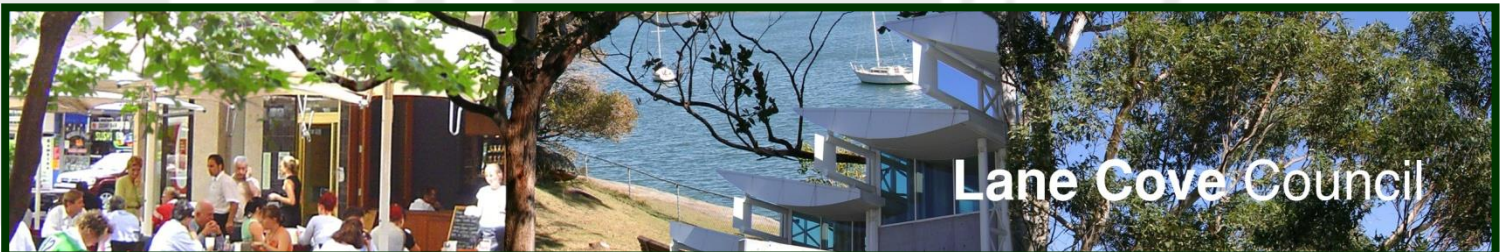


Agenda Ordinary Council Meeting 20 June 2024, 7:00 PM

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



Lane Cove Council

Notice of Meeting

Dear Councillors,

Notice is given of the Ordinary Council Meeting, to be held in the Council Chambers on Thursday 20 June 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



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 to be held Monday, 17 June 2024 at 07:00 pm in the Council Chambers 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 (Sunday, 16 June 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 Director - Corporate Services and Strategy 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

A Public forum will be conducted on Monday, 17 June 2024 at 07:00 pm in the Council Chambers as well as online using the web platform Zoom.

CONFIRMATION OF MINUTES

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- 3. MAYORAL MINUTE - SUPPORT FOR ADDITIONAL REGIONAL SPORTS FIELD CAPACITY 8**

ORDERS OF THE DAY

NOTICES OF MOTION

- 4. NOTICE OF MOTION - REPORTING ON MEETINGS WITH PROPERTY DEVELOPERS AND REGISTERED LOBBYISTS. 11**

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- 5. CELEBRATING ONE YEAR: ST LEONARDS LIBRARY'S FIRST ANNIVERSARY . 13**
- 6. COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS 15**
- 7. COMMUNITY CONSULTATION RESULTS - CODE OF MEETING PRACTICE - PROPOSED AMENDMENTS 20**
- 8. DRAFT COUNCILLOR AND STAFF INTERACTION POLICY - PROPOSED AMENDMENTS 23**
- 9. DRAFT STRATEGY FOR AN AGE FRIENDLY LANE COVE 2024-2029 40**
- 10. JEAN MITCHELL LUCRETIA BATHS RESTORATION - FURTHER REPORT..... 44**
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MATTERS RECOMMENDED BY THE GENERAL MANAGER TO BE CONSIDERED IN CLOSED COMMITTEE

24. BAD DEBT WRITE OFFS - COUNCIL DEBTOR NUMBERS 250 AND 4203

It is recommended that the Council close so much of the meeting to the public as provided for under Section 10A(2) (b) of the Local Government Act, 1993, on the grounds that the matter will involve the discussion of the personal hardship of any resident or taxpayer; it further being considered that discussion of the matter in open meeting would be, on balance, contrary to public interest by reason of the foregoing.

25. MAYORAL MINUTE - SENIOR STAFF MATTER

It is recommended that the Council close so much of the meeting to the public as provided for under Section 10A(2) (a) of the Local Government Act, 1993, on the grounds that the matter will involve the discussion of personnel matters concerning a particular individual; it further being considered that discussion of the matter in open meeting would be, on balance, contrary to public interest by reason of the foregoing.

Ordinary Council Meeting 20 June 2024
MAYORAL MINUTE - 2024 BEST PARK AWARD FOR WADANGGARI PARK

Subject: Mayoral Minute - 2024 Best Park Award for Wadanggari Park
Record No: SU7134 - 32329/24
Division: Lane Cove Council
Author(s): Councillor Scott Bennison

Executive Summary

Earlier this month Wadanggari Park received its second accolade for the year, being awarded 2024 Park of the Year in the Annual Parks & Leisure Regional Awards of Excellence.

The Award celebrates and promotes vibrant, successful well-designed and managed new or significantly revitalised parks/open spaces. Council has now received more than 10 Awards for its major projects at The Canopy and Wadanggari Park.

This award is another example of the vision of Council and the dedication and professional expertise of staff in delivering complex and hi-calibre projects for the community.

Background

The concept and vision of a public open space park constructed on a bridge over the rail corridor was first conceived by Council as part of the 2006 St Leonards Strategy, which was a joint strategy prepared by Lane Cove, North Sydney and Willoughby Councils. From Council's research this is the first time that this has been done in Australia.

Council has been pursuing delivery of this project since 2011 when TfNSW first expressed interest in the proposal. Ultimately progress in gaining NSW Government support was slow, however Council eventually obtained permission to construct the bridge to accommodate the park in late 2020 and construction began at the end of 2021.

To fund the park, since 2014, Council had the foresight to enter into four Voluntary Planning Agreements (VPA's). These VPAs related to four pilot projects which Council approved to demonstrate best practice Transit Oriented Development supported by infrastructure and sought to revitalise the commercial area by delivering new commercial floor space and retail. The following outlines the contributions for the project, which were essential for the project to proceed:-

Address	Contribution	Development	Developer
1 500 - 504 Pacific Highway	\$21,150,000	Landmark	Newhope
2 472 - 494 Pacific Highway	\$16,947,598	St Leonards Sq	Mirvac
3 75-79 Lithgow St and 84-90 Christie St	30% of Park	Eighty Eight by JQZ	JQZ
4 1 -13A Marshall Avenue	\$7,967,700	Embassy Tower	Loftex
Total	\$46,065,298		

In addition, Council was successful in obtaining grant funding of \$4.75M under the NSW Government's Public Spaces Legacy Program, the largest grant in Lane Cove's history. The park project was managed in house by Council's Director – Major Projects, Project Officer and supporting staff. This visionary project was completed under budget and opened in 2023.

Another important piece of infrastructure, St Leonards Library, is a newly created library facility incorporated into the shopping centre within the residential apartment tower. JQZ Pty Ltd provided the Library cold shell (\$4.2m) as part of the development at 88 Christie Street, St Leonards and the associated Voluntary Planning Agreement. Council successfully obtained an additional \$500,000

grant funding from the State Library of NSW to assist with financing a library fit out, which provided a flexible, multi-function 1,100m² space that benefits the St Leonards community. PTW Architects, JQZ Pty Ltd and key Council/ Library staff worked on the project team to deliver this Library.

The next piece of key infrastructure in the area will come about following this Council's recent resolution to close the lower part of Canberra Avenue to extend Newlands Park. The size of the proposed new park will be expanded to 14,500m². Once completed, it will be Lane Cove's second-largest park and will supplement the proposed park at Berry Road. With increased housing expected in this area, providing future residents with this excellent piece of infrastructure will alleviate community concerns over the need for more open space.

Discussion

At the March 2024 Council meeting staff reported that Wadanggari Park had won the 2023 Place Leaders Asia Pacific Award for 'Place Governance'. The Place Governance Award recognises Council's role in inspiring others to action through exemplary leadership and vision.

Around this time Arcadia Landscape Architecture initiated a joint submission for the Annual Parks & Leisure Australia Award to recognise the success of Wadanggari Park.

Each year, Parks & Leisure Australia (PLA) acknowledges excellence in the industry through its prestigious Awards of Excellence. These annual awards recognise and celebrate the outstanding initiatives and innovative efforts of 'The People Behind the Places,' which promote the wise use of leisure time for a multitude of social, environmental, and economic benefits to the community. The Awards are a celebration of those who contribute to creating vibrant, healthy, and inclusive spaces for all.

PLA recognises outstanding achievements across a diverse spectrum of fields, from park development to community engagement programs and commences its Award process at the regional (State) level. It was at these regional NSW/ACT Awards held on 5 June 2024 that Lane Cove Council's Wadanggari Park was announced as the winner of the 2024 Park of the Year.

As a recipient the Award winner had to demonstrate how the project aligns with a planning matter of local, regional, state/territory or national significance; how the design and development of the park put the environment and people first; what the innovative and defining features and benefits of the park are; the extent to which the Park has achieved outcomes versus intention; what leading practice was applied to the park design, community engagement and delivery. In addition, the winner had to demonstrate how the planning, design and construction of the park presents a visionary approach or an innovative concept to address a specific need or issue and contribute to the community.

Arcadia Landscape Architecture prepared the joint submission and were ultimately recognised for their role in helping to deliver this award-winning park in partnership with Council. As a regional award winner, Wadanggari Park has become a National finalist and will be considered for a National Award of Excellence at an Awards ceremony held in October 2024.

Of course, this isn't the first Award-winning Major Project delivered by Council. Since opening in June 2020, The Canopy has received industry recognition with the following awards, including 'Best 'Ceiling' in the world 2022 :

- International Jury Winner - 2022 Architizer A+ Awards in the Details: Architecture + Ceiling category
- International Popular Choice Winner - 2022 Architizer A+ Awards in the Details: Architecture + Ceiling category

- Finalist (Top 5) - 2022 Architizer A+ Awards in the Details: Architecture + Metal category
- Winner – Australia’s Urban Design Award for Built Projects – Local and Neighbourhood Scale convened by the Planning Institute of Australia, Australian Institute of Landscape Architects and Australian Institute of Architects
- Winner Greater Sydney Commission’s Award for the Development Supported by Infrastructure category (2021)
- Australian Institute of Landscape Architects (NSW) – Civic Landscape for The Canopy – Landscape Architecture Award
- Parks & Leisure Australia (NSW/ACT) – Community Facility of the Year Award for The Canopy – Highly Commended
- Local Government Excellence Awards – Asset & Infrastructure for The Canopy – Finalist (2021)
- Commendation and runner-up in the Best Planning Ideas (Small Project) – Planning Institute of Australia Awards for Planning Excellence (2020)

Conclusion

Council continues to receive recognition for its ability to deliver high-calibre public infrastructure projects which are being recognised as significant achievements even outside of the local government sector.

Being Awarded at reputable industry levels provides an opportunity to reflect on the professional capacity of Council staff and reinforce our thanks to staff and their project teams for their consistent vision and commitment to deliver outstanding infrastructure projects for the benefit of our community.

It also demonstrates the positive outcomes that can be achieved when we work together with stakeholders, including developers, to deliver on a vision for community infrastructure that supports new and existing residents.

RECOMMENDATION

That:-

1. Council staff and their project teams are thanked for their efforts in delivering Wadanggari Park which now has the status of 2024 Park of the Year in the NSW/ACT region

Councillor Scott Bennison
Councillor

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Mayoral Minute - Support for Additional Regional Sports Field Capacity
Record No: SU902 - 33455/24
Division: Lane Cove Council
Author(s): Councillor Scott Bennison

Executive Summary

At its meeting of 12 June 2024, Hornsby Shire Council (Hornsby) sought the support of Northern Sydney Region of Councils (NSROC) and other councils in the region following a recent decision by the NSW Government to remove funding to create much needed outdoor active recreational space.

Lane Cove is part of the NSROC region and advocated for the 2017 Regional Sports Ground Strategy which highlights not only that sportsgrounds in the region are already over capacity but that they will not be able to cater for additional population growth and participation numbers. In 2023 a further review of Supply and Demand for Sports Facilities in the NSROC Region found that there will be an undersupply of around 222 Ha (49%) by 2036. Importantly, this more recent study does not take into account the anticipated population growth as a result of the recent reforms targeting housing supply (Low-mid Rise Housing and Transport Oriented Development) which will place further demands on local sportsgrounds.

Lane Cove should support Hornsby's critically important infrastructure project at Westleigh Park which will deliver amongst other things, six new sports fields that will service the North Shore Region, the only opportunity for such a significant increase in capacity due to the scarcity of affordable and suitable land in the region. It is appropriate for Council to join with Hornsby in requesting the NSW Government reconsider its decision to withdraw grant funds previously allocated to support the project's completion. Westleigh Park is a significant regional facility that will benefit the whole North Shore.

Background

In 2023 Northern Sydney Organisation of Councils (NSROC) completed a Review of Supply and Demand for Sports Facilities that found the population of the region will grow by 11.3% to approximately 730,000 people by 2036. The Review further stated that existing sportsgrounds in the region (already over capacity) will not be able to cater for the additional population growth and participation numbers. The forecasts have shown that NSROC councils will need to increase the capacity of sports grounds by almost 49% (through a range of initiatives and new facilities) to cope with existing and future demands. Many of the local sporting competitions, in particular football, are played across the North Shore administered by the Northern Suburbs Football Association which stretches from North Sydney to Hornsby Local Government Areas.

The impacts of not increasing sports ground capacity in Northern Sydney will lead to increasing numbers of participants being turned away from sport which will lead to:

- Increasing physical inactivity, sedentary leisure behaviour and related health and disease impacts;
- Reducing benefits brought about by participation in sport and physical activity;
- Increased costs to participate and accessibility of facilities will create inequity in participants and associated benefits; and
- Access to sport may become based on the capacity to pay and which may create a greater barrier to participation for lower income households.

Council has become aware of a recent decision to remove NSW Government funding for a regional scale project in Hornsby Shire which is critical to addressing the strategic needs of the growing Northern Sydney population.

Hornsby was originally granted \$90 million from the previous state government to create much needed recreation destinations at Hornsby Park and Westleigh Park. This was part compensation for the loss of a large part of their southern territory to the City of Parramatta and the failure of the proposed amalgamation with Ku-ring-gai Council.

Westleigh Park is a 36 hectare parcel of land at 62 Quarter Sessions Road, Westleigh. It was purchased by Hornsby in 2016 to assist with addressing the increasing demands for active recreation within the Shire and Northern Sydney Region.

The Master Plan provides for structured sporting activities on three sporting platforms (providing six sportsfields) and unstructured passive recreation experiences throughout the park. This includes cycling and mountain biking, walking paths, informal exercise spaces, children's playground and picnic areas, connections to local and regional bushwalking trails and passive recreation spaces. Future development of the site also includes the remediation of contaminated lands, management of items of cultural significance and the conservation and restoration of areas of environmental significance.

Work has been underway on Westleigh Park for over five years, with millions of dollars already outlaid, contracts signed, and thousands of hours devoted to providing the community with these vital facilities.

