



# **Willoughby City Council**

## **ORDINARY COUNCIL**

### **AGENDA**

**NOTICE IS HEREBY GIVEN** that an  
Ordinary Meeting of the Council  
will be held at Council Chamber  
Level 6, 31 Victor Street, Chatswood

on 2 August 2021  
commencing at 7:00pm

The Meeting is open to the Public

## TABLE OF CONTENTS

<b>TABLE OF CONTENTS</b> .....	<b>2</b>
<b>1 OPEN MEETING — ACKNOWLEDGEMENT OF COUNTRY</b> .....	<b>7</b>
<b>2 DISCLOSURES OF INTERESTS</b> .....	<b>7</b>
<b>3 CONFIRMATION OF MINUTES</b> .....	<b>7</b>
<b>4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS</b> .....	<b>7</b>
<b>5 PETITIONS</b> .....	<b>7</b>
<b>6 OPEN FORUM — MATTERS NOT ON THE AGENDA</b> .....	<b>7</b>
<b>7 MAYORAL MINUTE</b> .....	<b>7</b>
<b>8 CHIEF EXECUTIVE OFFICER'S LATE REPORT</b> .....	<b>7</b>
8.1 AMENDMENTS TO COUNCIL MEETING SCHEDULE ( <i>TO BE CIRCULATED SEPERATELY</i> ).....	7
8.2 ELECTION OF THE DEPUTY MAYOR ( <i>TO BE CIRCULATED SEPERATELY</i> ).....	7
<b>9 MATTERS FOR DEFERRAL AND PROCEDURAL PRIORITY</b> .....	<b>8</b>
<b>10 MATTERS REQUIRING ELABORATION OR DEBATE</b> .....	<b>8</b>
<b>11 PUBLIC FORUM — MATTERS ON THE AGENDA</b> .....	<b>8</b>
<b>12 REPORTS OF COMMITTEES</b> .....	<b>8</b>
12.1 MINUTES - ACCESS AND INCLUSION ADVISORY COMMITTEE HELD ON 9 JUNE 2021 .....	9
12.2 MINUTES - BICYCLE CONSULTATIVE COMMITTEE MEETING HELD 18 MAY 2021.....	14
12.3 MINUTES - COMPANION ANIMALS ADVISORY COMMITTEE MEETING HELD ON 9 MARCH 2021.....	35
12.4 MINUTES - MULTICULTURAL SERVICES ADVISORY COMMITTEE MEETING HELD ON 24 MARCH 2021.....	42
<b>13 DEFERRED MATTERS</b> .....	<b>50</b>
<b>14 CORRESPONDENCE</b> .....	<b>50</b>
<b>15 REPORTS FROM THE OFFICERS</b> .....	<b>50</b>
<b>CUSTOMER &amp; CORPORATE DIRECTORATE</b> .....	<b>50</b>
15.1 DELIVERY PROGRAM - SIX MONTHLY PROGRESS REPORT JANUARY - JUNE 2021 .....	51
15.2 CIVICRISK MUTUAL VOTING REPRESENTATIVE.....	55
15.3 LEGAL MATTERS REPORT - AUGUST 2021.....	58
<b>PLANNING &amp; INFRASTRUCTURE DIRECTORATE</b> .....	<b>68</b>
15.4 DEVELOPMENT ASSESSMENT - QUARTER 4 (1 APRIL 2021 TO 30 JUNE 2021).....	68
15.5 EXHIBITION OF PLANNING PROPOSAL FOR 1A-29 BOWEN STREET AND 6-18 MORIARTY ROAD CHATSWOOD.....	100
15.6 WILLOUGHBY IDENTITY SIGNAGE .....	108
15.7 PROPERTY LEASE PORTFOLIO .....	113

---

<b>COMMUNITY, CULTURE &amp; LEISURE DIRECTORATE</b> .....	<b>116</b>
15.8 COUNCIL RESPONSE TO THE IMPACTS OF COVID-19 2021 .....	116
15.9 CBD SPECIAL EVENT REVIEW .....	122
<b>16 NOTICES OF MOTION</b> .....	<b>128</b>
16.1 NOTICE OF MOTION 15/2021 - ABORIGINAL LAND CLAIM AT TALUS ...	128
16.2 NOTICE OF MOTION 16/2021 - REVIEW OF DEVELOPMENT APPLICATION 2021/5 BY LOCAL PLANNING PANEL .....	130
<b>17 CONFIDENTIAL MATTERS</b> .....	<b>136</b>
17.1 CONFIDENTIAL - LEGAL MATTERS REPORT - AUGUST 2021 .....	136
17.2 CONFIDENTIAL - PROPERTY LEASE PORTFOLIO .....	137
17.3 CONFIDENTIAL PROCUREMENT EXEMPTION - ARTARMON LOCAL CENTRE (HAMPDEN ROAD) PUBLIC DOMAIN DETAILED DESIGN .....	138
17.4 CONFIDENTIAL - CHIEF EXECUTIVE OFFICER'S - PERFORMANCE REVIEW .....	139
<b>18 QUESTIONS WITH NOTICE</b> .....	<b>140</b>
18.1 QUESTION ON NOTICE FROM COUNCILLOR SAVILLE - FOOD OUTLETS IN CHATSWOOD .....	140
<b>19 CONCLUSION OF THE MEETING</b> .....	<b>142</b>

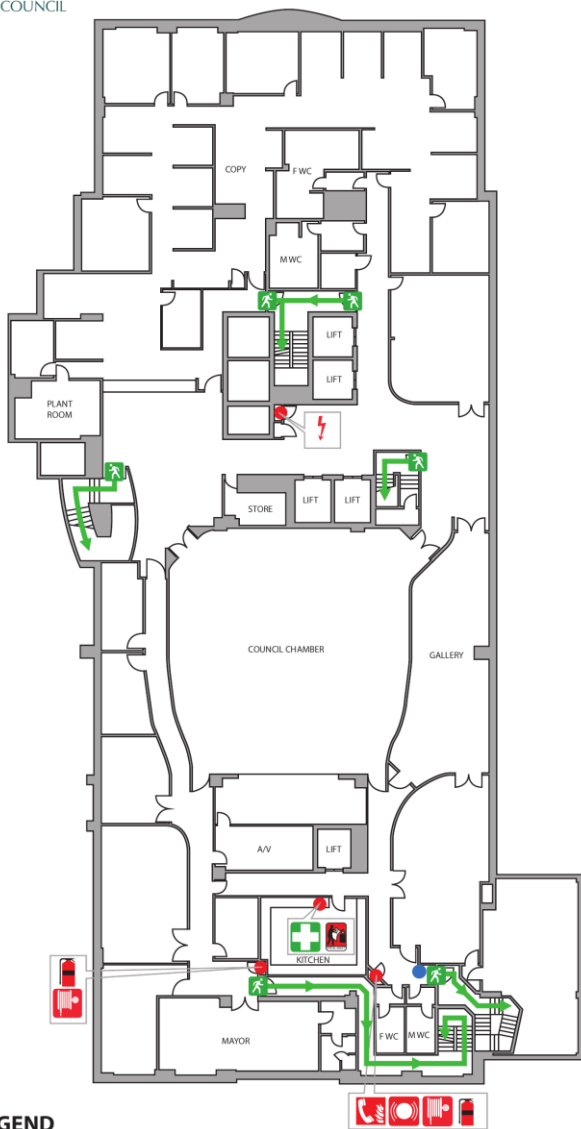
---

# WILLOUGHBY CITY COUNCIL

## Level 6 Floor Plan



### EVACUATION DIAGRAM | COUNCIL CHAMBERS



**Dial 000 for all emergency services**  
**000 EMERGENCY**  
 Address: 31 Victor St, Chatswood  
 Nearest Cross: Albert Ave

**IN THE EVENT OF AN EMERGENCY**

**R**emove any person from danger  
**A**lert staff and others  
**C**onfine smoke/fire and close doors  
**E**xtinguish fire, if safe to do so -  
 If not, assist others and move to the Emergency Assembly Area.

**EVACUATION PROCEDURES**

**ALERT** BEEEP..BEEEP..BEEEP.  
 If you hear this sound you must be prepared to evacuate. Listen carefully to any instructions provided by Wardens and Staff.

**EVACUATE** WOOP..WOOP..WOOP.  
 When you hear this sound you **MUST** evacuate using the nearest Fire Exit. Do not run and do not use any Lifts. If you need assistance to evacuate advise the nearest Staff member.

Listen carefully to any instructions provided by Wardens and Staff.

This diagram identifies the nearest Exit and the alternate Fire Exit as well. You must proceed to the Emergency Assembly Area and wait for further instruction.

**DO NOT PANIC**

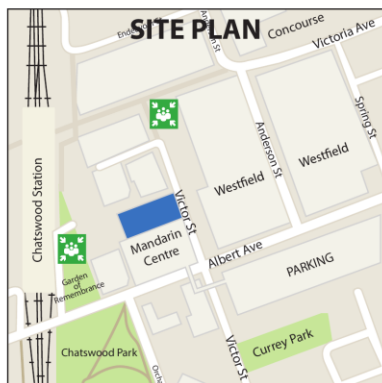
**LEGEND**

	FIRE EXIT		EMERGENCY ASSEMBLY POINT
	STAIRS		EMERGENCY EXIT ROUTE
	YOU ARE HERE		FIRST AID KIT
	ELECTRICAL DISTRIBUTION BOARD		FIRE BLANKET
	FIRE HYDRANT		FIRE INDICATOR PANEL
	FIRE HOSE REEL		BREAK GLASS ALARM
	WARDEN INTERCOM POINT		CO2 FIRE EXTINGUISHER

**LEVEL 6**

**Assembly Area 1:**  
 Chatswood Mall, near Victor Street

**Assembly Area 2:**  
 Garden of Remembrance



www.beawareolutions.com.au  
 Ph 1300 71 81 31  
 Date of Issue: 12-2014  
 Date of Review: 12-2017  
 NOT DRAWN TO SCALE



# COUNCIL CHAMBERS

<b>GOVERNANCE, RISK &amp; CORPORATE PLANNING MANAGER</b> S Charlton	<b>MAYOR</b> Cir G Giles-Gidney	<b>CHIEF EXECUTIVE OFFICER</b> D Just
--	------------------------------------	--

	N A R E M B U R N	M I D D L E H A R B O U R	Cir Rozos
Cir C Tuon			Cir W Norton
Cir N Wright			Cir J Rutherford
Cir D Fernandez	S A I L O R S  B A Y	W E S T	Cir T Mustaca
Cir B Zhu			Cir L Saville
Cir H Eriksson			Cir C Campbell Deputy Mayor

Council  
Staff



## Council Chamber Protocol

Ordinary Council Meetings are held on the second Monday of the month.

