



# Agenda

## Ordinary Council Meeting

### 11 December 2025, 7:00 PM

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

## Notice of Meeting

Dear Councillors,

Notice is given of the Ordinary Council Meeting, to be held in the Council Chambers on Thursday 11 December 2025 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



Louise Kerr  
**General Manager**

## Council Meeting Procedures

The Council meeting is chaired by the Mayor, Councillor Merri Southwood. 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](http://www.lanecove.nsw.gov.au) by 5.00 pm on the Tuesday following the meeting.

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

The Public Forum will hear registered speakers from the Public Gallery as well as online using the web platform Zoom. All speakers wishing to participate in the public forum must register by using the [online form](#) no later than midnight, on the day prior to the meeting (Wednesday, 10 December 2025) 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](mailto: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 that meetings held in the Council Chambers are webcasted, and recordings are made publicly available on the Council's website. 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**

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

**CONFIRMATION OF MINUTES**

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**Ordinary Council Meeting 11 December 2025**  
**MAYORAL MINUTE - LGNSW ANNUAL CONFERENCE AND ELECTION OF BOARD**  
**MEMBERS**

Item No: 1

**Item No:** 1  
**Subject:** Mayoral Minute - LGNSW Annual Conference and Election of Board Members  
**Record No:** SU10698 - 88814/25  
**Division:** Lane Cove Council  
**Author(s):** Councillor Merri Southwood

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### **Background**

Local Government NSW's Annual Conference was held in Penrith from 23-25 November 2025.

Five of Lane Cove Council's motions were included in the conference business papers:

- Proposed EP&A Amendment (Planning System Reforms) Bill 2025;
- Electoral campaign reform for local government;
- Mandatory working with children checks for elected councillors;
- Supporting people seeking asylum within our community; and
- Early childhood education reforms.

A sixth motion proposed by Council, Reform of Principal Place of Residence Eligibility: Aligning NSW Land Tax was withdrawn from consideration at conference by Council's General Manager, following discussions with Councillors.

Councillor Darcy Byrne, Mayor of Inner West Council, was elected for a two- year term as LGNSW President.

And I am delighted to announce that Councillor Kathy Bryla, a Lane Cove Councillor for Central Ward, has been elected to the Board of LGNSW also for a two-year term.

I seek the support of fellow Councillors for the following recommendation.

### **RECOMMENDATION**

That Council:

1. congratulates all successful candidates in the election for the Board of LGNSW and looks forward to working with the Board in its advocacy for the interests of the local government sector
2. notes, with pleasure, the election of Councillor Kathy Bryla to the Board of LGNSW.

Councillor Merri Southwood  
**Councillor**

### **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - COMMUNITY SAFETY INITIATIVES ACROSS THE LANE COVE LOCAL GOVERNMENT AREA**

Item No: 2

**Item No:** 2  
**Subject:** Notice of Motion - Community Safety Initiatives Across the Lane Cove Local Government Area  
**Record No:** SU129 - 87521/25  
**Division:** Lane Cove Council  
**Author(s):** Councillor Caleb Taylor

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### **Executive Summary**

This Motion seeks to strengthen community safety across the Lane Cove Local Government Area (LGA) through increased collaboration between Council, residents and the NSW Police Area Command, along with improved safety infrastructure and more regular community engagement opportunities.

**A more coordinated and proactive approach—supported by local partnerships, community participation and targeted initiatives—will help build a safer, more connected and resilient community.**

### **Background**

Recent incidents of anti-social behaviour across the LGA highlight the need for a more structured, proactive and ongoing approach involving both Council and Police. While Council already shares safety messaging and receives updates from the Community Safety Precinct Committee (covered under a previous resolution), further measures are needed to address infrastructure, engagement and deterrence.

### **Discussion**

A coordinated safety framework that integrates infrastructure, partnerships and engagement will help ensure that Council and Police can respond effectively to emerging issues while also supporting prevention and early intervention.

Key components of this approach include:

- Improved visibility of safety infrastructure, particularly through a structured audit of Council-managed CCTV and the development of a voluntary Community Safety Mapping Project to support Police investigations and deterrence.
- Stronger collaboration with NSW Police, using shared education, joint messaging and coordinated engagement opportunities to reinforce community confidence.
- Locally relevant, innovative safety initiatives that reflect the needs of Lane Cove's residential neighbourhoods, business districts, transport nodes and public open spaces.
- Regular opportunities for direct communication, enabling residents to raise concerns, access practical advice and receive updates on trends and prevention strategies from both Council and Police.

This framework will provide a more visible, transparent and accessible safety partnership, improving responsiveness and supporting community trust.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - COMMUNITY SAFETY INITIATIVES ACROSS THE LANE COVE LOCAL**  
**GOVERNMENT AREA**

**Item No:** 2

## **RECOMMENDATION**

That Council:

1. affirm its strong commitment to supporting a safe, welcoming and connected community, and to prioritising community safety through proactive initiatives, partnerships and education programs;
2. request Council staff to coordinate the development of a Community Safety Mapping Project to assist NSW Police in identifying the location of safety cameras (CCTV) across the LGA. This includes CCTV installed in Council facilities as well as private systems voluntarily registered by residents and businesses, to support crime prevention, detection and incident resolution; and
3. request that Council staff develop a program of community-safety initiatives in partnership with Neighbourhood Watch Australia, the NSW Police Area Command and other relevant organisations. The program should focus on locally relevant, innovative and collaborative approaches that build community awareness, resilience and safer neighbourhoods. This may include community education, neighbourhood-level engagement, safety-focused events and opportunities for residents to connect with Police and Council on local issues and prevention strategies. Programming and funding are to be considered as part of the Operational Plan and budget for the next financial year.

Councillor Caleb Taylor  
**Councillor**

## **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - ENHANCING INFRASTRUCTURE FOR DOGS IN LANE COVE**

Item No: 3

**Item No:** 3  
**Subject:** Notice of Motion - Enhancing infrastructure for dogs in Lane Cove  
**Record No:** SU8163 - 88097/25  
**Division:** Lane Cove Council  
**Author(s):** Councillor Rochelle Flood; Councillor Helena Greenwell

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### **Executive Summary**

A motion to investigate opportunities to enhance local infrastructure for dogs in Lane Cove Local Government Area (LGA).

### **Discussion**

Dogs are a huge part of our community here in Lane Cove, with registered dogs numbering 7,650 as of December 2023. With more people living in units and not having their own backyards, having access to well-maintained green spaces that are suitable for dogs to use off leash is essential.

While we have some fantastic shared green spaces for all, we consistently receive feedback from residents that spaces designated solely for dogs and their owners' use are not maintained to the same high standard. For example, in the last year we've received complaints and comments from residents about maintenance at the dog park in Blackman Park including:

- Poor drainage resulting in excessive mud making the space inside the fenced dog park unusable after a minor amount of rain.
- Uneven surfaces and holes that pose a hazard for dogs and pet owners alike and makes the area more difficult for older and/or less mobile community members
- Poorly maintained latches and twisted fence wires that can cause injuries to people and dogs
- Overgrown grass and excessive weeds within dedicated dog parks
  - This makes it hard for owners to clean up after their pets, particularly during wet weather,
  - Weeds, in particular clover when carpeting the park attracts a large number of bees in summer posing an unnecessary risk of stings.

Similar issues have been reported at Turrumburra Park including:

- Broken glass and dumped asbestos
- Exposed weed matting
- Broken gate
- Deep leaf litter that requires removal

With dog ownership continuing to rise, and more residents living in apartments and more pressure on shared open spaces, it is essential that our dog-friendly areas remain functional and safe for as much of the year as possible. Increasing the level of maintenance in this section would significantly improve usability and help meet growing community demand.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - ENHANCING INFRASTRUCTURE FOR DOGS IN LANE COVE**

Item No: 3

## **RECOMMENDATION**

That Council:

1. receive a report for consideration ahead of the finalisation of the 2026/27 budget on the indicative cost to improve dog parks in Lane Cove including:
  - a) improving drainage at the Blackman dog park to bring it to the same or similar quality of drainage as the adjacent field;
  - b) fixing twisted wire, broken latches etc that may cause injuries to people and their dogs at dog parks across the LGA;
  - c) increasing routine mowing/weed maintenance within dog park areas across Lane Cove LGA;
  - d) installing improved ground surfacing options, such as turf reinforcement mesh or mulch in high-traffic areas within dog park areas across Lane Cove LGA;
  - e) removing broken glass, asbestos and other dumped material within Turrumburra dog park; and
2. as an interim measure, investigates options to safely store a shovel to allow dog park users at Blackman to fill in holes as they see them; including inquiring with the Puppy Tail cafe about the potential of storing a shovel.

Councillor Rochelle Flood  
**Councillor**

Councillor Helena Greenwell  
**Councillor**

**ATTACHMENTS:**  
There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - SPORTS FIELD ACCESS TO SUPPORT GROWTH OF LANE COVE-ASSOCIATED SPORTS CLUBS**

Item No: 4

**Item No:** 4

**Subject:** Notice of Motion - Sports Field Access to Support Growth of Lane Cove-Associated Sports Clubs

**Record No:** SU1833 - 88408/25

**Division:** Lane Cove Council

**Author(s):** Councillor Caleb Taylor

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### **Executive Summary**

This Motion seeks a review of Council's existing Management Directive for Sportsground Hire to explore ways of enhancing the utilisation of Lane Cove sports fields by clubs associated with the Lane Cove community. It requests a review of current field usage and hire, and the development of best practice management approaches that prioritise and optimise access for Lane Cove-associated sporting clubs.

### **Background**

Council's management team has undertaken several initiatives in recent years to review sporting field usage and better prioritise access for Lane Cove-associated clubs. These initiatives have delivered incremental improvements. The recent increase in field capacity following field renovation provides an opportunity to reassess how sporting field allocations are made and administered under Council's existing Management Directive for Sportsground Hire.

Participation in field sports continues to grow, and utilisation by Lane Cove-associated clubs is projected to reach the limits of available capacity. Sports fields are also allocated to outside groups and associations, creating situations where Lane Cove teams are required to travel elsewhere while external teams use local fields.

In line with Council's objectives to support community participation and engagement, it is timely to review administrative practices and establish a clear management framework for future sporting field allocation.

### **Discussion**

Access to sporting fields by Lane Cove-associated clubs and external groups continues to exceed available capacity. Other councils have already moved to prioritise clubs associated with their own Local Government Areas (LGAs) when allocating sporting field access. The current Management Directive states the following:

*“Allocation of Council’s Sports Grounds are guided by the previous year’s bookings. Consideration will then be given to Local Schools and Local Clubs.”*

Lane Cove benefits from a highly engaged and growing sporting community. A significant contributing factor to increased utilisation is the strong growth of local women's teams across multiple Lane Cove sporting clubs, which has expanded participation well beyond previous levels and placed additional pressure on available field capacity.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - SPORTS FIELD ACCESS TO SUPPORT GROWTH OF LANE COVE-ASSOCIATED SPORTS CLUBS**

4

Item No:

While considerable work has been undertaken to achieve incremental improvements, Council should adopt a forward-looking, approach that supports this continued growth—particularly in women's sport—and incorporates lessons and best practices from other LGAs.

## **RECOMMENDATION**

That:

1. a review of Council's existing Management Directive for Sportsground Hire be carried out to explore ways of enhancing the utilisation of Lane Cove sports fields by clubs associated with the Lane Cove community. This should include:
  - a) a review of sportsground hire for the past 24 months to determine the percentage of bookings that are made by groups and associations not associated with the Lane Cove Community;
  - b) discussions with Lane Cove-associated sporting clubs to understand their user needs for access to local sportsgrounds and understand unmet demand that currently exists;
  - c) a review of other LGA's policies and practices that are best practice which could inform a revised Management Directive; and
2. following the review, a report be presented back to Council outlining any recommended changes to the Management Directive.