A Development Application for Westleigh Park was submitted in September 2023 and once development approval is achieved, Hornsby had planned to start construction in December 2024. Hornsby has regularly updated the NSW Government about progress and followed due diligence in meeting all its agreed milestones and worked tirelessly on a sensitive and important site to get the balance right for their community.

Earlier this month the NSW Government informed Hornsby that it will take back funding for the development of the much-needed active recreation facilities at Westleigh Park, which will stop the most significant active outdoor sporting facility from being delivered.

Conclusion

NSROC has a large population of 655,196 (2021) people, of which high/medium and high density housing accounts for 54% of the total supply, compared to 35% in NSW as a whole. This suggests that opportunities for new greenfield or current facility expansion within the region, will be extremely limited.

Given the projected population growth in the NSROC region it is important that we continue to be guided by the Sportsground Strategy and more recent Review of Supply and Demand which indicates that we will need to increase the capacity of sportsgrounds in the area by over 49% by 2036 (through a range of initiatives and new facilities) to cope with existing and future demands. The Westleigh Park project will be critical in working towards this outcome and as such Lane Cove supports the request from Hornsby to show our support for the project.

RECOMMENDATION

That Council:

1. Write to Hornsby Shire Council to express support for the Westleigh Park project given its regional significance in supporting the increased population in Northern Sydney; and
2. Write to the Premier for New South Wales, the Minister for Sport, the Minister for Local Government and the Minister for Planning to encourage them to maintain/extend their grant to Hornsby Shire Council to ensure the completion of the Westleigh Park project, given its regional significance in supporting the increased population in Northern Sydney.

Councillor Scott Bennison
Mayor

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 20 June 2024
NOTICE OF MOTION - REPORTING ON MEETINGS WITH PROPERTY DEVELOPERS AND REGISTERED LOBBYISTS.

Subject: Notice of Motion - Reporting on Meetings with Property Developers and Registered Lobbyists.
Record No: SU241 - 33177/24
Division: Lane Cove Council
Author(s): Councillor Rochelle Flood

Executive Summary

A motion calling for the creation of a policy and accompanying procedure to require Lane Cove Councillors to publicly disclose meetings with property developers and registered lobbyists.

Background

The *Local Government Act 1993* contains the framework for regulating conduct, honesty, disclosures of interest, serious corrupt conduct and misconduct. Section 439 imposes a statutory duty on a councillor to “act honestly and exercise a reasonable degree of care and diligence in carrying out his or her functions.”

There have been a number of relevant decisions by the Independent Commission Against Corruption (The ICAC), regarding the risk profile for corruption in local government, when councillors are lobbied by developers and registered lobbyists. For example, the ICAC made recommendations in its 2021 report, *Investigation into the conduct of councillors at the former Canterbury City Council and others (Operation Dasha)* and its 2022 report, *Investigation into the conduct of the local member for Drummoyne (Operation Witney)* to promote effective governance with respect to lobbying activities involving councillors. In response to the ICAC’s recommendations in these investigations, the Office of Local Government NSW (“the OLG”) advised it would release guidelines and a model policy in June 2023 to enhance transparency around the lobbying of councillors under s 23A of the LGA.

The use of third-party lobbyists in local government was also discussed in *Operation Dasha*, where the ICAC said:

“The Commission is satisfied that its earlier views [in the 2012 *Investigation into corruption risks involved in lobbying (Operation Halifax)*] should be re- evaluated. Since the release of the *Operation Halifax* report, the risk profile of the local government sector in relation to lobbying has been altered. Since October 2012, the power to make local environmental plans (LEPs) has been handed to local councils in many cases, reducing the oversight role of the NSW Government. This change has the potential to increase lobbying activities in local government, and creates greater incentives for corrupt conduct to occur in that sphere.”

In *Operation Dasha*, the Commission recommended that the provisions in the *Lobbying of Government Officials Act 2011* be extended to local government. This was also reiterated as a key finding in the Commission’s 2021 *Investigation into the regulation of lobbying, access and influence in NSW (Operation Eclipse)*. The ICAC’s report from November last year on the *Investigation Into the Conduct of the City of Canada Bay Council Mayor and Others (Operation Tolosa)*, also reiterated the importance and urgency of actioning the earlier recommendations for a formal record of councillor interactions with lobbyists and developers.

The Lobbying of Government Officials Act 2011 covers lobbyists, ensuring that lobbyists comply with ethical standards of conduct and other requirements set out in the Lobbyists Code.

Ordinary Council Meeting 20 June 2024
NOTICE OF MOTION - REPORTING ON MEETINGS WITH PROPERTY DEVELOPERS AND REGISTERED LOBBYISTS.

However, this Act does not apply to local government officials – including councillors. The ICAC has recommended on multiple occasions that local government should be required to adhere to the same standards to ensure transparency and integrity is upheld.

Discussion

As local councillors, we have a clear duty under the *Local Government Act* to act with honesty and integrity. The ICAC has made a number of recommendations calling for changes in how local councillors disclose meetings with property developers and lobbyists. These recommendations are to help ensure honesty and integrity, and to minimise the risk of corruption. This comes after a range of investigations uncovering corrupt conduct among current and former councillors across Sydney.

While the NSW OLG did undertake to develop a model policy to enhance the transparency around lobbying of councillors, to ensure compliance with the ICAC recommendations, this policy has not been delivered and is now already a year late. The ICAC in its November 2023 report following *Operation Tolosa* reiterated the importance of a public register to disclose meetings between councillors and developers/lobbyists.

City of Sydney Council resolved earlier this year to implement their own policy and procedure to require councillors to publicly disclose and keep a record of their meetings with developers and registered lobbyists. This policy has now come into effect at City of Sydney as of April this year. They recognised that there was a need to be proactive and to implement policies and procedures in line with The ICAC recommendations, to help ensure best practice in transparency and integrity; to help minimise risk of corruption.

Lane Cove Council should also be proactive in implementing procedures to ensure councillors publicly disclose and keep a formal record of all meetings with developers and registered lobbyists. As elected officials we should strive to achieve best practice, particularly in the area of public transparency and integrity of decision making. Adopting a procedure to require councillors to disclose meetings with developers and registered lobbyists would mean we were complying with recommendations from The ICAC, and it would foster enhanced public confidence and trust in the decision making of council.

RECOMMENDATION

That Council resolve to:-

1. Develop a policy and procedure by which Lane Cove Councillors be required to publicly disclose and keep a record of their meetings with property developers and registered lobbyists on the council's website, using the City of Sydney policy and procedure as a guide and;
2. Report back to Council with a draft policy and procedure for public consultation.

Councillor Rochelle Flood
Councillor

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Celebrating One Year: St Leonards Library's First Anniversary
Record No: SU9446 - 31687/24
Division: Community and Culture Division
Author(s): Stephanie Kelly

Executive Summary

This report provides an overview of the first year of operations of the St Leonards Library opened in May 2023.

Background

St Leonards Library was a newly created library facility incorporated into a shopping centre within a residential apartment tower. JQZ Pty Ltd provided the Library cold shell (\$4.2m) as part of a development at 88 Christie Street, St Leonards and the associated Voluntary Planning Agreement. Lane Cove Council successfully obtained an additional \$500,000 grant funding from the State Library of NSW to assist with financing a library fit out, which provided a flexible, multi-function 1,100m² space that benefits the St Leonards community. PTW Architects, JQZ Pty Ltd and key Council/ Library staff worked on the project team to deliver this Library.

St Leonards Library opened to the public on 25 May 2023, and an official opening was held on 15 September to coincide with the opening of Wadanggari Park.

Discussion

On Saturday, 25 May 2024, St Leonards Library celebrated its first birthday, with approximately 250 people attending the two-hour event program. Birthday celebrations included screening the top five films from the In One Minute Short Film Competition, staff showcasing the range of available makerspace technologies and conducting group inductions of the Film & Sound Studio. On display were artworks from the Municipal Art Collection and the *Building a Library* exhibition, which featured a selection of photographs showcasing various stages of the building of St Leonards Library.

As part of the Library team's commitment to fostering local talent, the Library hosted the 'In One Minute Short Film Competition'. This competition, which ran from April to May, provided a platform for budding filmmakers to showcase their work. The competition was accompanied by a Short Film Workshop presented by renowned filmmaker Pete Malicki, who also served as a judge. This initiative not only celebrated the creativity of the community but also highlighted the Library's film making facilities and role in promoting the arts.

Over the last year, St Leonards Library has proven to be a much-loved place within the community. Since the Library opened in May 2023, over 60,000 people have visited the Library, 35,000 items have been loaned and 180 programs and events have been held there.

The diverse range of regular programs offered at the Library include Baby Bounce and Storytime sessions for the young children, technology and craft workshops tailored for children and teens, and special programs for adults such as Opening Night Music, Crafternoon Tea, and Tech Savvy Seniors. The team also provide one-on-one technology assistance sessions known as Digital Discoveries. Additionally, a digital artwork program features exhibitions from talented local artists and illustrators. The state-of-the-art Film & Sound Studio is equipped with everything from a green screen and professional lighting to a Sony A7 camera and advanced film editing software. Lastly, the STEAM workshop program offering hands-on experiences like soldering stained glass

suncatchers, using a Laser Cutter, exploring robotics with Dash Bots & Ozobots, engaging in 3D Printing sessions, and discovering the Cricut Maker & Easi Press in our Makerspace Nights.

St Leonards Library, which initially opened with approximately 7,500 items, has since expanded its collection to cater to the diverse interests and needs of the community. The current collection includes a wide range of materials, from Fiction and Non-Fiction books to Community languages (Spanish, Chinese, Korean & Japanese) resources, children's resources, DVDs, Magazines, Discovery Science Kits, Fast Reads, and Fast Flicks. The Library also provides Smart Shelves, allowing borrowers to access returned items from other library branches, further enhancing the accessibility of the collection.

Community engagement has shaped the Library programs and collection. As the community provides suggestions about what they would like to see offered, the team have responded and introduced additional community language collections, board game afternoons, and the BookChat discussion group. This collaborative approach ensures that the Library remains a vibrant and dynamic space that reflects the community's diverse interests and needs. The success of the library is also evidenced by the demands to have the services open for longer and seven days a week which the team will continue to monitor. Council will seek opportunities to extend the programs as the community in St Leonards grows and additional operational funding becomes available when the local population further expands.

The teams' efforts have not gone unnoticed. Cameron Morley, representing the State Library of NSW, hailed the new St Leonards Library as an innovative and purpose-built Institution at the NSWPLA Switch conference in November 2023. This recognition is a testament to the Library team's commitment to providing an outstanding library experience. The Library Council of NSW, including the new State Librarian, Dr Caroline Butler-Bowdon, visited St Leonards Library in April 2024 and was very impressed with the facilities and community engagement.

Conclusion

The success of the new library is a noteworthy achievement delivered through insightful planning for emerging communities and effectively leveraging opportunities through a voluntary planning arrangement. The use of the service by over 60,000 users demonstrates the success of these strategies.

RECOMMENDATION

That Council received and note the report.

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS

Subject: Community Consultation Results - Draft 2024/25 Budget, Draft Fees and Charges, Draft Delivery Program and Operational Plan, Draft Resourcing Strategy and Associated Resource Plans

Record No: SU9649 - 28505/24

Division: Corporate and Strategy Division

Author(s): Don Johnston

Executive Summary

This report provides consideration of submissions received as a result of the public exhibition of Council's Draft 2024/25 Budget, Draft Fees and Charges, Draft Delivery Program and Operational Plan, Draft Resourcing Strategy and associated Resource Plans. Council approved the exhibition of the draft documents at its meeting of 18 April 2024 and the public exhibition period closed on 5 June 2024.

A total of five (5) submissions were received, four during the public exhibition period and one after the closing date for submissions. A summary of matters raised in the submissions are listed in the report. Some refinements have been made to the suite of Draft Plans to reflect matters either raised in submissions or information that has come to light during the public exhibition period that necessitates minor changes to the Draft Plans.

Background

At its meeting dated 18 April 2024, Council resolved "that:

1. *Council adopt, for the purpose of public exhibition, the Draft 2024/25 Budget, Draft 2024/25 Delivery Program and Operational Plan (includes Draft 2024/25 Fees and Charges), and the Draft Resourcing Strategy and associated Resource Plans;*
2. *Council undertake community consultation from late April 2024 until early June 2024 as per the consultation outlined in the report; and*
3. *Following public exhibition, the Draft 2024/25 Budget, Draft 2024/25 Delivery Program and Operational Plan (includes Draft 2024/25 Fees and Charges), and the Draft Resourcing Strategy and associated Resource Plans, together with a report on any submissions received, be considered at the Council meeting to be held in June 2024."*

Discussion

Community consultation on the Draft Plans was undertaken from 24 April 2024 to 5 June 2024 and included an online exhibition advertising the Draft Plans, together with the option to complete an on-line survey or submit a free form submission. The Draft Plans were promoted via social media and enewsletter.

Submissions

A total of five (5) submissions were received from members of the community on the Draft Plans. One (1) was received as part of the online survey questionnaire and four (4) were via free-form submissions addressed to Council.

Councillors have received a copy of all submissions which has been placed on the Councillor HUB.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS

A summary of the matters raised in the submissions, together with responses are provided in the table below.

Submission	Matter raised	Comment
Submission 1	Support for converting The Terrace Function Room into a Multipurpose Performance Space	It is agreed that this conversion is the best value approach offering a cost effective means of supporting local cultural organisations. Council has already resolved to proceed with the project.
Submission 2	Additional funding for bushland reserves – in Council's 2023/24 Budget the 2024/25 Budget is the same as the 2024/25 Draft Budget. There is no "additional" funding.	The starting point for Council's annual budget is its adopted Long Term Financial Plan, the first three years of which are published in the Delivery Program together with the draft budget. Funding has increased by 3.7% from 2023/24 to 2024/25 which exceeds the forecast 3.2% CPI and is greater than the increases in most other areas of Council's budget. With a finite amount of funding it is not possible to increase funding in one area without impacting on other areas of service delivery.
Submission 3	Funding for improvements to stormwater infrastructure in bushland - if the stormwater management charge is insufficient to cover works in bushland Council should consider increasing - it is vital that an amount of the stormwater budget be set aside for priority works identified in the studies (stormwater drain audit and Stringybark Creek hydraulic study)	The Stormwater Management Charge, currently \$25 and \$12.50 for houses and apartments respectively, is set by the State Government and has not been indexed since it was introduced in 2005. Therefore Council is unable to increase it to provide additional funding for drainage works in bushland areas. Council allocates approximately \$1.7m to stormwater drainage capital works each year. The allocation of these funds to projects is based on a range of factors including asset condition, potential inundation, and cost of works, with the priority being the protection of life and property. In the absence of additional funding, it is difficult to foresee a specific allocation to works in bushland areas.
Submission 4	The Long Term Financial Plan include the Asset Management Plan Performance indicators.	Council includes the primary infrastructure asset performance indicator in the Long Term Financial Plan, the buildings and infrastructure renewal ratio. If this ratio is being met, other ratios follow. It is also important to note that, unlike key financial ratios, asset management ratios are not subject to external audit opinion.
Submission 5	Faced with escalating demands on staff resources and their available	The submission is noted. An independent organisational review is not supported, nor

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS

	skills, Council requires and external, independent Organisational Review to assess work content, workloads and skills against current resources and skills	is it considered warranted. Council already has internal systems and processes in place to monitor and, if need be, address the concerns raised in this submission. Furthermore, Council's capacity to increase its staff establishment is constrained by the limitations of rate pegging, Council's most significant and reliable source of recurrent income.
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Draft Budget 2024/25

The Draft 2024/25 Budget is attached at **AT-1**. There are no changes proposed to it post exhibition, although it should be noted that future years' budgets have been updated in line with the amendments made to the Long Term Financial Plan (LTFP) outlined below.