All meetings are open to the public except for items that, in the Council's opinion, are confidential, in accordance with Section 10A of the *Local Government Act 1993*.

- The Council meeting is in progress once the Mayor declares the meeting open and until the Mayor declares the meeting closed. Members of the public are asked to remain silent when the Council meeting is in progress.
- Members of the public can request that an item be discussed early in the meeting by approaching a Council Officer or Councillor prior to the meeting commencing. The decision to bring forward an item rests with the Mayor. Members of the public are not permitted to approach Councillors while the Council meeting is in progress. Having a matter brought forward in the Council meeting does not give a person the right to address Council on that matter.
- You may address Council at a Council meeting in one of two ways:
  - **Open Forum** – allows people to address Council for up to three (3) minutes on any topic relating to Council's activities or Willoughby generally. Members of the public cannot use the Open Forum to speak about an item on the agenda. Requests to speak at Open Forum can be made by completing the on-line form on Council's website before noon on the day of the meeting.
  - **Public Forum** – allows people to address Council for up to three (3) minutes in relation to a specific matter on the agenda. People wishing to address must complete the on-line form on Council's website before noon on the day of the meeting. The decision as to whether or not the person will be heard rests with the Council.
- You are able to distribute additional papers to Councillors prior to a Council meeting via the on-line Request to Address Council Meetings form or via email, post or delivered to Council chambers by noon on the day of the meeting. No additional papers can be distributed to Councillors after 5:00pm on the evening of the Council meeting except in exceptional circumstances agreed by the Chief Executive Officer and the Mayor.
- Please ensure that all mobile phones are turned **off** whilst you are in the Council Chamber. Note that mobile phones or any other recording device are not to be used to record any part of the Council Meeting.
- **Guidelines for Speakers** – When addressing the Council, please remember to be courteous. Comments made by participants in any Council meeting, which are derogatory or damaging to any person's character or reputation, including any Councillor, employee of the Council, or member of the public, may be defamatory and may subject the participant to an action for defamation. Comments made during the course of a Council meeting are not protected by the defence of absolute privilege under the *Defamation Act 2005*, and may not attract any other defences available under that Act or the common law. Every Council meeting is recorded and applications to access such recordings can be made under the *Government Information (Public Access) Act 2009 (GIPA Act)*.
- **Webcasting** – The proceedings of all Council meetings in open session, including all debate and addresses by the public, are recorded and webcast live on Council's website for the purpose of facilitating community access. Webcast archives are stored and available to the public on Council's website for two years, after which time the recordings may be disclosed under the provision of the *GIPA Act*.

Members of the public attending a Council meeting may have their image, voice and personal information (including name and address) recorded, publicly broadcast and archived for two years. By attending a Council meeting, whether by addressing the Council or as an observer or other interested party, members of the public consent to this use of their image, voice and personal information.

---

**1 OPEN MEETING — ACKNOWLEDGEMENT OF COUNTRY**

---

**2 DISCLOSURES OF INTERESTS**

---

**3 CONFIRMATION OF MINUTES**

*That the Minutes of the Ordinary Meeting of Council held 12 July 2021, copies of which have been circulated to each member of Council, be confirmed.*

---

**4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

---

**5 PETITIONS**

---

**6 OPEN FORUM — MATTERS NOT ON THE AGENDA**

Open Forum allows members of the public to address Council for a maximum of three (3) minutes on any issues (but not on an item on the Agenda).

---

**7 MAYORAL MINUTE**

---

**8 CHIEF EXECUTIVE OFFICER'S LATE REPORT**

---

**8.1 AMENDMENTS TO COUNCIL MEETING SCHEDULE**

*(To be circulated separately)*

---

**8.2 ELECTION OF THE DEPUTY MAYOR**

*(To be circulated separately)*

**9 MATTERS FOR DEFERRAL AND PROCEDURAL PRIORITY**

---

**10 MATTERS REQUIRING ELABORATION OR DEBATE**

At this stage the Mayor will invite Councillors to nominate the items they wish Council to consider separately and these matters will then be dealt with in the order so nominated.

**11 PUBLIC FORUM — MATTERS ON THE AGENDA**

Public Forum allows members of the public to address Council for a maximum of three (3) minutes on an issue on the Agenda.

---

**12 REPORTS OF COMMITTEES**

---



**12.1 MINUTES - ACCESS AND INCLUSION ADVISORY COMMITTEE HELD ON 9 JUNE 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. MINUTES OF THE MEETING OF ACCESS AND INCLUSION ADVISORY COMMITTEE HELD ON 9 JUNE 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>ELLEN MILLER - COMMUNITY VENUES AND SERVICES TEAM LEADER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with the minutes of the Access and Inclusion Advisory Committee meeting held on 9 June 2021.

**2. OFFICER'S RECOMMENDATION**

**That Council receive and note the Access and Inclusion Advisory Committee meeting held on 9 June 2021.**

**3. BACKGROUND**

The Access and Inclusion Advisory Committee meets monthly and provides specialist advice and support to Council relating to access issues and aims to promote physical access and mobility to services and facilities in the Willoughby City Local Government Area. The committee's composition includes two Willoughby City Councillors, as well as community representatives, with attendance by the Community Life Manager and Works Manager at committee meetings.

**4. DISCUSSION**

The Access and Inclusion Advisory Committee met on 9 June 2021, to discuss issues and outcomes arising from previous meetings.

Key items discussed at the meeting included:

- Chatswood Interchange
- Reserve Road Footpaths
- Bus Stop Upgrades
- Better Business Partnerships (BBP).

Copies of the minutes from these meetings are provided in **Attachment 2** respectively.

## 5. CONCLUSION

The minutes do not commit Council to any additional resource commitment. It is recommended that Council receive and note the minutes of the Access and Inclusion Advisory Committee meeting held on 9 June 2021.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	2.7 – Promote accessible services for the community.
<b>Business Plan Objectives, Outcomes / Services</b>	To ensure the delivery of the <i>Disability Inclusion Access Plan 2017 - 2021</i> .
<b>Policy</b>	The contents of this report and the provided attachments comply with Council's <i>Advisory Committees Policy</i> .
<b>Consultation</b>	Consultation has occurred with the Access and Inclusion Advisory Committee members on the contents of this report.
<b>Resource</b>	3 hours per staff member per month.
<b>Risk</b>	The level of risk associated with the contents of this report is low, with insignificant consequences under Council's Risk Management Framework.
<b>Legal</b>	There are no legal implications associated with this report.
<b>Legislation</b>	<i>Disability Inclusion Act 2014</i>
<b>Budget/Financial</b>	Officer's attendance at meeting and preparation of documentation is considered in current year operational budget.

**MINUTES OF MEETING**

**MEETING NAME:** ACCESS AND INCLUSION ADVISORY COMMITTEE

**LOCATION HELD:** DOUGHERTY COMMUNITY CENTRE, 7 VICTOR ST CHATSWOOD

**DATE:** WEDNESDAY 9 JUNE 2021

**MEETING CHAIR:** COUNCILLOR WENDY NORTON

**TIME OF MEETING:** 4:00pm – 5:30pm

**1. ATTENDANCE****Present**

Clr Wendy Norton	Willoughby Councillor
Clr Lyn Saville	Willoughby Councillor
Mark Tonga	Community Representative
Jordana Goodman	Community Representative
Helen Woodman	Community Representative
Audrey Thomas	Community Representative
Julia Norton	Community Representative

**Apologies**

Susan Hartly	Community Representative
Maria La Greca	Community Representative
Lorri Grundy	Community Representative
John Mills	Community Representative

**Officers in Attendance**

Ellen Miller	Community Venues and Services Team Leader
Dennis Nguyen	Senior Design Engineer
Aston Pei	Design Engineer

**2. DECLARATIONS OF INTEREST - NIL**

**3. ACCEPTANCE OF THE MINUTES**

Minutes of the previous meeting were accepted as a true record of proceedings.

---

**4. BUSINESS ARISING FROM THE MINUTES****4.1 Chatswood Interchange**

Committee were advised that the red tape blocking visual access to the disability lifts at the Interchange has been removed. Interchange Management will address the signage issues when the lift is out of order.

**4.2 Reserve Road Footpaths**

Committee was informed that the paths inside the Hospital grounds were not the responsibility of Willoughby City Council.

**Action:** Community Venues and Services Team Leader to contact Hospital management and raise concerns on behalf of the Committee.

---

**5. CORRESPONDENCE****6. BUSINESS ARISING FROM CORRESPONDENCE****7. GENERAL BUSINESS****7.1 Bus Stop Upgrades**

WCC Design Engineers presented images of bus stop pads currently being upgraded across CBD. The Committee agreed that both designs were very suitable for people with mobility aids and would greatly enhance their ability to access bus services.

**7.2 Better Business Partnerships (BBP)**

Committee members noted that the 2021 BBP Awards focused only on sustainability and BBP had removed any mention of access and inclusion as criteria from the website.

**Action:** Community Venue and Services Team Leader to follow up.

**Meeting closed:** 6:10pm

**Next meeting:** Wednesday, 14 July 2021

**12.2 MINUTES - BICYCLE CONSULTATIVE COMMITTEE MEETING HELD 18 MAY 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. BICYCLE CONSULTATIVE COMMITTEE MINUTES OF 18 MAY 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>HUGH PHEMISTER – PLANNING &amp; INFRASTRUCTURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>GORDON FARRELLY – TRAFFIC &amp; TRANSPORT TEAM LEADER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>2.1 – ENHANCE TRANSPORT CHOICES AND CONNECTIONS THROUGHOUT THE CITY 2.4 – REDUCE PARKING AND TRAFFIC CONGESTION 3.1 – FOSTER FEELINGS OF SAFETY, SECURITY AND CLEANLINESS</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with the Minutes of the Bicycle Consultative Committee meeting held on 18 May 2021.

