draft report and presentations will be addressed in the Final Report due early 2024.



3.1.3	Develop integrated waste management initiatives	3.1.3.5	Implement the NSW Waste and Sustainable Materials Strategy 2041 and achieve an 80% domestic waste diversion rate by 2030	Planning and Sustainability	<div></div>	Council continues to work with the NSROC Waste Managers Group to identify the best pathways to deliver against the NSW Waste and Sustainable Materials Strategy. The key focus currently is how to best meet the mandate for separate food collection services by 2030. This quarter the group received the Draft Report from the Organics Implications Study being undertaken by Edge on behalf of the NSROC Councils to assist with Presentations that were made by Edge to both Waste Managers and the NSROC General Managers Group on the outcomes of the modelling. The Final Report is expected in early 2024.
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.3	Develop integrated waste management initiatives	3.1.3.6	Promote community Recycling Centre for household items	Planning and Sustainability	●	Ongoing distribution of material promoting the Community Recycling Centre through programs such as the Apartment Waste Improvement Program and social media channels.
3.1.3	Develop integrated waste management initiatives	3.1.3.7	Develop and implement strategies to reduce illegal dumping	Planning and Sustainability	●	Council Officers continue to investigate incidences of illegal dumping across the LGA, with data on illegal dumping reported to Council monthly as part of the Council Snapshot report. Work has also commenced on a program to better engage with local Real Estate agents to provide information on waste services at the point of moving in and moving out to prevent dumping.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.3	Develop integrated waste management initiatives	3.1.3.a	Incorporate circular economy principles in Council operations and promote sharing economy platforms in the community to improve resource recovery and reduce waste generation	Planning and Sustainability	●	Council provides residents with the opportunity to reduce waste to landfill through the home pickup service of tricky to recycle items operated by RecycleSmart. This quarter 5,283 bags were collected from residents, the highest amount since the program began in August 2022.
3.1.3	Develop integrated waste management initiatives	3.1.3.b	Investigate setting landfill diversion targets for businesses and retailers	Planning and Sustainability	●	Continued support and seeking opportunities to expand the opportunities for businesses to use compost bins. Engaged with consultants to deliver Bin Trim assessments for local hospitality businesses.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.3	Develop integrated waste management initiatives	3.1.3.c	Introduce a Car Boot Community Market	Planning and Sustainability	<div></div>	Lane Cove Rotary held their second Car Boot Sale on Sunday 12th November. 35 spaces were available and 30 were sold to stallholders. Customer numbers were not as high as the inaugural event, which may have been due to the high temperatures on the day. Rotary will hold another Car Boot Sale in the first quarter of 2024.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.1.3	Develop integrated waste management initiatives	3.1.3.d	Introduce a Problem Waste Collection Point within The Canopy Carpark	Planning and Sustainability	<div></div>	Council has received pricing from a number of suppliers for fixtures as well as collection and processing to facilitate a problem waste drop off point within the Canopy. Pending agreement for all parties involved, it is anticipated that the collection point will be installed next quarter.



Urban Forest

To ensure the tree canopy cover across the Lane Cove area is maintained and increased on both public and private land

To maintain a healthy proliferation of flora within our built environment

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.2.1	Maintain and enhance the overall urban forest and canopy cover on public and private land throughout the LGA	3.2.1.1	Provide sustainable landscaping in streets that is adaptable to greater temperature variations	Open Space and Infrastructure	<div></div>	Council regularly assesses public trees and replaces trees as necessary when they are failing and not providing adequate canopy cover. One example of this is the replacement of one of the trees at the pedestrian crossing along Longueville Road near the Plaza.
3.2.1	Maintain and enhance the overall urban forest and canopy cover on public and private land throughout the LGA	3.2.1.2	Continue to implement the Street Tree Master Plan	Open Space and Infrastructure	<div></div>	Master plan is being followed to enhance both public and private canopy cover.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.2.1	Maintain and enhance the overall urban forest and canopy cover on public and private land throughout the LGA	3.2.1.3	Continue to support free indigenous plant giveaways	Open Space and Infrastructure	<div></div>	The Lane Cove Community Nursery requisitioned a total of 1,656 free plants provided to various Council programs such as Bush Friends, Backyard Habitat, Bushcare, On The Verge, citizenship ceremonies, bush regeneration contractors, sustainability events and workshop giveaways. Requisitions were limited within this quarter due to unfavourable planting conditions limited by El Nino weather patterns.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.2.1	Maintain and enhance the overall urban forest and canopy cover on public and private land throughout the LGA	3.2.1.a	Review landscaping requirements for developments as part of Lane Cove DCP Sustainability Review	Open Space and Infrastructure	●	Council has updated the Development Control Plan for Landscape which was recently ratified and will be in effect from October. There are more substantial tree requirements for the preservation of trees and tighter planning controls now in effect.
3.2.2	Ensure land use planning takes account of the preservation and proliferation of our urban forest and supports the creation of a public landscape in harmony with the ecological and aesthetic values of the local bush	3.2.2.1	Add significant / permanent trees to TreePlotter	Open Space and Infrastructure	●	Council's Tree Officer continually adds significant trees to Tree Plotter when and if any tree has been omitted.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.2.2	Ensure land use planning takes account of the preservation and proliferation of our urban forest and supports the creation of a public landscape in harmony with the ecological and aesthetic values of the local bush	3.2.2.2	Develop and implement Urban Forest Strategy	Open Space and Infrastructure	●	Council continues to require significant tree planting for new developments and conducts regular tree replenishment for trees on Council land that have failed.
3.2.3	Develop and implement education programs to promote appreciation, protection and enhancement of our urban forest	3.2.3.1	Engage with the community to educate them on the value of healthy, mature trees and shrubs	Open Space and Infrastructure	●	Presentation on Lane Cove's flora, fauna and bushland conservation delivered to Women's Action and Information Group (WAIG) with 18 attendees. Summer Golden Whistler newsletter produced and distributed. Hard copies made available in foyer and Library.



Bushland

To ensure Lane Cove’s bushland is healthy and supports the greatest diversity of local native animal and plant life

To ensure continued community access to and enjoyment of the local natural environment

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.1	Extend programs that involve the community in bushland protection and conservation	3.3.1.1	Support Bushcare Program and implement new Bushcare groups	Open Space and Infrastructure	<div></div>	All established Bushcare groups were supervised and supported in the quarter with materials and qualified supervision, implementing regenerative action plans for all reserves and vegetation communities within Lane Cove. Sites photographed to record progress. Heat hazard protocols introduced for weekend bushcare sessions to protect the volunteers. 472.5 hours of volunteer work was contributed over 58 bushcare sessions.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.1	Extend programs that involve the community in bushland protection and conservation	3.3.1.2	Provide ongoing support for Community Nursery Volunteer Program	Open Space and Infrastructure	●	During this 2nd quarter, 148 nursery volunteers completed a total of 510.75 hrs. This effort resulted in the potting up of 2,666 new plants and the propagation of 40 trays including seed and cutting material.
3.3.1	Extend programs that involve the community in bushland protection and conservation	3.3.1.3	Continue to implement programs to reduce rubbish in bushland areas	Open Space and Infrastructure	●	The Harbourcare program continues to facilitate rubbish clean-ups in our local reserves and waterways. This quarter, Council recorded 4 clean-up events. A total of 23 volunteers were active in this period with 38.8kg of rubbish removed.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.2	Continue to develop and implement bushland management and rehabilitation programs with high priority to wildlife corridors, strands of remnant vegetation and significant natural landscapes and soil types	3.3.2.1	Undertake bush regeneration works to restore natural areas and manage grant funded projects for bush regeneration	Open Space and Infrastructure	<div></div>	<p>Bush regeneration continues throughout all of Lane Cove's 26 major bushland reserves with professional bush regeneration contractors, Council staff and volunteers. Current bushland grants include:</p> <ul style="list-style-type: none">- Bush Regeneration at Gore Creek (CRIF)- Bush track safety audit (Metro Greenspace)