Draft 2024/25 Schedule of Fees & Charges

Since adopting the draft fees and charges, the NSW State Government has issued increases in a number of statutory fees and charges, notably in relation to development application fees. Further, information received from Council's bank has necessitated a small decrease in Council's credit card surcharge which are likely to have a negligible impact on Council's overall income budget. Any resultant changes will be reported to Council in next year's quarterly budget reviews.

A full Schedule of the proposed 2024/25 Fees and Charges incorporating the changes above is located at the back of the Draft Delivery Program and Operational Plan.

Draft 2024/25 Delivery Program and Operational Plan

The Draft 2024/25 Delivery Program and Operational Plan is attached at **AT-2**. There are no changes proposed to it post exhibition, although it should be noted that future years' budgets have been updated in line with the amendments made to the LTFP outlined below and updates to fees and charges outlined above.

Draft Resourcing Strategy and Associated Resource Plans

The Long Term Financial Plan (LTFP) has been amended to incorporate the budget adjustments adopted by Council in the 2023/24 March Quarterly Budget Review to the extent that they impact on opening Reserve balances. It has also been updated considering some more recent economic data which suggest a more conservative approach to interest rate forecasts is prudent and in light of the May 2024 update on the Sport and Recreation project reported to Council on 23 May 2024, an additional \$6m has been allocated to the project in the 2025/26 financial year with funding sourced from additional interest on investments (\$2.5m) and the Capital Works Reserve (\$3.5m). This change has also been reflected in the Asset Management Plan.

These updates are not material in the context of the overall LTFP and do not adversely impact Council's key performance indicators which remain above benchmark except for asset renewal. This is consistent with last year's adopted LTFP.

The Workforce Management Plan has been updated to include additional data and information. Examples include employee commute data, employee diversity data and clear outcomes relating to planned work, health and safety activities.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS

The Resourcing Strategy has been updated as necessary to reflect the changes to the LTFP, Asset Management Plan and Workforce Management Plan.

The Revised Draft Resourcing Strategy is attached as **AT-3**.
The Revised Draft Long Term Financial Plan is attached as **AT-4**.
The Revised Draft Asset Management Plan is attached as **AT-5**.
The Revised Draft Workforce Management Plan is attached as **AT-6**.

Conclusion

The Draft Plans have been the subject of community consultation between 24 April and 5 June 2024. A total of five (5) submissions have been received in relation to the 2024/25 Draft Budget, Draft Fees and Charges, Draft Delivery Program and Operational Plan, Draft Resourcing Strategy and Associated Resource Plans. It is recommended that Council adopt the Draft Plans.

RECOMMENDATION

That:-

1. Council receive and note the submissions received from the community, together with Council's draft responses to the matters raised in the submissions as outlined in this report;
2. Council, where identifiable, write to each of the members of the community and organisations who provided input into the Draft Plans, thanking them for their input and providing responses to the issues raised in their submissions;
3. Council adopt the Draft 2024/25 Budget, Draft 2024/25 Delivery Program and Operational Plan (includes Draft 2024/25 Fees and Charges), and the Revised Draft Resourcing Strategy and associated Resource Plans contained within **AT-1, AT-2, AT-3, AT-4, AT-5 and AT-6**;
4. Council make and levy the following Rates and Annual Charges for 2024/25:
 - a) Rates
 - (i) An Ordinary Residential Rate of 0.0007935 cents in the dollar, on the Land Value of all Rateable Land categorised as Residential in accordance with S.516 of the Local Government Act, (with the exception of heritage properties which are rated on their heritage value), with a Minimum Rate of \$1,032.95, to yield \$24,571,478;
 - (ii) An Ordinary Business Rate of 0.00515186 cents in the dollar, on the Land Value of all Rateable Land categorised as Business in accordance with S.516 of the Local Government Act, with a Minimum Rate of \$1,055.14 to yield \$6,584,866; and
 - (iii) Council being of the opinion that works related to the construction and maintenance of car parking facilities will be of benefit to the Lane Cove Village Commercial Area, (as defined by the meet's and bounds description advertised in the North Shore Times on 13 June, 1979), that a Parking Special Rate of 0.00186981 cents in the dollar be made for 2024/25 on the Land Value of all rateable land within that part, in accordance with S.538 of the Local Government Act 1993, with a Minimum Rate of \$2.00, to yield \$195,814.
 - b) Domestic Waste Management Charges
 - (i) In accordance with S.496 of the Local Government Act 1993, that an annual charge of \$560.90 per annum be made for the year 2024/25, for domestic waste

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT 2024/25 BUDGET, DRAFT FEES AND CHARGES, DRAFT DELIVERY PROGRAM AND OPERATIONAL PLAN, DRAFT RESOURCING STRATEGY AND ASSOCIATED RESOURCE PLANS

management services rendered to all properties categorised residential or non-rateable residential, for each once weekly 80 litre MGB (or equivalent) service;

- (ii) In accordance with S.496 of the Local Government Act 1993, that an annual charge of \$139.50 per annum be made for the year 2024/25, for Domestic Waste Management Services for all properties categorised residential vacant land;

c) Stormwater Management Service Charges:

In accordance with clauses 125A and 125AA of the Local Government (General) Regulation 2021 and Section 496A of the Local Government Act 1993, annual charges for the year 2024/25 for Stormwater Management Services be made and levied as follows:

- | | |
|--|--------------------------------|
| - All parcels of vacant land | - Nil \$ charge |
| - All Residential Strata Units | - \$12.50 per unit |
| - All Residential Non Strata Properties | - \$25.00 per property |
| - All Business Strata Units and Properties | - \$25.00 per unit or property |

d) Interest on Overdue Rates and Charges:

In accordance with the provisions of S.566(3) of the Local Government Act 1993, Council hereby resolves that the interest rate to apply for the period 1 July 2024 to 30 June 2025 to all outstanding rates and charges be calculated at the interest rate of 9.0%, noting that the maximum interest rate specified by the Office of Local Government is 10.5%.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 View	REVISED DRAFT 2024/25 Budget - June 2024	Available Electronically
AT-2 View	REVISED DRAFT 2024/25 Delivery Program and Operational Plan - June 2024	Available Electronically
AT-3 View	REVISED DRAFT Resourcing Strategy - June 2024	Available Electronically
AT-4 View	REVISED DRAFT Long Term Financial Plan - June 2024	Available Electronically
AT-5 View	REVISED DRAFT Asset Management Plan - June 2024	Available Electronically
AT-6 View	REVISED DRAFT Workforce Management Plan - June 2024	Available Electronically

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - CODE OF MEETING PRACTICE - PROPOSED AMENDMENTS

Subject: Community Consultation Results - Code of Meeting Practice - Proposed Amendments
Record No: SU837 - 28506/24
Division: Lane Cove Council
Author(s): Stephen Golding

Executive Summary

At the April 2024 Ordinary Council meeting, Council resolved to consult with the community on Community Consultation Results - Code of Meeting Practice - Proposed Amendments.

The purpose of this report is to provide a summary of submissions received in relation to proposed amendments to Council's adopted Code of Meeting Practice (**AT-1**) which was the subject of community consultation between 23 April and 4 June 2024.

This report advises that as a result of the public consultation that took place over a six (6) week Period, Council received five (5) formal submissions.

Background

Council, at its Ordinary Council Meeting of 18 April 2024, resolved the following:

"That Council:

- 1. adopts, for the purpose of public exhibition, the Draft Code of Meeting Practice (2024) with the 'proposed amendments' as outlined in this report;*
- 2. undertakes community consultation for a period of six (6) weeks as per the consultation plan outlined in this report; and*
- 3. following the public exhibition period, the Draft Code of Meeting Practice (2024), together with a report on any submissions received and any proposed amendments, be considered at the Council meeting to be held on 20 June 2024."*

Community consultation commenced on 23 April 2024 and concluded 4 June 2024. Written Submissions were invited during the community consultation period.

Discussion

Council received five (5) formal submissions as a result of the public consultation that took place over a six (6) week period. A copy of the submissions received from the public has been provided separately to Councillors on a confidential basis.

A summary of the issues raised in the written submissions is provided below:

Issue 1: The Public Forum should be compulsory for all Councillors and Senior Staff.

Consideration: The Public Forum being compulsory for all Councillors, is a matter for Council to determine. Senior staff attend at the direction of the General Manager.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - CODE OF MEETING PRACTICE - PROPOSED
AMENDMENTS

Issue 2: Rules for a formal Council Meeting should apply to the Public Forum.

Consideration: Based on the above submission, an administrative review was undertaken to *Section 4, Public Forums* (with tracked changes blue in **AT-1**) to ensure all relevant concepts that apply to a formal Council meeting are included in Section 4, with the following changes proposed:-

- Amend clause 4.16 to include all relevant forms of disorder, consistent with *Section 15, Keeping Order at Meetings*, as follows.

“4.16 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, including but not limited to:-

- a. assaults or threatens to assault another person; or
- b. insults or makes unfavourable personal remarks about, or makes personal reflections on or imputes improper motives to any person or otherwise makes defamatory statements; or
- c. alleges a breach of the council’s code of conduct; or
- d. says or does anything that is inconsistent with maintaining order at the meeting; or is likely to bring the council into disrepute.”

- Insert a new clause 4.17 to provide for a point of order to be raised if a speaker at a public forum has engaged in conduct of the type referred to in clause 4.16:-

“4.17 A Councillor or the General Manager may draw to the attention of the chairperson by raising a point of order that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.16. A point of order does not require a seconder. The Chairperson shall immediately rule if the point of order is upheld.”

- Renumber of the previous Clause 4.17 to 4.18 and Clause 4.18 to 4.19.

Issue 3: Public Forum should be reinstated as part of the Council Meeting.

Consideration: This is a matter for Council to determine, the Code provides for this to occur upon a resolution of the Council.

Issue 4: Council Meeting Agendas should be made available a week prior to the Public Forum.

Consideration: This is a matter for Council to determine, this would mean the information in the reports considered at the Council Meeting would be almost 2 weeks old, which is relevant in some reports presented to Council, including the Snapshot report.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - CODE OF MEETING PRACTICE - PROPOSED
AMENDMENTS

Conclusion

Council, having considered all the submissions received, can determine to adopt the Draft Code of Meeting Practice (2024) as amended to apply from the July meeting cycle.

RECOMMENDATION

That Council adopt the Draft Code of Meeting Practice (2024), effective from the July 2024 Council meeting cycle, subject to the following amendments:

1. Amend clause 4.16 to include all relevant forms of disorder, consistent with Section 15, Keeping Order at Meetings, as follows.

“4.16 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, including but not limited to:-

- a. assaults or threatens to assault another person; or
- b. insults or makes unfavourable personal remarks about, or makes personal reflections on or imputes improper motives to any person or otherwise makes defamatory statements; or
- c. alleges a breach of the council’s code of conduct; or
- d. says or does anything that is inconsistent with maintaining order at the meeting; or is likely to bring the council into disrepute.”

2. Insert a new clause 4.17 to provide for a point of order to be raised if a speaker at a public forum has engaged in conduct of the type referred to in clause 4.16:-

“4.17 A Councillor or the General Manager may draw to the attention of the chairperson by raising a point of order that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.16. A point of order does not require a seconder. The Chairperson shall immediately rule if the point of order is upheld.”

3. Renumber the previous Clause 4.17 to 4.18 and Section 4.18 to 4.19.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 [View](#) Draft Code of Meeting Practice 2024

58 Available
Pages Electronically

Ordinary Council Meeting 20 June 2024
DRAFT COUNCILLOR AND STAFF INTERACTION POLICY - PROPOSED AMENDMENTS

Subject: Draft Councillor and Staff Interaction Policy - Proposed Amendments
Record No: SU241 - 32655/24
Division: Lane Cove Council
Author(s): Stephen Golding

Executive Summary

The purpose of this report is for Council to consider a number of proposed amendments relating to the Draft Councillor and Staff Interaction Policy, which was presented to Council at its meeting of 23 May 2024, with a view to publicly exhibiting the Draft Policy for community consultation purposes. Having conducted a workshop on the proposed amendments to the Draft Policy, Council can select which amendments it wishes to incorporate into the Draft Policy prior to proceeding to community consultation.

Background

In 2022, the Office of Local Government released the Model Councillor and Staff Interaction Policy (the 'Model Policy'). The Model Policy was developed following two rounds of consultation with the local government sector and represents a 'best practice' approach. The model policy is not mandatory, and Councils are free to choose whether they use it or adapt it to suit their own purposes.

The development of the Draft Councillor and Staff Interaction Policy has been the subject of several resolutions passed by Councillors over the past 9 months and has also been the subject of several discussions with Councillors at Councillor Workshops.

At the Ordinary Council Meeting of 23 May 2024, Council resolved the following:

"That Council:

- 1. defer consideration of the report to the June Council Meeting;*
- 2. conduct a Councillor Workshop in June for the purpose of further Councillor consultation on any proposed changes to clauses to the draft policy;*
- 3. request Councillors to submit any proposed changes to clauses to the draft policy by close of business 31 May 2024;*
- 4. review the policy within 6 months of implementation, identifying any process flows or other aspects that could be improved upon to ensure clear and effective communication of information, or to update any processes that may have changed since implementing of the policy;*
- 5. prior to the proposed 6 monthly report mentioned in the policy, a report is to come back to Council proposing the KPI indicators to be reported on; and*
- 6. obtain legal advice in respect of any proposed changes to clauses in the draft policy."*

Discussion

Consistent with the resolution outlined above, a number of Councillors submitted proposed changes to the current Draft Councillor and Staff Interaction Policy on or before 31 May 2024. Relevant legal advice about the proposed amendments was subsequently circulated on a confidential basis to all Councillors. The amendments were then presented for discussion at the June Councillor Workshop. The proposed changes are a combination of new provisions and

Ordinary Council Meeting 20 June 2024
DRAFT COUNCILLOR AND STAFF INTERACTION POLICY - PROPOSED AMENDMENTS

amendments to existing provisions contained within the May Draft Councillor and Staff Interaction Policy (Refer **AT-1** which includes an updated flowchart).