Councillor Caleb Taylor  
**Councillor**

## **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - DEVELOPMENT AND IMPLEMENTATION OF A LANE COVE COUNCIL**  
**DOMESTIC AND FAMILY VIOLENCE STRATEGY**

**Item No:** 5  
**Subject:** Notice of Motion - Development and implementation of a Lane Cove Council Domestic and Family Violence Strategy  
**Record No:** SU180 - 88313/25  
**Division:** Lane Cove Council  
**Author(s):** Councillor Katie Little; Councillor David Roenfeldt

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### **Executive Summary**

This motion proposes the creation and implementation of a Domestic and Family Violence Strategy for Lane Cove.

### **Background**

Council recently participated in 16 Days of Activism Against Gender-Based Violence. Participation in this event reaffirmed Council's dedication to building a community where all people can live free from violence and discrimination.

Family and domestic violence is a major health, welfare and social issue, affecting people of all ages and backgrounds, but mainly women and children.

According to the United Nations, domestic and family violence (DFV) can be defined as a pattern of behaviour in any relationship that is used to gain or maintain power and control over an intimate partner. Abuse is physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person. This includes any behaviours that frighten, intimidate, terrorise, manipulate, hurt, humiliate, blame, injure, or wound someone.

Coercive control is the underpinning dynamic of domestic and family violence that can be physical or non-physical. It is often subtle and may seem insignificant to an observer and therefore hard to recognise.

There is also a rising incidence of technology being used, including surveillance equipment or digital platforms to stalk, harass or isolate.

So far in 2025, it is estimated that there have been more than 44 Australian women killed in domestic violence attacks. Holiday periods statistically report higher incidences of abuse, with heightened stress, financial pressures and increased alcohol consumption contributing factors.

In the last financial year, the national domestic, family and sexual violence counselling, information and support service 1800RESPECT received more than 432,000 calls, chats and texts.

Councils have a key role to play in preventing violence, raising awareness, and ensuring that spaces, programs and services contribute to the safety and inclusion of their communities.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - DEVELOPMENT AND IMPLEMENTATION OF A LANE COVE COUNCIL**  
**DOMESTIC AND FAMILY VIOLENCE STRATEGY**

5

Item No:

Council has implemented a number of initiatives that directly or indirectly relate to this issue including:

- support of Women and Children First and Delvena Women's refuge;
- publication of a Crisis Support Brochure which lists resources for people facing homelessness;
- "Moments Of Joy" fundraising initiative, launched in June for families fleeing domestic violence and to raise awareness about Women and Children First;
- partnering with developers to identify unoccupied dwellings that may be used for crisis accommodation;
- staff training to assist those experiencing homelessness; and
- participation in 16 Days of Activism Against Gender-Based Violence.

While these are worthy initiatives, an overarching strategy with a clear action plan for the next three to five years would support Council's commitment to address and prevent DFV and ensure a coordinated approach, informed by consultation with key stakeholders. Council is well placed to lead and support prevention due its proximity to the community, management of spaces, services and facilities and the role it can play in advocacy and education.

A DFV strategy would outline Council's approach and actions in relation to:

- promoting respectful relationships and equality of treatment between women and men;
- creating safe inclusive public spaces, facilities and programs;
- raising awareness of DFV though messaging and educational programs;
- ensuring that Council staff are trained to support and respond to DFV;
- partnering with stakeholders including community groups and service providers;
- Council's role in advocacy and education in relation to DFV;
- Council's approach to vulnerable cohorts such as people of cultural and linguistically diverse backgrounds and people with disabilities.

A DFV strategy could also explore other initiatives or programs Council may be able to implement, including for example:

- encouraging local businesses to advertise job share roles or other employment opportunities to assist women impacted by DFV and support their financial independence;
- forging partnerships with service providers such as KYDS Youth Counselling service;
- initiatives to assist women with male children who may find it particularly difficult to find crisis accommodation.

A DFV strategy should be developed in close consultation with the community, including service providers and victim survivors.

**Ordinary Council Meeting 11 December 2025**  
**NOTICE OF MOTION - DEVELOPMENT AND IMPLEMENTATION OF A LANE COVE COUNCIL**  
**DOMESTIC AND FAMILY VIOLENCE STRATEGY**

5

Item No:

## **RECOMMENDATION**

That Council:

1. appreciates the initiatives that continue to be provided in support of those affected by family and domestic violence in collaboration with organisations such as Women and Children First;
2. notes the valuable input from groups represented at the DFV roundtable discussions;
3. prepares a Domestic and Family Violence Strategy as part of the 2026/2027 Delivery and Operational Plan, to be included in the budget for next financial year.
4. writes to the Premier Chris Minns and Ms Jodie Harrison, Minister for Women, Minister for Seniors, and Minister for the Prevention of Domestic Violence and Sexual Assault, advocating that the NSW Government provide resourcing for all NSW Councils to develop, implement and maintain domestic and family violence strategies and action plans.
5. seeks support from all levels of government to assist funding.

Councillor Katie Little

**Councillor**

Councillor David Roenfeldt

**Councillor**

### **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - SILVER POND INVESTMENTS PTY LTD VPA -**  
**VARIATION TO CANBERRA AVENUE SCOPE OF WORKS AND VPA - PROGRESS UPDATE 2**

**Item No:**

6

**Subject:**

Response to Notice of Motion - Silver Pond Investments Pty Ltd VPA - Variation to Canberra Avenue Scope of Works and VPA - Progress Update 2

**Record No:**

SU8525 - 81543/25

**Division:**

Office of the General Manager

**Author(s):**

David Stevens

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### Executive Summary

To provide Council with an update on actions arising from **Resolution 145** from the July 2025 Council Meeting, and in particular part 2 and 3 of the Resolution and to seek a council decision to reduce the scope of works of the Planning Agreement.

### Background

At the Ordinary Meeting of Council on 24 July 2025 Council resolved the following in relation to a Notice of Motion relating to the closure of Canberra Avenue and associated works under the Voluntary Planning Agreement with Lane Cove Council and Silver Pond Investments Pty Ltd ATF Silver Pond Unit Trust:

*145 RESOLVED on the motion of moved by Councillor Southwood and seconded by Councillor Greenwell that Council resolves:*

1. *that it is the intention of Council:*

- a) *not to close Canberra Avenue from its intersection with River Road to its intersection with Duntroon Avenue and to maintain Canberra Avenue as a two-way road from River Road to Marshall Avenue until the end of one year after the issue of Certificates of Occupancy for all developments on Areas 1, 5, 7, 9 and 11 and, in the event that development consent is granted in the interim for developments of Areas 3 and 2 Marshall Avenue, until the end of one year after the issue of Certificates of Occupancy for Area 3 and 2 Marshall Avenue (the Open Road Period),*
- b) *to include infrastructure to facilitate safe pedestrian access across Canberra Avenue to Newlands Park during the Open Road Period,*
- c) *as soon as practicable, to undertake the works in Newlands Park described in the Voluntary Planning Agreement executed by Council and Silver Pond Investments Pty Ltd ATF Silver Pond Unit Trust (the VPA) as the Canberra Scope of Works (not including the demolition of Canberra Avenue and the removal of the road to its natural subgrade),*
- d) *at the conclusion of the Open Road Period, to commence, for a period of one year, a trial closure of Canberra Avenue from its intersection with River Road to the south of the entrance to the car park in the development on Area 7 (the Proposed Closed Road),*

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - SILVER POND INVESTMENTS PTY LTD VPA -**  
**VARIATION TO CANBERRA AVENUE SCOPE OF WORKS AND VPA - PROGRESS UPDATE 2**

Item No: 6

- e) *at the conclusion of the trial closure of the Proposed Closed Road, to review traffic movements in Canberra Avenue and Duntroon Avenue and other matters relevant to the amenity of the St Leonards South precinct to inform a decision of Council as to the permanent opening or closure of the Proposed Closed Road; and*
- f) *to ensure that any funds derived from the reduction of the Canberra Scope of Works through the deletion of the demolition of Canberra Avenue and the removal of the road to its natural subgrade shall be applied to other works in the St Leonards South Precinct consistent with the St Leonards South Section 7.11 Plan,*

2. *to delegate authority to the Council's General Manager to negotiate a variation to the VPA in order to implement the proposal of Council as detailed in 1 (a) to (f) above,*
3. *that the General Manager provides a report and recommendation to Council for consideration at its August Ordinary Council Meeting on the outcome of the negotiations to vary the VPA; and*
4. *that any legal advice provided to the General Manager be communicated to Councillors on a confidential basis.*

Relevant to this matter is a Planning Agreement (PA) executed under section 7.4 of the Environmental Planning and Assessment Act 1979 on 19 December 2022. This is a legal agreement between Lane Cove Council and Silver Pond Investments Pty Ltd ATF Silver Pond Unit Trust.

The Planning Agreement sets out a schedule of works that the developer will undertake. The works relevant to this Report are those described in the VPA as 'Canberra Scope of Works' (the **Canberra Works**) which amongst other things include the closure of part of Canberra Avenue South and an expansion of Newlands Park. The 'Newlands Park Expansion' is a schedule of works outlined in the report prepared by Mitchell Brandtman and contained in Appendix B (Detailed Cost Estimates Report) of the St Leonards South Precinct Section 7.11 Development Contributions Plan (**the Plan**) dated March 2022.

The Works capture many elements for the Newlands Park Expansion which, is broadly dependent upon the closure of Canberra Avenue. Thus far, public domain design is in its formative stage, however kerb and gutter works have commenced as has the Park Design process that includes engagement of a landscape architect.

A report was presented to the August 2025 Council Meeting providing an update on the 2 meetings that the General Manager and staff had held with executives from Silver Pond at that point in time. As stated in the August report, it was clear from discussions that Silver Pond have engaged consultants and commenced design work associated with the 'Newlands Park Expansion' scope of works because of the current stage of the construction program for the development. Information was also received during discussions that the sale of the new dwellings in the development was well advanced, with approximately 70% of the 316 dwellings having been sold, and that the public domain works associated with the closure of Canberra Avenue and the expansion of Newlands Park were an integral element to the sales marketing campaign.

Because of this, Silver Pond advised Council staff that there were several considerations including financial, legal and contractual that they must take before they will be able to advise Council of their position on negotiating with Lane Cove Council a variation of the PA to give effect to Council's stated intention of Resolution 145.

## **Discussion**

Negotiations between Council and Silver Pond have advanced since the August meeting and the confidential update that Councillors were provided in the weekly Councillor bulletin in mid-November, with the most recent meeting being held on 3 December 2025. Negotiations to date have focused on the financial, legal, and contractual considerations before Silver Pond and Council.

Concept Public Domain designs including traffic calming elements and shared user paths have been prepared by Council and shared with Silver Pond for discussion (should Canberra Avenue not be closed). This aspect of the St Leonards South Precinct development and in particular design development of the streetscape, will be an ongoing matter for the parties to finalise in due course.

The Parties have now agreed that the **Canberra Works**, described as the Newlands Park Expansion in the Detailed Cost Estimates Report, cannot be completed by Silver Pond as previously envisaged in the Planning Agreement because of the uncertainty around the outcome and timing of Resolution 145, being a trial road closure and traffic studies, with a final decision being made well into the future.

This would mean that Silver Pond would be relieved of their obligation in the Planning Agreement to undertake the **Canberra Works** subject to payment to Council in full (indexed) section 7.11 monetary contributions that are subsequently due, which will include the amount that was to be offset for the **Canberra Works** if they had completed the works.

Legal advice has been provided that suggests rather than varying the Planning Agreement, an existing clause in the Planning Agreement can be exercised by the parties to reduce the scope of the **Canberra Works** and require the developer to pay in full the section 7.11 monetary contributions, including the amount that was to be offset. The relevant clause is '9.8 – Variations' which is as follows:

'The Canberra Scope of Works that are required to be carried out by the Land Owner under this Agreement may be varied by agreement in writing between the parties, acting reasonably, without the necessity for an amendment to this Agreement and the parties agree to act promptly and in good faith to consult in relation to changes in the Canberra Scope of Works'

Council received written confirmation from the developer on 4 December 2025 of their agreement to the use of clause 9.8 and payment of contributions due.