3.3.3	Continue to enhance and increase wildlife habitat on public and private land	3.3.3.1	Encourage engagement with, and care for, local bushland through on-ground programs including Backyard Habitat and Bush Friends	Open Space and Infrastructure	<div></div>	<p>The Backyard Habitat program supports, engages and encourages residents to convert their gardens to native, habitat-friendly gardens which can act as wildlife corridors linking fragmented bushland reserves. This quarter, the Backyard Habitat program undertook 12 new consults, 9 follow-up consults and provided 646 plants to residents.</p> <p>A total of 111 supervised hours were spent on Bush Friends this quarter. Council staff attended 27 Bush Friends sessions across 8 different bushland reserves. A total of 125 plants were supplied by Council and installed on Bush Friends sites. A total of 538.5 unsupervised hours were reported this quarter (recorded biannually).</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.3	Continue to enhance and increase wildlife habitat on public and private land	3.3.3.2	Manage feral animals to reduce negative impacts on open space and bushland	Open Space and Infrastructure	<div></div>	One feral animal shoot was conducted by Australian Feral Management AFM in November. During the operation only one fox was spotted at Bob Campbell Oval and was culled. AFM did not sight any rabbits.
3.3.4	Identify and protect local populations of threatened species and communities	3.3.4.1	Continue to implement a local weeds biosecurity strategy	Open Space and Infrastructure	<div></div>	Council continues to implement the biosecurity strategy by undertaking weed inspections and enforcing the Biosecurity Act 2015 on illegal and exotic plants.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.4	Identify and protect local populations of threatened species and communities	3.3.4.2	Continue to document fauna sightings	Open Space and Infrastructure	<div></div>	Fauna sightings continue to be documented. Ecological consultants have been engaged to undertake an invertebrate survey in Warraroon Reserve. Currently underway, this study aims to get a better understanding of invertebrate diversity in our bushland, which has not been done before.
3.3.4	Identify and protect local populations of threatened species and communities	3.3.4.3	Establish biodiversity baseline data for frogs and fish	Open Space and Infrastructure	<div></div>	Frog and fish survey has been completed and report is published on Councils website.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.5	Review bushland management for effective management of bushfires and the potential for spread of bushfire to residential areas	3.3.5.1	Continue to contribute to the Bushfire Management Committee and carry out required actions in the Bushfire Risk Management Plan	Open Space and Infrastructure	<div></div>	Lane Cove Council staff attended a Bushfire Management Committee meeting in October. The new Bushfire Risk Management Plan has been approved by committee members. Prescribed burn in Batten Reserve is ready for implementation when scheduled in by the NSW Fire Rescue.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.6	Implement education programs to promote appreciation, protection and enhancement of bushland reserves for a wide range of residents	3.3.6.1	Implement education for residents on ways to remove and dispose of weeds	Open Space and Infrastructure	<div></div>	<p>Articles on weed removal and biological control included in Golden Whistler newsletter. Engaged hundreds of people through the bushland stall at Sustainability Lane with the 'Grow Me Instead' theme and 'Find Your Weed' activity. This educated people about common weedy garden plants and how to remove them and replace with natives.</p> <p>New Bush Friends volunteers are provided with an in-depth work plan, including a list of the predominant native and weed species found on their site.</p>



3.3.6	Implement education programs to promote appreciation, protection and enhancement of bushland reserves for a wide range of residents	3.3.6.2	Support education about the value of natural heritage in Lane Cove including raising awareness about local species through community education, expanding bushland activities for children and their families and continuing developing links with schools to encourage and promote local nature education program for school groups	Open Space and Infrastructure	<div></div>	<p>The Bush Kids program had 10 activities scheduled. However only 9 activities were delivered, as one was cancelled due to rain. A total of 178 participants attended. Activities were held at Blackman, Tambourine Bay Park, Shell Park and Stringybark Reserve.</p> <p>The Nature Connections Program hosted 12 events with 135 people attending, not counting the hundreds of people Council engaged with at the bushland stall at Sustainability Lane. Over 400 tubestock were given out after visitors completed a 'Find Your Weed' activity. Other events included two bushland/Bushcare presentations, Frog Talk, two Powerful Owl education events and Shared Voices: Guided Walk and Yarning Circle.</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.7	Upgrade walking tracks through bushland maintain access to reserves, creek lines and the Lane Cove River	3.3.7.1	Maintain and connect walking tracks through our parks and bushland reserves, including better signage for improved connectivity between bush tracks	Open Space and Infrastructure	●	In Central Ward, two major track upgrades in Warraroon and Hartman Hill Reserves were completed. New sandstone steps were installed near the Tambourine Bay entrance to Warraroon. New FRP steps were installed in Hartman Hill to create a new entrance to the reserve to replace the old entrance through private land.
3.3.7	Upgrade walking tracks through bushland maintain access to reserves, creek lines and the Lane Cove River	3.3.7.2	Develop asset management plan for bush tracks and implement maintenance/upgrade program	Open Space and Infrastructure	●	Asset management plan for bushland tracks is underway. Hartman Hill and Tennyson Park reserves have been completed. Remaining bushland tracks are scheduled to be completed throughout the year.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.3.7	Upgrade walking tracks through bushland maintain access to reserves, creek lines and the Lane Cove River	3.3.7.3	Develop and implement strategy to manage water craft on the foreshore	Open Space and Infrastructure	●	Council continues to dispose of the existing watercraft that have been previously impounded. Council continues to impound abandoned watercraft found along the foreshores of the LGA.
3.3.7	Upgrade walking tracks through bushland maintain access to reserves, creek lines and the Lane Cove River	3.3.7.a	Upgrade boardwalk and remediate land at Ventemans Reach	Open Space and Infrastructure	●	The Development Application with an Environmental Impact Assessment was submitted by external planners on behalf of Council in December 2023. Liaison with Transport for NSW has continued regarding the licence to replace the boardwalk on their land.



Waterways

To ensure Lane Cove’s creeks and rivers are healthy and support the greatest diversity of local native animal and plant life.



To ensure continued community access to and enjoyment of the local natural environment

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.4.1	Implement catchment management plans to protect and rehabilitate high priority waterways and manage impacts on medium and low priority waterways	3.4.1.1	Undertake water monitoring program of local catchments	Planning and Sustainability	<div></div>	The preparation and implementation of soil and sedimentation plans has now been made mandatory for all Development Applications. The sedimentation control measures in place are regularly monitored. Waterways monitoring is carried out on a need basis.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.4.1	Implement catchment management plans to protect and rehabilitate high priority waterways and manage impacts on medium and low priority waterways	3.4.1.2	Prioritise works to protect creeks from erosion associated with increased intensity of rainfall and storm flows	Open Space and Infrastructure	●	Contractor has been engaged to install a new GPT in Ludowici Reserve.
3.4.2	Implement stormwater management solutions to reduce pollution of our waterways	3.4.2.1	Manage stormwater to reduce its impacts on waterways and bushland areas	Open Space and Infrastructure	●	Ongoing as part of Council's Stormwater infrastructure program and DA conditions. GPT to be installed in Ludowici Reserve this year.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.4.2	Implement stormwater management solutions to reduce pollution of our waterways	3.4.2.a	Implement pilot living seawalls at Tambourine Bay	Open Space and Infrastructure		Council and Macquarie University are addressing the erosion issues around the MQU rowing club. A contractor has been engaged for the implementation of a rock revetment wall after receiving multiple quotes for the work. The construction is scheduled to begin next quarter.
3.4.2	Implement stormwater management solutions to reduce pollution of our waterways	3.4.2.b	Implement bushland encroachment reduction strategy	Open Space and Infrastructure		The Bushland Encroachment brochure and the Backyard Habitat brochure have been mailed out to properties adjoining bushland informing residents of the various types of encroachment. Follow up letters will be sent to residents suspected of encroachment.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
3.4.3	Review and implement environmental management plans	3.4.3.1	Prioritise works to protect the local environment in accordance with relevant environmental plans	Open Space and Infrastructure	<div></div>	Council continues to carry out best practice for environmental protection in accordance with the Bushland Plan of Management and any relevant environmental protection legislation.



Our Culture

Fostering an inclusive community rich in culture with a strong identity

Creative Expression

To actively facilitate creative expression in the community

To ensure that community members of all ages, backgrounds and abilities have access to cultural life in Lane Cove



To promote innovative opportunities for public expression and maximise community participation in cultural and creative activities