**2. OFFICER'S RECOMMENDATION**

**That Council receive and note the Minutes of the Bicycle Consultative Committee meeting held on 18 May 2021.**

**3. BACKGROUND**

The Bicycle Consultative Committee (the Committee) meets quarterly to consider issues relating to bicycling. The committee members consist of at least one Councillor and up to nine community representatives including members of Bicycle User Groups, Access Committee, interested members of the community. Council officers from the Planning and Infrastructure division including Strategic Planning and the Traffic & Transport Team also attend.

**4. DISCUSSION**

The Committee met on 18 May 2021, to discuss issues and outcomes arising from previous meetings.

Key items discussed at the meeting included:

- Item 6.1 (a) Construction of the Artarmon Bicycle Route upgrade – Broadcast Way, Artarmon to Herbert Street, St Leonards.  
The Committee is pleased to see the construction of the new shared path.
- Item 6.1 (b) and (c) Pacific Highway Shared Path and Chatswood CBD to St Leonards CBD via Artarmon Bicycle Route Improvement Plan.

The Committee supported the release of the draft detailed design plans for stakeholder and community engagement for the projects.

- Item 6.1 (d) Castle Cove and Chatswood Bicycle Route Study.

The Committee noted the results of the stakeholder and community engagement and supported detailed design to be undertaken for bicycle improvements along Eastern Valley Way, Smith Street and High Street, Chatswood based on the concept design released. The Committee supported no further development and design work occurring, at this time, for bicycle safety and mobility improvements along Castle Cove Drive, Deepwater Road, Denawen Avenue, Neerim Road and Cammaray Road, Castle Cove.

Copies of the Minutes from this meeting are provided in **Attachment 2** respectively.

## 5. CONCLUSION

The Minutes do not bind Council to any additional resource commitment. It is recommended that Council receive and note the minutes of the Bicycle Consultative Committee meeting held on 18 May 2021.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	2.1 – Enhance transport choices and connections throughout the City 2.4 – Reduce parking and traffic congestion 3.1 – Foster feelings of safety, security and cleanliness
<b>Business Plan Objectives, Outcomes / Services</b>	To ensure proper bicycle facility management and a transparent process for consultation and input into Council's planning, development, operation and information distribution for bicycle infrastructure projects and behaviour initiatives.
<b>Policy</b>	The Bicycle Consultative Committee is a community committee of Council. The Committee provides input to Council projects and initiatives. The Committee has no decision making powers.
<b>Consultation</b>	Stakeholder consultation is undertaken with Bike North and North Shore Bicycle Group. Community consultation is undertaken with community representatives for planning and development of infrastructure projects considered by the Committee.
<b>Resource</b>	Works are undertaken within the existing resource allocation. The recommendations do not commit Council to any additional resources.
<b>Risk</b>	Identified risks are addressed within individual reports in the minutes.
<b>Legal</b>	There are no legal issues identified.
<b>Legislation</b>	All recommendations comply with relevant legislation and Transport for New South Wales Policies and Guidelines.
<b>Budget/Financial</b>	There are no financial issues or implications arising from this report.



**MINUTES**

<b>MEETING NAME:</b>	Bicycle Consultative Committee
<b>LOCATION HELD:</b>	Banksia Room and webcast via Teams
<b>MEETING CHAIR:</b>	Councillor Wendy Norton
<b>DATE OF MEETING:</b>	18 May 2021
<b>TIME OF MEETING:</b>	6.00 pm – 7.30 pm

---

The Terms of Reference for the Bicycle Consultative Committee are provided in Attachment A.

**1. PRESENT:**

Clr Wendy Norton	Councillor Willoughby City Council
Clr Craig Campbell	Councillor Willoughby City Council
Russ Webber	Northshore Bicycle Group
Carolyn New	Bike North
Wendy Jannings	Bike North
Tony Richards	Community Delegate

**2. APOLOGIES:**

Mary Ann Irvin	Community Delegate
Jordana Goodman	Access Committee representative
Nada Curac	Royal North Shore Hospital - Health Promotions Officer

**3. OFFICERS IN ATTENDANCE:**

Darren Wood	Design and Infrastructure Manager
Gordon Farrelly	Traffic and Transport Team Leader
Siva Bala	Transport Engineer
Andrew Gillies	Strategic Transport Planner

**4. DECLARATIONS OF INTEREST:****Committee Recommendation**

That Council note that there were no disclosures of interest for the attendees.

**Committee Discussion**

Nil

**5. ADOPTION OF THE PREVIOUS MINUTES:****Committee Recommendation**

That Council note that the Bicycle Consultative Committee has adopted the Minutes of the Meeting on 25 February 2021.

**Committee Discussion**

The minutes of the meeting were adopted by the Bicycle Consultative Committee.

A copy of the final Minutes are provided as Attachment B.

**6. BUSINESS ARISING FROM THE MINUTES (INCLUDE ACTION):****6.1 Bicycle Projects being progressed****Committee Recommendation**

That Council note that the Bicycle Consultative Committee supports:

- Release of the draft detailed design plans for the Pacific Highway Shared Path and Chatswood CBD to St Leonards CBD via Artarmon Bicycle Route Improvement Plan for stakeholder and community engagement.
- Detailed design is undertaken for bicycle improvements along Eastern Valley Way, Smith Street and High Street, Chatswood based on the concept design released in the Castle Cove and Chatswood Bicycle Route Study.
- No further development and design work occur at this time for bicycle safety and mobility improvements along Castle Cove Drive, Deepwater Road, Denawen Avenue, Neerim Road and Cammaray Road, Castle Cove.

That Council note that the Bicycle Consultative Committee is pleased to see the construction and opening of the new shared path as part of the Artarmon Bicycle Route upgrade project.

**Committee Discussion**

- a) *Artarmon Bicycle Route upgrade – Broadcast Way, Artarmon to Herbert Street, St Leonards (Project Number: 301137)*

The Committee noted that progress of the construction of the new shared path.

- b) *Pacific Highway Shared Path between Mowbray Road, Chatswood and Herbert Street, St Leonards (Project Number: 301348)*

The Committee noted and had no objections to the proposed changes in the draft detailed design plans presented.

The Committee noted that stakeholder and community engagement for the draft detailed design plans was planned to commence shortly. Committee members advised that a detailed

review of the draft detailed design plans would be undertaken and submission provided to Council during the engagement period.

*c) Chatswood CBD to St Leonards CBD via Artarmon Bicycle Route Improvement Plan  
(Project Number: 301821)*

The Committee noted and had no objections to the proposed changes in the draft detailed design plans presented.

The Committee noted that stakeholder and community engagement for the draft detailed design plans was planned to commence shortly. Committee members advised that a detailed review of the draft detailed design plans would be undertaken and submission provided to Council during the engagement period.

*d) Castle Cove and Chatswood Bicycle Route Study*

Results of the stakeholder and community engagement for the proposed bicycle route improvement plan were presented to the Committee.

Castle Cove Drive, Deepwater Road, Denawen Avenue, Neerim Road and Cammaray Road, Castle Cove

The proposed bicycle route improvements in this section received significant local community opposition including from the Castle Cove Progress Association. The Committee agreed that due to the level of opposition that the proposed bicycle route improvements would not proceed to detailed design at this time.

Eastern Valley Way, Smith Street and High Street, Chatswood

The stakeholder and community engagement revealed acceptance of the proposal. The Committee agreed that the proposed bicycle route improvements should proceed to detailed design phase.

**6.2 Western Harbour Tunnel (WHT) / Warringah Freeway Upgrade (WFU) project approval**

**Committee Recommendation**

**That Council note that the Bicycle Consultative Committee supports the Department of Planning, Industry and Environment's condition to investigate bicycle improvements to bicycle connections and facilities within Willoughby LGA.**

**Committee Discussion**

The Committee agreed that the Environmental Impact Statement and associated technical reports addressing bicycle management and operation had a number of design issues that required improvements to ensure a safe, accessible and connected bicycle network both during construction and following the projects commissioning.

**6.2 Super Tuesday Bicycle counts**

**Committee Recommendation**

That Council note that the Bicycle Consultative Committee supports the collection of bicycle use data and the use of the Super Tuesday methodology.

#### Committee Discussion

The Committee noted that surveys had been completed and that the final report would be presented at the next meeting.

A copy of a map showing the locations of the counts is provided in Attachment C.

### 7. PROMOTIONAL, EDUCATION AND AWARENESS PROGRAM

#### Committee Recommendation

That Council note the progress of the program of educational and awareness activities.

#### Committee Discussion

Nil

### 8. FORMAL ITEMS FOR CONSIDERATION

#### 8.1 Fullers Road, Chatswood West - Bicycle and Pedestrian improvement works

#### Committee Recommendation

That Council note the Committee supports the construction of the new bicycle facilities to maintain a connected link.

#### Committee Discussion

The Committee noted that Council has approved bicycle improvement works to improve safety and connectivity at this location.

A copy of a design plan showing the changes is provided in Attachment D.

#### 8.2 Edinburgh Road, Willoughby - Bicycle lane maintenance and enhancements

#### Committee Recommendation

That Council note the Committee supports a review of Edinburgh Road to assess whether a link should be retained between Eastern Valley Way and High Street.

#### Committee Discussion

The Committee was presented a proposal to upgrade the bicycle facilities along Edinburgh Road between Eastern Valley Way and Alpha Road. It was noted that the intersections of Eastern Valley Way and Alpha Road were challenges in providing a continuous bicycle facility.

The Committee also discussed the existing bicycle use and facilities along the bicycle link in Edinburgh Road between Eastern Valley Way and Alpha Road. It was noted that Edinburgh Road has high volumes of traffic including buses.

The Committee agreed that a review of traffic and bicycle demands and design guidelines should be undertaken to assess whether a link should be retained along Edinburgh Road and whether there are other links that may be available and more attractive for bicycle users.

A copy of a design plan showing the changes is provided in Attachment E.