A summary of the proposed changes follows, noting the YELLOW highlighted text represents the proposed amendment to the wording reflected in the Draft Councillor and Staff Interaction Policy presented to Council in May 2024:

1. New 4.8 (h)

The leaking of confidential information obtained through workshops, Closed Committee or otherwise advised by the General Manager, is considered a breach of the Code of Conduct.

2. New 4.9 (i)

To preserve the protection under section 731 of the Local Government Act 1993, Councillors and staff must not make public in any form, Council's own legal advice on any matter unless otherwise authorised by the General Manager.

3. New 4.10 (f)

Must inform the General Manager if their interaction with or request for information from a Councillor, in their view becomes unreasonable and is creating a psychosocial hazard.

4. New 4.10 (g)

They should endeavour to provide a minimum of 3 business days notice of a meeting which councillors are requested to attend, and provide both virtual and physical access options.

5. Amend 5.1(a)(vi)

Is the information requested and/or the total **accumulated** volume of councillor requests (inclusive of the number of issues an/or questions contained within each request) being handled at any one time, likely to give rise to a psychosocial hazard that needs to be managed.

6. Amend 5.1(a) I

Is the information required related to a matter that is on the upcoming Council Business Paper **or a proposed Councillor-initiated Notice of Motion**.

7. New 5.1. (d)

Correspondence that comes to a Councillor in response to a Councillor Request include a sign off by a staff member.

8. Amend 5.7

The General Manager or the staff member authorised to manage a councillor request will provide a response within **ten (10) working days**. Where a response cannot be provided within that timeframe, the councillor will be advised, and the information will be provided as soon as practicable, **having regard to 4.10.e**.

9. New 5.8 (c)

Whether the request for the meeting is necessary in the performance of their role as Councillors in making decisions.

10. Amend 5.11

Where a Councillor is unsure of confidentiality requirements, they **must** contact the General Manager, or the staff member authorised to manage their request.

11. New 5.12(f)

The General Manager considers the requested information to be interrogating the minutiae of Council's operations.

12. Amend 5.16

If a Councillor persistently makes requests for information **or meetings** which, in the General Manager’s opinion, results in a significant and unreasonable diversion of staff time and resources, and may create a psychosocial risk to council staff including, for example, because it requires them to work longer hours, impacts their abilities to complete their usual tasks, or creates unreasonable deadlines, the Council may, on the advice of the General Manager, and as a risk control measure in accordance with the Work, Health and Safety Act 2011, resolve to limit the number of requests (or questions) the councillor can make/ask.

13. New 5.20

Where in the opinion of the General Manager and Mayor, a Notice of Motion or Questions with Notice (the matters) are drafted that could give rise to a psychosocial hazard, the author of the matters are to be advised (prior to the publication of the Business Paper) and given the opportunity to amend the matter to remove the psychosocial hazard. Should this not occur the matters are not to be published in the Business Paper.

14. Amend 6.3

Councillors should, as far as practicable, only contact staff during business hours **(8.30am to 5.00pm Monday to Friday) in person or by telephone. Emails may be sent out of business hours, but there shall be no expectation of a response by staff outside of business hours.**

15. Amend 7.1

Councillors are entitled to have access to the council chamber, committee room, councillors’ rooms, and public areas of Council’s buildings during normal business hours for meetings (and outside business hours if a councillor representative on an advisory committee being held on council offices). Councillors needing access to these facilities at other times must obtain approval from the General Manager. **Access to the Mayor’s office is only permitted with prior agreement of the Mayor.**

18. Amend 8.2 h)

Councillors **or staff** making personal attacks on staff **or councillors** or engaging in conduct towards staff **or councillors** that would be contrary to the general conduct provisions in Part 3 of the Code of Conduct in public forums including social media.

19. Amend 8.3

Where a councillor **or staff** engages in conduct that, in the opinion of the General Manager, puts the health, safety or welfare of staff **or councillors** at risk, the General Manager may restrict the interaction between the relevant parties and if relevant utilise Section 5.16 of this Policy.

Community Consultation

Statement of Intent

The consultation is designed to inform the community of the new policy and its intent. Any comments received will be reviewed and evaluated before they are presented to Council for consideration and determination on whether to proceed with the new policy or not.

Method

Level of Participation	Inform	Consult
Form of Participation	Open	Open
Target Audience	Lane Cove Community	Lane Cove Community
Proposed Medium	Website and eNewsletter	Website ‘Have Your Say’ Written Submissions
Indicative Timing	Late June to early Aug 2024	Late June to early August 2024

Conclusion

The Draft Councillor and Staff Interaction Policy has been developed with regard to the OLG Model Interaction Policy and legal advice provided by experts. This report outlines additional amendments to the Draft Policy for Council's consideration and possible inclusion before the Draft Policy is placed on public exhibition for a period of 6 weeks in line with the community consultation plan outlined in this report.

RECOMMENDATION

That Council:-

1. Consider the proposed amendments contained within this report;
2. Place the amended Draft Councillor and Staff Interaction Policy on public exhibition for a period of 6 weeks in line with the community consultation plan outlined in this report subject to any amendments; and
3. Trial the Draft Councillor and Staff Interaction Policy during the public exhibition period.

Steven Kludass

Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 [View](#) Draft Councillor and Staff Interaction Policy

POLICY-CS-16 – Draft Councillor and Staff Interaction Policy

Draft Councillor and Staff Interaction Policy

Purpose

The purpose of the Councillor and Staff Interaction Policy (the Policy) is to provide a framework for councillors when exercising their official functions by specifically addressing their ability to interact with, and receive advice from, authorised staff.

This Councillor and Staff Interaction Policy has been modeled on the Office of Local Government (OLG) Model Councillor and Staff Interaction Policy that was developed in consultation with councils.

It provides an exemplar approach, incorporating examples of best practice from a diverse range of NSW councils. At its core, the policy has three main goals:

- to establish a framework by which councillors can access the information they need to perform their official functions,
- to promote positive and respectful interactions between councillors and staff, and
- to advise where concerns can be directed if there is a breakdown in the relationship between councillors and staff.

This Policy applies to all councillors and council staff, all interactions between councillors and staff, whether face-to-face, online (including social media and virtual meeting platforms), by phone, text message or in writing and whenever interactions between councillors and staff occur, including inside or outside of work hours, and at both council and non-council venues and events.

This Policy does not confer any delegated authority upon any person. All delegations to staff are made by the General Manager.

The Code of Conduct provides that council officials must not conduct themselves in a manner that is contrary to the Council's policies. A breach of this Policy will be a breach of the Code of Conduct including, but not limited to, [Part 3.1b](#), [Part 3.1g](#), [Part 3.8](#), [Part 3.12](#), and [Part 7.2\(c\)](#) of the Code of Conduct.

The Model Councillor and Staff Interaction Policy is structured as follows:

Part 1	Introduction
Part 2	Sets out the scope of the policy
Part 3	Describes the policy's objectives
Part 4	Sets out the respective roles and responsibilities of councillors and staff and the principles that should guide their interactions
Part 5	Sets out the administrative framework for a councillor requests system
Part 6	Identifies which staff councillors can contact directly
Part 7	Addresses councillors' entitlement to access council buildings
Part 8	Describes appropriate and inappropriate interactions between councillors and staff
Part 9	Provides advice about who complaints can be made to
Schedule 1	Contains a template for a list of staff councillors can contact directly under Part 6 of the policy

Part 1 – Introduction

- 1.1 The Policy, **sourced from Part 7.2(c) of the Model Code of Conduct**, complements and should be read in conjunction with **Lane Cove Council's Code of Conduct** (the Code of Conduct), **Council's Code of Meeting Practice, the Local Government Act, 1993 and the Work, Health and Safety Act, 2011.**
- 1.2 The aim of the Policy is to facilitate a positive working relationship between councillors, as the community's elected representatives, and staff, who are employed to administer the operations of the Council. The Policy provides direction on interactions between councillors and staff to assist both parties in carrying out their day-to-day duties professionally, ethically and respectfully.
- 1.3 **The Policy is also designed to develop a shared understanding of what are considered reasonable expectations when dealing with the needs of Councillors in discharging their official functions on the one hand, with staff's role to efficiently and effectively administer the operations of Council, on the other hand.**
- 1.4 It is important to have an effective working relationship **that observes various legislative requirements and** recognises the important but differing contribution both parties bring to their complementary roles.

Part 2 – Scope

- 2.1 This Policy applies to all councillors and council staff.
- 2.2 This Policy applies to all interactions between councillors and staff, whether face-to-face, online (including social media and virtual meeting platforms), by phone, text message or in writing.
- 2.3 This Policy applies whenever interactions between councillors and staff occur, including inside or outside of work hours, and at both council and non-council venues and events.
- 2.4 This Policy does not confer any delegated authority upon any person. All delegations to staff are made by the General Manager, **noting that Council can also delegate its functions to the Mayor or a Councillor under s377(1) of the LG Act.**
- 2.5 The Code of Conduct provides that council officials must not conduct themselves in a manner that is contrary to the Council's policies. A breach of this Policy will be a breach of the Code of Conduct **including, but not limited to, Part 3.1b), Part 3.1g), Part 3.8, Part 3.12, and Part 7.2(c) of the Code of Conduct.**

Part 3 – Policy objectives

- 3.1 The objectives of the Policy are to:
 - a. establish positive, effective and professional working relationships between councillors and staff defined by mutual respect and courtesy
 - b. enable councillors and staff to work together appropriately and effectively to support each other in their respective roles
 - c. ensure that councillors receive advice in an orderly, courteous and appropriate manner to assist them in the performance of their civic duties
 - d. ensure councillors have adequate access to information to exercise their statutory roles
 - e. provide direction on, and guide councillor interactions with, staff for both obtaining information and in general situations
 - f. maintain transparent decision making and good governance arrangements

Subject: Draft Strategy for an Age Friendly Lane Cove 2024-2029
Record No: SU5300 - 32504/24
Division: Community and Culture Division
Author(s): Stephanie Kelly

Executive Summary

Lane Cove Council was the first NSW Council to become a member of the World Health Organisation Age-Friendly Cities in 2014 and adopted a ten-year plan based upon is a framework to promote health and active ageing. Much has been achieved over the past decade and the Council continues its commitment to enabling our community to inspire change, enhance connection, and support innovative and evidence-based solutions to create a great place to grow old.

A new plan has been developed in collaboration with a wide range of residents and partners to build upon this successful program. The new draft Strategy for an Age-Friendly Lane Cove 2024 – 2029 is now recommended for public exhibition for six weeks.

Background

The World Health Organisation (WHO) Global Strategy is a framework to foster health and active ageing. The goal is for ageing to be safe and appropriate so that our citizens can retain health, connection, and dignity.

The Age-Friendly Cities framework includes eight interconnected domains listed below:

1. Outdoor Spaces and Buildings
2. Transportation
3. Housing
4. Social Participation
5. Respect and Inclusion
6. Civic Participation and Employment
7. Communication and Information
8. Community Support and Health Services

The purpose of the Age-Friendly strategy is to create a document to support Council's response to the challenges of the ageing population and foster an environment that promotes active ageing and community engagement. Assessing how age-friendly Lane Cove has become is essential to continue to provide appropriate services and infrastructure to create a better future.

Discussion

Redwoods Working Collaborative were appointed as lead consultants to develop the strategy. The community consultation plan involved engaging with the local community, businesses, service providers, and staff. The engagement process included online surveys, social media advertising, and face to face consultation with community members, support services, and reference groups, including the Age Friendly Advisory Committee, the Access and Inclusion Advisory Committee, and Pottery Gardens. The surveys and consultation templates focused on the eight areas predetermined by the WHO Age Friendly Cities.

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DRAFT STRATEGY FOR AN AGE FRIENDLY LANE COVE 2024-2029

In total, 266 people across the area contributed to the development of the draft strategy. The table breaks down the engagement campaign.

Consultation Type	Responses/Attendances
Community Survey	266
Staff Survey	8
Individual in depth interviews	8 residents (4 case studies)
Reference Groups	Age-Friendly Advisory Committee (10) Pottery Gardens Residents Association (14)
Interviews with Service Users	Aboriginal Heritage Office (1) Home Library Service (1) Pottery Gardens (1) Sydney Community Services (2)
Public Space Engagement	The Plaza (105) Open Day Meeting House (42)

Based on the feedback received from community engagement, industry best practice and research, strategic outcomes have been identified for each focus area and actions to achieve each outcome have been developed. The outcomes for each focus area are outlined in the following table.

Domain, Outcome	Actions
Outdoor spaces and buildings Outdoor environments where older people can get out and about with ease and safety.	1.1 Create accessible open spaces with green spaces in mind 1.2 Age friendly buildings pavements and walkways safe pedestrian crossings and adequate rest areas 1.3 Secure environment
Transport Enhanced access to transport by older people	2.1 Accessible and affordable 2.2 Safe
Housing Opportunities for older people to access appropriate and affordable housing options, including residential aged care, and without leaving Lane Cove.	3.1 Well-designed housing that is safe and affordable. 3.2 Housing options with good connectivity to social and community services
Respect and Inclusion Older people know they are respected and valued as members of the community and are socially included rather than excluded or isolated.	4.1 Respect for seniors' social inclusion 4.2 Respect for seniors' economic inclusion
Social Participation Older people to participate in social, recreation and leisure activities.	5.1 A range of accessible and affordable activities 5.2 Intergenerational activities

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<p>Communication and information</p> <p>Older people are well informed and have access to the information they require</p>	6.1 Appropriate and age-friendly distribution of information
<p>Civic participation and employment</p> <p>Older people participate in community decisions, employment and volunteering.</p>	<p>7.1 Volunteerism promoted to seniors</p> <p>7.2 Employment opportunities for seniors</p> <p>7.3 Civic participation for seniors</p>
<p>Community support and health services</p> <p>Older people seamlessly access the community support and health services they require.</p>	8.1 Access to community support and health services.

The current document will be used for consultation purposes. After consultation any amendments will be added to the plan. Before adoption, the report will be formatted into the Council’s standard strategy template. The final version of the Strategy for an Age-Friendly Lane Cove 2024–2029 will be submitted to Council for consideration and adoption at the August meeting.