To encourage a culture that supports the creative industry





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.1	Take the lead in supporting a diverse range of festivals, activities, groups, arts and events	4.1.1.1	Deliver a program of local cultural activities including public performances, annual festivals and creative events	Community and Culture	<div></div>	The end of 2023 was jam-packed with a variety of events, festivals and performances in Lane Cove. Lane Cove Rotary Fair and Sustainability Lane were the hero events of October, November included Festival by the River, Food & Wine by the River and Diwali, while December hosted our Christmas program of events including Lighting of the Christmas Tree and Bluey Live Christmas Experience. INXS and Queen tribute shows were big hits at The Canopy in October and December. Plastic Soul performed at The Canopy on New Year's Eve.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.1	Take the lead in supporting a diverse range of festivals, activities, groups, arts and events	4.1.1.2	Work regionally to develop strong and inclusive community cultural development projects	Community and Culture		Council collaborated with the police and the Lower North Shore Domestic Violence Network to raise awareness about domestic violence and how you can get help in an activation in the plaza.
4.1.1	Take the lead in supporting a diverse range of festivals, activities, groups, arts and events	4.1.1.3	Support local cultural awards including the Lane Cove Art Award and Lane Cove Literary Awards	Community and Culture		Council presented the major prize of the Lloyd Rees Emerging Artist Award for 2023 at Gallery Lane Cove this quarter. Council also coordinated the Lane Cove Literary Awards for 2023 culminating in the announcement of Award winners in a special event held in November.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.2	Encourage equitable access to cultural activities	4.1.2.1	Consider accessibility when planning events, festivals and meetings	Community and Culture		Council's event programs continued to be programmed with accessibility in mind, including utilising accessible-friendly venues for Council events.
4.1.2	Encourage equitable access to cultural activities	4.1.2.2	Provide information for cultural groups on ways to include people with a disability in their membership, activities and audience	Community and Culture		Following Zero Barriers engagement with businesses, a further five have signed up to the directory. The application form for Community Assistance Grants asks applicants how they ensure their program/event is accessible to people with disability. Different Degrees continues to offer an opportunity for people of all abilities to participate in theatrical activities.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.2	Encourage equitable access to cultural activities	4.1.2.3	Promote partnerships and programs to encourage people with disability to participate in opportunities for cultural expression	Community and Culture	<div></div>	The Different Degrees Theatre Ensemble is an all-abilities drama group that meet each week at the Living and Learning Centre. The group work together to develop performance pieces which they rehearse and then perform for the public.
4.1.3	Explore opportunities to work together with individuals and groups within the creative sector	4.1.3.1	Encourage the growth of the local creative industry by facilitating artist market stalls and pop ups	Community and Culture	<div></div>	The Makers Markets continue to be held monthly at the Plaza and Canopy.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.3	Explore opportunities to work together with individuals and groups within the creative sector	4.1.3.2	Investigate opportunities which create employment for artists and practitioners as speakers, curators and workshop facilitators	Community and Culture	<div></div>	An artist has been employed for the Blackman Park Skate Park public artwork, and expressions of interest are underway for the Seniors Week program artist. Council is working closely with the Gallery and initiating new public projects, including the Lane Cove Villages call-out, which will create more employment for artists. Council continues to work closely with other artist groups including performing arts, musicians and creative practitioners. Investigations are underway to integrate artists into ongoing artisan markets.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.3	Explore opportunities to work together with individuals and groups within the creative sector	4.1.3.3	Identify new opportunities and programs that complement the changing population in Lane Cove	Community and Culture	<div></div>	Programming for a production of Mid-Summer Nights Dream has been organised for February and planned programming of the Australian Open and the Olympics is underway. A World of Summer at Wadanggari park has also been developed to create improved connections for the new community in St Leonards.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.1.3	Explore opportunities to work together with individuals and groups within the creative sector	4.1.3.a	Develop guidelines to integrate community groups' programs and events into Council communications and digital signage to raise awareness	Community and Culture	<div></div>	Implemented an outdoor advertising campaign for Bushcare. Posters were developed and published to encourage residents to become Bushcare volunteers. Launched a new Community Events Calendar on Council's website which will make it easier for community groups to add their events to Council's website.





Cultural Places

To provide opportunities for residents to encounter culture in their everyday life

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.1	Use a diverse range of locations for community cultural activities including non-traditional spaces	Community and Culture	<div></div>	The Food & Wine by the River event was hosted at Burns Bay Reserve as was the Screen on the Green event also hosted as part of Festival by the River. Council also promoted activities taking place through the Greenwich Arts Trail as well as a cultural talk in Longueville as part of a Yarn and Walk event.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.2	Integrate cultural spaces in major developments e.g. St Leonards	General Managers Unit		Wadanggari Park has a stage for cultural and music performances, which was used at the launch event. Different types of performances and activations have been planned for the coming year to understand the potential and demand for this type of space. In addition, there is public art in development across the precinct. There is also a project to transform the Council Chambers into a multi-purpose performance space or theatre.
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.3	Consider options for future use of Centrehouse facility	General Managers Unit		This site is being explored for use by the Men's Shed. A response from this organisation is pending.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.4	Ensure a balance exists between organized, formal activity and informal use of the Plaza and The Canopy	Community and Culture	●	Council continues to place casual seating on the Village Green at The Canopy to encourage passive use of the space. Other activities at The Canopy that encourage informal use include play gardens and live music. Informal activities at the Plaza include First Fridays and Saturday Sounds.
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.a	Develop guidelines and review equipment operation to encourage community use of The Canopy Stage	General Managers Unit	●	Draft guidelines have been prepared, with some revisions required based on event feedback. Trials during the summer program are important to assess before finalising the guidelines.
4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.b	Convert the Civic Centre Council Chambers Space into a Multifunction Theatre Space	General Managers Unit	●	A feasibility study for the use was produced. The newly established Working Group has met twice to consider the feasibility study and a draft design brief.





4.2.1	Provide venues, open space and facilities that foster creativity	4.2.1.c	Celebrate 40 years of the Shorelink Library Network	Community and Culture	<div></div> <p>The Shorelink 40th Anniversary was celebrated at St Leonards Library on Thursday 14 December. Celebrating this milestone was 40 guests including Mayors, Deputy Mayors, Councillors, General Managers, Directors, Shorelink Library Managers, former and current staff from Lane Cove, Mosman and North Sydney Libraries/Councils. A digital slideshow featuring achievements over the 40 years was on display, Manager Library Services from Lane Cove & North Sydney Councils spoke along with Deputy Mayor from Lane Cove Council. The night included music, refreshments, Library tours, Maker Night technology and the cutting of a 40th anniversary cake.</p> <p>The Shorelink 40th Anniversary Membership drive finished in October, with 1,684 new members joining up at Lane</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						Cove Libraries. A final report will be sent to the Shorelink Committee Meeting in March 2024.
4.2.2	Take a leadership role in providing the community with access to quality public art	4.2.2.1	Utilise creative practices to engage artists and communities in the design and enhancement of public spaces and public amenity while discouraging graffiti	Community and Culture	<div></div>	Council was granted permission to create Mural on the Electricity Substations at Lane Cove and St Leonards. A brief for these artworks is in development. A sculpture interpreting local wild orchids created using recycled materials from site was selected for installation at Blackman Skate Park. Briefs for site-specific small-scale sculptures at Greenwich, Lane Cove West, and Riverview has been prepared.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.2.2	Take a leadership role in providing the community with access to quality public art	4.2.2.2	Implement the Public Art Policy	General Managers Unit		The Public Art Policy has been implemented, and the Public Art Committee has convened to evaluate the proposed artwork at St Leonards South and Blackman Skate Park and shape new opportunities in Greenwich, Lane Cove West, and Riverview. Council is constantly exploring new sites for public art. A positive development has taken place as Ausgrid has given the green light for artwork to be applied to an electricity substation, a breakthrough in partnering with this utility in improving local streetscapes.
4.2.2	Take a leadership role in providing the community with access to quality public art	4.2.2.3	Promote the location and significance of local public art to the community	Community and Culture		A street art cycle event was held this quarter while new public art opportunities were progressed for Blackman Park Skatepark and the Villages Public Art program.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.2.2	Take a leadership role in providing the community with access to quality public art	4.2.2.4	Expand the Public Art program including designing and manufacturing site specific public art	General Managers Unit	<div></div>	A new site specific artwork proposed for St Leonards South has been approved. A sculptural artwork interpreting local wild orchids, created using recycled materials from the site, was commissioned for installation at Blackman Skate Park. Briefs for site-specific small-scale sculptures at Greenwich, Lane Cove West, and Riverview have been prepared.