### **8.3. Seventy Five Albert Avenue, Chatswood - End of Trip facility improvements**

#### **Committee Recommendation**

**That Council note that the Bicycle Consultative Committee is pleased to see the installation of the new end of trip facility and targeted opening in July 2021**

#### **Committee Discussion**

The Committee discussed the design and type of measures to be introduced at the end of trip facility. The Committee supported the design and measures to be installed.

A copy of a design plan showing the changes is provided in Attachment F.

### **8.4. Willoughby Road, Lawson Lane and Martin Street, Naremburn - Pedestrian and bicycle refuge and bicycle facilities.**

#### **Committee Recommendation**

**That Council note that the Bicycle Consultative Committee supports the new bicycle facilities in Willoughby Road and linking Willoughby Road with Chandos Street.**

#### **Committee Discussion**

The Committee discussed the design and type of measures to be introduced to support safety and movement between Willoughby Road with Chandos Street.

A copy of a design plan showing the changes is provided in Attachment G.

## **9. STATUS OF REQUESTS FROM PREVIOUS MEETINGS:**

#### **Committee Recommendation**

**That Council note that there are no outstanding issues and requests.**

**Committee Discussion**

Nil

**10. GENERAL BUSINESS:**

**Committee Recommendation**

That Council note that there are no general business items.

**Committee Discussion**

Nil

**11. NEXT MEETING:**

**Committee Recommendation**

That Council note that the next Bicycle Consultative Committee meeting is on 18 July 2021.

**Committee Discussion**

The Committee noted that there is one meeting prior to the Council elections. Additional meetings in 2021 would be arranged following the Council elections.

The date for the Bicycle Consultative Committee in 2021 prior to the Council elections is 20 July 2021.

**12. MEETING CLOSE:**

The meeting ended at 7.30 pm.



## WILLOUGHBY CITY COUNCIL BICYCLE CONSULTATIVE COMMITTEE TERMS OF REFERENCE – FEBRUARY 2021

### Objectives

The objectives of the Committee are:

- To create a safe environment for bicycling within the Willoughby LGA;
- To develop strategies to increase the modal share of bicycling in the Willoughby LGA and support bicycling as an alternate form of transport to the motor vehicle.
- To develop partnerships with Bicycling Groups, NSW Police, Transport for New South Wales and within Council to enable the provision of improved bicycle facilities, safe and courteous riding behaviours and increased rates of bicycling by the community;
- To extend both on-road and off-road facilities within the Willoughby LGA to provide a comprehensive and connected bicycle network that meets the needs of bicyclists of all competencies and ages and links with the wider metropolitan network;
- To assist Council to integrate bicycling into transport and land use planning;
- To actively promote Council's existing bicycle network and services and to raise the community's awareness of safe bicycling and its uptake for both recreation and as an alternative mode of transport;
- To champion the needs of bicyclists within the Willoughby LGA with respect to the provision of services, infrastructure and information;
- To achieve the integration of Council's bicycle program across Council's operational areas; and
- To provide feedback on Council's performance in the delivery of bicycling infrastructure, services and promotion.

### Membership

The membership of the Committee to consist of:

- A minimum of two Councillors;
- Five to eight community representatives (including at least two representatives from bicycle user groups and one representing pedestrian interests, for example a member of the Willoughby Council Access Steering Committee); and
- One representative of the Willoughby City Council Traffic & Transport Team (in advisory/administrative role).

The quorum for the Committee is half the actual number of Community representatives plus one. Attendance at meetings by at least one Councillor, to act as Chair, is mandatory.

### Meeting Frequency

The Bicycle Committee will meet four times per year with each meeting to have an over-riding theme. Meeting duration to not exceed two hours.

**MINUTES**

**MEETING NAME:** Bicycle Consultative Committee  
**LOCATION HELD:** Banksia Room and webcast via Teams  
**MEETING CHAIR:** Councillor Wendy Norton  
**DATE OF MEETING:** 25 February 2021  
**TIME OF MEETING:** 6.00 pm – 7.30 pm

---

The Terms of Reference for the Bicycle Consultative Committee are provided in Attachment A.

**1. PRESENT:**

Clr Wendy Norton	Councillor Willoughby City Council
Clr Craig Campbell	Councillor Willoughby City Council
Russ Webber	Northshore Bicycle Group
Carolyn New	Bike North
Wendy Jannings	Bike North
Tony Richards	Community Delegate
Mary Ann Irvin	Community Delegate

**2. APOLOGIES:**

Jordana Goodman	Access Committee representative
Nada Curac	Royal North Shore Hospital - Health Promotions Officer

**3. OFFICERS IN ATTENDANCE:**

Darren Wood	Design and Infrastructure Manager
Gordon Farrelly	Traffic and Transport Team Leader
Siva Bala	Transport Engineer
Andrew Gillies	Strategic Transport Planner

**4. DECLARATIONS OF INTEREST:**

Committee Recommendation

That Council note that there were no disclosures of interest for the attendees.

Committee Discussion



Nil

**5. ADOPTION OF THE PREVIOUS MINUTES:**

**Committee Recommendation**

That Council note that the Bicycle Consultative Committee has adopted the Minutes of the Meeting on 11 February 2020.

**Committee Discussion**

The minutes of the meeting were adopted by the Bicycle Consultative Committee with one change. The change relates to an incorrect date in Item 5 within the Committee Recommendation. The date was changed from '2020' to '2019'.

A copy of the final Minutes are provided as Attachment B.

**6. BUSINESS ARISING FROM THE MINUTES (INCLUDE ACTION):**

**6.1 Bicycle Projects being progressed**

**Committee Recommendation**

That Council note the status of the delivery of bicycle projects.

**Committee Discussion**

- a) *Artarmon Bicycle Route upgrade – Broadcast Way, Artarmon to Herbert Street, St Leonards (Project Number: 301137)*

Nil

- b) *Pacific Highway Shared Path between Mowbray Road, Chatswood and Herbert Street, St Leonards (Project Number: 301348)*

Nil

- c) *Chatswood CBD to St Leonards CBD via Artarmon Bicycle Route Improvement Plan (Project Number: 301821)*

It was noted that the detailed design will investigate the potential to provide separated two way bicycle lanes as well as parking on both sides of Hampden Road between Parkes Road and Punch Street (across the Gore Hill Freeway).

- d) *Castle Cove and Chatswood Bicycle Route Study*

It was noted that preliminary review of community consultation feedback revealed opposition for the proposed bicycle facilities east of Eastern Valley Way.

**6.2 Integrated Transport Strategy for Willoughby**

**Committee Recommendation**

That Council note that the Bicycle Consultative Committee supports the inclusion of bicycle projects in the Integrated Transport Strategy.

#### Committee Discussion

An extract from the Integrated Transport Strategy Table of Actions listing the bicycle projects was discussed. The list of bicycle projects is provided as Attachment C.

### 7. PROMOTIONAL, EDUCATION AND AWARENESS PROGRAM

#### Committee Recommendation

That Council:

- Note the progress of the program.
- Approve the Share the Path event be stopped and the funding for this event be used for events and activities with face-to-face interaction with the community such as bicycling skills workshops to encourage an increase in bicycling in the LGA.

#### Committee Discussion

The Committee supported the proposal to stop hosting the Share the Path event and the use of the funding for events that involved face-to-face interaction with the community such as bicycling skills workshops and events in high pedestrian and bicycle activity locations to encourage an increase in bicycling in the LGA.

### 8. FORMAL ITEMS FOR CONSIDERATION

#### 8.1 Western Harbour Tunnel (WHT) / Warringah Freeway Upgrade (WFU) project approval

#### Committee Recommendation

That Council note the Committee's desire to see improved bicycle connections and facilities within Willoughby LGA with the delivery of this project.

#### Committee Discussion

The Committee supported that the Department of Planning, Industry and Environment's condition to investigate bicycle improvements.

#### 8.2 Beaches Link / Gore Hill Freeway Connection (BL/GHFC) project – Environmental Impact Statement (EIS)

#### Committee Recommendation

That Council note:

- The Committee's desire that the impact on existing bicycle connections and facilities within Willoughby LGA during construction be minimised and, where

impacts do occur, that connections and facilities of similar or better standard are provided.

- The Committee's desire to see improved bicycle connections and facilities within Willoughby LGA with the delivery of this project.
- The Committee members will be providing submissions on the EIS.

#### **Committee Discussion**

The Committee noted the impact on existing bicycle connections and facilities within Willoughby LGA during construction, particularly in Artarmon in Hampden Road and the Gore Hill Freeway bicycle lanes. The alternate route provided for the Gore Hill Freeway bicycle lanes was considered unacceptable.

The Committee noted and supported that Council's submission for the EIS will consider bicycle issues during construction and as part of the project. The submission sent by BikeNorth was received, noted and provided as Attachment D to the Minutes.

The Committee desired that improved bicycle connections and facilities within Willoughby LGA with the delivery of this project.

#### **8.3. Super Sunday & Tuesday counts**

##### **Committee Recommendation**

That Council note the information.

##### **Committee Discussion**

Nil

#### **9. STATUS OF REQUESTS FROM PREVIOUS MEETINGS:**

##### **Committee Recommendation**

That Council note that there are no outstanding issues and requests.

##### **Committee Discussion**

Nil

#### **10. GENERAL BUSINESS:**

##### **10.1 Update of Bicycle Consultative Committee Terms of Reference 2021**

##### **Committee Recommendation**

That Council note the Terms of Reference of the Bicycle Consultative Committee.

**Committee Discussion**

The Committee adopted the new Terms of Reference with no changes.

**11. NEXT MEETING:****Committee Recommendation**

That Council note that there are no general business items.

**Committee Discussion**

The Committee supported 2 meetings prior to the Council elections. Additional meetings in 2021 would be arranged following the Council elections.

The dates for the Bicycle Consultative Committee in 2021 as

- 18 May 2021
- 20 July 2021

**12. MEETING CLOSE:**

The meeting ended at 7.30 pm.