## **Matter Arising – Completion of Holdsworth Works**

During recent discussions with Silver Pond they advised that they will not be able to complete the **Holdsworth Works** (delivery of a pocket park) within the timeframe set out in the Planning Agreement (referred to a 'sunset date'). The Planning Agreement currently requires the pocket park to be completed by the March 2026, being 30 months after the issue of the Construction Certificate in September 2023.

The primary reason for this is works are occurring on an adjoining development site (Area's 18, 19, and 20 (Sekisui House) and a construction zone and construction access point associated with that development is in approximately 50% of the land to be delivered as a pocket park. This would mean that delivery of the pocket park for at least the next 2 years would be impossible for Silver Pond, noting that their development is expected to be completed by May 2026.

Given this, Silver Pond is not able to complete the **Holdsworth Works** and they have requested that they be released from delivering the **Holdsworth Works** subject to payment to Council in full

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - SILVER POND INVESTMENTS PTY LTD VPA -**  
**VARIATION TO CANBERRA AVENUE SCOPE OF WORKS AND VPA - PROGRESS UPDATE 2**

(indexed) section 7.11 monetary contributions that are subsequently due, which will include the offset amount now that the works will not be completed by the developer.

Whilst this is not Council's preferred course of action, it appears to be the only practicable way that this issue can be resolved, given the staged construction that is occurring across multiple development sites in St Leonards South Precinct which do not appear to have been contemplated at the time the Planning Agreement was negotiated in 2022.

In the same way that the **Canberra Works** can be varied, there is an existing clause in the Planning Agreement that can be exercised by the parties to reduce the scope of the **Holdsworth Works** and require the developer to pay in full the section 7.11 monetary contributions. The relevant clause is '8.8 – Variations' which is as follows:

'The Holdsworth Scope of Works that are required to be carried out by the Land Owner under this Agreement may be varied by agreement in writing between the parties, acting reasonably, without the necessary for an amendment to this Agreement and the parties agree to act promptly and in good faith to consult on relation to changes in the Holdsworth Scope of Works'

Council received written confirmation from the developer on 4 December 2025 of their agreement to the use of clause 8.8.

### **Legal and Financial Risks**

#### Canberra Works

As reported to the August 2025 Council Meeting, the sale of new dwellings in the development is well advanced, with the Public Domain works associated with the closure of Canberra Avenue and the expansion of Newlands Park being an integral element to the sales and marketing campaign. It is not known whether future residents of the proposed development will be aggrieved by the possible non-closure of Canberra Avenue and non-delivery of the Newlands Park expansion as previously proposed.

Whilst there is no legal or financial risk at this point in time related to potential claims to Council, given that Council has not made a final decision on this matter, and will not do so until such time as after the trial closure in future years, Council staff did seek for the inclusion in any amended Planning Agreement a clause that would protect Council both legally and financially (indemnity and release) in the event that any future claims were made. Silver Pond did not agree to this inclusion.

#### Holdsworth Works

The deferral of the completion of the Holdsworth Works until after the development on the adjoining sites (Areas 18, 19 and 20) represents a financial risk to council if it is left to complete the works in lieu of the developer at a future time. Whilst Council will receive the payment of a monetary contribution from Silver Pond that will be used for these works, the Mitchell Brandtman Detailed Cost Estimates Report is fixed and therefore, pricing (cost) does not escalate with inflation over time. This is likely to mean that at the time of the delivery of the project the costs will have increased.

To mitigate these escalating costs, staff have commenced discussions with the landowner of the adjoining properties (Area's 18, 19, and 20) with a view to that Developer including the Holdsworth Avenue Pocket Park as part of their construction program. In the event this strategy is acceptable to the landowner, the associated VPA would need to be varied and Council's s7.11 funds redistributed by way of an offset for works-in-kind (similarly to the current Silver Pond VPA).

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In the event that this is not agreed to, the works will need to be scheduled for completion post 2027 and if any additional funds are required, they will be required to be funded from the section 7.11 contributions plan.

### **Conclusion**

A variation to the Planning Agreement in the terms required by the Council resolution (145/2025) related to the **Canberra Works** has reached an in-principal agreement between the parties. The simplest way to enable the variation is to vary the scope of works under clause 9.8 of the Planning Agreement.

It has also become apparent that a variation is also required to the **Holdsworth Works** due to staging issues of construction works in the precinct, and that an in-principal agreement between the parties on resolving this issue is to vary the scope of works under clause 8.8 of the Planning Agreement.

In both cases, Silver Pond will be required to pay to Council the full amount of the section 7.11 monetary contributions, including the amounts that were to be offset for the delivery of the works in-kind.

### **RECOMMENDATION**

That Council:

1. receive and note the report;
2. delegate authority to the General Manager to finalise discussions with Silver Pond Investments Pty Ltd ATF Silver Pond Unit Trust to reduce the scope of the Canberra Works and the Holdsworth Works as set out in the Planning Agreement and require the developer to pay in full the section 7.11 monetary contributions noting that the offset amount for the delivery of the works in-kind will now be paid to Council;
3. delegate authority to the General Manager to execute all necessary documentation to give effect to the variation to the scope of Canberra Works and Holdsworth Works under clauses 8.8 and 9.8 of the Planning Agreement; and
4. be provided with an update on the status of the discussions with the landowner of Areas 18, 19 and 20 regarding delivery of the Holdsworth Pocket Park in the weekly Councillor Bulletin in February 2026.

Louise Kerr  
**General Manager**  
**Office of the General Manager**

### **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - ONGOING FAILURE AND UNRELIABILITY OF**  
**VERTICAL TRANSPORT AT LANE COVE MARKET SQUARE**

**Item No:** 7

**Subject:** Response to Notice of Motion - Ongoing Failure and Unreliability of Vertical Transport at Lane Cove Market Square

**Record No:** SU5079 - 88276/25

**Division:** Office of the General Manager

**Author(s):** David Stevens

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### **Executive Summary**

This Report provides an update on the Vertical transport elements at Lane Cove Market Square and is in response to Resolution **224** passed at the October 2025 Ordinary Meeting:

1. *notes with concern the continued and consistent failures of vertical transport infrastructure namely lifts, escalators, and travelators at Lane Cove Market Square, which have caused significant disruption, reduced accessibility, and raised safety concerns for community members, particularly older residents, people with disabilities, and families with young children;*
2. *acknowledges that this is a long-standing issue, with ongoing breakdowns and service outages reported over an extended period, often with minimal communication and delayed repairs, despite the importance of this infrastructure for access to essential retail and services;*
3. *notes that an audit of the vertical transport systems has recently been completed by Frank Knight on behalf of Region Group (head lessee) and the Building Management Committee (BMC), but that the results and subsequent action plans have not been made available;*
4. *calls on the Council General Manager to urgently engage with Region Group and Knight Frank (building and facilities management), and any other relevant senior stakeholders to:*
  - a) *obtain the audit findings.*
  - b) *clarify the causes of repeated failures and current maintenance procedures.*
  - c) *request a formal plan and timeline for improvements to ensure the reliability and safety of all vertical transport systems at Market Square;*
5. *requests that Councillors be updated on the outcomes of the discussions by the December 2025 Council Meeting detailing:*
  - a) *the outcomes of these discussions;*
  - b) *any commitments made by Region Group, Knight Frank, or responsible parties to address the ongoing issues;*
  - c) *recommendations on further advocacy or action Council can take to ensure the issue is resolved in the community's interest;*
6. *further requests that Council advocate for improved communication and signage during outages at Lane Cove Market Square, including estimated repair times, points of contact, and alternative access arrangements to reduce inconvenience and frustration for the public.*

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**RESPONSE TO NOTICE OF MOTION - ONGOING FAILURE AND UNRELIABILITY OF**  
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## Background

Councillors Taylor and Bennison tabled a Notice of Motion at the October 2025 Ordinary Meeting that in part stated:

‘The persistent unreliability of lifts, escalators, and travelators at Lane Cove Market Square has become a significant concern for many residents. Access to essential services, shops, and facilities should not be impeded by poor infrastructure or delayed maintenance. It is time for Council to push for transparency, accountability, and action to ensure this issue is properly addressed for the benefit of the whole community.’

Council acts as Landlord for the long-term lease with Region Group, and as a Lot Owner under the Building Management Committee (**BMC**) at Market Square. In each capacity, Council acts as a custodian for the community.

An update on the issue was included in the business paper of the November Council meeting as a response to a Question on Notice.

## Discussion

LML Lift Consultants were engaged by the Market Square Building Management Committee to prepare Lifecycle and Feasibility (Audit) Assessments for ‘Lift Services’ and ‘Moving Walk and Escalator Services’. These reports have established that technology and safety features of the existing units are now behind the standards of modern-day equipment with some of the major componentry obsolescent.

A meeting was held on 11 November 2025 and attended by the Council’s General Manager, Manager Commercial Operations and senior staff from Region Group and Knight Frank. Matters discussed at the meeting included the audit findings, maintenance procedures, and timing for remediation.

Knight Frank has compiled a schedule of Corrective Works in response to the Vertical Transport Audit’s preliminary scope of recommended upgrade / replacement works that prioritises safety and compliance.

A total of 53 work orders have been raised (42 completed) including an order for a new Variable Frequency (VF) drive unit for Lift 2 which has been out of operation for several weeks. Lead time and installation of the drive unit has been reduced from earlier expectations and are now estimated to be finished by mid-December.

Capital works for the travelators have commenced and it is expected the Vertical Transport in its entirety will be fully operational in early January 2026. An itemised spreadsheet of works completed (and outstanding) has been shared confidentially with Councillors.

Implementation of the recommendations (including the corrective works) will defer meaningful capital expenditure (lift upgrade / replacement) for at least three (3) years.

The discussions held on 11 November 2025 resulted in weekly updates from Knight Frank being sent to Council on the Vertical Transport upgrade and maintenance works. This information is shared with Councillors in the Councillors Bulletin and Council’s Customer Experience team to assist in the management of any enquiries Council receives from the community on the vertical transport maintenance issues.

More broadly, communication from Knight Frank related to faults, outages, and the like, are now aligned to what the community can reasonably expect from a service level perspective. Council

**Ordinary Council Meeting 11 December 2025**  
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staff from BMC Representative to the Customer Experience team are also now engaged in a more timely and prescriptive manner.

The need for better signage and communication to users of the vertical transport system at Market Square were raised at the 11 November meeting. The suggestion for clear communication and signage has been positively received by Knight Frank.

This has resulted in Knight Frank representatives preparing a marketing and engagement strategy that includes digital, in-centre signage, tall boards, mirror decals, hoarding design, and village wayfinding for use of the amenities at The Canopy which will be used for the upcoming upgrades to the Market Square bathroom/amenities that are due to commence in mid-January 2026 for a duration of 6 weeks.

### **Conclusion**

The unreliability of the Vertical Transport at Market Square has created uncertainty and frustration within for our community. The concerns that Council has raised publicly in recent months, and the recent meeting with senior council staff and Region Group and Frank Knight have been productive and resulted in improved communication, a structured action plan for the resolution of the Vertical Transport issues that have been experienced. It is expected with this improved communication and focus on accountability that any future issues related to infrastructure and presentation at Market Square will be resolved quickly and that the needs of the community will be met.

Regular updates will continue to be provided on Market Square matters in the weekly Councillor Bulletin.

### **RECOMMENDATION**

That Council receive and note the report.

Louise Kerr  
**General Manager**  
**Office of the General Manager**

### **ATTACHMENTS:**

There are no supporting documents for this report.