Celebrating Cultural Identity

- To promote Lane Cove's cultural identity and encourage a strong connection to place
- To protect and celebrate Lane Cove's cultural diversity, identity, history, and heritage



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.1	Implement and review actions from Create Lane Cove: Cultural Action Plan	Community and Culture		This quarter Council were focused on the themes of Cultural Diversity with Diwali and Christmas Celebrations. Cultural Identity and Expression through the River Festival and Christmas Program of events and activations. Planning for public art was underway, with commissions for St Leonards and Blackman Skate Park and new briefs being advertised for Seniors Week. The new cultural performance venue at Wadanggari Park worked well for new activations in the area, demonstrating how Council has integrated appropriate infrastructure into its design. Another example was the growth in new audiences for the maker programs in the Library at St. Leonards.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.2	Encourage activities which foster Lane Cove's village atmosphere	Community and Culture	<div></div>	Major event programs in the village were the Lane Cove Rotary Fair and Sustainability Lane, Lighting of the Christmas Tree, Bluey Live Christmas Experience, and tribute shows at The Canopy. More intimate programming has also helped engage the community, including First Fridays and Saturday Sounds, which have all helped foster the village's atmosphere. Council continues to work with the Live Music Zone to provide live music to those at The Canopy.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.3	Support village festivals, markets and events that express local characteristics and connect with the local community	Community and Culture		Council provided significant support to the Rotary Village Fair which was held for the first time in its new format post-COVID. This involved activating The Canopy with Sustainability Lane and minimising inconvenience by keeping the Burns Bay Road segment of road open to the public. Council also supplied a shuttle bus to support the Greenwich Village Arts Trail and supported community events at The Canopy including Lane Cove Music as well as festive performances held by local church groups.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.4	Develop projects which document and celebrate the rich cultural heritage of Lane Cove for example photographic exhibitions, significant anniversaries and commemorative publications	Community and Culture		<p>The Lane Cove Literary Awards Presentation Ceremony was held in November 2023 which celebrated winning and shortlisted writers from the local area and across Australia.</p> <p>The Library's Poets in Residence group launched their new anthology Reflections which features 13 writers and their poems.</p> <p>New Digital Artwork was installed at St Leonards Library featuring local children's author and illustrator Serena Geddes. The artwork showcases illustrations featured in Serena's books come to life from initial sketches to completed picture.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.5	Support initiatives that reflect and celebrate the cultural identity of Lane Cove	Community and Culture		Council worked with the Lane Cove Indian Community for a program of Diwali events and activities in November 2023. Council recognised and encouraged conversation about Hanukkah in December. The Christmas program of events was a highlight and included the Lighting of the Christmas Tree, special Christmas storytimes and Christmas Carols hosted by local groups.
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.6	Increase opportunities to explore Lane Cove e.g. self-guided tours which include audio descriptions of Lane Cove's culture, history and public art	Community and Culture		Lane Cove Festival by the River program featured Art Cycle, Greenwich Village Arts Trail as well as opportunities for the community to connect to foreshore-based community facilities. A walk and yarning circle was also held in Longueville.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.7	Increase the depth of the Local Studies collection and make it readily accessible to the community	Community and Culture		Local History resources were digitised, catalogued and uploaded to the Library's catalogue for public access - these included photographs (166 images) and Vertical Files relating to the local area. Council's Archivist processed 23 new boxes of archival records along with continuing to organise and classify cadastral plans and photographs related to the Property File Scanning Project.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.8	Ensure maintenance of the Municipal Art Collection and curate public exhibitions	Community and Culture	<div></div>	<p>An exhibition celebrating five of the past winners of the Lloyd Rees Emerging Artist Award was installed in October 2023 in the Youth Room at Lane Cove Library. A printed guide was created to accompany the exhibition featuring information about the artworks and artists. The next exhibition is planned for March 2024 to coincide with International Women's Day.</p> <p>The Municipal art collection is continually assessed and maintained, with a number of paintings being identified for reframing.</p>



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.1	Encourage activities which foster the community's connection to Lane Cove and complement these with Council-led initiatives	4.3.1.a	Activate new Wadangarri Park at St Leonards	Community and Culture	●	Council provided the space at Wadanggari Park for external providers to activate the space. A Council program has been planned for January through to March and sponsorship opportunities were advertised.
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.1	Partner with the Northern Sydney Aboriginal Heritage Office	Open Space and Infrastructure	●	The AHO offers Aboriginal Site Awareness Training for Planners and outdoor staff which will be attended by Council Officers in October 2023.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.2	Ensure any public or private development works potentially impacting on Aboriginal Heritage are referred to the Aboriginal Heritage Office	Planning and Sustainability	<div></div>	All Development Applications where it appears that there may be items of Aboriginal Heritage significance, are referred to the Aboriginal Heritage Office for advice. Any conditions provided by the Aboriginal Heritage Office are incorporated within the Development Consent as conditions. In the event that an item of heritage significance is discovered during construction, construction is stopped, and the matter referred to the Aboriginal Heritage office for advice.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.3	Continue to actively implement and monitor actions of Council's Reconciliation Action Plan	Community and Culture	●	The Reconciliation Working Group met in November to review actions from the plan and discuss upcoming events and programs. A walk and yarning circle were organised as part of the 'Festival by the River'. Acknowledgement of Country is included in Council and staff meetings. The Aboriginal Flag is flown at all times outside Council's Civic Centre and in Council Chambers.
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.4	Update and maintain the Aboriginal Heritage Register (using it as a reference when considering Development Applications)	Planning and Sustainability	●	The Register is maintained on an ongoing basis. Council's Local Strategic Planning Statement includes this as a specific action under Planning Priority 6.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.5	Continue to provide community with Aboriginal heritage events to increase cultural awareness	Community and Culture	<div></div>	A walk and yarning circle were organised as part of the 'Festival by the River'.
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.6	Maintain and protect Aboriginal heritage sites	Open Space and Infrastructure	<div></div>	Council continues to work closely with the Aboriginal Heritage Office and inform them of any areas that may have been breached or exposed that need the attention of the AHO.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
4.3.2.1	Support programs and operations that promote and safeguard Aboriginal heritage and culture	4.3.2.a	Work with the community to promote and expand linkages to indigenous culture	Community and Culture	<div></div>	A walk and yarning circle were held as part of the Festival by the River. The event was run in partnership with the Aboriginal Heritage Office. An approach has been made to St Ignatius College to review and refresh the Memorandum of Understanding between the Council and the School, prioritising sharing opportunities around reconciliation.



Our Local Economy

A vibrant and sustainable local economy

Supporting Local Business

To encourage the community to shop locally




To foster a strong partnership between stakeholders including Council, the community, the Lane Cove Chamber of Commerce and businesses in developing villages which are commercially successful.

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.1.1	Support local businesses by encourage the community to meet and socialise in Lane Cove Village	5.1.1.1	Initiatives that encourage a culture of shopping locally	Community and Culture	<div></div>	Shopping locally and using the Lane Cove Gift Card was heavily promoted around the festive season via social media, digital screens in the Plaza and The Canopy and sand print media. The Lane Cove Gift Card was available to purchase in person at The Canopy throughout December and at Sustainability Lane in October. Additionally, Council ran a competition at Food & Wine by the River, where residents could win a Lane Cove Gift Card, again promoting shopping locally.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.1.1	Support local businesses by encourage the community to meet and socialise in Lane Cove Village	5.1.1.2	Maintain the “Love Where you Shop” Program and Shop Lane Cove website to encourage the community to shop locally	Community and Culture	<div></div>	<p>The Small Business Breakfast was held in October as part of Small Business Month.</p> <p>Council also hosted sales of the Lane Cove Gift Card at Sustainability Lane (Rotary Fair) as well as through December as part of the Christmas promotional period.</p> <p>Love Where You Shop shopping trolley supplies are almost all but exhausted so additional promotional opportunities are being investigated for next quarter.</p>




5.1.1	Support local businesses by encourage the community to meet and socialise in Lane Cove Village	5.1.1.3	Activate the village with social and cultural activities	Community and Culture		Council continues to run First Fridays and Saturday Sounds in Lane Cove village, both featuring a program of local performers and children's craft activities. The Lane Cove Rotary Fair and Sustainability Lane were held in October across multiple areas, including Burns Bay Road, Lane Cove Plaza and The Canopy. This featured live music and creative markets and learning opportunities. Council hosted two outdoor concerts at The Canopy: INXS and Queen tribute shows. Each concert reached capacity and was fully booked. Bluey was another hero event for December with attendance in the
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						thousands. The Lighting of the Christmas Tree saw hundreds of locals in Lane Cove Plaza celebrating the festive season.