## ATTACHMENT A



**WILLOUGHBY CITY COUNCIL  
BICYCLE CONSULTATIVE COMMITTEE  
TERMS OF REFERENCE – FEBRUARY 2021**

**Objectives**

The objectives of the Committee are:

- To create a safe environment for bicycling within the Willoughby LGA;
- To develop strategies to increase the modal share of bicycling in the Willoughby LGA and support bicycling as an alternate form of transport to the motor vehicle.
- To develop partnerships with Bicycling Groups, NSW Police, Transport for New South Wales and within Council to enable the provision of improved bicycle facilities, safe and courteous riding behaviours and increased rates of bicycling by the community;
- To extend both on-road and off-road facilities within the Willoughby LGA to provide a comprehensive and connected bicycle network that meets the needs of bicyclists of all competencies and ages and links with the wider metropolitan network;
- To assist Council to integrate bicycling into transport and land use planning;
- To actively promote Council's existing bicycle network and services and to raise the community's awareness of safe bicycling and its uptake for both recreation and as an alternative mode of transport;
- To champion the needs of bicyclists within the Willoughby LGA with respect to the provision of services, infrastructure and information;
- To achieve the integration of Council's bicycle program across Council's operational areas; and
- To provide feedback on Council's performance in the delivery of bicycling infrastructure, services and promotion.

**Membership**

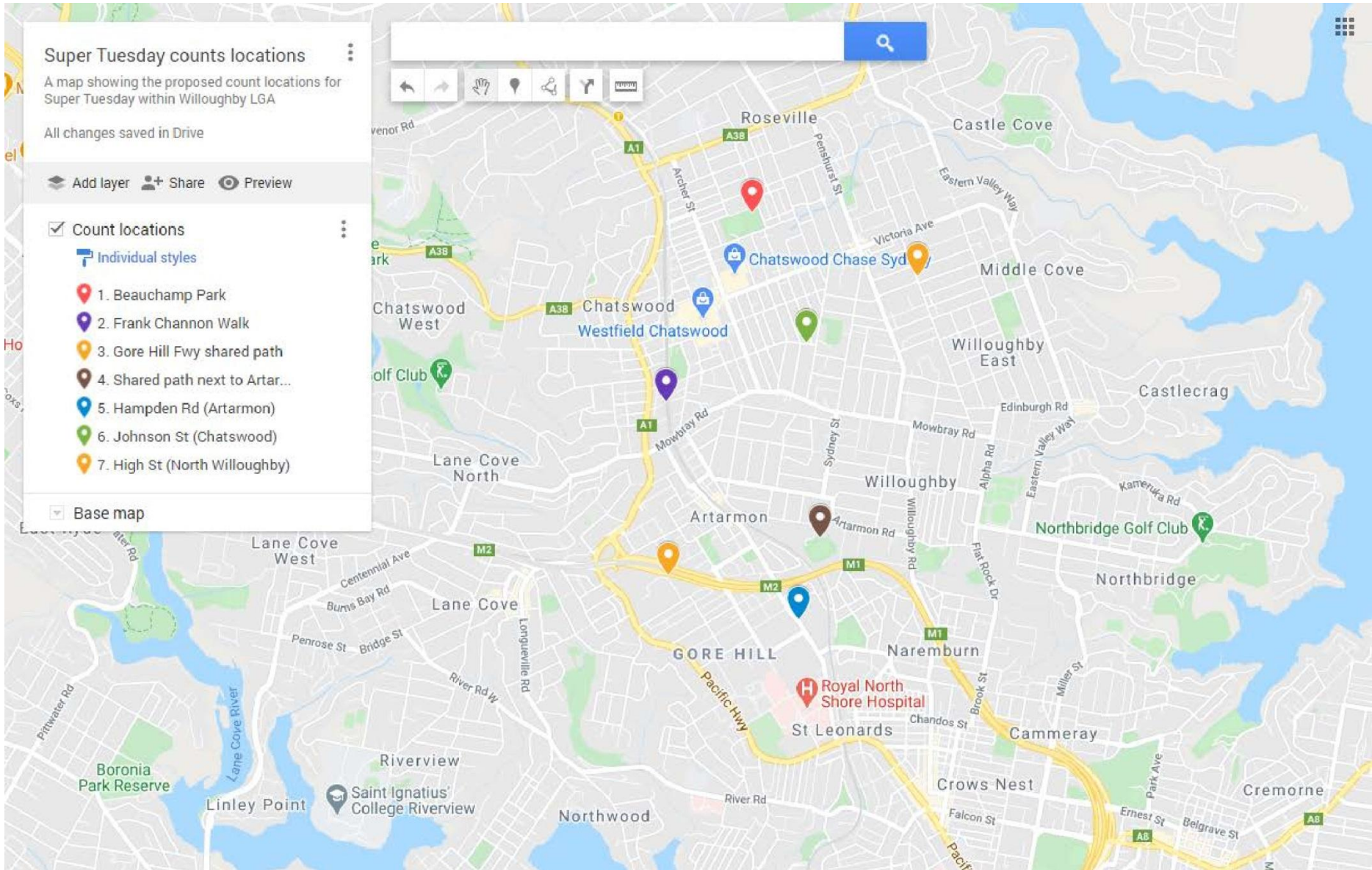
The membership of the Committee to consist of:

- A minimum of two Councillors;
- Five to eight community representatives (including at least two representatives from bicycle user groups and one representing pedestrian interests, for example a member of the Willoughby Council Access Steering Committee); and
- One representative of the Willoughby City Council Traffic & Transport Team (in advisory/administrative role).

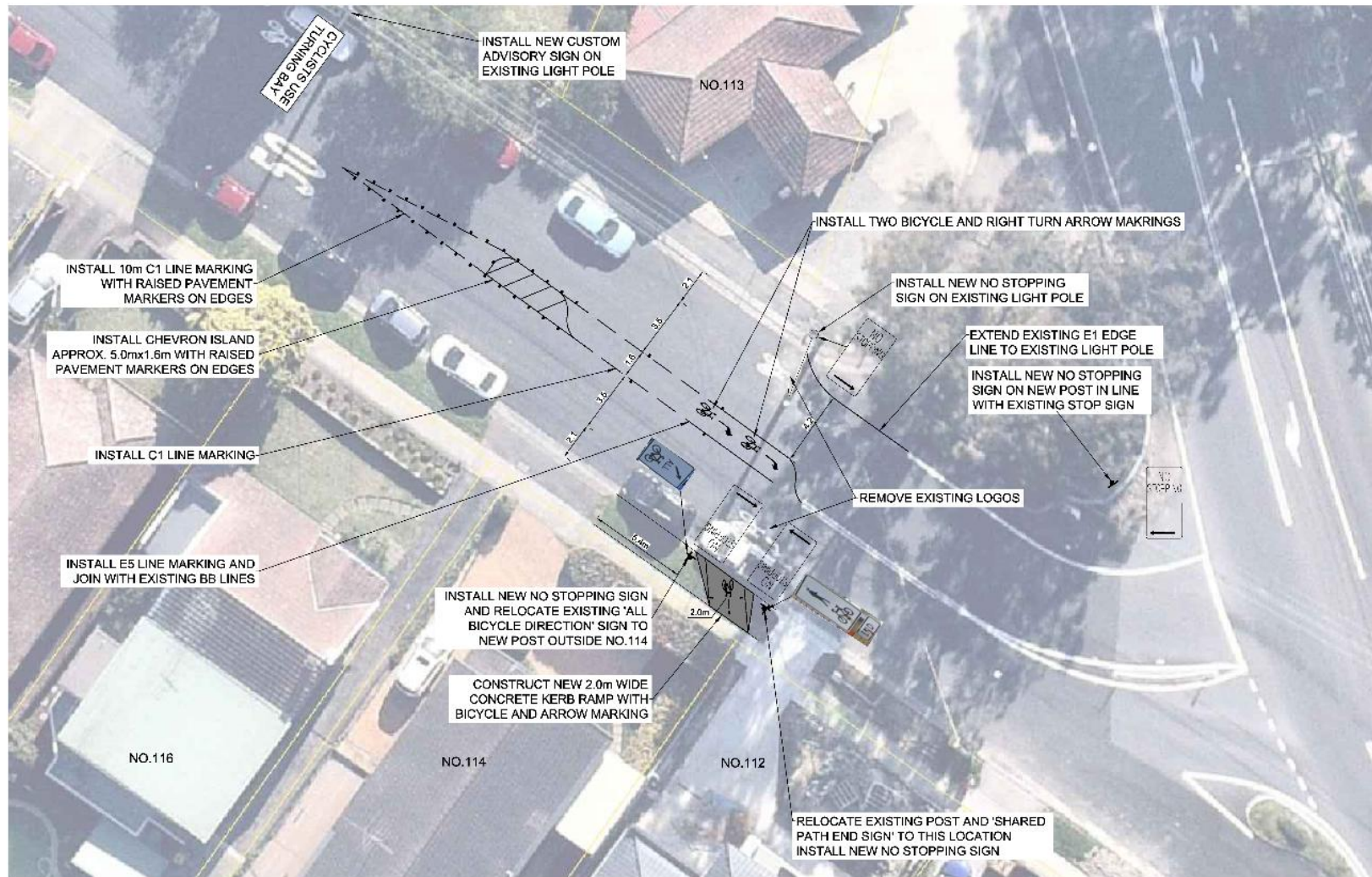
The quorum for the Committee is half the actual number of Community representatives plus one. Attendance at meetings by at least one Councillor, to act as Chair, is mandatory.

**Meeting Frequency**

The Bicycle Committee will meet four times per year with each meeting to have an over-riding theme. Meeting duration to not exceed two hours.