Community Consultation

Statement of Intent

The public exhibition of the draft Strategy for an Age-Friendly Lane Cove 2024 – 2029 is part of our commitment to transparency and community engagement. It provides the community with an additional opportunity to comment on the draft. Any comments received will be reviewed and evaluated by the Council and the consultants to determine how to proceed with their inclusion in the final Plan. This process ensures that the final plan reflects the community's needs and aspirations.

Method

Level of Participation	Inform	Inform	Consult
Form of Participation	Open	Targeted	Partner Participation
Target Audience	Lane Cove community and community groups	Access and Inclusion Advisory Committee, Pottery Gardens Residents Association, Sydney Community Services	Age-Friendly Advisory Committee
Proposed Medium	Website exhibition, eNewsletter and social media	General public feedback and previous contributors to the survey	Committee workshops and advise/recommendations taken toward decisions
Indicative Timing	June – Augst 2024	June- August 2024	June- August 2024

Conclusion

The implementation of the Strategy for an Age-Friendly Lane Cove will occur over the next five years. Over this time, it is envisaged that Lane Cove will continue its journey to becoming an even more age-friendly community.

RECOMMENDATION

That Council:

1. The draft Strategy for an Age-Friendly Lane Cove 2024 – 2029 be endorsed for the purpose of public exhibition and be placed on public exhibition for six weeks in accordance with the consultation strategy outline in the report; and
2. A report be submitted to Council following the public exhibition period.

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

AT-1 View	DRAFT Strategy for an Age Friendly Lane Cove 2024-2029	44 Pages	Available Electronically
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Ordinary Council Meeting 20 June 2024
JEAN MITCHELL LUCRETIA BATHS RESTORATION - FURTHER REPORT

Subject: Jean Mitchell Lucretia Baths Restoration - Further Report
Record No: SU8705 - 31678/24
Division: Community and Culture Division
Author(s): Stephanie Kelly

Executive Summary

This report provides an update on the Jean Mitchell Lucretia Baths project. A concept design for the replacement of the baths structure was completed in March 2024 and costed at \$1,462,800. Funding was not available in the budget at that time given the level of complexity, risk, and Council's existing significant capital works program. Council resolved to note that there was a previous commitment to do the works and so directed that the matter be considered after the current capital works program has been completed.

This report responds to a series of questions asked about the leasing arrangements with foreshore owner Transport for New South Wales (TfNSW) and further background on the future restoration of the site.

Background

The Jean Mitchell Lucretia Baths are currently in a state of disrepair with significant funding required to bring the Baths up to a safe standard.

There have been several Council reports and consultations about progressing the restoration and replacement of the Jean Mitchell Lucretia Baths, notably 24 November 2022, 23 February 2023, 23 May 2023, 21 September 2023 and 21 March 2024. This report responds to the Council resolution from 21 March 2024, viz:-

"That Council:

- 1. Receive and note the report;*
- 2. Note that Council agreed to progress rebuild of the Baths subject to funding in the May 2023 Council meeting;*
- 3. Note that to be compliant with TfNSW regulations, that any design for the rebuild of the Baths will ensure that the facility does not allow a way for watercraft to be attached to the structure;*
- 4. Safely secure the premises and consistently monitor for vandalism of these safety measures;*
- 5. Make available to the public, the design plan, concept plan, suggestions for safety and maintenance improvements and construction approach, reports on the effectiveness of the predator protection system, marine habitat, surveys, preliminary geotechnical information, and assessment of the water quality;*
- 6. Reconsider funding once the Sport and Recreation Facility is completed, currently forecast third quarter 2025;*
- 7. Report back to the June Ordinary Council meeting with:*
 - i. Our terms and conditions under the current lease agreement with TfNSW outlining our commitment to safety, commitment to maintaining the Baths in a state of repair; and conditions to break/maintain the lease and make good clauses;*
 - ii. What the current lease agreement costs annually;*
 - iii. What costs have been incurred to date with regards to maintenance of the Baths since Council took over responsibility of maintenance of this asset;*
 - iv. Estimated ongoing maintenance of costs once the asset has been restored;*
 - v. Confirmation that the Baths are registered in our Council Asset Management Plan;*

8. When considering the project in the future, consider as an option the installation of a solution which allows people to walk out onto the water that doesn't allow boats to be tied to it."

The plans and supporting reports detailing the requirements of Council in replacing the Baths structure has been published on Council's website.

Discussion

Lane Cove Council assumed responsibility for the lease of the Jean Mitchell Lucretia Baths located at Woodford Bay, Dunois Street, Longueville, based on a Deed of Lease dated 18 August 1992. The lease encompasses an area of 590 sqm and extends to all or any land of the Maritime Services Board (MSB) adjoining or adjacent to the premises.

Lease requirements

Given the lease of the Baths, the Council is responsible for maintaining and repairing the structures, including the seawall, pontoons, fences, and piles. The Council is obligated to keep these structures in good condition and conduct any necessary repairs, including painting and cleaning, as per health regulations and laws. The current lease agreement with TfNSW outlines a commitment to safety and maintaining the Baths in a state of repair. It also includes conditions regarding breaking/maintaining the lease and making good clauses.

If the Council fails to maintain the structures, TfNSW can instruct the Council to remove them at the Council's cost. If Council does not comply, TfNSW can remove the structures and recover the costs from Council. If any part of the structure collapses, Council must reconstruct it at their expense. Council is also responsible for providing proper lighting from sunset to sunrise.

The lease includes safety obligations, which have been addressed by closing the Baths. TfNSW have confirmed that closing the Baths until funds are available to replace the structure is acceptable. The decision to close the Baths was made due to the deteriorating condition of the structure and the safety risks it posed and was part of Council's direction in the March 2024 resolution.

Council has also explained to TfNSW the challenges it faces in enforcing the requirement to stop boat users tie up small crafts to the Baths. Support enforcing these conditions from the water has been requested, as without the boardwalk Council staff cannot reach any attached boat, and it has no enforcement power on the water outside the lease area.

As part of the strategy to prevent dinghies being attached to the Baths, Council has achieved a grant for dinghy storage in Lucretia Avenue. This storage system aims to provide the community with a suitable alternative to leaving boats in the water.

In terms of lease termination, either party can terminate the lease by giving notice, and TfNSW has the right to terminate the lease immediately under certain circumstances. If the lease is terminated, Council is responsible for removing the structures at its cost, and if it fails to do so, TfNSW can remove them and recover the costs from Council.

The cost of the lease is currently \$591 per annum inclusive of GST. This original lease is part of broader negotiations with TfNSW about a single lease for all the sites Council currently leases from the department.

Asset management

Major works were complete in 2006 and involved replacing palings and board walk repairs. Aside from these works, only minor repair works have been carried out on the Baths since. The cost of this restoration project is high because the facility needs to be renewed and the underwater

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JEAN MITCHELL LUCRETIA BATHS RESTORATION - FURTHER REPORT

structures need to be replaced. Over the past ten years, Council has dedicated approximately \$10,000 to regular responsive maintenance.

The Baths are in Council's asset register. The Baths have been assessed as being in 'Poor' condition, which is classified as 'Condition 4'. This assessment was last carried out in 2020/21, and it indicates that the Baths are in need of significant repair and renovation.

If the proposed restoration and replacement is completed, Council will also need to make a more significant annual budget for maintenance, approximately five per cent of the total capital investment is recommended. The harsh marine environment means that Council will also need to invest funds in a sinking fund for future replacement of the structure.

Alternative pontoon proposal

Council officers have looked at the request to demolish the Baths and create a "solution which allows people to walk out onto the water that doesn't allow boats to be tied to it." This concept is effectively a pontoon, specifically a pedestrian-only pontoon. A pontoon is a floating structure that can be used for various purposes, including walking out onto the water.

To achieve this, Council officers would need to replicate the planning approach similar to that completed to replace the Baths. This included community consultation, design, marine engineering, a heritage assessment, and an environmental statement, which would be required to submit a development application. This would cost less than the project just undertaken to repair the Baths as some research and reports could be reused. Provision to fund this planning would need to be identified and added to the budget, and ideally, this would be part of a future delivery plan to ensure there are adequate staff resources to complete this.

Conclusion

Council will continue to manage the Baths' closure until the site's direction is finalised and adequate funding has been identified. In the meantime, Council will need to work closely with TfNSW on any future proposed solutions.

RECOMMENDATION

That Council receive and note the report.

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

There are no supporting documents for this report.

Subject: State of Waxcaps in Lane Cove Bushland Park
Record No: SU3912 - 31816/24
Division: Open Space and Infrastructure Division
Author(s): Jeff Culleton

Executive Summary

At its February 2024 meeting Council resolved for a report to be provided discussing the state of Waxcaps in Lane Cove Bushland Park (LCBP).

The Department of Climate Change, Energy, Environment and Water (DCCEEW) is the leading body in Waxcap conservation in NSW. Council assists the department to conserve the Waxcap population by methods approved by the DCCEEW which includes bush regeneration and monitoring.

Council have sought advice from the DCCEEW to assist in answering the four questions raised in the notice of motion to ensure the accuracy of the information in this report. The department have confirmed that they are satisfied with the state of the current condition of habitat and measures undertaken by Council to preserve the Waxcaps in LCBP.

Background

At its February 2024 meeting Council resolved to receive a report outlining:

- “1. *Current condition of the optimal 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;*
3. *Historical data to date (since monitoring of waxcap species began up to the last fruiting season) identifying quantity, diversity and spread of waxcap fruiting species found in the above three areas, and noting any changes in these measures over the period for which there is data and;*
4. *How the funding from NSW Save Our Species is currently being used for ongoing monitoring and/or to maintain their habitat.”*

LCBP has over 300 native plant species and over 70 native bird species have been observed in the reserve. It's home to several endangered and vulnerable fauna including the Powerful Owl, Grey-headed Flying-Fox, Bent-winged Bat and the Red-crowned Toadlet. It is also home to the threatened community of fungi species from the Hygrophoraceae family (Waxcaps).

Bush regeneration works have been carried out in LCBP for over 40 years after the bush was nearly cleared for a golf course extension in the 1970's. Council has been committed to best practice bushland regeneration techniques, which have resulted in the improvement from weedy bush to the current healthy bushland we see today.

The Waxcaps in LCBP were recognised and listed as an Endangered Ecological Community in 2000 under the Threatened Species Conservation Act and since that time the DCCEEW have been involved in their protection.

The vegetation of LCBP is mapped as Coastal Enriched Sandstone Moist Forest with Coastal Escarpment Littoral Rainforest, which is a Threatened Ecological Community (TEC) along the creek lines.

Council's ongoing bush regeneration program in this reserve has restored many areas of LCBP to native bushland, with annual contributions from Council's operational funds and grant funding from the Save our Species Multi-species Fungi Project (SoS) project provided by the DCCEEW.

All bush regeneration works in and around the TEC within LCBP are undertaken in consultation of the DCCEEW. Furthermore, any adjustment to the methodologies Council applies to the conservation of the Waxcaps are reviewed and approved by the DCCEEW. Council receives annual grant funding from the DCCEEW as part of their SoS program for the purpose of bush regeneration in known Waxcap areas.

Council routinely receives advice from the DCCEEW on how to best conserve areas of Waxcaps and assists in annual field-based monitoring. The DCCEEW have reviewed documents provided by Council of our management methods including bush regeneration work areas and they are satisfied with Council's methodologies and techniques which include undertaking weed control across the reserve paying particular attention to the sensitive Waxcap community.

The work undertaken helps to minimise and maintain weed free areas to stop weed spread into Waxcap habitat. Additionally, Council avoids working in Waxcap habitat when they are fruiting to avoid any disturbance. Council have actively restored and mitigated further creek line erosion from stormwater in particular sensitive Waxcap areas to protect the creek line, its surrounding vegetation and the Waxcaps themselves.

Discussion

Below are the responses to the queries raised in the February 2024 resolution. These responses have been developed in consultation with the DCCEEW as they are the managing authority for TECs in NSW:

1. Current condition of the optimal habitat in Lane Cove Bushland Park in North, Central and South areas;

The current condition of the habitat in LCBP is stable, characterised by a predominant presence of native vegetation and minimal weed cover throughout the reserve. This stability is the result of many years of meticulous and dedicated best practice bush regeneration efforts. This habitat of restored bushland to its most natural setting is favourable for Waxcap populations.

Best practice strategies of manual target weeding, and vine control help restore and maintain the ecological balance of flora and fauna. Bush regeneration has been the primary focus to preserve the biodiversity and health of this resilient bushland in which Waxcaps are found.

2. Measures taken to preserve the waxcap habitat in Lane Cove Bushland Park in North, Central and South areas;

The primary technique for preserving Waxcaps in LCBP is bush regeneration. The DCCEEW have reviewed Council's vegetation management documents and are satisfied with the practices of these preservation methods which include:

- Routinely undertaking weed control and assisted regeneration across the reserve with the Waxcap community in mind.
- Efforts made to minimise and maintain weed-free areas and to prevent weed spread into Waxcap habitats.
- Avoiding working in Waxcap habitats during their fruiting periods to avoid disturbance.

Waxcaps primarily occur near the creek, which is also classified as a TEC known as Littoral Rainforest. Management of the reserve aims to protect and manage the values of both the Waxcap TEC and the Littoral Rainforest TEC, as well as the surrounding flora and fauna some of which are also threatened species. This holistic approach includes managing the bushland at an ecosystem level to protect the soil, guard against erosion, and maintain soil moisture, shading, and cover, which ultimately protects micro-organisms, including fungi.

The holistic management approach for both TECs and the surrounding habitat is supported by the DCCEEW. Specific actions identified in the SoS database include:

- Consulting with land managers
- Monitoring flora
- Managing drainage
- Educating the community
- Site-based weed control
- Monitoring habitat condition

These actions collectively contribute to the preservation and stability of the reserve's ecosystem, ensuring the protection of the Waxcap community.

3. Historical data to date (since monitoring of waxcap species began up to the last fruiting season) identifying quantity, diversity and spread of waxcap fruiting species found in the above three areas, and noting any changes in these measures over the period for which there is data;

-

- Council has been assisting the DCCEEW with its Waxcap monitoring program for several years. They monitor over the fruiting season when the fungi are visible on the ground, holding monthly visits typically from April through to August, observing species and locations.

-

- Monitoring results for the SoS Multi-species Fungi Project are summarised in the DCCEEW's annual report cards which are publicly accessible at:

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- <https://www.environment.nsw.gov.au/topics/animals-and-plants/threatened-species/saving-our-species-report-cards?search=hygrocybe>

-

- DCCEEW have stated that they are unable to disclose any further historical data beyond these report cards.

-

4. How the funding from NSW Save Our Species is currently being used for ongoing monitoring and/or to maintain their habitat

Each financial year Council receives funding from the DCCEEW for the SoS program which is used to carry out sensitive bush regeneration in known Waxcap areas.