5.1.1	Support local businesses by encourage the community to meet and socialise in Lane Cove Village	5.1.1.a	Support activation of the Village Streetscapes Improvements	General Managers Unit		Concept landscape plans to augment the proposed paving works have been shared with various retail stakeholders in Burns Bay Road. Council has received support for an upgrade to trees in front of 50-54 Burns Bay Road and is seeking further input from said plans. Another new cafe opened in December 2023 including outdoor dining, an existing operator in the Plaza expanded their outdoor dining space in addition to a new request for outdoor dining on Longueville Road for January 2024. The permanent outdoor space at Shorties on Longueville Road has met with widespread support.
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5.1.2	Engage with the Lane Cove Chamber of Commerce as a strategic and long-term partner to stimulate economic development and a vibrant local economy	5.1.2.1	Investigate opportunities and activities for collaboration between Council and the Chamber to jointly deliver support to local businesses, including Council volunteering representation on the Lane Cove Chamber of Commerce	General Managers Unit		November Chamber event successfully held in conjunction with Service NSW for Business and Realise Business who together, administer the "Business Connect" program. Both partners were positive about attendance and interest, Service NSW have committed to ongoing support in FY24 and Council have scheduled a follow up meeting with Realise Business in January 2024. Upload of business support materials and links have been delayed such that Council can acquire all necessary supporting documents for one upload prior to the next scheduled Chamber meeting in March which shall include
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						participation and support from at least one of the partners mentioned above.
5.1.3	Revitalise smaller shopping precincts villages in the Lane Cove Area	5.1.3.1	Maintain infrastructure in shopping precincts to ensure it encourages and accommodates visitation	Open Space and Infrastructure	●	Cleaning of all shopping precincts has continued on schedule throughout this quarter.
5.1.4	Ensure opportunities to supply goods and services to Council are known to local businesses	5.1.4.1	Promote opportunities for appointment to supplier panels through digital media channels	Corporate Services and Strategy	●	Council continues to utilise digital media channels, like VendorPanel, to promote opportunities for supplier panel appointments that empowers contract managers to discover and engage with potential local businesses, contributing to the growth of the local economy when applicable and fitting.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.1.5	Provide and maintain supporting infrastructure such as car parks, vibrant public spaces and transport options	5.1.5.1	Manage and maintain carparks throughout the LGA including St Leonards, The Canopy, Lane Cove Market Square and Little Street.	Open Space and Infrastructure	<div></div>	Ongoing, 2nd quarterly cleans have been undertaken. Fines administered for the Canopy, Market Square and St Leonards Carparks.



Developing Business Precincts

To encourage a diverse range of businesses in Lane Cove

To develop Lane Cove's business precincts to contribute to employment and economic growth.

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.2.1	Foster partnerships between business land owners, community and businesses to identify local economic opportunities	5.2.1.1	Undertake Village Graffiti Reduction Program for public and commercial areas	Planning and Sustainability		Graffiti levels continue to be low across the LGA. A total of 269m2 was removed from 141 sites from October to December. This is a 46% reduction on the m2 removed during the same period last year.
5.2.1	Foster partnerships between business land owners, community and businesses to identify local economic opportunities	5.2.1.2	Investigate opportunities to re-purpose existing Council property to deliver mental health services and support	General Managers Unit		Council staff have met with North Shore Health Network (NSHN) to identify mental Health Service(s) delivery at the 180 Longueville Road site. NSHN has committed to collaborating with Council in FY23/24 to target the 40-60 years age range.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.2.2	Implement programs to support a diverse range of retail, commercial and industrial businesses to locate in Lane Cove	5.2.2.1	Promote opportunities for skill development and networking	General Managers Unit	<div></div>	Council's Small Business Month Breakfast was held on Wednesday 25 October. The guest speaker was Catherine Harris, co-founder of Harris Farm Markets. The event booked out with almost 100 registrations. A Chamber of Commerce event was supported in November and featured speakers from Zero Barriers discussing accessibility and highlighting missed business opportunities. Plans are underway for the next Business breakfast in March celebrating International Women's Day.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.2.2	Implement programs to support a diverse range of retail, commercial and industrial businesses to locate in Lane Cove	5.2.2.2	Deploy data analytics as a tool to illustrate consumer spending habits and timing and their impact on the local economy	General Managers Unit	●	Council's website now features a range of local programs to support businesses in the area.
5.2.3	Review to ensure unnecessary barriers to business set-ups are removed	5.2.3.1	Streamline the customer experience in terms of timeliness of response and ongoing management	General Managers Unit	●	The support material and links upload have been delayed until all relevant documents have been acquired for a single upload to Council's Website - this will occur prior to the March 2024 Small Business Breakfast and Chamber events.
5.2.4	Partner with NSROC to promote the economic value and potential of the Region	5.2.4.1	Support NSROC to improve the liveability of the Northern Sydney Region	General Managers Unit	●	Council continues to support NSROC in delivering its plans for the North Sydney Region (eg via GMAC meetings).



Sustainable Business Practices


- To encourage local businesses to adopt sustainable practices.
- To encourage businesses to act responsibly towards the community and the natural environment.

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.3.1	Review incentives to improve business practices, including support through education, training and research	5.3.1.1	Support initiatives of Council, Chamber of Commerce, NSROC and government agencies which aim to improve business practices	General Managers Unit	<div></div>	Council continues to support local business by investing in infrastructure upgrades such as the Streetscape Improvement Program along Longueville Road. A number of sustainability measures have been introduced by Council to help businesses reduce their carbon emissions and water usage. NSROC is a valuable partner to (and advocate on behalf of) Council across a range of services, projects and programs.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.3.1	Review incentives to improve business practices, including support through education, training and research	5.3.1.2	Conduct Business Breakfast workshop series	Community and Culture	<div></div>	Council's Small Business Month Breakfast was held on Wednesday 25 October. The guest speaker was Catherine Harris, co-founder of Harris Farm Markets. The event booked out with almost 100 registrations.



5.3.1	Review incentives to improve business practices, including support through education, training and research	5.3.1.3	Deliver business support activities and facilities to stimulate our local economy	General Managers Unit		Breakfast and Chamber Event(s) were held as previously reported, both events were well attended with the Small Business Breakfast in particular very well received. Collaboration with Service NSW and Realise Business remain key to the Chamber and Council in delivering broad-based support for small business in the Lane Cove LGA. The support material and links upload have been delayed until all relevant documents have been acquired for a single upload to Council's website - this will occur prior to the March 2024 Small Business Breakfast and Chamber events.
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.3.2	Engage and educate businesses in sustainable practices such as energy and water use	5.3.2.2	Engage, collaborate and educate businesses to be more sustainable and reduce their carbon footprint and become more climate resilient	Planning and Sustainability	<div></div>	The Sustainability team presented at the October Business Breakfast event and provided an overview of the Sustainable Rebates program, Solar for Business program and the Community Renewables Program. Council also promoted the sustainability rebates program specifically to businesses in Lane Cove West in December.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
5.3.3	Encourage business investment in property/shops to maintain attractiveness to workers/visitors	5.3.3.1	Partner with Chamber of Commerce and Business premises owners and retailers to further activate the retail spaces within the Lane Cove Village	General Managers Unit	<div></div>	Council have determined that a suite of support materials will deliver meaningful value to local businesses including the navigation of Service NSW and access to grant funding opportunities. Council's website update of these materials has been delayed until March 2024 as staff complete the acquisition of all support materials and links.



Our Council

A Leading Council that Engages Its Community and Offers Best Value

Governance

To ensure the highest possible standards of integrity, ethical governance, accountability and transparency across the organisation

To support a culture of positive leadership and guide well informed decisions that advance the communities priorities

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.1.1	Ensure Council resolutions are implemented effectively and in a timely manner	Corporate Services and Strategy	<div></div>	Staff members receive Action Minute documents after Council meetings, with Executive staff overseeing their progress, action and or implementation.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.1.2	Identify initiatives that will improve community understanding and awareness of Council decisions	Corporate Services and Strategy		Council is actively engaging in ongoing exploration and assessment of new community engagement methods, evaluating their relevance to its operations.
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.2.a	Full implementation of new Audit, Risk and Improvement Committee (ARIC)	Corporate Services and Strategy		The full implementation of new Audit, Risk and Improvement Committee (ARIC) was completed within this quarter with the first meeting held in December 2023.
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.2.b	Implement a Council Resolution Tracker in line with Inner West Council's on-line reporting application	Corporate Services and Strategy		The Council Resolution Tracker was implemented and fully operational in the 1st Quarter of 2023-2024.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.2.c	Review the Fraud and Corruption Policy	Corporate Services and Strategy		The Fraud and Corruption Prevention policy and Fraud and Corruption Prevention Strategy was reviewed, with community consultation undertaken, and adopted by Council. (Council Resolution 172 - September 2023)
6.1.1	Ongoing identification of initiatives to enhance transparency of Council decision-making and performance	6.1.2.d	Implement the new Local Government (State) Award	Corporate Services and Strategy		Completed in 1st Quarter of 2023/24
6.1.2	To provide assistance to Councillors and support the organisation to operate within its legal framework	6.1.2.1	Develop and implement an elected-member professional development program to ensure appropriate levels of training for Councillors on their roles, responsibilities and leadership aspirations	Corporate Services and Strategy		A record of professional development and training for councillors is held for reporting requirements.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.1.2	To provide assistance to Councillors and support the organisation to operate within its legal framework	6.1.2.2	Ensure compliance with statutory and governance reporting requirements	Corporate Services and Strategy	<div></div>	Statutory and governance reporting obligations are being successfully fulfilled.
6.1.2	To provide assistance to Councillors and support the organisation to operate within its legal framework	6.1.2.3	Implement Council's Strategic Records Management Plan in accordance with the Implementation Program	Corporate Services and Strategy	<div></div>	Progress in implementation is steadily advancing within the constraints of the available resources.