**NOT TO SCALE**

**CONCEPT ONLY**

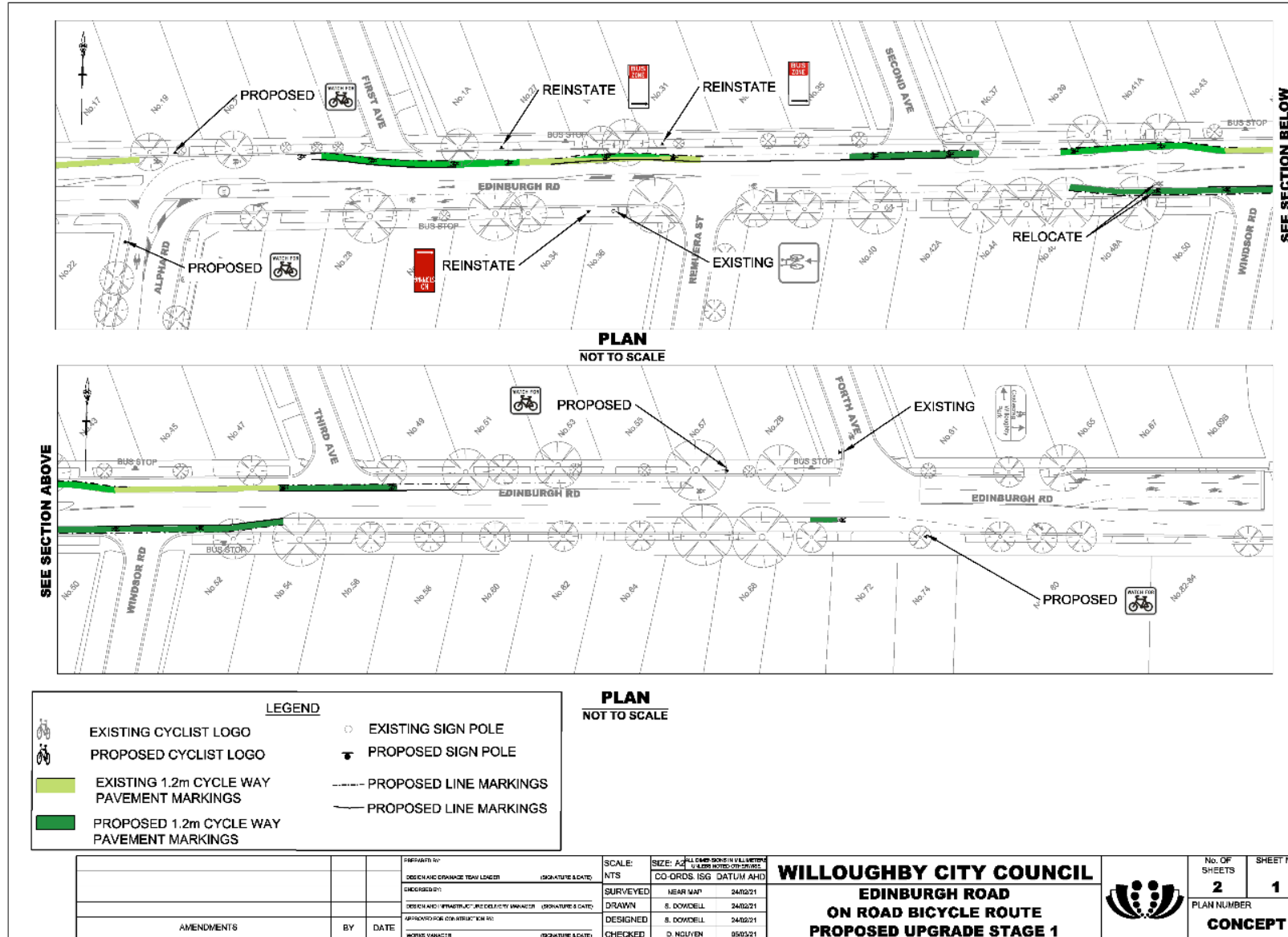
PROJECT NO.	DATE	BY	DATE	BY	DATE

SCALE:	DATE:	PROJECT NO.:
1:500 (AS SHOWN)	08/08/2021	2021/001
DESIGNED:	DRAWN:	CHECKED:

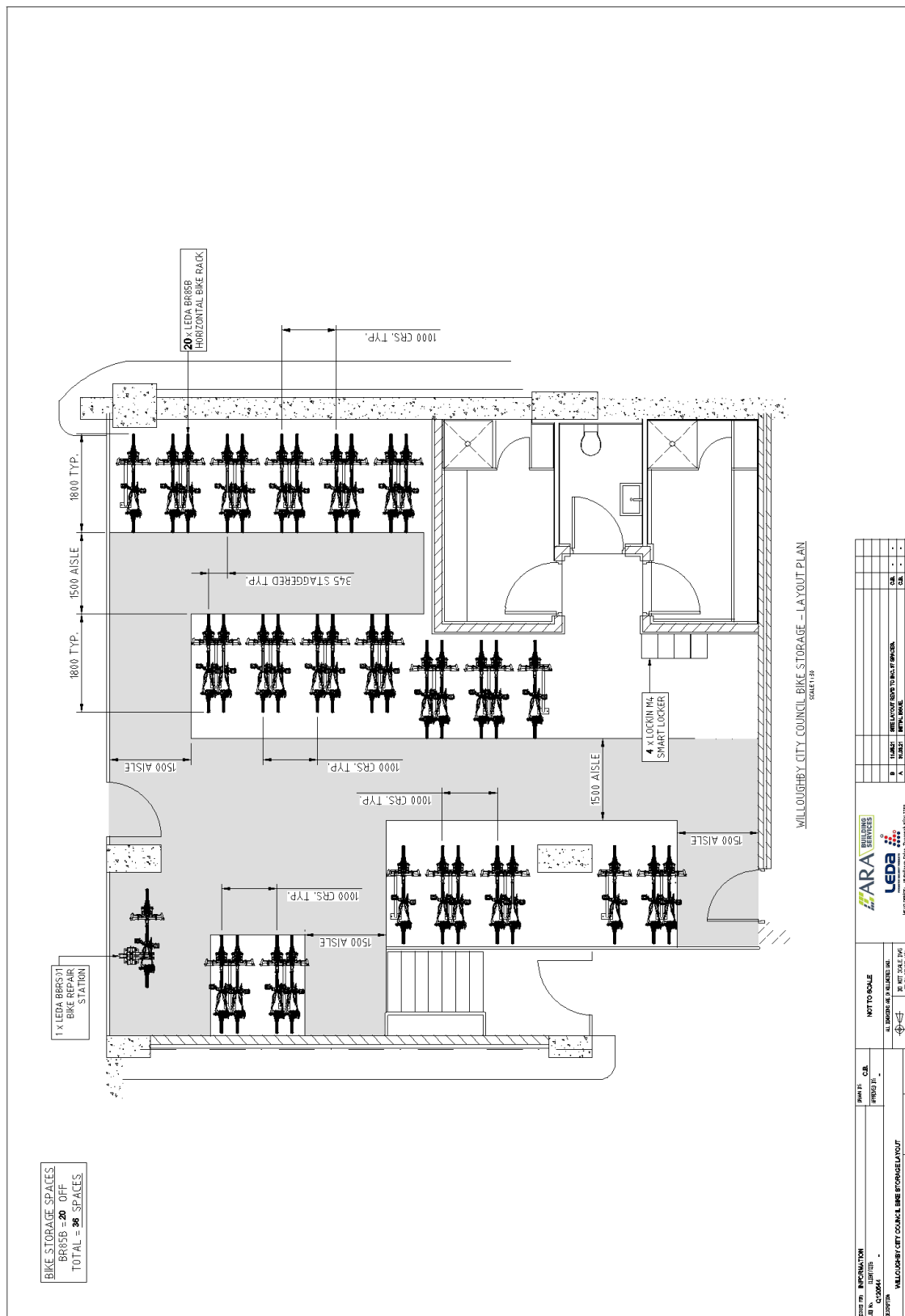
**WILLOUGHBY CITY COUNCIL**  
**FULLERS RD CHATSWOOD WEST**  
**KERB RAMP SIGNAGE AND**  
**LINE MARKING PLAN**

**PLAN NUMBER**  
**CONCEPT**

NO. OF SHEETS: **1**  
 SHEET NO.: **1**









**12.3 MINUTES - COMPANION ANIMALS ADVISORY COMMITTEE MEETING  
HELD ON 9 MARCH 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. MINUTES OF THE MEETING OF THE COMPANION ANIMALS ADVISORY COMMITTEE HELD ON 9 MARCH 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL – CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>TEENA STRYDOM - GOVERNANCE ADMINISTRATION OFFICER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with the minutes of the Companion Animals Advisory Committee meetings held on 9 March 2021.

**2. OFFICER'S RECOMMENDATION**

**That Council receive and note minutes of the Companion Animals Advisory Committee meetings held on 9 March 2021.**

**3. BACKGROUND**

The Companion Animals Advisory Committee (the Committee) meets quarterly to consider issues relating to companion animals. The committee members consist of at least one Councillor, community representatives including interested members of the community, and a veterinary representative. The Governance Administration Officer also attends the meetings.

**4. DISCUSSION**

The Companion Animals Advisory Committee met on 9 March 2021, to discuss issues and outcomes arising from previous meetings.

Key items discussed at the meetings included:

- Information available to residents regarding stray cats
- Pet Festival 2020 and 2021
- RSPCA's Keeping Cats Safe at Home program
- Companion Animal Rescue Awards 2021
- Information available to residents regarding animal registration, and avenues to address challenges residents may face in changing information on the pet registry
- Unleashed dogs at Muston Park.

Copies of the minutes from these meetings are provided in **Attachment 2**.

## 5. CONCLUSION

The minutes do not commit Council to any additional resource commitment. It is recommended that Council receive and note the minutes of the Companion Animals Advisory Committee meetings held on 9 March 2021.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.1 – Be honest, transparent and accountable in all that we do
<b>Business Plan Objectives, Outcomes/ Services</b>	The role of the Committee is to provide Council with advice, guidance and recommendations on the implementation of <i>the Companion Animals Act 1998</i> .
<b>Policy</b>	The Committee is an advisory committee appointed by Council.
<b>Consultation</b>	The minutes of the 9 March 2021 meeting were endorsed by the Companion Animals Advisory Committee at their meeting of 13 July 2021.
<b>Resource</b>	This report was prepared using existing resources.
<b>Risk</b>	The activities undertaken by the Companion Animals Advisory Committee are of low risk.
<b>Legal</b>	There are no legal implications.
<b>Legislation</b>	<i>Companion Animals Act 1998</i>
<b>Budget/Financial</b>	This is within approved budget.