Conclusion

The community should be privileged that they have such a unique TEC of Waxcaps living in LCBP. The Waxcap community is protected by NSW legislation under the direction of the DCCEEW with Council's assistance.

The DCCEEW have confirmed that they are satisfied with the state of the current condition of LCBP, specifically the Waxcap habitat and measures undertaken by Council to preserve them.

RECOMMENDATION

That Council receive and note the report.

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

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Traffic Committee - May 2024
Record No: SU1326 - 32424/24
Division: Open Space and Infrastructure Division
Author(s): Hasir Suhaib

Executive Summary

The Lane Cove Traffic Committee has met and submitted recommendations for Council's consideration. It is recommended that the recommendations of the Committee be adopted.

Background

The Lane Cove Traffic Committee is a requirement of Transport for NSW and is primarily a technical review committee, which provides advice to Council on matters referred to it by Council. These matters must be related to prescribed traffic control devices and traffic control facilities for which Council has delegated authority. The Committee makes has no decision-making powers, it makes recommendations for the Council to consider, but Council is not bound by the advice.

Discussion

The Lane Cove Traffic Committee Meeting was held on Tuesday, 21 May 2024.

The Agenda is included as **AT-1**. The Traffic Committee recommendations are shown in the Minutes of the Meeting, included as **AT-2**.

Agenda Items are as follows:

- Murray Street, Lane Cove North - Extension of existing 'No Parking' zone.
- Moore Street, Between Barwon Road and Cullen Street - Installation of 'no parking' zone
- Dorritt Street (east end), Lane Cove - Removal of 'No Parking; 6AM To 1PM Wednesday, and installation of 'No Parking' zone.
- Austin Street at River Road West, Lane Cove - Installation of 'No Stopping' zone and double line markings.
- Greenwich area - Transport for NSW and busways proposals to upgrade the existing bus stops with bus zones for the bus route no 265 which provides bus service from Lane Cove to North Sydney via Greenwich.
- Regulatory Signposting and Linemarking
- Lane Cove Fun Run - September 2024
- Lane Cove Rotary Fair 2024 - TMP And TCP
- Food And Wine Festival by The River at Tambourine Bay Reserve 2024 - Traffic Management Plan And Traffic Control Plan.

RECOMMENDATION

That Council adopt the recommendations of the Lane Cove Traffic Committee Meeting held on Tuesday, 21 May 2024.

**Ordinary Council Meeting 20 June 2024
TRAFFIC COMMITTEE - MAY 2024**

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

ATTACHMENTS:

AT-1 View Agenda / - Traffic Committee - 21 May 2024	29 Pages	Available Electronically
AT-2 View Minutes - Traffic Committee - 21 May 2024	14 Pages	

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT LANDSCAPING, STREET TREES AND
TREE PRESERVATION POLICY

Subject: Community Consultation Results - Draft Landscaping, Street Trees and Tree Preservation Policy
Record No: SU241 - 31324/24
Division: Lane Cove Council
Author(s): Stephen Golding

Executive Summary

At the April 2023 Ordinary Council meeting, Council resolved to consult with the community on its Draft Landscaping, Street Trees and Tree Preservation Policy.

The purpose of this report is to provide a summary of submissions received in relation to Draft-Landscaping, Street Trees and Tree Preservation Policy which was the subject of community consultation between 23 April and 4 June 2024.

This report advises that as a result of the public consultation that took place over a six (6) week Period, Council received five (5) formal submissions. No changes are proposed to the policy as a result of the consultation process and the policy is recommended for adoption.

Background

At the April 2023 Ordinary Council meeting, Council resolved in part;

2. *“adopts the Draft - Landscaping, Street Trees and Tree Preservation Policy for the purpose of undertaking community consultation for a period of six (6) weeks as per the consultation plan outlined in this report, and*
3. *following public exhibition period, receives a report for consideration on any submissions received in respect of the Draft - Landscaping, Street Trees and Tree Preservation Policy and any proposed amendments at the Ordinary Council meeting to be held 20 June 2024.”*

Community consultation commenced on 23 April 2024 and concluded 4 June 2024. Written Submissions were invited during the community consultation period.

Discussion

Council received five (5) formal submissions as a result of the public consultation that took place over a six (6) week period. A copy of the submissions received from the public has been provided separately to Councillors on a confidential basis.

The submissions emphasised that;

- green spaces, especially street trees, are crucial for enhancing the aesthetic and environmental quality of neighborhoods with the need to balance the prevalence of Australian eucalypts with aesthetically pleasing flowering trees with colour,
- while trees offer numerous benefits, they must be managed to avoid blocking winter sunlight, increasing debris, and causing damage during adverse weather, and.
- that large trees can also interfere with power lines and raise insurance premiums due to the risk of falling branches.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT LANDSCAPING, STREET TREES AND
TREE PRESERVATION POLICY

Key suggestions from the submissions included:

1. Prioritise appropriately sized trees and shrubs for urban areas to minimise debris and maintenance with for favor fast-growing native trees to boost local biodiversity.
2. Register for threatened species and Native Fauna,
3. Tree Management Notification of works in Reserves needs to be available to the public to verifying Council authorised the work,
4. Introduce an optional contribution fee within council rates for tree planting.
5. Develop an area map detailing tree coverage, including size, height, and canopy shading. Compare with other councils to highlight benefits and foster a competitive spirit, and
6. Create a dedicated section on the Council's website to track progress and encourage participation, such as organising competitions and volunteer programs to engage residents and foster a sense of ownership.

Council's website contains information that aligns to key suggestions from the submissions, that can be found under [Environment & Sustainability](#).

Information on Council's Tree Management is available on Council's website that address tree works on private property and public land, Tree Preservation Orders, reporting on unauthorised tree removal, pruning or damage and approved private tree works.

Council's website also contains access to "Treeplotter" which is a detailed database of Council's tree inventory. The database is available to the public and is a comprehensive list of the trees located within the LGA on Council land and allows Council to monitor the age, health and general condition of trees in the area as well as map the distribution of tree species. This vital information assists Council in its management of trees and in determining locations for future planting sites.

Council's Tree Management Staff hold Australian Qualification Framework (AQF) Level 5 Arboriculture Diploma credentials along with the dual international accreditations in tree risk assessment (Quantified Tree Risk Assessment - QTRA and Tree Risk Assessment Qualification – TRAQ). All tree assessment is conducted utilising the internationally recognised practice of Visual Tree Assessment and where necessitated supported by aerial inspections and additional diagnostic practices consistent with modern arboriculture such as PiCUS Sonic Tomography.

When it is determined that Tree Removal works are required on Council land, notification letters are hand delivered to adjoining and neighbouring properties within the vicinity e.g., individual properties or streets bordering a reserve. If four (4) or more trees are required to be removed in any location then a more formal assessment is undertaken. This also involves the Bushland Team and notification to Council's Bushland Management Advisory Committee.

Ordinary Council Meeting 20 June 2024
COMMUNITY CONSULTATION RESULTS - DRAFT LANDSCAPING, STREET TREES AND TREE PRESERVATION POLICY

Council runs many *Activities and Programs* to encourage community engagement and participation such as;

- [Bushcare, Bush Friends, On the Verge](#)
- [Nursery](#)
- [Backyard Habitat Program](#)
- [Backyard habitat photo competition](#)
- [Harbourcare](#)
- [Bush Kids](#)
- [Walks and Talks](#)

The website provides information on the local *Wildlife*, such as *Native Animals*, such as but not limited to_;

- [Frog and Freshwater Fish survey Report 2023](#)
- [Database of Fauna sightings](#)
- [Lane Cove Bushland Fauna Surveys 2020 Report](#)
- [Wildlife Protection Areas](#)

The community can access information from our website on *Native Vegetation* that includes;

- [Native Vegetation of the Lane Cove Council LGA Report](#)
- [Flora assessment and vegetation mapping review for bushland reserves](#)

Council prior to the introduction of the Sustainability Levy in 2007 provided the opportunity for donations towards bushcare. The process was discontinued when the levy was introduced due to falling contributions, and the perception that Council was 'double dipping'.

Conclusion

Having given consideration to the matters raised in the five (5) formal public submissions received, it is recommended that Council adopt the Draft- Landscaping, Street Trees and Tree Preservation Policy and publish it on Council's website.

RECOMMENDATION

That Council adopt the Draft Landscaping, Street Trees and Tree Preservation Policy and publish it on Council's website.

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

There are no supporting documents for this report.

Subject: Policy Review - Child Safety
Record No: SU8773 - 31654/24
Division: Community and Culture Division
Author(s): Briony Moore

Executive Summary

The purpose of this report is for Council to consider the adoption of the following policies as part of Council's commitment to child safety:-

- Child Safe Policy
- Reportable Conduct Policy

Background

The *Children's Guardian Amendment (Child Safe Scheme) Act 2021 (NSW)* became law in 2022. This legislation was adopted in response to recommendations from the Royal Commission into Institutional Responses into Child Sexual Abuse published in 2017. The *Act* requires councils and other prescribed agencies to embed the 10 Child Safe Standards into policies and practices "as the primary framework that guides child safe practice". It also requires councils and other prescribed agencies to implement a reportable conduct policy that addresses the following matters:

- (a) *preventing and detecting reportable conduct by an employee of the entity,*
- (b) *requiring an employee of the relevant entity to give a report, as soon as possible, in relation to a reportable allegation or conviction considered to be a reportable conviction involving an employee of the entity,*
- (c) *enabling a person, other than an employee of the relevant entity, to give a report to the head of the relevant entity about a reportable allegation or conviction considered to be a reportable conviction involving an employee of the relevant entity,*
- (d) *handling or responding to a reportable allegation or conviction considered to be a reportable conviction involving an employee of the relevant entity, having regard to principles of procedural fairness,*
- (e) *receiving, handling and disclosing information relating to reportable allegations, convictions considered to be reportable convictions and information relating to investigations and determinations,*
- (f) *identifying and dealing with matters relating to the prevention of reportable conduct by employees of the relevant entity.*

To meet the requirements of the *Child Safe Scheme*, Council's Child Protection Policy has been updated and renamed Child Safe Policy.

A new Reportable Conduct Policy has been created.

These updates will ensure that policies are contemporary, compliant with the requirements of the *Child Safe Scheme*, are consistent with Council's direction, and reflect industry standards.

Discussion

Below is a summary of the Child Safe Policy and Reportable Conduct Policy.

Please note the Child Safe Policy outlined below contains a hyperlink (in the heading) to the current Child Protection Policy which is also located on Council's website. The Reportable Conduct Policy is a new policy so there is no previous version to refer to.

Child Safe Policy

This policy was previously called the Child Protection Policy. The name has been updated in line with recommendations from the *Child Safe Scheme*. The purpose of this policy is to outline Council's approach to child safety and demonstrate how Council will embed the 10 Child Safe Standards across the organisation.

Changes include:

- *Title changed from Child Protection Policy to Child Safe Policy*
- *Section 2 changed from Scope to Commitment – Section added.*
- *Section 3 changed from "Definitions" to "Scope".*
- *Section 3, Scope, additional clarification added about who the policy applies to.*
- *Section 4 changed from "Content" to "Definitions".*
- *Section 4, Definitions, added: abuse, Child Protection Legislation, child, child-related position or employment, grooming, misconduct, young person*
- *Section 4, Definitions, reportable conduct definition updated to comply with new legislation.*
- *Section 4, Definitions, sexual offence definition updated to comply with new legislation.*
- *Section 5 changed from "Related Policies, Management Directives, Procedures, or Other Documents" to "Content".*
- *Section 5, Content, added point about ensuring safety and wellbeing of children in physical and online environments.*
- *Section 5, Content, added explanation about how Council will uphold its commitment to be a Child Safe organisation.*
- *Section 6 changed from "Related Legislation" to "Related Policies, Management Directives, Procedures, or Other Documents".*
- *Section 6, Related Policies, Management Directives, Procedures, or Other Documents, six documents added:*
 - *Child Safe Reporting Procedure*
 - *Child Safe Code of Conduct*
 - *Child Safe Recruitment, Induction, and Training Policy*
 - *Reportable Conduct Policy*
 - *Social Media Policy*
- *Section 7 changed from "Recording Document Versions/History" to "Related Legislation".*
- *Section 7, Related Legislation, legislation added:*
 - *Children's Guardian Act 2019 (NSW)*
 - *Children's Guardian Amendment (Child Safe Scheme) Act 2021 (NSW)*
 - *Child Protection (Working with Children) Regulation 2013*
 - *Child Protection (Working with Children) Act 2012*

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POLICY REVIEW - CHILD SAFETY**

- Children and Young Persons (Care and Protection)
- Amendment (Parental Responsibility Contracts) Act, 2006 (NSW) Children and Young Persons (Care and Protection) Act 1998
- Ombudsman Amendment (Child Protection and Community services) Act, 1998 (NSW)
- The Ombudsman Act, 1974 (NSW)
- *Crimes Act 1900 (NSW)*
- *Section 8 changed from “Administrative Details” to “Recording Document Versions/History”.*
- *Section 9 changed from “Diagrams, Forms, Checklists and Flowcharts” to “Administrative Details”.*
- *Section 9, Administrative Details, Policy Title changed from Child Protection Policy to Child Safe Policy.*
- *Section 9, Administrative Details, Date Approved & Commenced changed from 21 August 2017 to TBC.*
- *Section 9, Administrative Details, Department/Responsible Officer changed from Human Services to Community and Culture.*
- *Section 9, Administrative Details, Records Reference changed from TRIM 50706/17 to CM 32653/2024*
- *“Diagrams, Forms, Checklists and Flowcharts” changed from Section 9 to Section 10.*

Reportable Conduct Policy:

This is a new policy. The purpose of the policy is to show how Council will uphold child safety and meet its reporting obligations under the *Child Safe Scheme* and *Reportable Conduct Scheme*. The policy outlines Council’s commitments and responsibilities regarding reportable conduct.

Community Consultation

Statement of Intent

The consultation is designed to give community members the opportunity to provide feedback about policies. Any comments received will be reviewed and evaluated to determine whether or not to proceed with the Child Safe Policy and Reportable Conduct Policy.

Method

Level of Participation	Inform	Consult
Form of Participation	Open	Open
Target Audience	Lane Cove Community	Lane Cove Community
Proposed Medium	Website and eNewsletter	Website Exhibition “Have your Say.”
Indicative Timing	Late June to Early July	

Conclusion

The above policy updates contribute to Council’s child safe commitments and ensure that the Policy Register is up to date with current practice and legislation. The Reportable Conduct Policy is a new policy and the Child Safe Policy has significant changes. As such, both policies will undergo community consultation.