Best Value

- To ensure Council programs provide best value to the community
- To ensure efficient, innovative and sustainable management of Council's resources

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.1	Ensure long term financial sustainability through effective short and long term financial management	6.2.1.1	Ensure returns for Council's commercial assets are maximised to diversify council's revenue streams	General Managers Unit	<div></div>	Council continues its practice of market (rental) valuations at expiry of all leases to ensure that Council receives the appropriate financial return. In addition, staff will be presenting a review of community group and NFP tenants to Councillors at the Corporate Strategy weekend in February 24 for their consideration.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.1	Ensure long term financial sustainability through effective short and long term financial management	6.2.1.2	Review Council's Fees and Charges to ensure they are appropriate and consistent with other councils and the community's capacity to pay	General Managers Unit	●	Fees and Charges are reviewed as part of the preparation of the annual budget. Council reviews its fees and charges where there is discretion to do so and also compares its fees and charges with neighbouring councils to ensure its pricing is reasonable and comparable.
6.2.1	Ensure long term financial sustainability through effective short and long term financial management	6.2.1.3	Review and update the Long-Term Financial Plan, including the monitoring of key financial performance indicators to ensure Council remains financially sustainable in the long term	General Managers Unit	●	Council's Long Term Financial Plan is reviewed in conjunction with the preparation of next year's budget. Part of this review includes a review of the key financial indicators.





6.2.1	Ensure long term financial sustainability through effective short and long term financial management	6.2.1.4	Continue to develop sponsorship involvement in Council's festivals and cultural programs	General Managers Unit	<div></div>	<p>The Council's consistent commitment to providing sponsorship opportunities for its festivals and cultural programs remains unchanged. In Lane Cove, there is a challenge in receiving support from major corporations, and it is worth noting that the Council's sponsorship policy, which excludes developer sponsorship, may impact this challenge. This quarter, A World of Summer at Wadangari Park, featuring the Lunar New Year prospectus, was published and sent to businesses seeking support for a new St Leonard's cultural program.</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.2	Conduct fundamental reviews of programs, implementing savings that have minimal impact on the community		Ongoing review of subsidies provided for leased / licensed Council premises and services	General Managers Unit		No update beyond confirmation of a presentation being made to Councillors at the February 2024 Corporate Planning weekend. GMU and Community and Culture Business units have collaborated to deliver a matrix-based assessment for discussion and review with Councillors.
6.2.3	Foster a strong organisational culture which strives for best practice in all operations	6.2.3.1	Identify opportunities for industry recognition of Council services and coordinate award submissions	Community and Culture		Staff received an Excellence in the Environment Award - Highly Commended Award for Community Resilience this quarter. LG Professional nominations for 2023 close next quarter.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.3	Foster a strong organisational culture which strives for best practice in all operations	6.2.3.2	Undertake Staff Survey and implement initiatives that focus on service delivery improvements and operational efficiency	General Managers Unit		Staff surveys on proposed workplace improvements are periodically conducted. Results of these surveys help shape change with a view to improving efficiency and effectiveness.
6.2.4	Ongoing integration of sustainability initiatives into Council's business and operations	6.2.4.1	Align Council's corporate systems with sustainability and climate resilience objectives and provide internal education	Planning and Sustainability		The Sustainability Team continue to research avenues to transition fleet vehicles to electric vehicles. The team attended an EV drive day to test drive different vehicles and will use this research to form the basis of a fleet transition strategy.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.4	Ongoing integration of sustainability initiatives into Council's business and operations	6.2.4.2	Commence transitioning Council's fleet to Electric Vehicles by 2025 including purchasing up to two additional electric vehicles in the next 12 months	Open Space and Infrastructure	<div></div>	Council trialed the use of an EV Ute for the Depot. Ongoing investigation are being progressing.



6.2.5	Identify continuous improvements to Council's governance structure, processes and systems	6.2.5.1	Continue the development and implementation of Council's Governance framework including the development of formal Directives and Procedures	Corporate Services and Strategy	<div></div>	<p>During this quarter the following policy were reviewed and adopted:</p> <ul style="list-style-type: none">• Equal Employment Opportunity Policy, Health and Safety Policy, Events Management Policy and Financial Hardship Policy, Council Resolution 209; and• Enforcement Policy, Trees and Tree Root Damage Claims Policy and Street Parties: Traffic and Parking Arrangements Policy, Council Resolution 276, <p>Keeping Animals policy adoption was deferred in order for the policy to be reviewed by the Dog Advisory Committee and the Sporting Club Advisory Committee at their first meeting of 2024. After which</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
						feedback can be noted and, if required, the policy be updated prior to adoption based on Council Resolution 276,
6.2.5	Identify continuous improvements to Council's governance structure, processes and systems	6.2.5.2	Pursue continuous service improvement opportunities and review initiatives to ensure best practice outcomes for the community, including undertaking an Internal Audit Program of Council operations and implementing recommendations	Corporate Services and Strategy		Council's internal audit program is committed to upholding compliance, mitigating risks, and pinpointing opportunities for service improvement. Council policies and procedures reviews undergo scrutiny and development with consideration of the comprehensive range of best practice governance policies offered by the NSW Office of Local Government.





6.2.5	Identify continuous improvements to Council's governance structure, processes and systems	6.2.5.a	Undertake a Service Delivery Review as per the NSW Integrated Planning and Reporting Guidelines	Corporate Services and Strategy	<div></div>	<p>The Governance and Risk department is proactively preparing for a service review of our Business Continuity strategies. This review is set to delve deeply into the various facets of our Business Continuity protocols, particularly in light of emerging threats to business operations. Its primary objective is to ensure that these protocols remain resilient and in sync with our organisational service delivery goals. This service review will involve analysis, assessment, and potential adjustments to further bolster our resilience against both emerging and unexpected disruptions.</p>
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Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.6	Deliver collaborative, transparent and accountable procurement services	6.2.6.1	Ensure tender and other procurement processes comply with legislative and code of conduct requirements and Council's adopted policy and procedures	Corporate Services and Strategy	<div></div>	Ensuring adherence to legislative requirements, codes of conduct, and the Council's set policies remains a primary focus during tendering and procurement procedures. This commitment guarantees that all steps taken meet legal benchmarks, ethical standards, and the Council's specific directives. These efforts are aimed at delivering procurement services that are collaborative, transparent, and accountable.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.6	Deliver collaborative, transparent and accountable procurement services	6.2.6.a	Review the Procurement Policy (based on OLG Model) ensure it is relevant, compliant and reflects contemporary sustainability standards	Corporate Services and Strategy		A review of the current Procurement Policy will be undertaken up release of the NSW Office of Local Government (OLG) Procurement guidelines to ensure it is relevant, compliant and reflects contemporary sustainability standards.
6.2.7	Share resources and undertake more collaborative projects with other councils, including pursuing opportunities for training	6.2.7.1	Work with NSROC and adjoining Councils to identify and implement shared service opportunities	General Managers Unit		Periodic meetings with Hunters Hill Council are conducted to discuss the progress of existing shared service arrangements and also to explore new opportunities that might benefit both Councils.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.2.7	Share resources and undertake more collaborative projects with other councils, including pursuing opportunities for training	6.2.7.2	Identify additional shared services opportunities with Hunters Hill Council	General Managers Unit		Regular meetings are held with Hunters Hill Council to review the performance of existing shared service arrangements and explore new opportunities that might assist both Councils.
6.2.7	Share resources and undertake more collaborative projects with other councils, including pursuing opportunities for training	6.2.7.3	Identify activities and promotions supporting Council's Gunnedah Sister City Partnership	General Managers Unit		Opportunities to promote the sister city partnership continue on an 'as needs' basis.





Quality Service





To ensure services provided to the community meet expectations and are efficient, effective and responsive to changing community needs and service demands

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.1	Incorporate customer service standards into procedures and performance management systems and assess regularly to ensure the aspirations of the community are delivered	6.3.1.1	Implement a range of mechanisms to measure and assess customer service satisfaction levels	General Managers Unit		Completed in 1st Quarter of 2023/24
6.3.1	Incorporate customer service standards into procedures and performance management systems and assess regularly to ensure the aspirations of the community are delivered	6.3.1.2	Incorporate Customer Service Key Performance Indicators into Performance Management Systems	Corporate Services and Strategy		Performance management systems are in place to assist Council in a continuous review of customer expectations and experience. The effectiveness of the service Council provides in meeting expectations continues to be assessed on an ongoing basis.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.1	Incorporate customer service standards into procedures and performance management systems and assess regularly to ensure the aspirations of the community are delivered	6.3.1.3	Incorporate Service Level Agreement standards into new contracts and regularly monitor	Corporate Services and Strategy		As required, Service Level Agreement (SLA) standards are incorporated into contracts and supervised by contract owners, forming a crucial part of monitoring the performance of contracted services.
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.1	Ongoing enhancement of Council website to ensure it remains the primary source of Council information and services	Community and Culture		The second quarter of the new website has focused on the refinement of online services and their navigation on the website. Staff have been observing the most visited pages and considering continuous improvement to consider customer experience. Council also utilised a new alert banner feature for website outages and important notifications.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.2	Consider utilisation of smart city business initiatives to enhance customer experience	General Managers Unit		No further update, funding unavailable.
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.3	Implement upgrade of Council's Customer Request Management System	General Managers Unit		Commencing UAT January 2024.
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.4	Implement interactive forms for Councillor and community enquiries and service requests	General Managers Unit		UAT commencing for MyAccount - January 2024.
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.a	Launch new council website	General Managers Unit		Council's new website was launched on 29 June 2023. There has been some refining of the website's structure and additional content has been added as part of the post go-live reviews that are ongoing.