**Subject:** Local Government (General) Regulation Review - Submission to OLG  
**Record No:** SU199 - 84121/25  
**Division:** Corporate Services and Strategy Division  
**Author(s):** Stephen Golding

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### **Executive Summary**

Council received correspondence from the Office of Local Government (OLG) on 12 November 2025 advising that the current Local Government (General) Regulation 2021 is to be remade into three (3) stand-alone instruments:

- A Local Government (Elections) Regulation,
- A Local Government (Council Governance and Operations) Regulation, and
- A Local Government (Approvals) Regulation

The development of these 3 standalone instruments will be done in stages with a focus on the Election provisions as the first step of the statutory review and the making of a new Local Government (Elections) Regulation. Accordingly, a Regulatory Impact Statement (RIS) has been prepared and the OLG are inviting submissions on any of the matters raised in the RIS and any other matter contained in the proposed LG Elections Regulation.

Submissions are due to the OLG on Friday 12 December 2025.

### **Background**

The OLG administers the *Local Government Act 1993* (LG Act), the key legislation under which local government is constituted, governed and which enables it to carry out its functions. The Local Government (General) Regulation 2021 (LG Regulation) plays a crucial role in supporting the implementation of the LG Act which falls within the portfolio of responsibilities of the Minister for Local Government.

The LG Regulation is to be repealed on 1 September 2026. If the LG Regulation is not remade before then, it will be repealed on that date.

OLG is undertaking a statutory review of the LG Regulation prior to new regulations being made. A Regulatory Impact Statement (RIS) has been prepared to satisfy the requirements of the *Subordinate Legislation Act 1989* (SL Act) and the NSW Government Guide to Better Regulation 2019 (Better Regulation Guide).

A copy of the Regulatory Impact Statement is attached as **AT-1**.

The objective of this RIS is to assess the impact - both costs and benefits - of remaking the election provisions of the LG Regulation into a stand-alone LG Elections Regulation. The goal is to determine whether this approach offers the most effective and accessible regulatory framework, providing clear and effective policy guidance on the conduct of local government elections.

## **Discussion**

As part of the statutory review, it is planned to improve the structure and readability of the Regulation. The main policy objectives are to:

- Deliver a responsive and accessible regulatory framework that provides clear and effective policy guidance to councils,
- Create a modern and user-friendly regulation that adapts to the evolving needs of local government, and
- Empower councils to efficiently fulfill their functions and foster strong, healthy and prosperous communities.

The following options have been considered as part of the review of the impact, including costs and benefits, of remaking the LG Regulation.

### Option 1: Base case (no action)

Under this option, the current LG Regulation would not be replaced and would be automatically repealed on 1 September 2026. If this happens, there would be no regulations to support local councils in the exercise of their functions, such as providing approvals, issuing orders, public land management, levying rates and charges, conducting meetings and elections, providing services and maintaining good conduct.

Without the LG Regulation, councils would face serious challenges in serving their communities effectively. For example, it would not be possible to hold local government elections in 2028, because the necessary rules governing the delivery of council elections would no longer exist. This would disrupt the democratic process and impact on the ability of communities to elect their local representatives.

This option does not meet the principles of better regulation and would fail to achieve the goals of the statutory review.

### Option 2: LG Regulation is remade as is (status quo)

Under this option, the LG Regulation would be remade prior to its automatic repeal, but no statutory review would be undertaken.

This means that the LG Regulation would remain unchanged from the current 2021 version, which was not comprehensively reviewed at the time of making. As a result, many provisions may not reflect current needs or practices and will not have been thoroughly evaluated for their continued efficiency and effectiveness.

This option does not align with better regulation principles, which call for:

- clear and effective government action
- consultation with councils, communities and other stakeholders, and
- continued simplification and modernisation of regulations.

Without a proper review, this option risks keeping outdated rules in place and misses an opportunity to improve how councils serve their communities.

Option 3: LG Regulation is remade into three stand-alone regulations in stages starting with the election provisions (simplified review)

This option proposes a staged approach to reviewing and remaking the LG Regulation. The first step would be to create a new standalone LG Elections Regulation by early 2026. A further two standalone regulations, the LG Council Governance and Operations Regulation and LG Approvals Regulation will be made progressively following a statutory review of the relevant provisions similar to this process.

By staggering the review process, the impact on the resources and time of interested stakeholders will be minimised, allowing them to more effectively review and provide input into the proposed new regulations.

This option is best aligned with the better regulation principles, because it allows for:

- a structured and manageable review process
- more time for consultation with councils, communities and stakeholders, and
- a modern, simplified and more effective regulation.

The election provisions are routinely reviewed prior to ordinary local government elections in consultation with the NSW Electoral Commission. For example:

- a full review was completed in 2019 ahead of the 2021 elections,
- updates were made in 2020 in response to the COVID-19 pandemic, and
- further amendments were made in 2024 ahead of the 2024 elections.

The prescription of a standalone LG Elections Regulation will better facilitate these regular reviews ensuring that the regulation of council elections continues to be fit for purpose and aligned with best practice. The making of a standalone LG Elections Regulation in 2026 will allow a further review to be undertaken of the Regulation ahead of the 2028 local government elections.

Option 4: LG Regulation is remade as one regulation (major review)

Under this option, the LG Regulation would be remade as a single document, following a comprehensive and detailed review. However, this would require significant resources and time to undertake appropriate consultation.

While this approach would allow for a comprehensive update, it risks the automatic repeal of the LG Regulation on 1 September 2026, due to the extensive resources and time required for a thorough statutory review. Additionally, this option may limit the review parameters, impacting the efficiency and effectiveness of local government, as well as the simplification and modernisation of the current LG Regulation.

The impact on the resources and time of interested stakeholders would be substantial, potentially hindering their ability to effectively review the proposed new regulations and provide feedback. Similarly, the resources and time required from councils to implement the requirements would be significant, making it more challenging for them to meet their obligations.

Reforms are underway to implement a number of NSW Government and sector priorities including to reform the Councillor Conduct Framework, improve councils' financial sustainability and the development of comprehensive, new procurement guidelines for local government. Remaking the LG Regulation as one regulation before September 2026 would be impacted by the requirement to direct resources to the priority reforms and further complicated by these concurrent reforms which will all need new regulatory provisions.

Option 5: LG Regulation is remade into three stand-alone regulations in one stage (complex review)

This option proposes remaking the Local Government Regulation by creating three stand-alone instruments at the same time- covering elections, council governance and operations, and approvals.

While this approach would result in a complete update, it would require significant resources and time to undertake appropriate consultation. The complexity of this process may confuse stakeholders, making it difficult for them to understand the content of each instrument and provide feedback on the areas they are interested in.

Additionally, the extensive resources and time required for a thorough statutory review may risk the automatic repeal of the LG Regulation on 1 September 2026 before it can be remade. This option may also limit the review parameters, impacting the efficiency and effectiveness of local government, as well as the simplification and modernisation of the current LG Regulation.

The impact on the resources and time of interested stakeholders would be substantial, potentially hindering their ability to effectively review the proposed new regulations and provide feedback. Similarly, the resources and time required from councils to implement the requirements would be significant, making it more challenging for them to meet their obligations.

*All things considered, staff agree that Option 3 (LG Regulation is remade into three stand-alone regulations in stages starting with the election provisions) is the preferred option and one the OLG should pursue as a matter of priority.*

## Conclusion

The OLG is proposing to review the Local Government (General) Regulation 2021, splitting it into three (3) distinct stand-alone Regulations:

1. Elections,
2. Council Governance & Operations, and
3. Approvals

Council, in its submission (**AT-2**), agrees with this approach and that the OLG should develop the Elections Regulation provisions first because without these it would not be possible to hold council elections every 4 years and to fill casual vacancies as required under the LG Act. This would impact councils' ability to function effectively and to meet community needs. Without the LG Regulation, the 2028 local government elections could not be conducted. This would disrupt the democratic process and prevent communities from electing their local representatives.

## RECOMMENDATION

That Council endorse a submission (**AT-2**) related to the Local Government (General) Regulation Review and forward a copy of the final submission to the Office of Local Government.

Steven Kludass  
**Director - Corporate Services and Strategy**  
**Corporate Services and Strategy Division**

### ATTACHMENTS:

<b>AT-1</b> <a href="#">View</a>	Local Government Elections Regulation - Regulatory Impact Statement	Available Electronically
<b>AT-2</b> <a href="#">View</a>	Local Government (General) Regulation Review - Submission	Available Electronically

**Ordinary Council Meeting 11 December 2025**  
**POST EXHIBITION - NEW MODEL CODE OF MEETING PRACTICE**

Item No: 9

**Subject:** Post Exhibition - New Model Code of Meeting Practice  
**Record No:** SU837 - 71955/25  
**Division:** Corporate Services and Strategy Division  
**Author(s):** Stephen Golding

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### **Executive Summary**

At the 18 September 2025 Ordinary Council meeting, Council resolved (Resolution 202/25), to consult with the community on the Draft Code of Meeting Practice that comprised mandatory and non-mandatory provisions of the NSW Office of Local Government new Model Code of Meeting Practice for Local Councils.

The draft Code of Meeting Practice was placed on public exhibition for a period of 6 weeks with no written submissions having been received.

### **Background**

The NSW Office of Local Government released a new Model Code of Meeting Practice for Local Councils in NSW on Friday 29 August 2025, (NSW OLG Circular 25-20).

At the Ordinary Council Meeting of 18 September 2025, it was resolved, Resolution 202/25, that:

1. *Council adopt, for the purpose of public exhibition, the Draft Code of Meeting Practice 2025 which includes both mandatory and non-mandatory provisions, consistent with the Office of Local Government's Model Code of Meeting Practice and 'supplementary provisions' as outlined in this report;*
2. *Council endorse the proposal to conduct Public Forums immediately prior to Ordinary Council Meetings with a commencement time of 6.30pm and a conclusion time of 7.30pm;*
3. *Council undertake community consultation for a period of six (6) weeks as per the consultation plan outlined in this report;*
4. *following the public exhibition period, the Draft Code of Meeting Practice, together with a report on any submissions received and any proposed amendments, be considered at the Council meeting to be held 20 November 2025, and*
5. *Council write to the Office of Local Government requesting that they provide training and development (and/or tools) to Mayors and other council officials in implementing the provisions of the new Model Code*

Following the 18 September 2025 Ordinary Council Meeting, Council placed the Draft Code of Meeting Practice on exhibition from 22 September to 4 November 2025. The draft Code was exhibited on the Council Website.

## **Discussion**

### Submissions

No submissions were received in response to the public consultation of Council's Draft Code of Meeting Practice (**AT-1**). Whilst no submissions were received, it is worth noting that there was a total of 49 visits to the website, with 24 visitors downloading the Draft Code of Meeting Practice 2025 document 17 times.

### OLG Guidelines Update

The OLG has advised that additional guidance material prepared on public forums, the consideration of confidential matters in closed meetings, and livestreaming meetings has not yet been approved for release. With respect to public forums, the OLG has indicated that the guidelines will largely be based on those that were previously included as non-mandatory provisions of the 2021 Model Meeting Code.

Given this advice, there are no further amendments proposed to the Draft Code of Meeting Practice following the conclusion of the public exhibition.

## **Conclusion**

As no submissions were received it is recommended that Council adopt the Draft Code of Meeting Practice.

## **RECOMMENDATION**

That Council adopt the Draft Code of Meeting Practice and publish the adopted Code of Meeting Practice on the Council website, noting the Code will commence on 1 January 2026.

Steven Kludass  
**Director - Corporate Services and Strategy**  
**Corporate Services and Strategy Division**

## **ATTACHMENTS:**

<b>AT-1</b> <a href="#">View</a>	Draft Code of Meeting Practice (based on the 2025 OLG Model Code)	48 Pages	Available Electronically
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**Ordinary Council Meeting 11 December 2025  
AUDIT, RISK & IMPROVEMENT COMMITTEE DRAFT MINUTES - 30 SEPTEMBER 2025**

**Item No:** 10

**Subject:** Audit, Risk & Improvement Committee Draft Minutes - 30 September 2025

**Record No:** SU740 - 86953/25

**Division:** Corporate Services and Strategy Division

**Author(s):** Steven Kludass

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### **Executive Summary**

The purpose of this report is to provide the draft minutes of the Audit, Risk and Improvement Committee (ARIC) meeting held on 30 September 2025.