WILLOUGHBY CITY COUNCIL

**MINUTES OF MEETING**

**MEETING NAME:** COMPANION ANIMALS ADVISORY COMMITTEE

**LOCATION HELD:** BANKSIA ROOM, 31 VICTOR STREET, CHATSWOOD and VIA ZOOM

**MEETING CHAIR:** COUNCILLOR WENDY NORTON

**DATE OF MEETING:** 9 MARCH 2021

**TIME OF MEETING:** 6:05pm - 7:05pm

**1. PRESENT**

Councillor Wendy Norton	Middle Harbour Ward Councillor (Chairperson)
Cathy Beer	Community Member
Nerida Atkins	Cat Protection Society
Terry Fogarty	Community Member

**2. APOLOGIES**

Councillor Craig Campbell	West Ward Councillor
Dr Kim Kendall	Veterinary Representative
Dalia Pearson	Community Member
Madeleine Lindsell	Community Member
Richard Goulston	Ranger
Kate Drysdale	Ranger

**3. OFFICERS IN ATTENDANCE**

Teena Strydom	Governance Administration Officer
Matthew Long	Network Support Officer

**4. DECLARATIONS OF INTEREST**

Nil

---

**5. PREVIOUS MINUTES**

---

**Moved T Fogarty / Seconded N Atkins**

That the minutes of the Companion Animals Advisory Committee held on 8 December 2020, were confirmed as a true and accurate record.

**CARRIED**

---

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

---

**6.1 RESIGNATION OF COMMITTEE MEMBER**

---

**ACTION:** That correspondence be sent to J Hulme with thanks for her contributions and service on the committee.

---

**6.2 STRAY CATS AT DEVONSHIRE STREET (FACEBOOK)**

---

**Moved T Fogarty / Seconded N Atkins**

The issue of stray cats and who is responsible for them continues to cause concern to residents.

Residents are seeking feedback from Council as to who is responsible for stray cats and what can be done to resolve the issue.

The committee requested the following item be actioned to assist residents with who is responsible (i.e. Council) and what is Council's role regarding stray cats providing residents with clear guidelines and contact details should residents find stray cats in their area.

**ACTIONS:**

1. Advice be sought from Council's Compliance department in relation to what / where information is available to residents, and how they can report on and manage stray cats.
2. Advice to be provided at the next Companion Animals Advisory meeting in July 2021.

**CARRIED**

---

**6.3 FEEDBACK REGARDING PET FESTIVAL 2020**

---

C Beer, who provided dog training at the Pet Festival held on Saturday 10 October 2020, thanked Council's Events Team: B Lau and J Rosser for participating in the Pet Festival.

---

**6.4 CORRESPONDENCE**

---

The committee noted the correspondence received at the December committee meeting regarding the NSW Budget 2020-2021 '*Supporting councils and communities doing it tough - Budget highlights for 2020-21*', which included almost \$6 million for the Companion Animals Fund for councils.

---

**ACTION:** K Drysdale to provide feedback at the next committee meeting on the outcome of Council's Unite for Pets (CUPS) meeting held in December 2020.

---

## 7. GENERAL BUSINESS

---

### 7.1 RSPCA - KEEPING CATS SAFE AT HOME: EXPRESSIONS OF INTEREST (EOI) ARE INVITED FROM ALL NSW COUNCILS

The project 'Keeping Cats Safe at Home' is a four-year behaviour change project aiming to reduce the impacts of pet cats on wildlife. The project encourages cat owners to keep their cats safe at home either exclusively indoors or indoors and outdoors using cat enclosures or modified fencing.

All NSW councils were eligible to submit an Expression of Interest (EOI) by 5 March 2021.

**ACTIONS:**

1. N Atkins to advise if the EOI could be extended past the deadline of 5 March 2021.
2. T Strydom to confirm who will be responsible to complete the EOI on behalf of Council should the deadline be extended.

---

### 7.2 UNLEASHED DOGS AT MUSTON PARK

**Moved C Beer / Seconded T Fogarty**

Residents raised concerns with the Chair regarding unleashed dogs at Muston Park, which are frightening residents and attacking small dogs. An action will be put to Council requesting clear signage at all entrances advising dog owners of their responsibility for dogs to remain on leash.

**ACTION:** Advice be sought from Council's Compliance department in regards to the erection of signage at off leash dog parks to inform owners of their responsibilities and keeping their dogs on leash whilst in this area.

**CARRIED**

---

### 7.2 REGISTRATION OF COMPANION ANIMALS

**Moved T Fogarty / Seconded N Atkins**

The committee raised concerns that residents are unaware that their companion animals should be registered on the NSW Pet Registry. Additionally, the committee identified the need to educate residents through a marketing campaign on Council website on how to register their companion animals.

**ACTIONS:**

1. Advice be sought from Council's Compliance department to confirm how information is distributed to the community of owners of unregistered animals and how they register their animals under the *Companion Animals Act 1998*.



2. Advice of Council's procedure to be provided at the next Companion Animals Advisory meeting in July 2021.

---

**CARRIED**

---

**7.3 FEEDBACK FROM PETS4LIFE**

Feedback from Pet for Life: Cathy Beer advised the committee that Pets4Life is organising the Pet Insurance Australia Companion Animal Rescue Awards 2021 currently in its fourth year. The Awards, which is Australia-wide, celebrates and recognises achievements in the rescue, rehabilitation, and rehoming of companion animals. The Cat Protection Society won an award in 2018.

---

**7.4 FEEDBACK FROM CAT PROTECTION SOCIETY**

N Atkins provided feedback on the opening of the new Cat Protection Society Cat Boutique at 85 Enmore Road, Newtown, which is open seven days a week.

Additionally, the Cat Protection Society has a dedicated pet shop where the public can adopt a rescue cat by appointment.

**8. CORRESPONDENCE**

Nil

---

**9. NEXT MEETING**

The next meeting will be held in July 2021, date to be confirmed.

**10. MEETING CLOSE**

The meeting concluded at 7:05pm.

**12.4 MINUTES - MULTICULTURAL SERVICES ADVISORY COMMITTEE  
MEETING HELD ON 24 MARCH 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS</b> <b>2. MINUTES – MULTICULTURAL SERVICES ADVISORY COMMITTEE MEETING HELD 24 MARCH 2021</b> <b>3. MULTICULTURAL SERVICES REPORT - JANUARY – MARCH 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>ANGELA CASEY – CULTURE &amp; LEISURE MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>2.3 – CELEBRATE AND ENCOURAGE OUR DIVERSITY</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with the minutes of the Multicultural Services Advisory Committee meeting held on 24 March 2021.

**2. OFFICER'S RECOMMENDATION**

**That Council receive and note the minutes of the Multicultural Services Advisory Committee meeting held on 24 March 2021.**

**3. BACKGROUND**

The Multicultural Services Advisory Committee meets no more than four times a year with a current schedule of meetings held in March, June and September to consider issues relating to the strategic planning for providing quality, appropriate, affordable and accessible services for people of a culturally and linguistically diverse background. The committee consists of at least two Councillors, one Willoughby City Council staff representative as nominated by the General Manager and a maximum of 12 committee members.

The Multicultural Services Advisory Committee currently consists of seven community members from a range of cultural backgrounds.

**4. DISCUSSION**

The Multicultural Services Advisory Committee met on 24 March 2021, to discuss issues and outcomes arising from previous meetings.

The key items discussed at the meeting included:

- members discussed the ongoing efforts of Council's Multicultural Services Officers ability to adapt and deliver programmes and activities in line with COVID safety requirements
- CALD – Access to Health Information
- Committee membership
- Report on Multicultural Services for January – March 2021.

Copies of the minutes from these meetings are provided in **Attachment 2** respectively.

## 5. CONCLUSION

The minutes do not commit Council to any additional resource commitment. It is recommended that Council receive and note the minutes of the Multicultural Services Advisory Committee meeting held on 24 March 2021.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	2.3 – Celebrate and encourage our diversity
<b>Business Plan Objectives, Outcomes / Services</b>	The Multicultural Services Advisory Committee seeks to respond to the community's desire for vibrant, active, healthy, creative and safe places by providing input on the strategic planning for services for people from a culturally and linguistically diverse background.
<b>Policy</b>	The content of this report and the provided attachments comply with Council's <i>Advisory Committees Policy</i> .
<b>Consultation</b>	There are no consultation considerations applicable to this report.
<b>Resource</b>	Officer time in attendance at meetings and associated tasks amounting to five hours per Advisory Committee meeting.
<b>Risk</b>	The level of risk associated with the contents of this report is low, with insignificant consequences under Council's Risk Management Framework.
<b>Legal</b>	There are no legal considerations applicable to this report.
<b>Legislation</b>	<i>Local Government Act 1993</i>
<b>Budget/Financial</b>	Funding of the committee is within the operational budget for 2020/21.



WILLOUGHBY CITY COUNCIL

**MINUTES OF MEETING****MEETING NAME:** MULTICULTURAL SERVICES ADVISORY COMMITTEE**LOCATION HELD:** ONLINE VIA ZOOM**MEETING CHAIR:** COUNCILLOR WENDY NORTON**DATE OF MEETING:** 24 March 2021**TIME OF MEETING:** 3:00pm**1. PRESENT**

Councillor Wendy Norton (Chair)  
Ms Grace Lee (community representative)  
Mrs Kazuko Chalker (community representative)  
Mrs Marie Yan (community representative)  
Ms Marina Avagyan (community representative)  
Ms Olya Roohizadegan (community representative)

**2. WELCOME**

Councillor Norton welcomed those in attendance.

**3. APOLOGIES**

Apologies were tabled and accepted on behalf of the following members:  
Councillor Judith Rutherford AM  
Mrs Marianna La Grassa  
Dr Sabah Shabli

**4. OFFICERS IN ATTENDANCE**

Culture and Leisure Manager (Ms Angela Casey)  
MOSAIC Centre Supervisor (Ms Sun-Hae Kim)

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**6. ACCEPTANCE OF THE PREVIOUS MINUTES****Decision:**

That The Minutes of the Multicultural Services Advisory Committee meeting held on 2 December 2020 be accepted.

**Moved:** Ms Roohizadegan

**Seconded:** Ms Avagyan

**Recommendation:** Carried unanimously

**7. BUSINESS ARISING FROM THE MINUTES (INCLUDE ACTION)****7.1 Correspondence:**

Correspondence was forwarded on behalf of Council thanking Ms Irena Husaric for service to the committee.