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.a	Launch new council website	General Managers Unit		Council's new website was launched on 29 June 2023. A number of structural refinements have been made to the website and additional content has been loaded as a result of ongoing post 'go live' reviews.
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.b	Expand Council's suite of on-line services	General Managers Unit		Commencing UAT January 2024
6.3.2	Make it surprisingly simple to do business with Council	6.3.2.c	Introduce a dedicated Call Centre to improve customer experience	General Managers Unit		Completed in 1st Quarter of 2023/24





Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.1	Ongoing implementation of Risk Management principles to identify risks and controls so as to ensure staff well-being and that of other parties	Corporate Services and Strategy		Council conducts quarterly assessments of its Enterprise Risk Management System, which encompasses evaluations of risks and controls within both operational and strategic risk registers. At the December Ordinary Council Meeting 2023, Council Resolution 263 was passed to involve the services of a clinical psychologist. This decision aims to provide training to both staff and Councillors, focusing on the identification, management, and mitigation (to the extent possible) of workplace psychosocial hazards, as part of the efforts in Managing Psychosocial Hazards at Work.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.2	Evaluate and implement controls for the risks associated with the actions in the Delivery Program and Operational Plan	Corporate Services and Strategy		Risk controls related to the activities outlined in the Delivery Program and Operational Plan are assessed on a quarterly basis as part of the Council's Enterprise Risk Management (ERM) procedures and protocols. The assessment of these risks were conducted as part of the annual ERM review for the 2023/2024 period.
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.3	Promote and support the provision of return to work programs	Corporate Services and Strategy		The promotion of Return to Work (RTW) Programs occurs through multiple channels, including staff inductions. The Council's RTW Coordinator role is responsible for provisioning and supporting these programs.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.4	Undertake annual StateCover Mutual audit of Council's Work Health and Safety obligations	Corporate Services and Strategy		During this quarter, Council received the outcomes of the annual StateCover Mutual audit concerning compliance with Work Health and Safety obligations. Subsequently, a Work Health and Safety Action plan was formulated, taking into account the recommendations highlighted in the audit.
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.5	Ensure the Health and Safety Committee continues to function efficiently and in compliance with the Work Health and Safety Act and Regulation and undertake Health and Safety Committee Job Safety Analysis (JSA) workplace inspections at least annually and report to management	Corporate Services and Strategy		The Health and Safety Committee remains efficient, conducting meetings as planned and diligently executing actions resulting from these meetings.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.6	Continue to provide influenza vaccinations for staff annually	Corporate Services and Strategy	<div></div>	Influenza vaccinations proposals being received. Procurement of services to be undertaken in the 3rd Quarter.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.3.3	Strengthen risk management to sustain and enhance service delivery while ensuring staff and community well-being	6.3.3.7	Explore opportunities to extend the Employee Wellness Program	Corporate Services and Strategy		Council has adopted a number of strategies known to contribute to the wellbeing of employees and increasing work life balance. These initiatives can vary depending on the role, individual preferences, and operational demands. Initiatives include discounted gym memberships, flexible working hours, options to work from home, rostered days off, gradual return to work from maternity leave, transition to retirement options, and part time work. More recent strategies are focusing on making work life balance a priority by encouraging staff to take leave at regular intervals and developing others to provide backup support.






Communication and Engagement

To actively engage the community in Council planning and decision-making



To ensure communication with the community is timely and accurate

Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.4.1	To utilise a range of engagement methodologies to involve communities in activities and decisions of Council at the earliest opportunity	6.4.1.1	Expand awareness, consultation and engagement opportunities for the community including exploring and implementing emerging technologies as tools in information, education and consultation processes	Community and Culture	<div></div>	Integration of the Engagement HQ platform into the Council's new website is complete. Staff have begun utilising beneficial features, including project lifecycle management, FAQs, and enhanced survey software functionality. Community members now have easier access to sign up and stay informed about specific consultation topics as they progress towards implementation.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.4.1	To utilise a range of engagement methodologies to involve communities in activities and decisions of Council at the earliest opportunity	6.4.1.2	Coordinate, support and engage with a range of relevant and active Community Advisory Committees	Corporate Services and Strategy		Support of active Community Advisory Committees is being provided.
6.4.1	To utilise a range of engagement methodologies to involve communities in activities and decisions of Council at the earliest opportunity	6.4.1.a	Introduce new technology (Engagement Head Quarters) to improve community engagement	General Managers Unit		EHQ was introduced in late June 2023 and continues to be embedded and utilised throughout the organisation. New engagement widgets will be introduced once the new application has been embedded.
6.4.1	To utilise a range of engagement methodologies to involve communities in activities and decisions of Council at the earliest opportunity	6.4.1.b	Review the Annual Community Survey	General Managers Unit		The Annual Community Satisfaction Survey was the subject of a review prior to the release of the 2023 Annual Community Satisfaction Survey.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.4.2	Ensure communities are provided with feedback regarding the outcomes of engagement activities	6.4.2.1	Regularly engage with the community regarding Council projects, plans and proposals including throughout the post consultation phase	Corporate Services and Strategy		Council upholds continuous engagement with the community through direct consultations, electronic newsletters, regular updates on the website, and by extending invitations for public input, ensuring the communities are provided with feedback regarding the outcomes of engagement activities.
6.4.2	Ensure communities are provided with feedback regarding the outcomes of engagement activities	6.4.2.2	Increase the effectiveness of systems for reporting on progress of integrated planning to the community	Corporate Services and Strategy		Council shares quarterly progress updates through the Delivery Program and Operational Plan Quarterly Status Reports, which are accessible to the public on the council's website.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.4.3	Provide the community with comprehensive, timely and accurate information, relevant to life in Lane Cove	6.4.3.1	Use relevant channels, including digital media, to provide the community with regular access to important news and insights into Council services	Community and Culture	<div></div>	Minimum one post per day is published on Council's Facebook page. The website is regularly updated with the News section containing the latest updates for residents. E-newsletters are sent every fortnight to Council's main database, while department-specific e-newsletters are sent monthly. Council continues to have four pages of advertising in The Village Observer each month, and InFocus is sent on a quarterly basis to rate payers.




Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.4.3	Provide the community with comprehensive, timely and accurate information, relevant to life in Lane Cove	6.4.3.2	Develop improved awareness and communication of the achievements of Council including through the utilisation of digital media	Community and Culture	<div></div>	The top performing social media posts related to Council placing 2nd in Australia and 1st in NSW for the Liveability Census, winning an Excellence in the Environment Award, upgrades to bushland, our work on the Tree of Joy and the success of our concerts at The Canopy (Bluey, Queen and INXS). The website also provides opportunity to raise awareness of Council achievements.




Workforce

To ensure Council has an appropriately trained, skilled safe and inclusive workforce



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.5.1	Review Council's workforce plans to ensure organisational skills and capabilities continue to meet organisational responsibilities and objectives	6.5.1.1	Review workforce plan on an annual basis to ensure legislative compliance as well as achievement of Workforce Management Plan objectives	Corporate Services and Strategy		<p>Key changes that have occurred to support Council's workforce objectives:</p> <ul style="list-style-type: none"> • Implementation of a Customer Experience Call Centre to better serve the community regarding service delivery, • A review and restructure of the Governance and Risk department to enhance productivity and organisational systems and to create a proactive, more streamlined approach to accessing Council information when requested by the community. • An update to the titles of Council's Divisions and Executive team to modernise them and align them to titles more commonly used throughout local government.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.5.1	Review Council's workforce plans to ensure organisational skills and capabilities continue to meet organisational responsibilities and objectives	6.5.1.a	Review the Workforce Management Plan, incorporating recruitment attraction and retention strategies	Corporate Services and Strategy		Modernisation of Council's website and branding has not only assisted Council in providing accessibility to the community and increasing our recognised presence in the community but has also provided Council with an opportunity to refresh and refocus staff and potential candidates on the key values of Council through our updated mobile friendly recruitment platform and the associated documentation used to communicate Council's values and objectives to those who wish to work for us.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.5.2	Ensure staff are developed through career planning and training	6.5.2.1	Develop staff capabilities, including leadership skills, through an integrated Corporate Training Plan	Corporate Services and Strategy	●	Annual training needs analysis in progress. The identification of secondment opportunities, formal training programs and staff development in core competency areas continues to be a priority at Council.
6.5.2	Ensure staff are developed through career planning and training	6.5.2.a	Introduce a new Leadership Development Program within Council	Corporate Services and Strategy	●	Review of providers underway
6.5.3	Continually explore options for staff to personally contribute to the environmental performance of council, through initiatives for recycling, sustainable transport and reduced energy use	6.5.3.1	Implement initiatives with staff to improve the environmental performance of Council	Planning and Sustainability	●	A Staff Swap event was held in November to give pre-loved items a second life. Items that were swapped included kitchen crockery and ceramics, textiles, board games and kids toys. Over 60 items were swapped for free.