### **Discussion**

The Audit, Risk and Improvement Committee provides a pivotal role providing Council with independent assurance and advice in the areas of internal audit, financial management, risk management, compliance and control, and organisational performance and improvement, along with external accountability responsibilities.

Amendments made to the Local Government (General) Regulation 2021 commenced on 1 July 2024 and set out new requirements for ARICs. The Office of Local Government's *Guidelines for Risk Management and Internal Audit for Local Government* support and guide the operation of ARICs. Council adopted new ARIC Terms of Reference at the 18 July 2024 Council Meeting.

The minutes of each ARIC meeting are to be reported to the governing body.

The draft minutes (**attached as AT-1**) of the ARIC meeting held on 30 September 2025 have been confirmed by the ARIC chairperson and are due to be adopted by the Committee at its meeting of 9 December 2025. Council will note that the minutes now include a brief description of the discussion points raised during the course of the meeting, in addition to the Determinations of the Committee.

### **RECOMMENDATION**

That Council note:

1. the draft minutes of the Audit, Risk and Improvement Committee meeting held on 30 September 2025; and
2. the minutes do not seek action from Council.

Steven Kludass  
**Director - Corporate Services and Strategy**  
**Corporate Services and Strategy Division**

### **ATTACHMENTS:**

**AT-1** [View](#) Draft ARIC Minutes - 30 September 2025

Available  
Electronically

**Ordinary Council Meeting 11 December 2025  
NSW ALGWA CONFERENCE - COUNCILLOR CONFERENCE ATTENDANCE INTEREST**

**Item No:** 11

**Subject:** NSW ALGWA Conference - Councillor Conference Attendance Interest

**Record No:** SU250 - 81902/25

**Division:** Corporate Services and Strategy Division

**Author(s):** Stephen Golding

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### **Executive Summary**

The report seeks Councillor interest and endorsement of Councillors attending the NSW ALGWA Conference 2026 hosted by Blacktown City Council from Thursday 26 March to Saturday 28 March 2026 (inclusive).

### **Background**

Blacktown City Council will host the 2026 Annual Conference for the Australian Local Government Women's Association (ALGWA). The conference, to be held from 26 to 28 March 2026, was formed to support and encourage women's participation in Local Government.

The 2024 ALGWA NSW Annual Conference was attended by Councillors Kennedy and Southwood who were endorsed by Council at the 26 February 2024 Extraordinary Council Meeting, *Resolution 21/2024*

### **Discussion**

At present, there is only limited information publicly available in relation to the Conference Program available, with more information to be updated closer to the event date.

#### Conference Program

Thursday 26 March  
Welcome Function at Sydney Zoo

Friday 27 and Saturday 28 March  
Conference at The Colebee

Saturday 28 March  
Gala Dinner featuring The Frocks

#### Optional extras

- Tour of the Blacktown Animal Rehoming Centre (BARC)
- Tour of the Blacktown Excellence and Sports Technology Hub (BEST)
- Attend the Easter Markets

Registrations are now open for the Conference close at 12:00 pm on 13 March 2026.

**Ordinary Council Meeting 11 December 2025  
NSW ALGWA CONFERENCE - COUNCILLOR CONFERENCE ATTENDANCE INTEREST**

Item No: 11

**Expenses**

Conference ticket includes:

- Full ALGWA Conference - Early Bird \$1,100 per person.

This includes Welcome Function - Thursday 26th March 2026, 2-day conference - Friday 27th and Saturday 28th March 2026, Gala Dinner - Saturday night 28th March 2026, all meals included

- 2-day Conference (Friday and Saturday) - Early Bird - \$900 per person

This includes: 2-day Conference - Friday 27th and Saturday 28th March 2026, meals for both days included.

Individual Conferences days, early bird rates are \$450 per person, with the Gala Dinner \$200 per person.

Accommodation: Nil.

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

The 2025/26 Councillor Training Expenses Budget contains sufficient funds to accommodate the training request of all Councillors should they wish to attend this Conference. Councillors that wish to attend the Conference, can express their interest at the Council Meeting.

**RECOMMENDATION**

That Council endorse Councillors that wish to attend the NSW ALGWA Conference 2026, hosted by Blacktown City Council.

Steven Kludass  
**Director - Corporate Services and Strategy**  
**Corporate Services and Strategy Division**

**ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**OUNCILLOR REPRESENTATION ON CENTREHOUSE INC. MANAGEMENT COMMITTEE**

**Item No:** 12

**Subject:** Councillor representation on Centrehouse Inc. Management Committee

**Record No:** SU827 - 85399/25

**Division:** Corporate Services and Strategy Division

**Author(s):** Lorie Parkinson

**Item No:** 12

### **Executive Summary**

The purpose of this report is to seek Council endorsement of a Council representative on the Centrehouse Inc Management Committee, following Councillor Kennedy's temporary appointment to the President role.

### **Background**

At the Council meeting of 24 October 2024, Council considered Councillor representation on several external committees for the period up to September 2026. One of these committees was the Centrehouse Inc. Management Committee which manages Gallery Lane Cove + Creative Studios. Council resolved that Councillor Kennedy would be the Council representative on this Management Committee, with Councillor Flood as an alternate.

Historically the committee has met four to six times each year – the meeting dates for 2026 have not yet been determined.

### **Discussion**

Councillor Kennedy has recently accepted the role of President of the Centrehouse Inc. Management Committee in a temporary capacity until a permanent President is appointed. During this time, she is unable to also perform the role of Councillor representative.

Accordingly, Council needs to appoint a Councillor representative on the committee until a permanent Centrehouse Inc President is appointed, or until September 2026 at the latest.

It should be noted that should Councillor Flood become the primary Councillor representative on this committee, then Council will need to determine an alternate representative.

### **Conclusion**

Due to the temporary appointment of Councillor Kennedy as President of the Centrehouse Inc Management Committee another Councillor representative is required during this period.

**Ordinary Council Meeting 11 December 2025**  
**COUNCILLOR REPRESENTATION ON CENTREHOUSE INC. MANAGEMENT COMMITTEE**

Item No: 12

**RECOMMENDATION**

That Council:

1. determine the primary Councillor representative on the Centrehouse Inc Management Committee while Councillor Kennedy is Committee President or until September 2026; and
2. if required, determine the alternate Councillor representative.

Steven Kludass  
**Director - Corporate Services and Strategy**  
**Corporate Services and Strategy Division**

**ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - INCLUSIVE COMMUNITIES GRANT PROGRAM**

**Item No:** 13

**Subject:** Response to Notice of Motion - Inclusive Communities Grant Program

**Record No:** SU10527 - 86053/25

**Division:** Community and Culture Division

**Author(s):** Susan Heyne

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### **Executive Summary**

At the Council meeting held 18 September 2025, Council resolved to establish a pilot community grant program of up to \$5,000 to engage professional drag performers at hospitality venues during Pride Month in June 2026.

The resolution came from a Notice of Motion titled *Lane Cove Camp: Drag Community Grant for Pride and Mardi Gras*.

In accordance with s356 of the Local Government Act 1993, Council is required to give 28 days' public notice before providing financial assistance to businesses.

The public notice consultation included questions regarding approval for the program, eligibility and interested in applying for a grant.

A total of 207 responses were received. Despite slightly more than 50% of respondents supporting the initiative, there are mixed community views.

### **Background**

At the Ordinary Council meeting held 18 September 2025, a Notice of Motion titled *Lane Cove Camp: Drag Community Grant for Pride and Mardi Gras* was proposed by Councillor Little. It was resolved that Council:

1. *establish a pilot community grant program of up to \$5,000 for Lane Cove hospitality venues to apply for funding to engage professional drag performers in ways that complement their establishments;*
2. *source the funding for this community grant program from Council's Social Inclusion Operating Budget;*
3. *make the grant available for use during Pride Month (June 2026);*
4. *in accordance with section 356 of the Local Government Act requirements, give 28 days' public notice before providing financial assistance to businesses as detailed in the motion;*
5. *receives in the report to Council on the community consultation in 4. above, a recommendation by staff as to how best to support the LGBTQIA+ community within the context of staff resources and available funding for the 2025/26 financial year;*
6. *if approved, promote the program widely to encourage a variety of venues to participate, ensuring events are safe, inclusive and welcoming to LGBTQIA+ community members and allies; and*
7. *note that professional drag artists are not limited by gender and that Kings are equally welcome.*

**Ordinary Council Meeting 11 December 2025**  
**RESPONSE TO NOTICE OF MOTION - INCLUSIVE COMMUNITIES GRANT PROGRAM**

Item No: 13

The purpose of this grant is to provide targeted small-scale investment that delivers meaningful community benefits, including:

1. Celebrating diversity, inclusion and culture by participating in a world-wide event
2. Stimulating the local economy by driving visitation to hospitality venues with a unique celebration
3. Counteracting homophobia through positive engagement
4. Providing safe, affirming environments that strengthen wellbeing, acceptance and social connection for LGBTQIA+ people
5. Acknowledging and addressing the legacy of past gay-hate crimes

### **Discussion**

In accordance with s356 of the Local Government Act 1993, Council is required to give 28 days' public notice before providing financial assistance to businesses.

The Community was invited to provide feedback to the proposed Inclusive Communities Grant program via Council's 'Have Your Say' engagement platform which asked a series of questions regarding people's support of the program and business interest in participating in the program.

The online survey opened on Friday 17 October and closed on Thursday 27 November.

A total of 207 responses were received. Of these responses, 199 were submitted through Council's online engagement platform and nine (9) via email. Two (2) responses were submitted after the consultation's closing date and these submissions have been included in the results. One respondent emailed to withdraw their online comments. Comments received have been provided to Councillors in a confidential memorandum.

#### How we consulted

<b>Consultation Type</b>	<b>Responses</b>
Community Survey	199
Email Responses – submitted within consultation period	7
Email Responses – submitted after consultation period closed	2
Email to withdraw online response	(1)
<b>Total Responses</b>	<b>207</b>

#### Results

<b>Survey Question</b>	<b>Yes</b>	<b>No</b>
Do you support this initiative (response includes emails)	106	101
Are you a local Lane Cove business?	24	175
My business meets the grant criteria.	3	4
My business is a safe space for the LGBTQIA+ community	4	3
My business is interested in applying for the grant	3	4

### Interpreting the results

- 51% of respondents supported the Inclusive Communities Grant Program Initiative.
- 12% of responses were from local businesses.
- 12.5% of businesses expressed interest in applying for a grant making up 1.4% of total respondents.

Comments in support of the initiative included the benefits of increasing inclusivity, supporting diversity and visibly supporting the LGBTQIA+ community.

Comments that did not support this initiative included concerns about the best use of Council funds, being in conflict with family values and not being appropriate for children.

### **Conclusion**

Community feedback on the Inclusive Communities Grant Program demonstrates that there is support for celebrating Pride and the LGBTQIA+ Community. However, the low number of eligible businesses expressing interest in participating in the program means that it is likely that there will be little if any uptake of the grant offer.

Given this, it is recommended that Council not proceed with the proposed grant program at this time, as it is unlikely to generate meaningful activation during this important festival period. However, Council recognises the vital role that social inclusion plays in a thriving community, including for our LGBTQIA+ residents and visitors. Given the strong support expressed by the local community, Council will use this feedback to guide further investigation into appropriate and sustainable ways to celebrate Pride in Lane Cove.

### **RECOMMENDATION**

That Council:

1. receive and note the findings of this report and community consultation;
2. not proceed with the grant program currently, as the consultation results indicate insufficient uptake within the hospitality sector to justify implementation; and
3. investigate alternative and more effective ways to celebrate Pride Month in Lane Cove, focusing on initiatives that build visibility, inclusion, and community connection.