RECOMMENDATION

That Council:

1. The Draft Child Safe Policy and the Draft Reportable Conduct Policy be endorsed for the purpose of public exhibition,
2. Undertakes community consultation for a period of six (6) weeks as per the consultation plan outlined in this report; and
3. Following the public exhibition period the Draft Child Safe Policy and Draft Reportable Conduct Policy, together with a report on any submissions received and any proposed amendments, be considered at the Ordinary Council meeting to be held 22 August 2024.

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

AT-1 View	DRAFT Reportable Conduct Policy - PDF	4 Pages
AT-2 View	Draft Child Safe Policy	5 Pages

Ordinary Council Meeting 20 June 2024
2024 LOCAL GOVERNMENT NSW CONFERENCE MOTIONS

Subject: 2024 Local Government NSW Conference Motions
Record No: SU9949 - 30490/24
Division: Lane Cove Council
Author(s): Stephen Golding

Executive Summary

Council has received correspondence from Local Government NSW concerning their 2024 Annual Conference to be held in November 2024. In preparation for the Conference, Local Government NSW have asked all councils to consider the key issues affecting their communities. These issues will be discussed and debated during the business sessions of the Conference. This report recommends that Council consider the primary issues affecting the Lane Cove community and submit motions for debate.

Council has entitlement to four (4) voting delegates at the Conference.

Given the NSW Local Government Elections are to be held on 14 September 2024, it would be prudent to have the next Council determine who the four (4) voting delegates at the Conference should be at a Council Meeting scheduled in October 2024.

Background

The Local Government NSW (LGNSW) Annual Conference is the pre-eminent policy making event for the local government sector. At the Conference, delegates vote on motions which help determine the policies and priorities for LGNSW and the sector. It is a key event for local government where Councillors come together to share ideas and debate issues that shape the way the sector functions and is governed.

The Annual Conference of Local Government NSW (LGNSW) will be held from Sunday 17 November 2024 to Tuesday 19 November 2024 at the Tamworth Regional Entertainment and Conference Centre. A [draft Program for the Conference](#) is available on the [LG NSW Conference Website](#).

Under LGNSW rules and the formula for calculating voting entitlements, Council will be entitled to nominate four (4) voting delegates for voting on motions considered at the Conference and positions in the Board elections.

As the conference is being held in the new term of Council, the endorsement of delegates including four (4) voting delegates for the motions at the Conference will be determined after the 2024 NSW Local Government Elections that is to be held on 14 September 2024.

Council is invited to submit motions for possible debate at the conference to advance the sector wide policy agenda that close on Friday 15 August 2024. Further details of the requirements and criteria for submission of motions to be considered at the Conference are outlined below.

Discussion

Criteria for Motions

To ensure debate centres on advancing the sector wide policy agenda, proposed motions should seek to be strategic (as opposed to operational), affect members state-wide and introduce new or emerging policy issues and actions. As much as possible, proposed motions should call on a

Ordinary Council Meeting 20 June 2024
2024 LOCAL GOVERNMENT NSW CONFERENCE MOTIONS

specific body (e.g. LGNSW, state government, federal government, a specific Department or Minister) and have a specific outcome that the motion is aiming to achieve. The motion should state whether it is seeking to change any LGNSW Fundamental Principles and the wording should be unambiguous.

Members are encouraged to review available Action Reports of the previous conferences, with the Action Plan for 2023 Conference be available in the upcoming weeks, and the LGNSW Policy Platform document (attached at **AT-1**) before submitting motions for the 2024 Conference to ensure newly proposed motion wording reflects recent developments and does not duplicate existing positions.

Motions will only be included in the Business Paper for the Conference where they comply with the following seven (7) board endorsed criteria:

1. Are consistent with the objects of the Association;
2. Relate to Local Government in NSW and/or across Australia;
3. Concern or are likely to concern Local Government as a sector, not focused on a local issue only;
4. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
5. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. Are clearly worded and unambiguous in nature; and
7. Do not express preference for one or several members over one or several other members.

Motions are to be submitted online by Friday, 15 August 2024.

Proposed Motions

The following two (2) motions have already been resolved by Council and address key issues affecting the Lane Cove community.

It is recommended that these motions be submitted for inclusion in Local Government NSW Conference Agenda for discussion and debate.

Motion 1

Motion Title

Modern ways to communicate with Residents.

Motion

That LGNSW advocate to the NSW Government to consider new options that Councils and Infrastructure providers can use to give timely and direct notification to residents about infrastructure works that will or are likely to impact them, that:

- a. take place out of normal business hours,
- b. may cause disturbance to personal amenity in a private home or workplace; and
- c. may cause inconvenience in mobility options.

Motion 2

Motion Title

Increased penalties for environmental offences.

Motion

That LGNSW advocate to the NSW Government to increase penalties for those who willfully cause destruction of endangered ecological communities by the unauthorised removal of vegetation.

Conclusion

For Council to participate fully in the LGNSW Annual Conference, it is recommended that Council consider the primary issues affecting the Lane Cove community, including the Motions outlined in this report, and submit them for consideration by LGNSW for inclusion on the Conference Agenda.

RECOMMENDATION

That Council:

1. Give consideration to the two (2) proposed motions outlined in this report and other primary issues affecting the Lane Cove community and submit same for debate at the 2024 LGNSW Annual Conference; and
2. Grant delegated authority to the Mayor to request the General Manager to submit any further proposed motions, after consulting with Councillors, prior to the deadline.

-

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 [View](#) LGNSW Policy Platform 2024

38 Available
Pages Electronically

Subject: NSW Kerbside Charging Funding for EV Charging Infrastructure
Record No: SU9072 - 30823/24
Division: Planning and Sustainability Division
Author(s): Bernadette Riad

Executive Summary

On 26 May, the NSW Government announced funding of \$4.1 million to install 671 EV charging ports at 391 sites across NSW.

The kerbside chargers will be installed across 16 Local Government Areas (LGAs) by 8 grant recipients, with the intent of providing convenient charging options for drivers in high density and busy metro areas.

Two of the eight recipients of funding have nominated potential sites in the Lane Cove LGA, with the potential to provide another 14 charge ports. Increasing the number of on-street EV charge points in Lane Cove from 8 to 22, and the total number of charge points from 29 to 43.

Council is currently working with recipients (Plus ES and Evie Networks) to determine the final site arrangements and conduct community consultation on those sites where on-street parking restrictions will be altered. The results of which will be brought back to Council via the Traffic Committee for final approval. It is recommended the report be received and noted.

Background

Funded and administered by Office of Energy and Climate Change, the EV kerbside charging grants aim to:

- support NSW's goal of being the easiest place in Australia to own and drive an EV;
- increase charging options for EV drivers with limited or no access to off-street parking;
- instil confidence in those considering the transition to an EV; and
- test different kerbside charging technologies and commercial models to develop a sustainable kerbside charging market.

The grants provide co-funding for local government or charge point operators (CPOs) to install, own, operate and maintain kerbside EV charging infrastructure in eligible local government areas (LGAs) that were assessed as having the least access to off-street parking for their population density.

- As part of the funding round, the NSW Government released the NSW EV Kerbside Charging Map outlining the estimated need for kerbside charging in each LGA based on population density and residential dwelling type. This map outlined an on-street charger access need of 39% for Lane Cove LGA.

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NSW KERBSIDE CHARGING FUNDING FOR EV CHARGING INFRASTRUCTURE

Discussion

Council currently provides access to a total of 32 electric vehicle charge points. Of those, 23 are located in Council car parks, while 9 are located on-street.

- The Canopy Carpark (8 charge points total, including 2 fast chargers)
- Little Street Car Park (4 charge points)
- Market Square Car Park (5 charge points)
- St Leonards Central Car Park (6 charge points including 2 fast chargers)
- 20 Phoenix Street, Lane Cove
- 11 Little Street, Lane Cove
- 19A Sirius Rd, Lane Cove West
- 2 Kullah Parade, Lane Cove North
- 15-21 Mindarie Street, Lane Cove North
- 2-4 Pinaroo Place, Lane Cove North
- 54 Gordon Crescent, Lane Cove North
- Cnr Oxley and Nicholson Street, St Leonards
- 13-15 Greenwich Road, Greenwich

The sites currently proposed by the charge point operators are listed below;

CPO	Ref	Site Address
Evie	E1	Civic Centre – 1 Phoenix St, Lane Cove, 2066 - 1 x RTM75 across 2 bays [MS208]
Evie	E2	Sera St Car Park, Lane Cove, 2066 Up to 2 x RTM75 across (up to) 4 bays [MS210]
Plus	P1	30 Little St, Lane Cove (no change to parking)
Plus	P2	43 Little St, Lane Cove
Plus	P3	36 Fox St, Lane Cove (no change to parking)
Plus	P4	8 Bridge St, Lane Cove (no change to parking)
Plus	P5	22 Bellevue Ave, Greenwich (no change to parking)
Plus	P6	396 Mowbray Rd W, Lane Cove North
Plus	P7	402 Mowbray Rd W, Lane Cove North (no change to parking)
Plus	P8	626 Mowbray Rd W, Lane Cove North
Plus	P9	642 Mowbray Rd W, Lane Cove North (no change to parking)
Plus	P10	64 Penrose St, Lane Cove West (no change to parking)

Table 1 – List of 12 proposed EV charge points

Of the 12 proposed locations, 2 (referenced as E1 and E2 in Table 1) are fast chargers that will be located in Council off-street car parks. At this stage Council has provided in principal support for the installation of chargers in these car parks, but the exact locations are still to be finalised. Once the exact locations of these chargers are finalised the surrounding properties will be notified of the installations. Any feedback received for these sites will be discussed with the charge point operators in terms of suitability of the site.

For the 10 on-street charging sites (referenced as P1 to P10 in Table 1), 3 are proposed to have changes to current parking restrictions to only allow EV's to use the space while charging and with a 2 hour limit between 8:00am and 6:00pm. The other 7 locations will not have any changes to their parking restrictions and all types of vehicles will be permitted to use these spaces.

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NSW KERBSIDE CHARGING FUNDING FOR EV CHARGING INFRASTRUCTURE

For the 3 locations that are proposed to have a change to their parking restrictions, Council has commenced consultation with the surrounding residents as per the requirements of the Traffic Committee for changes to parking restrictions. Feedback on these locations will be reported to the July 2024 Traffic Committee for consideration prior to being brought back to Council for adoption.

For the 7 locations that do not require any changes to parking restrictions, Council will notify the residents of the installation of the EV chargers. Any feedback received for these sites will be discussed with the Charge Point operators in terms of suitability of the site.

As per the funding requirements, ownership, operation, and maintenance of chargers will remain the responsibility of the charge point operators, and all chargers will be supplied with 100% renewable energy in perpetuity.

As with the other EV chargers already installed in the LGA, Council will sign an agreement with the Charge Point operator for an initial 12 month period with a review of the agreement after the 12 months.

Conclusion

Council has been fortunate in being offered the opportunity to be included in the NSW Government funding of \$4.1 million to install 671 EV charging ports at 391 sites across NSW.

It is recommended that Council complete consultation for the locations requiring changes to parking restrictions, report the results of this consultation to the July 2024 Traffic Committee meeting and notify adjoining properties of the installation of the remaining EV charging locations that do not require any changes to parking restrictions.

RECOMMENDATION

That Council:-

1. receive and note the report;
2. Complete the consultation as per the requirements of the Traffic Committee for the proposed EV charging locations requiring changes to parking restrictions; and
3. Notify the surrounding properties for the EV charging locations where no changes to parking restrictions are required.

Mark Brisby
Director - Planning and Sustainability
Planning and Sustainability Division

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

ATTACHMENTS:

AT-1 [View](#) Map of EV Charge Points in Lane Cove

Ordinary Council Meeting 20 June 2024
UPDATE ON UPGRADED HOT WATER SYSTEMS IN COUNCIL FACILITIES

Subject: Update on upgraded Hot Water Systems in Council Facilities
Record No: SU4997 - 32265/24
Division: Community and Culture Division
Author(s): Stephanie Kelly

Executive Summary

The purpose of this report is to provide Council with an update on the roll-out of new electric heat pump hot water systems across six Council facilities. The NSW Government's initiative to upgrade hot water systems as part of the Energy Security Safeguard has been rolled out in Lane Cove. This initiative aims to reduce dependence on natural gas and promote energy efficiency.

Discussion

The NSW Government launched an initiative to upgrade hot water systems in Lane Cove as part of the Energy Security Safeguard program. The offer was to upgrade to a more energy-efficient hot water system and make a choice that is both environmentally responsible and financially advantageous, as the switch can significantly reduce both energy and water consumption. This is predicted to result in substantial long-term cost savings on utility bills. Additionally, using a more energy-efficient hot water system helps lower the environmental impact of the facility, aligning with Council's commitment to sustainability and tackling the climate emergency.

Council collaborated with community groups and inspected Council facilities. All facilities that did not already rely on heat pump technology were assessed. Ten eligible sites were identified, but it was found that installing heat pumps would be impractical for some of the sites due to complex building and site challenges.

The work to upgrade six sites is now completed. Heat pumps were successfully installed at:-

1. Greenwich Baths;
2. Greenwich Sailing Club;
3. KU Community Preschool;
4. Lane Cove Tennis Club;
5. Blackman Park Scout Hall; and
6. Lane Cove Council Depot.

The new heat pumps are designed to deliver consistent hot water year-round, operating efficiently even at lower outdoor temperatures. The integrated heat exchanger within the water tank minimises energy loss, ensuring optimal performance. These smart energy heat pumps features include maximising efficiency with a maximum water output temperature of 60°C. They also include automatic startup and shutdown and include an anti-Legionella function to ensure water hygiene and support environmental health standards.

This work was achieved at no cost to Council beyond the time it took to project manage inspection and installation.

The benefits of installing these heat pumps are that, on average, air-source heat pumps produce 850kg of CO₂ per year. Heat pumps use only about a third as much electricity as traditional electric water heaters. The amount of CO₂ saved depends on various factors, such as energy usage, the type and efficiency of the old heating system, and that of the new heat pump.

Conclusion

With the support of a NSW Government rebate, this project has delivered a cost effective and environmentally sustainable outcome for six Council facilities.

RECOMMENDATION

That Council:

1. Receive and note this report; and
2. Thank the four community groups involved for their support in this project and achieving good environment and economically sustainable outcomes for our community.

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

There are no supporting documents for this report.

**Ordinary Council Meeting 20 June 2024
LANE COVE LOCAL PLANNING PANEL**

Subject: Local Government Remuneration Tribunal Annual Report and Determination - Councillor Fees
Record No: SU839 - 25498/24
Division: Lane Cove Council
Author(s): Stephen Golding

Executive Summary

This report details the recent determination of the Local Government Remuneration Tribunal (“the Tribunal”) for the annual fees to be paid for the Mayor and Councillors for the 2024/25 financial year, commencing 1 July 2024. The Tribunal has approved a 3.75% increase for the period. It is recommended Council determine the annual fees to be paid.