Strategy Code	Strategy	Action Code	Action Name	Responsible Division	Status	Comments
6.5.4	Provide sustainable employment and training opportunities for Aboriginal and Torres Strait Islander peoples	6.5.4.1	Investigate opportunities within Council to increase Aboriginal and Torres Strait Islander employment	Corporate Services and Strategy	<div></div>	Council continues to investigate training and employment opportunities for Aboriginal and Torres Strait Islander peoples.

**Ordinary Council Meeting 22 February 2024
LOCAL PLANNING PANEL - EXPIRATION OF TERM**

Subject: Local Planning Panel - Expiration of Term
Record No: SU4720 - 7277/24
Division: Planning and Sustainability Division
Author(s): Mark Brisby

Background

The Department of Planning and Environment {DPE} have advised that the current term of the members of the Lane Cove Local Planning Panel (LCLPP) expires on 28 February 2024.

A Section 9.1 Planning Panel Direction was issued on 23 January 2024 by the Minister for Planning to extend existing panel members until 30 June 2024. This will allow time for the new expert members of the LCLPP to be established. The DPE has commenced work on the recruitment for new pools of Panel Chairs and expert members.

Three of the six existing community panel members have exceeded the six-year limit. As the establishment of new community members is a matter for Council, a separate recruitment process will need to be undertaken to recruit one new community representative, as a minimum of four is required.

Discussion

The Department of Planning and Environment {DPE} have advised that the current term of the members of the Lane Cove Local Planning Panel (LCLPP) expires on 28 February 2024. The DPE has advised Council that:

1. the extension will not apply to Chairs, Alternates, Experts and Community Representatives who have served more than 6 years.
2. an interim Chair will need to be appointed for the period 28 February to 30 June 2024.
3. current Community Representatives and Experts that have not reached the maximum tenure period maybe reappointed for the interim period.
4. for the interim period the minimum number of experts {15} and community members {4} will not apply.

The DPE will be responsible for the appointment of new Chairs who will commence on 1 July 2024. As the LCLPP Chair Mr. David Lloyd KC has served more than the six years maximum he is not eligible to be reappointed.

The two current alternate Chairs have been in place for less than six years are eligible to be appointed in the interim period. As such Mr. Mark Gifford has been appointed Interim Chair and Ms. Louise Byrne reappointed as alternate Chair.

A review of the current LCLPP expert members indicates that 7 have served for the six years maximum and are no longer eligible to be reappointed. They are as follows;

- Graham Brown
- Kevin Hoffman
- David Johnson

<p style="text-align: center;">Ordinary Council Meeting 22 February 2024 LOCAL PLANNING PANEL - EXPIRATION OF TERM</p>
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- Eugene Sarich
- Robert Montgomery
- Lindsay Dey
- Steve Fermio

In April 2023, in response to the DPEs new requirement that all LPPs must have a minimum of 15 expert members Council appointed six new panel members. Along with those still eligible they have been reappointed for the interim period as follows;

- Michael Ryan
- David Ryan
- Michael Mason
- Jason Perica
- Lisa Bella Esposito
- Susan Hobley
- Kim Crestani
- Lisa Trueman

A review of the current community representatives indicates that 3 have served for the six years maximum and are no longer eligible to be reappointed. They are as follows;

- Jane Blackmore
- Mary Rawlings
- Maria Linders

In April 2023 in response to the DPEs new requirement that all LPPs must have a minimum of 4 community representatives Council appointed three new representatives. They have been reappointed for the interim period as follows;

- Melanie Naidoo
- David Risbey
- Ian Longbottom

A recruitment process will need to be undertaken by Council for the selection of an additional community member to achieve the 4 person minimum.

Conclusion

The current number of LCLPP members still eligible is considered a suitable pool for the interim period which is 28 February to 30 June 2024.

While the number of reappointed panel members is less than the required minimum the DPE have advised that Council is able to operate with the reduced numbers for the interim period.

RECOMMENDATION

That:-

1. the report be received and noted;
2. Council advise the Department of Planning & Environment of the reappointments;
3. Council write to the departing Chair Mr. David Lloyd KC and express its appreciation for his work over a long period of time as the Chair of the Lane Cove Local Planning Panel and the former Lang Cove Independent Hearing An Assessment Panel; and
4. Council write to the departing expert members and community representatives and express its appreciation for their work on the Panel.
5. A recruitment process be undertaken for the selection of an additional community member.

Mark Brisby
Director - Planning and Sustainability
Planning and Sustainability Division

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Councillor Conference Attendance Request - NSW ALGWA Conference 2024
Record No: SU2520 - 5793/24
Division: Corporate and Strategy Division
Author(s): Steven Kludass

Executive Summary

Councillors Bridget Kennedy and Merri Southwood have expressed an interest in attending the 'NSW ALGWA Conference 2024 hosted by Ryde City Council from Thursday 14 March to Saturday 16 March 2024 (inclusive).

This report seeks Council's endorsement for Councillors Kennedy and Southwood to attend this Conference and determine whether other Councillors might be interested in attending the Conference as well.

Discussion

The NSW ALGWA Conference 2024 website describes the conference as follows:

The 2024 ALGWA NSW Annual Conference is designed to provide training and support for councillors and staff, whether they are new to local government or have been around for a long time. It's an opportunity to learn and gain valuable insights from our guest speakers along with networking with other delegates from across NSW. The City of Ryde is proud to host this important event in 2024.

The World Belongs to Optimists

In an era marked by rapid change it's the optimists that see beyond immediate challenges and envisage a world where technological advances compliment human endeavours and elevates them to new heights.

Together let's delve deeper to explore the economic impacts, the potential of society, and embrace opportunities to shape our future communities.

Optimism is the most powerful tool a Leader has. Our NIDA masterclass will help you master intentional optimism as you pay close attention to the energy and language you are bringing into the space in leading your communities.

Guest speakers / presenters include Juanita Phillips, Melissa Neighbour and Amanda Johnstone.

Expenses

Conference ticket: \$1,300 per person.

Accommodation: Nil.

Council's Payment of Expenses and Provision of Facilities to Councillors Policy allows Councillors to attend conferences, training and development and similar functions by Council Resolution or where it is not practical to submit a report to Council prior to the event such requests can be approved by the Mayor and General Manager.

The 2023/24 Councillor Training Expenses Budget contains sufficient funds to accommodate the training request of Councillors Kennedy and Southwood and other Councillors should they wish to attend this Conference. Other Councillors that wish to attend the Conference, can express their interest at the Council Meeting.

RECOMMENDATION

That Council:

1. Endorse the request by Councillors Kennedy and Southwood to attend the NSW ALGWA Conference 2024, hosted by the City of Ryde; and
2. Nominate any additional Councillors that may wish to attend the Conference.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

There are no supporting documents for this report.

<p>Ordinary Council Meeting 22 February 2024 COUNCIL SNAPSHOT - DECEMBER 2023 & JANUARY 2024</p>
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Subject: Council Snapshot - December 2023 & January 2024
Record No: SU220 - 2318/24
Division: General Managers Unit
Author(s): Craig Wrightson

Attached for the information of Councillors is a review of Council's recent activities. This report provides a summary of the operations of each Division within Council for December 2023 and January 2024 at **AT-1**.

Included at **AT-2** is Council's Resolution Tracker showing the progress of Council's resolutions.

RECOMMENDATION

That the report be received and noted.

Craig Wrightson
General Manager
General Managers Unit

ATTACHMENTS:

AT-1 View	Council Snapshot December 2023 and January 2024	47 Pages	Available Electronically
AT-2 View	Resolution Tracker Report for 22 February 2024 Council Meeting	72 Pages	Available Electronically