Stephanie Kelly  
**Director - Community and Culture**  
**Community and Culture Division**

### **ATTACHMENTS:**

There are no supporting documents for this report.

## Ordinary Council Meeting 11 December 2025 ROTARY PEACE POLES PROPOSAL

Item No: 14

**Item No:** 14  
**Subject:** ROTARY Peace Poles Proposal  
**Record No:** SU2509 - 66758/25  
**Division:** Community and Culture Division  
**Author(s):** Stephanie Kelly

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### **Executive Summary**

Rotary Lane Cove has approached Council regarding the installation of a series of Peace Poles in Lane Cove, the first being a primary Peace Pole installation adjacent to The Canopy. This report seeks in principle approval to the project and the commencement of community consultation.

### **Background**

Peace Poles are installed in over 200,000 locations worldwide, including at local government sites in Australia such as:

- Wingecarribee Shire (Moss Vale Civic Centre)
- Fraser Coast Regional Council (Brolga Theatre forecourt)
- Town of Walkerville (Mary P. Harris Reserve).

The Peace Poles are typically around 2.4 metres high, with four or more sides displaying the peace message in multiple languages relevant to the local community, often including First Nations languages. Rotary clubs are the primary supporters and installers of Peace Poles globally.

### **Discussion**

The proposal from Rotary Lane Cove would see the installation of five poles near The Canopy, including poles through community design initiatives. Rotary has offered to lead fundraising and design coordination and provide five poles as a donation.

Peace Poles are internationally recognised monuments that carry the message *“May Peace Prevail on Earth”* in a range of languages or visual styles. They aim to inspire peace, unity, and civic pride in communities around the world ([www.worldpeace.org](http://www.worldpeace.org); [www.rotarypeacepoles.world](http://www.rotarypeacepoles.world)).

Rotary Lane Cove proposes several different Peace Pole designs, including:

- A Rotary-themed Peace Pole
- A commissioned Indigenous-designed Peace Pole
- A possible Ken Done-designed Peace Pole
- One created through a local school design competition
- Another created through a local artists' competition

In addition to the installation near The Canopy, Rotary Lane Cove hopes to gift a Peace Pole to:

- The winning school of the student design competition, and
- Lane Cove's sister city of Gunnedah.

Lane Cove's inclusion on the Rotary Peace Poles global map will celebrate our community's commitment to peace and enhance our profile as a vibrant, inclusive, and culturally engaged destination. The project would be promoted widely through Rotary networks and local media to boost awareness and visitation.

## **Ordinary Council Meeting 11 December 2025 ROTARY PEACE POLES PROPOSAL**

This report seeks Council approval to proceed with the Peace Poles project, and to commence community consultation on the proposed concept and initial site.

The Peace Poles project offers a range of benefits for the Lane Cove community. It celebrates peace, unity and cultural diversity, providing a permanent symbol of shared community values in a highly visible public space. The project will encourage collaboration between Council, local schools, artists and Rotary, fostering meaningful partnerships and community pride. By joining the international Peace Poles network, Lane Cove will further enhance its reputation as a culturally engaged and inclusive place. The installation will also create opportunities for future ceremonies, public art activations, and education programs that promote peace and cultural understanding.

The main Peace Pole will be a 4 sided vertical structure approximately 2.4 metres tall with the four others of varying lesser heights. The series will feature multiple design treatments, including a commissioned Indigenous design, pieces created by winners of student and local artist competitions, and a possible contribution from Ken Done. The poles will be installed within small native planting beds to provide a welcoming setting, and each will include an interpretive plaque acknowledging the message of peace and the partnership between Rotary and Council.

Financial costs associated with this project fall primarily to Rotary who will produce the peace poles. The cost of footings is estimated to be \$250 per footing and this cost is to be funded by Council from the parks operating budget.

The Peace Poles will be constructed from durable materials and located in areas with high passive surveillance to minimise risk. The risk of vandalism is considered low and, if incidents occur, Council's existing rapid response maintenance protocols would apply. Public safety will be ensured through compliance with Crime Prevention Through Environmental Design (CPTED) principles, and the designs will be reviewed by Council's Facilities and Risk teams prior to installation.

### **Community Consultation**

#### Statement of Intent

The purpose of this consultation is to seek community feedback on the installation of five Peace Poles at The Canopy. Council will use the insights gathered to help shape the final project, ensuring the designs, interpretive elements and site layout reflect local community values. This process will also build awareness of the Peace Poles initiative and strengthen connections between Council, Rotary, schools, artists and the broader community as the project moves toward delivery.

#### Method

<b>Level of Participation</b>	<b>Inform</b>	<b>Inform</b>	<b>Consult</b>
<b>Form of Participation</b>	Open	Targeted	Open
<b>Target Audience</b>	Lane Cove community and community groups	Key stakeholders (Rotary, local schools, local artists)	Lane Cove community
<b>Proposed Medium</b>	Advertisement, eNewsletter	E-news and social media	Public exhibition, Council website, online survey
<b>Indicative Timing</b>	2 weeks preparation + 2 weeks exhibition	2 weeks preparation + 2 weeks notification	2 weeks preparation + 4 weeks exhibition

## Conclusion

The Rotary Peace Poles proposal represents a low-cost opportunity to partner with a respected community organisation and deliver a meaningful cultural asset for Lane Cove. With Rotary funding the design and production of the poles, Council's investment is limited to minor site preparation.

With strong community-building potential, broad promotional benefits, and minimal risk, the project aligns with Council's commitment to inclusivity, creativity and civic pride. Proceeding to community consultation will allow Council to refine the concept, confirm the preferred location, and ensure the installation reflects local values and expectations. Subject to feedback, the project offers a practical and meaningful way to celebrate peace, strengthen partnerships, and enhance The Canopy precinct.

## RECOMMENDATION

That Council:

1. endorse in principle the Rotary Lane Cove Peace Poles project;
2. approve the community consultation plan outlined in this report to seek feedback about the exact location and design opportunities;
3. approve the proposed installation of five (5) Peace Pole near The Canopy, subject to the outcomes of community consultation; and
4. authorise the General Manager (or delegate) to liaise with Rotary Lane Cove, and other stakeholders to progress the design and delivery of the project.

Stephanie Kelly  
**Director - Community and Culture**  
**Community and Culture Division**

## ATTACHMENTS:

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**VENTEMANS REACH BOARDWALK AND REMEDIATION TENDER UPDATE**

**Item No:** 15  
**Subject:** Ventemans Reach Boardwalk and Remediation Tender Update  
**Record No:** SU10849 - 85487/25  
**Division:** Open Space and Infrastructure Division  
**Author(s):** Sophie Cottier

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### **Executive Summary**

Council called for tenders in accordance with Council's tender and quotation procedure to undertake remediation works of contaminated land and upgrade a section of boardwalk at Ventemans Reach Bushland Reserve. Council was seeking one contractor to oversee both components (remediation and boardwalk construction) using relevant sub-contractors where necessary.

Council's Request for Tender document was lodged via Vendor Panel on 1 July 2025 and closed on 12 September 2025 for which Council received eight (8) conforming tender submissions.

All tenders substantially exceeded the available budget for the entire project. However, the tenders show that Council has sufficient grant funds to undertake the remediation component of the project. A separate tender process will commence if and when boardwalk construction funds become available.

It is recommended that Council decline to accept all tenders and negotiate with the tenderers to gauge interest, make final price adjustments and select the most appropriate contractor to carry out the remediation works only. Further, this Report outlines "Next Procurement Steps" due to the Tender reaching its conclusion.

*A confidential Memorandum has been circulated separately to Councillors detailing the tender prices and the grant funding.*

### **Background**

#### Location

Ventemans Reach Bushland Reserve is located along the Lane Cove River in Lane Cove West. The reserve is bordered by Epping Road in the North and Blackman Park sports ground in the south. The project area requiring the new boardwalk is confined by Stringybark Creek Footbridge in the south, the old Pumphouse building in the north, and the Lane Cove River in the west (see figure 1 overpage).

Item No: 15



Figure 1. Location map taken from the EIS (prepared by Don Fox Planning)

The project area includes a dilapidated boardwalk that runs over land and through mangroves. Due to the condition of the existing boardwalk public access to the land is closed. It has been closed for approximately ten (10) years.

### Site Investigation

In 2015 Council closed the dilapidated boardwalk as it was becoming unsafe to walk on. Council investigated to relocate/replace the boardwalk. Part of these investigations included preliminary soil testing by an environmental consultant.

The investigations revealed contaminants from an old paper mill factory located adjacent to the project area which was destroyed by fire with the burnt remains being partially buried and abandoned within the site. The testing reported elevated concentrations of:

- heavy metals (particularly lead),
- Total recoverable hydrocarbons (TRHs)
- Polycyclic aromatic hydrocarbons (PAHs)
- Asbestos (bonded and friable) in the soil
- Asbestos containing material (ACM) fragments on the ground surface across the site.

Once the project area was known to be contaminated, Council kept the area closed and in November 2015 notified the NSW Environmental Protection Authority (NSW EPA). Further environmental investigations were ordered and carried out resulting in the development of a Remediation Action Plan (RAP) for the site.

The RAP documents the remedial and validation works to be undertaken to make the site suitable for the proposed development of boardwalk construction and ongoing recreational use, while ensuring the protection of human health and the surrounding environment.

The RAP came up with a remediation strategy involving capping and ongoing management of the site, including a replacement boardwalk positioned higher above the ground with handrails on both sides to keep walkers to the track and away from the capped remediated area. The RAP

**Ordinary Council Meeting 11 December 2025**  
**VENTEMANS REACH BOARDWALK AND REMEDIATION TENDER UPDATE**

discussed alternative remediation methods involving excavation and offsite disposal of contaminated soil but found that this approach would result in greater significant environmental damage due to the difficult site access and presence of acid sulphate soil.

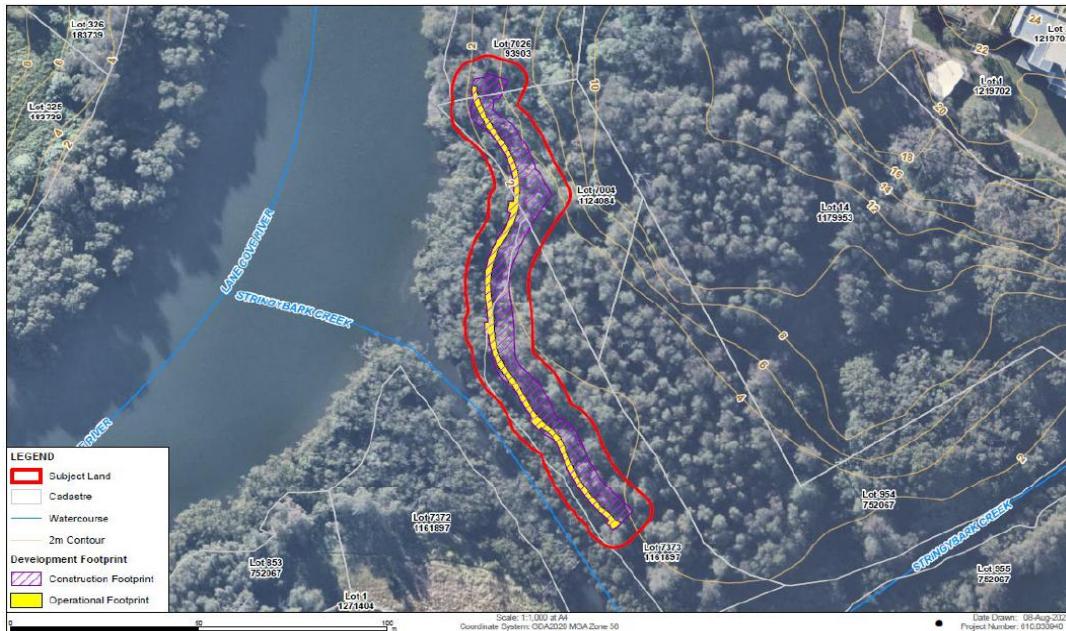


Figure 2 Remediation and Boardwalk Area (*taken from the EIS prepared by Don Fox Planning*)

Environment, Funding and Planning.