Background

The Tribunal is responsible for categorising councils and determining the minimum and maximum fees paid to Mayors and Councillors in each category. For the financial year 2023/24 an increase of 3% was determined by the Tribunal and was accepted by Council at the Ordinary Council Meeting 23 June 2023.

Discussion

In the Tribunal’s report to the Minister for Local Government dated 29 April 2024 (**AT-1**), it determined that, for the financial year 2024/25, an increase of 3.75% shall apply to the minimum and maximum annual fees applicable to each category. The table below shows the current annual fees paid to Lane Cove Councillors and the new minimum and maximum annual fees as determined by the Tribunal:-

	Current Annual Fee	New Minimum Annual Fee	New Maximum Annual Fee
Mayor	\$47,390	\$21,770	\$49,170
Councillors	\$21,730	\$10,220	\$22,540

Council’s Draft Budget for 2024/25 has sufficient funds to accommodate the proposed 3.75% increase as determined by the Tribunal.

RECOMMENDATION

That Council determine the following annual fees to be paid for the 2023/24 financial year, commencing 1 July 2024:-

1. Mayor: \$49,170 (in addition to the Councillors fee); and
2. Councillors: \$22,540

Steven Kludass
Director - Corporate and Strategy
Corporate and Strategy Division

ATTACHMENTS:

AT-1 [View](#) Annual Report and Determination - Local Government Remuneration Tribunal = 2024 39 Pages Available Electronically

Subject: Lane Cove Local Planning Panel
Record No: SU4720 - 28999/24
Division: Planning and Sustainability Division
Author(s): Mark Brisby

Executive Summary

The term of the current Lane Cove Local Planning Panel concludes on 30 June 2024. Council is required to appoint a new Panel to commence 1 July 2024. This report outlines the new Chair's for the panel, the proposed expert panel members and community representatives. It is recommended Council appoint the nominated candidates for the various roles.

Discussion

Council has been advised the Minister for Planning & Public Spaces has appointed Ms. Janette Murrell as the Chair of the Lane Cove Local Planning Panel, with Mr. Carl Scully and Mr. Anthony Hudson as alternates, commencing 1 July 2024.

At its February 2024 ordinary meeting, Council appointed the following independent expert members for the then interim period until 30 June 2024.

- Mr. Michael Ryan
- Mr. David Ryan
- Mr. Jason Perica
- Ms. Lisa Bella Esposito
- Ms. Lisa Trueman
- Ms. Susan Hobley
- Mr. Michael Mason

It is noted that each of these independent expert panel members have been included in the new expert pool list released by the Minister for the term of the new panel and are available to continue in the role. It is proposed to reappoint them onto the new panel.

Also at the February meeting, Council appointed the following community representatives:-

- Ms. Melanie Naidoo
- Mr. David Risbey
- Mr. Ian Longbottom

It is proposed to reappoint them onto the new panel.

Council is required under the guidelines for Local Planning Panels to have a minimum of fifteen {15} independent expert members appointed to its Panel. As setout above it is proposed to reappoint the existing seven {7} members.

Invitations were sent to eight independent experts who were included in the new expert pool list and who indicated that they were available to be appointed to Lane Cove's Local Panel.

All eight {8} accepted Council's invitation and it is recommended that they be appointed to the Panel. They are as follows:-

- Ms. Clare Brown
- Ms. Clare Swan
- Ms. Linda Kelly
- Ms. Sandra Robinson
- Mr. Michael File
- Mr. Brendan Randles
- Mr. Stephen McMahon
- Mr. Stephen Kerr

Their CVs has been provided to Councillors under separate cover.

Council is required under the guidelines for Local Planning Panels to have a minimum of four {4} Community representatives appointed to the Panel. As setout above Council in February 2024 appointed three {3} Community representatives.

These community representatives were selected following a recruitment process held in April 2023. That process included advertising and an interview of candidates after which three {3} were selected.

It is proposed that the next preferred candidate from that process be appointed to the Panel. Contact has been made with them and they advise they are available. It is recommended that subject to the required probity checks, Mr. Bruce Fraser be appointed as an additional community representative to the Panel. A copy of his application has been provided to Councillors under separate cover.

Conclusion

The term of the current Lane Cove Local Planning Panel concludes on 30 June 2024. Council is required to appoint a new Panel to commence 1 July 2024.

The Minister for Planning and Public Spaces has appointed a Chair and alternates for the new term of the Lane Cove Local Planning Panel. Further, a new list of approved independent expert panel members has been provided to Council.

Council is required to have a minimum of fifteen {15} expert members and four {4} Community representatives. The existing seven experts and three community representatives will be reappointed along with the nominated eight {8} new independent experts and one {1} new Community representative.

RECOMMENDATION

That Council:

1. notes and acknowledges the appointment Ms Janette Murrell as Chair of the Lane Cove Local Planning Panel commencing 1 July 2024;
2. notes and acknowledges the appointment of Mr Carl Scully and Mr Anthony Hudson as alternate Chairs of the Lane Cove Local Planning Panel commencing 1 July 2024;
3. appoint the following independent experts to the Local Planning Panel commencing 1 July 2024:-
 - Mr. Michael Ryan
 - Mr. David Ryan
 - Mr. Jason Perica
 - Ms. Lisa Bella Esposito
 - Ms. Lisa Trueman
 - Ms. Susan Hobley
 - Mr. Michael Mason
 - Ms. Clare Brown
 - Ms. Clare Swan
 - Ms. Linda Kelly
 - Ms. Sandra Robinson
 - Mr. Michael File
 - Mr. Brendan Randles
 - Mr. Stephen McMahon
 - Mr. Stephen Kerr
4. appoint the following community representatives to the Lane Cove Local Planning Panel commencing 1 July 2024:-
 - Ms. Melanie Naidoo
 - Mr. David Risbey
 - Mr. Ian Longbottom
5. Appoint, subject to the required probity checks, Mr. Bruce Fraser as an additional community representative to the Lane Cove Local Planning Panel commencing 1 July 2024.

Mark Brisby
Director - Planning and Sustainability
Planning and Sustainability Division

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 20 June 2024
APPOINTMENT OF AN ADDITIONAL MEMBER OF THE YOUTH ADVISORY GROUP

Subject: Appointment of an additional member of the Youth Advisory Group
Record No: SU119 - 32505/24
Division: Community and Culture Division
Author(s): Stephanie Kelly

Executive Summary

Council received a report at the 23 March 2024 Ordinary Council Meeting on the appointment of a Youth Advisory Group and the need to continue to recruit young people for this advisory committee.

This report presents an additional nomination for the Youth Advisory Group for endorsement by Council.

Background

Council advertised for members of the Youth Advisory Group via the Have Your Say page on Council's website throughout 2024. Further engagement and promotion were undertaken during Youth Week in late April to recruit suitably qualified young people. An additional nomination was received.

Discussion

Council's Selection Committee has reviewed the nominations and recommends that the following nominees be appointed to the Youth Advisory Group: Rory Burke.

Rory Burke meets all but one of the eligibility criteria for the Youth Advisory Group. He does not currently have a Working With Children Check (WWCC) which is required of all members aged 18+. Subject to his successful receipt of a WWCC, the Selection Committee recommends his nomination be endorsed.

Conclusion

Council's Selection Committee has assessed the nominations for the Youth Advisory Group and, considering the skills, experience, and interest of the nominees, recommends that the persons nominated for the Youth Advisory Group be endorsed.

Further that Council readvertises for the Youth Advisory Group to fill vacancies.

RECOMMENDATION

That Council:

1. Endorse Rory Burke as a nominee for the Youth Advisory Group subject to his successful receipt of a Working With Children Check; and
2. Notify the applicant of Council's decision.

Ordinary Council Meeting 20 June 2024
APPOINTMENT OF AN ADDITIONAL MEMBER OF THE YOUTH ADVISORY GROUP

Stephanie Kelly
Director - Community and Culture
Community and Culture Division

ATTACHMENTS:

There are no supporting documents for this report.

**Ordinary Council Meeting 20 June 2024
COUNCIL SNAPSHOT - MAY 2024**

Subject: Council Snapshot - May 2024
Record No: SU220 - 32330/24
Division: General Managers Unit
Author(s): Corinne Hitchenson

Attached for the information of Councillors is a review of Council's recent activities.

This Snapshot report provides a summary of the operations of each Division within Council for May 2024 at **AT-1**.

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

RECOMMENDATION

That Council:

1. Receive and note the report.

Craig Wrightson
General Manager
General Managers Unit

ATTACHMENTS:

AT-1 View	Council Snapshot May 2024	44 Pages	Available Electronically
AT-2 View	Resolution Tracker for June 2024 Council Meeting	27 Pages	Available Electronically

Ordinary Council Meeting 20 June 2024
QUESTIONS WITH NOTICE - VARIOUS TOPICS

Subject: Questions with Notice - Various topics
Record No: SU9981 - 32752/24
Division: Lane Cove Council
Author(s): Councillor Merri Southwood

Question 1. On 29 September 2022 Council resolved 7-1 not to proceed with the roundabout at River Road/Northwood Road.

It is noted that Council has identified this intersection as a priority blackspot intersection.

The report to Council on 29 September stated that *“Alternative treatments to improve intersection safety (at the above intersection) are being developed, noting that the TfNSW (RMS) will not permit traffic signals at this (intersection) location”*.

A Council spokesperson advised In the Cove that Council would be making a grant application to TfNSW for funding to improve the safety of the intersection.

It is noted that vehicles that are unable to access the car parking at the Sport and Recreation Facility are likely to park in Northwood streets. These vehicles are expected to exit Northwood at the River Road/Northwood intersection.

- (a) May Councillors please have an update on the status of Council’s grant application and the progress to date on the design and delivery of the River Road/Northwood Road intersection improvements?
- (b) What is the timing on the delivery of these improvements?

Answer to Questions 1 a & b:

Council applied for a grant under the TfNSW Safer Roads Program last year and we are still awaiting confirmation on whether we have been successful. TfNSW generally announce the successful nominations mid-year. If Council is successful, the terms of the grant require works to be completed next financial year.

Question 2. The traffic lights on River Road at the entrance to the Sport and Recreation Facility include a pedestrian crossing.

There is no access to Northwood streets on the western side of River Road after crossing at the traffic lights.

Given that the Sport and Recreation Facility is now under construction, could Council please provide detail of the proposed access route from the pedestrian crossing to streets in Northwood and the cost and timing thereof?

Answer to Question 2

Council investigated providing a footpath along the south side of River Road from the Sport and Recreation Centre to Northwood Road at Fleming Street. Unfortunately, it is not feasible to construct a footpath in this location due to topography, vegetation, power poles and other services. Council is now proposing a pedestrian access via the road reserve between 12 and 14 Fleming Street from Fleming Street to the proposed signalised pedestrian crossing in River Road at the entrance to the Sports and Recreation Centre. This project will be funded from Council’s footpath budget and timing of the completion will be coordinated with the completion of the Sport and Recreation Centre.

Question 3. There have been recent announcements of proposed changes to bus routes impacting the Lane Cove LGA.

Is Council engaging with TfNSW and Busways to secure regular and frequent 7 days per week bus services to the Sport and Recreation Facility from late 2025?

Answer to Question 3

Council recently advised Councillors that Transport for NSW and Busways are currently reviewing the peninsula bus study produced by Council for their comments prior to the commencement of community consultation on that matter.

Council will liaise with the relevant parties in relation to public transport services in the vicinity of the Sport & Recreation Centre as and when required.

Question 4. On the evening prior to the Local Government elections on 4 December 2021 many candidates' corflutes were damaged/removed and banners and other signage defaced and cut down.

The corflutes, banners and signage were correctly positioned in accordance with the direction of the NSW Electoral Commission.

- (a) Please advise location of local government election polling booths in the Lane Cove LGA where CCTV coverage in place.
- (b) Will CCTV at these locations be activated from sunset on the evening of 13 September.

Answer to Question 4

The NSW Electoral Commission are responsible for administering the Lane Cove Council local government elections. This includes selecting the venues for pre-poll voting and on the day of voting and Council is not aware of CCTV being a requirement of the venue selected. The voting locations are not yet available on the NSW Electoral Commission website.

Council is aware of three Council facilities which have been requested as a venue for voting. While some of those venues have CCTV it is not known whether the CCTV will extend beyond the six metres of the entrance (ie. the area from which election material is permitted to be displayed).

In the instance where an offence has been identified, Council will cooperate with the NSW Electoral Commission and/or NSW Police. Further clarification for candidates on how to report any breaches of electoral laws or to contact the NSW Electoral Commission for further advice, visit www.elections.nsw.gov.au.

Craig Wrightson
General Manager
General Managers Unit

ATTACHMENTS:

There are no supporting documents for this report.

Ordinary Council Meeting 20 June 2024
QUESTION WITH NOTICE - BUS SERVICE IMPACTS LANE COVE

Subject: Question with Notice - Bus Service Impacts Lane Cove
Record No: SU1363 - 33173/24
Division: Lane Cove Council
Author(s): Councillor Rochelle Flood

Background

In May this year, Busways released a statement advising that a number of bus services covering the Lane Cove LGA would be altered, with some services slated for cancellation such as bus route 294, and others are set to have significant changes to their routes including the 254, 288 and others.

Questions

Question 1

Has Council contacted Busways and Transport for NSW to discuss the potential impact of these cancellations and service changes on residents?

Response to Question 1:

Yes. This question relates to an article in the Sydney Morning Herald. Busways have not made any statements regarding changes to any bus routes in Lane Cove. TfNSW make decisions relating to bus routes in NSW and they are in the process of assessing the bus network to ensure that it works efficiently with the opening of the new Metro station in Crows Nest. Council has regular contact with TfNSW and Busways and they have not informed Council of any decisions relating to changes to bus routes.

Question 2

What if any plans are in place to minimise service disruptions in Lane Cove and ensure ongoing access to reliable bus services?

Response to Question 2: Council will continue to work with TfNSW and Busways to ensure that our community can access the bus network as efficiently as possible.

Question 3

What plans does council have to monitor the local impact of these changes and to provide ongoing feedback to TfNSW and Busways?

Response to Question 3: To date no changes have been announced. Council has previously monitored commuter delays at the Lane Cove Interchange and will undertake similar monitoring if and when required. Council also reviews community feedback and raises any concerns with TfNSW and Busways.

Craig Wrightson
General Manager
General Managers Unit

ATTACHMENTS:

There are no supporting documents for this report.