As most of the project area is located on Crown Land, grant funds were secured from Crown Lands for both the remediation of contaminated land and the construction of a boardwalk.

In 2020, after a cost estimate for the remediation component of the project was obtained, Crown Lands granted Council some funds for remediation works.

Later in 2020, Council requested cost estimates from a boardwalk contractor and geotechnical and environmental consultants for the boardwalk construction. Council then applied for grant funding through the Crown Reserves Improvement Fund and was successful in gaining the funding.

*Please refer to the Confidential Memorandum for more detail.*

Initially it was envisaged that the project could be undertaken as Development without Consent under the provisions of the State Environment Planning Policy (Transport and Infrastructure) (SEPP TI). However, as the project comprises development on land identified as 'Coastal Wetlands', the project became a designated development pursuant to Section 2.7(2) of State Environment Planning Policy (Resilience and Hazards) (SEPP RH). This required a Development Application (DA) for the project. The Environmental Planning and Assessment Act, 1979 (EP&A Act) requires that a DA for designated development be accompanied by an Environmental Impact Statement (EIS). Council had not accounted nor budgeted for the development of the extensive documentation required for the EIS and associated reports.

The DA along with a comprehensive EIS was lodged with Council. The DA was submitted and approved by the Lane Cove Local Planning Panel (LPP) on behalf of Council in May 2024.

The EIS and the DA conditions resulted in legislative and environmental requirements to be carried out before works could commence. Some of these requirements are listed below:

- Obtain a Crown Land licence
- Enter a Deed with Transport for NSW – as part of the boardwalk is on their land in the mangrove area.
- Obtain an NSW DPI Fisheries Permit.
- Pay a biodiversity offset to the NSW Biodiversity Conservation Fund. Triggered by the clearing of native vegetation to remediate the contaminated land.
- Pay a Building and Construction Industry Long Service Levy – once the total cost is determined.

The project area is located over Crown Land and Transport for NSW (TfNSW) land in the mangrove area. Council engaged a landscape architect, a structural engineer and an ecological consultant to design the boardwalk to comply with the constraints set by NSW Fisheries for the sensitive mangrove environment.

Council have applied for and received a Crown Lands license. The fisheries permit application for NSW Maritime has been prepared by the aquatic ecologist and will be submitted once the contract is awarded. The Transport for NSW Deed has been prepared by and agreed to by both parties. This will be signed once the successful contractor is engaged. The Building and Construction Industry Long Service Levy will be paid once the successful contractor is engaged and the total cost is known. The biodiversity offsetting amount has been paid to the Biodiversity Conservation Fund.

#### Foot Bridge - Additional works

The steel and timber footbridge that spans Stringybark Creek, connects to the southern end of the project area boardwalk. During the tender period, Council engaged a structural engineer to assess the footbridge for its load capacity and structural integrity, for contractors to use as an access to the project area for materials and equipment.

The structural engineer found the footbridge to be in a state of significant deterioration and therefore unsafe. Council have more securely closed off the bridge to the public.

Council has not obtained an official quote for the replacement of the footbridge but is aware that it would be very costly.

The loss of use of the footbridge completely disconnects the project area from the Ventemans Reach Reserve and Blackman Park.

#### **Discussion**

The purpose of the tender was for the provision of services for the remediation of contaminated land and construction of a replacement boardwalk in Ventemans Reach Bushland Reserve. Council was seeking one contractor to oversee both components (remediation and boardwalk construction) using relevant sub-contractors where necessary.

The tender pricing schedules for the boardwalk and remediation works were prepared by a landscape architect and a remediation consultant.

Council went out to tender via Vendor Panel on 1 July 2025 and held a non-mandatory site meeting on 17 July. The tender closed on 12 September 2025 and 8 tender submissions were received

A tender panel was established comprising of the Director of Open Space and Infrastructure, the Manager of Sustainability and Resilience, and the Bushland Projects Officer. The Tender Evaluation Panel undertook a preliminary review of the 8 tender submissions and noted all tenders to be conforming and demonstrated experience and ability to fulfil the works.

However, it is noted that Council has insufficient funds to undertake both the remediation and boardwalk works. Therefore, it is proposed to not accept all tenders.

The Tender Evaluation Panel therefore recommends that the project be split into two separate projects being: 1. Remediation and 2. Boardwalk construction. The panel therefore recommends that Council should not accept any of the tenders nor indeed call for fresh tenders and proceed to negotiations with the tenderers to gauge interest, make final price adjustments and select the most appropriate contractor to carry out the remediation works (project 1).

Section 178(3)(e) of the *Local Government (General) Regulation 2021 (Regulations)* provides that:

*“A council that decides not to accept any of the tender submissions for a proposed contract or receives no tender submissions for the proposed contract must do one of the following:*

*(e) by resolution of the council, enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender”.*

And in doing so Council is required to note the operation of s178(4) of the Regulations which states that:

*“(4) If a council resolves to enter into negotiations as referred to in subsection (3)(e), the resolution must state the following—*  
*(a) the council’s reasons for declining to invite fresh tender submissions or applications*  
*(b) the council’s reasons for determining to enter into negotiations with the person or persons referred to in subsection (3)(e).”*

This brings a close to the tender process.

#### Next Procurement Stage

The submitted tenders had a large variance in pricing and were all well over the available budget for the entire project. However, the tenders show that Council has sufficient funds to progress the remediation component of the works.

Council received confirmation on 6 November 2025 from the funding authority, Crown Lands, to use the remaining grant funding solely for remediation works.

Council proposes to meet with the tenderers as part of a clarification process whereby Council will gain a better understanding of the tenderers ability to meet Council’s remediation scope and pricing of same.

A separate tender process would be undertaken for the boardwalk component of the project, when/if boardwalk construction funds become available.

## **Conclusion**

A Confidential Memorandum has been circulated separately to Councillors detailing the tender pricing and grant funding.

The Tender Evaluation Panel (TEP) proposes to undertake the remediation component of the project, as the tenders show that we have sufficient funds to undertake these remediation works. The TEP recommends Council reject the tenders and the General Manager be given delegated authority to negotiate with tenderers, gauge their interest, make final price adjustments and engage the most appropriate contractor to do the remediation works.

## **RECOMMENDATION**

That Council:

1. decline to accept all tender submissions as all tenders substantially exceeded the available budget for the project.
2. not call for fresh tenders pursuant to section 178(3)(e) of the Local Government (General) Regulation 2021 (Regulations), and “enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender”. Under s178(4) of the Regulations:
  - a) decline to call fresh tenders because a field of suitably capable and experienced track construction and remediation of contaminated lands contractors were identified in the selective Tender;
  - b) delegate authority to the General Manager to enter negotiations with preferred tenderers from Council’s Request for Tender – Boardwalk Construction and Remediation works due to their demonstrated experience and, proposed method(s) to undertake the project (remediation only); and
3. commence a new procurement process that limits the scope of works to remediation works only with one or all of the tenderers from the Boardwalk Construction and Remediation works tender.

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

### **ATTACHMENTS:**

There are no supporting documents for this report.

**Ordinary Council Meeting 11 December 2025**  
**MANAGING ABANDONED WATERCRAFT IN DUNOIS RESERVE, LONGUEVILLE - STAGE 2**

Item No: 16

**Item No:** 16  
**Subject:** Managing abandoned watercraft in Dunois Reserve, Longueville - Stage 2  
**Record No:** SU10620 - 85424/25  
**Division:** Open Space and Infrastructure Division  
**Author(s):** Harrison Lillis

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### **Executive Summary**

The purpose of this report is to provide the outcome of the second stage of community consultation and subsequent layout of boat racks related to the Dunois Reserve and Waterfront and to seek endorsement for next steps for implementation of the project.

The aim of community consultation was to gauge community preference for the location of racks along the waterfront. Staff also consulted the Aboriginal Heritage Office and local stakeholders to ensure feasible locations for racks were proposed. There was some community preference for rack locations of the options proposed, additionally, sensitive aboriginal sites and high tides excluded some potential locations.

A significant majority of respondents (89.6%) believe that the racks will not wholly address the clutter of watercraft along the foreshore, and that there will be an ongoing issue with improper boat storage. Additionally, 93% of respondents believe that it is necessary that Council develop an LGA wide watercraft strategy to enforce the proper storage of watercraft, like other nearby Councils.

Given the constraints regarding capacity on the formal storage options that the waterfront allows, and the evidence to suggest there will be an ongoing issue with excess storage, Council recommends development of an LGA wide strategy for enforcing proper boat storage on public foreshores alongside staged construction of the Dunois Waterfront boat racks.

### **Background**

Council at the September 2025 Council meeting considered Notice of Motion – Managing abandoned watercraft in Dunois Reserve, Longueville, and resolved (208/25) in part that Council:

- *prepare a draft design and layout of proposed boat racks for further community consultation;*
- *amend the design following consultation as required; and*
- *report the final proposal to Council for adoption*

The reserve is valued for its natural beauty and recreational use particularly walking, kayaking, sailing, and family activities however unmanaged storage currently impacts both amenity and ecology. Installing dinghy racks would provide orderly storage, reduce environmental harm, and maintain open grassy areas for sailing clubs and other recreation.

### **Community Consultation**

In accordance with the Council resolution, a second stage of community consultation occurred for six (6) weeks between 8 October 2025 and 19 November 2025.

The community was provided with a Council prepared site analysis and concept document for evaluation (Attachment - AT-1). The focus of the consultation was to gauge any preferences or issues with the locations suggested.

**Ordinary Council Meeting 11 December 2025**  
**MANAGING ABANDONED WATERCRAFT IN DUNOIS RESERVE, LONGUEVILLE - STAGE 2**

A separate confidential memo has been supplied to Councillors providing them with all survey results, responses and written submissions.

The consultation received:

- 44 visitors to the Your Say page,
- 29 completed survey responses, and
- 3 written submissions.

The survey collected the following information:

- background information about past interactions with the proposal,
- preference for and feedback about the areas proposed,
- potential issues with the implementation of formalised storage, and
- strategies Council may need to implement for ongoing management.

Of the twenty-nine (29) respondents who completed the survey, 65.5% had participated in Stage 1 of community consultation, and 86.2% nominated a preferred zone for installation of racks.

Three (3) zones were proposed for the installation of boat racks, which were identified based on current ad-hoc storage patterns.

- Zone A (16.7% support) included the western end of the foreshore.
- Zone B (45.8% support) included the central area adjacent to Lucretia baths.
- Zone C (37.5% support) included the eastern end of the foreshore, adjacent to the remnant bushland reserve.

Respondents were asked for any additional feedback regarding the proposal, the results of which are categorised and summarised below:

Summary of “further feedback” regarding the proposed locations were:

Category	Count	Key Concerns
Zone A - Accessibility & Usage	4	Zone A should be kept clear of further infrastructure, as it is used for rigging and water access (Sailing Club), and public use (children/dogs) Currently informal storage can obstruct the Woodford Bay boat shed.
Zone B - Vegetation & Unused Boats	2	Some concerns that Zone B should not be pursued due to vegetation issues and the current number of discarded boats
Zone C - Suitability & Vegetation	4	Concerns are mixed: Zone C suggested as the best zone for dinghy storage, but is under trees, good for shade for people.
Policy & Disposal	4	Requests for disposal of all unclaimed/abandoned watercraft. Also, questions about the results of previous "cleanup" efforts and the need to keep registration current.
Rack Specifications	2	Practical questions about rack design: needs to be out of sight (Zone C) and must accommodate high tides and boat movement (e.g., LC12ftSSC boats).
Overall Support	1	A single mention endorsing the locations as good and providing convenient access to moored vessels.

*Table 1: Survey Q5/6 “Further Feedback”: Summarised responses*

The most significant issue recognised by staff and respondents is the capacity of the waterfront to hold the amount of small watercraft currently stored here, to service the many moored vessels in Woodford Bay as well as additional canoes and kayaks stored by the water's edge.

A significant majority of respondents (89.6%) believe that the racks will not wholly address the clutter of watercraft along the foreshore, and that there will be an ongoing issue with improper boat

**Ordinary Council Meeting 11 December 2025**  
**MANAGING ABANDONED WATERCRAFT IN DUNOIS RESERVE, LONGUEVILLE - STAGE 2**

storage. Respondents were asked for suggestions on how Council may best address the potential ongoing issues of boats not able to be stored in the limited formalised space available.

Table 2 below summarises the responses

Core Strategy	Count	Key Actions and Mentions
Financial Regulation: Charge Fees, Licence, or Register	10	This strategy includes suggestions for: licensing storage, annual storage cost, registration fee, permit fees, and fee escalation.
Direct Enforcement: Confiscation, Removal, or Impoundment	17	This includes suggestions for: tagging, impounding, confiscation, removal of non-stored/unregistered boats, culls, and disposal of vessels.
Policy Framework: Implement a Formal Policy	4	Reference to following the Hunters Hill Council's Policy or general statements about the need for Enforcement or Impounding/Fines
Total Ban: Prohibit Foreshore Storage	2	Explicit statements that no watercraft should be stored on the foreshore, or that owners should transport them

*Table 2: Survey Q7/8: Summarised responses*

Additionally, 93% of respondents believe that it is necessary that Council develop an LGA wide watercraft strategy to enforce the proper storage of watercraft, like other nearby Councils.

3 written submissions were also received as part of the community consultation process, which contributed to the development of the proposal. These suggested the below points:

- Establish a paid licensing/registration system and commit to the confiscation and disposal of illegal or abandoned craft.
- Retaining/improving access through Zone A for sailing club and rigging.
- Racks must be high enough / designed to survive king tides
- A separate, more suitable design suggested for kayaks and paddleboards.
- Suggestion that the simplest and cheapest solution is to prohibit all foreshore storage and require owners to transport their watercraft.

The Lane Cove Sailing Club also provided photographs of the use of the lawn area and waterfront (Attachment – AT-2).

### **Aboriginal Heritage**

In addition to community consultation, Council staff noted the area was marked with Aboriginal Heritage. The Aboriginal Heritage Office (AHO) was consulted who generated a preliminary report following a site visit to help guide the design development.

The AHO recommends that the works proceed but that the AHO be contacted prior to any construction developments.

### **Design**

Considering the results of the community consultation, and constraints due to tidal fluctuations and presence of Aboriginal Heritage. Council has developed a refined concept design that can be staged as required to suit available budgets and to align with any future watercraft strategy (Attachment – AT-3).

The proposal suggests implementing an initial 22 racks above the high tide line in Zone B and Zone C.

Future works are suggested at the bottom of the banks in Zone A adjacent to the Sailing Club, and the western end Zone B. These have the potential to accommodate a further 15 racks each. The location of these racks would mitigate visual impact from the foreshore and prevent encroachment into the open grassed area valued by the park's users. These racks however require the construction of some sort of corrosion resistant frame that may be inundated in high tides.

Dedicated Kayak racks have also been proposed in the NW of the reserve.

### **Conclusion**

Overall, the results of the Stage 2 Community Consultation and Design Development highlighted a range of constraints that will impact the installation and quantity of racks able to be installed along Dunois Reserve Waterfront.

Of the three initial areas proposed, the community showed a preference for Zone B. However almost all respondents recognised that the amount of watercraft would outnumber the space available on formalised racks. An overwhelming majority believed it necessary that Council develop a strategy to assist in the enforcement of improper watercraft storage, most respondents also noted that financial regulation and direct enforcement including removal of improperly stored watercraft be implemented to ensure the waterfront is protected and maintained.

The presence of Aboriginal Heritage as well as tidal fluctuations has also restricted the areas that formalised racks can be considered.

In response, Council staff have developed a site-specific design that addresses these concerns, however, recognises that it does not meet the current capacity of watercraft currently along the foreshore.

Council proposes to work to develop an LGA wide watercraft strategy to address the issue of improper storage and abandoned watercraft, this will draw from precedents from surrounding Councils and will consider fee regulation, registration, enforcement and monitoring. It is recommended that this strategy be developed and put to Council for adoption alongside installation of racks in Dunois Waterfront to ensure positive outcomes for the project.

**Ordinary Council Meeting 11 December 2025**  
**MANAGING ABANDONED WATERCRAFT IN DUNOIS RESERVE, LONGUEVILLE - STAGE 2**

Item No: 16

## RECOMMENDATION

That Council:

1. adopt the proposed concept design (Attachment – AT-3);
2. move to commence development of an LGA wide strategy regarding watercraft management; and
3. implement the construction of the Dunois Reserve Watercraft Storage design alongside the development of the Lane Cove Council Watercraft Management Strategy.

Martin Terescenko

**Director - Open Space and Infrastructure**  
**Open Space and Infrastructure Division**

### ATTACHMENTS:

<b>AT-1</b> <a href="#">View</a>	Dunois Reserve - Analysis and Concept - Watercraft Storage - October 2025	Available Electronically
<b>AT-2</b> <a href="#">View</a>	Dunois Reserve - LC12ftSSC - Photos #2 - November 2025	Available Electronically
<b>AT-3</b> <a href="#">View</a>	Dunois Reserve - Site Plan - Watercraft Storage - L01	Available Electronically

**Ordinary Council Meeting 11 December 2025**  
**DRAINAGE WORKS FOR POTTERY GREEN OVAL**

Item No: 17

**Item No:** 17  
**Subject:** Drainage Works for Pottery Green Oval  
**Record No:** SU1230 - 85413/25  
**Division:** Open Space and Infrastructure Division  
**Author(s):** Bryan Dempsey

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### **Executive Summary**

The purpose of this report is to report back to Council on the matters required in resolution 258/25 at the November 2025 Council Meeting.

### **Background**

A Notice of Motion (Item number 6) was submitted at the 20 November 2025 Council meeting by Councillor Bennison that proposed the following motion:

*That Council:*

1. *take into account the offer by the local sporting clubs when preparing the 2026/27 budget for the Pottery Green drainage improvement works; and*
2. *thank the local sporting clubs for their proactive offer and ongoing support for community sport in Lane Cove.*

The following resolution was passed at the November meeting 2025 (resolution 258/25):

*That Council:*

1. *defers the discussion of this item until the December 2025 meeting;*
2. *receives at that meeting:*
  - (a) *letters of offer from the respective sporting clubs that are users of the Pottery Green sporting ground, that include:*
    - *details of the amount to be contributed by the clubs;*
    - *the timing of this contribution,*
    - *details, including timing, of any grants they are seeking or have obtained, and any grant conditions*
    - *any supporting club conditions relating on the receipt of this contribution; and*
  - (b) *details from council staff on the availability of contractors over the Christmas period and the total cost of the project, any sporting club conditions relating to the receipt of this contribution.*

### **Discussion**

Since the meeting held on 20 November 2025, Council has not received any letters of offer from sporting clubs that provide details of monetary contributions that have offered towards drainage works at Potter Green Oval.

However, it is understood that Northern District Junior Cricket Association has applied for a \$7,500 grant from NSW Cricket, but they are yet to receive notification from NSW Cricket as to whether the grant application has been successful.

Given this, it would be premature for Council to consider this matter at this time.

**Ordinary Council Meeting 11 December 2025  
DRAINAGE WORKS FOR POTTERY GREEN OVAL**

Item No: 17

The costs of the proposed drainage works are \$25,000. The project is not identified in the 2025/26 Operational Plan or budget. Whilst a contractor has advised that works could occur late in January 2026, there is no certainty at this stage regarding external contributions to fund the total costs to Council.

### **Conclusion**

Given there is no budget for this project in the 2025/26 budget and no confirmation of external assistance towards the project consideration for this project should be included in the preparation of the draft 2026/27 budget.

### **RECOMMENDATION**

That Council consider the Pottery Green Oval drainage works as part of the preparation of the 2026/27 Operational Plan and Budget.

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

#### **ATTACHMENTS:**

There are no supporting documents for this report.

**Item No:** 18  
**Subject:** Local Transport Forum - 18 November 2025  
**Record No:** SU1326 - 85736/25  
**Division:** Open Space and Infrastructure Division  
**Author(s):** Sashika Perera

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### **Executive Summary**

The Lane Cove Local Transport Forum met in November 2025 and provided recommendations for Council's consideration. The attached Minutes include a summary of each item, and it is recommended the November 2025 Minutes are adopted for implementation.

The Supplementary Items and Minutes have been combined as one document and circulated to TfNSW as per their request.

### **Background**

The Lane Cove Local Transport Forum (formerly known as the Local Traffic Committee) is a requirement of Transport for NSW and is primarily a technical review forum 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 Forum has no decision-making powers, but rather makes recommendations for the Council to consider, noting that Council is not bound by its advice.

### **Discussion**

The Lane Cove Local Transport Forum was held on Tuesday 18 November 2025. The agenda is included as **AT-1**, and Supplementary Items at **AT-2**.

The Local Transport Forum recommendations are shown in the Minutes of the meeting, included as **AT-3**, which address:

1. Traffic Committee Meeting Confirmation of Minutes – 16 September 2025
2. Proposed 'No Stopping' restrictions on Chisholm Street at Greenwich Road, Greenwich
3. Proposed change to 'No Stopping' restrictions on River Road between 47-71 River Road
4. Proposed 2P electric vehicle charging bays at various locations
5. St Leonards – Lunar Laneways 2026 – Traffic Management Plan
6. Cumulative Impacts of Development on Local Roads of Longueville Peninsula
7. 2026 Transport Forum Meeting dates
8. River Road Shared User Path – Stage 2
9. Centennial Avenue Pedestrian Safety
10. 299 Pacific Highway Bus Zone Relocation
11. St Ignatius College – Request for a TMP
12. Pedestrian Access and Mobility Plan (PAMP)
13. River Road/Canberra Avenue – Request for Traffic Signals
14. Pacific Highway Corridor Study

**Ordinary Council Meeting 11 December 2025  
LOCAL TRANSPORT FORUM - 18 NOVEMBER 2025**

Item No: 18

## **RECOMMENDATION**

That Council adopt the recommendations of the Lane Cove Local Transport Forum held on Tuesday 18 November 2025.

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

### **ATTACHMENTS:**

<b>AT-1</b> <a href="#">View</a>	Agenda - November 2025 Local Transport Forum	25 Pages	Available Electronically
<b>AT-2</b> <a href="#">View</a>	Supplementary Items- November 2025 Local Transport Forum	14 Pages	Available Electronically
<b>AT-3</b> <a href="#">View</a>	Minutes - November 2025 Local Transport Forum	39 Pages	Available Electronically

**Ordinary Council Meeting 11 December 2025**  
**COUNCIL SNAPSHOT NOVEMBER 2025**

Item No: 19

**Item No:** 19  
**Subject:** Council Snapshot November 2025  
**Record No:** SU220 - 87463/25  
**Division:** Office of the General Manager  
**Author(s):** Corinne Hitchenson

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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 November 2025 at AT-1. Given the earlier meeting date for December 2025 there is some data which was unavailable at the time of the report collation – this is reflected in the report where applicable.

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

#### **RECOMMENDATION**

That Council receive and note the report.

Louise Kerr  
**General Manager**  
**Office of the General Manager**

#### **ATTACHMENTS:**

<b>AT-1</b> <a href="#">View</a>	Council Snapshot November 2025	42 Pages	Available Electronically
<b>AT-2</b> <a href="#">View</a>	Resolution Tracker for 11 December 2025 Council meeting	37 Pages	Available Electronically