**7.2 CALD – Access to Health Information:**

Members were advised that Council is continuing to liaise with Sydney North Health Network to improve Culturally and Linguistically Diverse (CALD) communities access to health information.

**8. COMMITTEE MEMBERSHIP**

Due to the local government elections the term of the committee will end at the commencement of caretaker period, being August 2021.

**Action:**

That committee members be provided details of new advisory committees and/or reference groups once established in the new Council term.

**9. REPORT FROM MULTICULTURAL SERVICES**

Ms Kim presented the *Multicultural Services Report* for the January – March 2021 period.

**Decision:**

That the Committee acknowledge the efforts of Ms Rita Leung in supporting Willoughby's CALD community during her years of service with Council.

**Moved:** Ms Avagyan

**Seconded:** Mrs Yan

**Recommendation:** Carried unanimously

**10. DISCUSSION OF ISSUES/ CONCERNS****Decision:**

That the Committee recognise the substantial efforts undertaken by MOSAIC staff to adapt and continue programs during COVID 19 restrictions.

**Moved:** Ms Lee

**Seconded:** Mrs Yan

**Recommendation:** Carried unanimously

---

**11. GENERAL BUSINESS**

There was no general business.

---

**12. MEETING DATES IN 2021**

The next meeting of the committee will be held on the 23 June 2021.

---

**13. MEETING CLOSE**

Meeting closed at 4:08pm.

## MULTICULTURAL SERVICES REPORT (January – March 2021)

### Current MOSAIC Courses & Activities

In Term 1, 2021, MOSAIC provided 40 activities to the community as the following:

- 21 online courses (13 x English, 7 x community language & 1 x multicultural singing)
- 11 face-to-face leisure courses such as Tai Chi, cultural dances, painting etc.
- 7 social group activities, plus Technology Program for Seniors

Around 60 volunteers have returned to their duty on a weekly basis and they will have spent more than 1,000 volunteer hours in the first quarter. Italian Social Group and Men's Group are the two off-site social groups that have been on hold since March 2020. Alternative venues being explored in consultation with the groups.

### Potential co-location of MOSAIC with Dougherty Community Centre (DCC)

Council has appointed architects to develop plans for the refurbishment of DCC. This will include investigating the potential for MOSAIC to be co-located with the DCC. A federal government grant has been secured to progress the works. Recently, MOSAIC volunteers were informed of the plans. At the next volunteer meeting in April, Angela Casey, Culture & Leisure Manager and Michael Cashin, Community Life Manager will deliver a presentation on this plan and be available for a Q&A session.

### Staff Changes

- Retirement - Rita Leung, Multicultural Services Team Leader. Rita is on extended leave before retiring in August.
- New MOSAIC Admin Officer – Jackie Ying Xing commenced in January 2021.

### Virtual Volunteer Meeting

After a one-year break, MOSAIC volunteers tried the first virtual meeting to reconnect with the team on 17 February and discuss about business matters (26 attended).

### Online Information Talks

- Police services – Indian Social Group on 8 March (10 attended)

### Council Guided Bushwalks

- Mowbray Park - Chinese Social Group on 26 February (14 attended)
- Blue Gum Reserve - Taiwanese Social Group on 9 March (15 attended)

### Harmony Week Celebration

- 3D card making workshop – two sessions on Monday 15 March
  - Harmony Week internal activity – Post-it notes display at MOSAIC 15–19 March

### Planning future Projects/Events

- *Free swimming classes at WLC* – this is a partnership project with WLC & Royal Life Saving Society. Water safety theory and swimming practice to be delivered over 5 weeks in April. Suitable for adults from CALD backgrounds who are beginner swimmers.
- *April School Holiday Program* - Multicultural Happy Toddler; Japanese Games & Dance; 3D Card Making; Filipino Cultural Workshop; Origami. Devonshire Children Centre to take part in the first session of the Multicultural Happy Toddler and second session is open to public.



- *Seniors Week* - An art class exhibition to be held at DCC for the month of April. Teachers and students of Drawing, Korean Calligraphy & Acrylic Painting classes will take part. In addition to this art exhibition, two Road Safety talks have been organised for Chinese speaking senior drivers - Cantonese session on 27 April & Mandarin on 29 April at MOSAIC.

**13 DEFERRED MATTERS**

---

**14 CORRESPONDENCE**

---

**15 REPORTS FROM THE OFFICERS**

---

**CUSTOMER & CORPORATE DIRECTORATE**

---

**15.1 DELIVERY PROGRAM - SIX MONTHLY PROGRESS REPORT JANUARY - JUNE 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. SIX MONTHLY PROGRESS REPORT – JAN-JUN 2021 (ATTACHMENT 2 INCLUDED IN ATTACHMENT BOOKLET)</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL – CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>KATRINA FURJANIC – CORPORATE STRATEGIC PLANNER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To inform Council on progress on the fourth year of the *Delivery Program 2017-2021* (*Operational Plan 2020/21*).

**2. OFFICER'S RECOMMENDATION**

**That Council receive and note the six monthly progress report on Council's *Delivery Program 2017-2021* and the *Operational Plan 2020-21* as at 30 June 2021.**

**3. BACKGROUND**

Each year, Council reviews its four-year Delivery Program and prepares an Operational Plan which sets out the activities that Council intends to deliver over the coming 12 months, aligned to the Delivery Program.

Council is required to report to the community at least every six monthly on progress towards the strategic directions in the Delivery Program. This report meets that requirement. The first six-month report for 2020/21 was presented to Council on 8 February 2021. This report presents the results for the second half of 2020/21, combined with results from the first half of the year to provide an account of progress for the whole year.

**4. DISCUSSION**

The Progress Report (**Attachment 2**) contains the following elements:

- A summary highlighting overall performance.
- A detailed report on the progress of projects and capital works, progress of business improvement initiatives, and progress to achieving key performance indicators.

## 1. Deliverables

There are 401 deliverables for 2020/21 in the *Operational Plan for 2020/21*. Deliverables include projects and capital works, business improvement initiatives and key performance indicators and contribute to achieving our five *Our Future Willoughby 2028* Community Strategic Plan outcomes.

Excluding deferred, cancelled and trends/not measured items, 96% of deliverables (332) were completed or are on track.

**Figure 1** provides a summary of performance as at 30 June 2021.

**Figure 1. Progress of deliverables as at 30 June 2021**

Status	Number of Deliverables	%
Completed	221	64
On track	111	32
Off track	16	5
Trend/Not measured	17*	N/A
Deferred or cancelled	36*	N/A
<b>Total</b>	<b>401</b>	<b>101<sup>1</sup></b>

\*These figures are excluded from the calculation of progress and are therefore not applicable

<sup>1</sup>Percentage does not add up to 100% due to rounding

## 2. Projects and Capital Works

Projects and capital works include all major Council activities with allocated funding and defined start and finish dates.

There are 260 projects and capital works in the *Operational Plan for 2020/21*.

**Figure 2** provides a summary of progress as at 30 June 2021.

99% (229) of Council's projects and capital works program (excluding those deferred or cancelled) were completed or delivered as planned, exceeding the overall target of 85%.

**Figure 2. Progress of projects and capital works as at 30 June 2021**

Status	Number of Deliverables	%
Completed	185	80
On track	44	19
Off track	3	1
Deferred or cancelled	28*	N/A
<b>Total</b>	<b>260</b>	<b>100</b>

\*This figure is excluded from the calculation of progress and is therefore not applicable

## 3. Business Improvement Initiatives

Business improvement initiatives aim to improve the customer experience and maximise value for money by ensuring Council's processes are effective and efficient.

There are 27 business improvement initiatives for 2020/21 in the *Operational Plan for 2020/21*. **Figure 3** reports their progress.

100% (21) of Council's business improvement initiatives (excluding those deferred or cancelled) were delivered as planned exceeding the overall target of 85%.

**Figure 3. Progress of business improvement initiatives as at 30 June 2021**

Status	Number of Deliverables	%
<b>Completed</b>	18	86
<b>On track</b>	3	14
<b>Off track</b>	0	0
<b>Deferred or cancelled</b>	6*	N/A
<b>Total</b>	<b>27</b>	<b>100</b>

\*This figure is excluded from the calculation of progress and is therefore not applicable

#### 4. Key Performance Indicators

Key performance indicators measure performance of key services.

There are 114 key performance indicators for 2020/21 in the *Operational Plan for 2020/21*. **Figure 4** reports the performance against these.

86% (82) of Council's key performance indicators (excluding those deferred or cancelled and trends and indicators for which data was not available) were delivered as planned, exceeding the overall target of 85%.

**Figure 4. Performance against key performance indicators as at 30 June 2021**

Status	Number of Deliverables	%
<b>Completed</b>	18	19
<b>On track</b>	64	67
<b>Off track</b>	13	14
<b>Trend/Not measured</b>	17*	NA
<b>Deferred or cancelled</b>	2*	NA
<b>Total</b>	<b>114</b>	<b>100</b>

\*These figures are excluded from the calculation of progress and are therefore not applicable

#### 5. CONCLUSION

Overall, performance was on track as at 30 June 2021, despite the impact of COVID-19 on Council in 2020/21. Targets for Capital Works, Business Improvements and Key Performance Indicators were all met.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.1 – Be honest, transparent and accountable in all that we do
<b>Business Plan Objectives, Outcomes / Services</b>	This report is part of the <i>Integrated Planning and Reporting Framework</i> as described in the <i>Integrated Planning and Reporting Guidelines</i> for local government and complies with the requirements of the <i>Local Government Act 1993</i> .
<b>Policy</b>	The Delivery Program and Operational Plan are deliverables of the <i>Integrated Planning and Reporting Framework</i> .
<b>Consultation</b>	There were no consultation requirements applicable to this report.
<b>Resource</b>	This report was prepared using existing resources.
<b>Risk</b>	Council is required to prepare the Six Monthly Report under the <i>Local Government Act 1993</i> . The risk to Council of not meeting this legislative requirement is effectively mitigated by this report.
<b>Legal</b>	There are no legal implications arising from this report.
<b>Legislation</b>	<i>Local Government Act 1993</i> , Section 404 requires the Chief Executive Officer to ensure progress reports are provided to Council, with respect to the principal activities in the Delivery Program at least every six months.
<b>Budget/Financial</b>	There are no financial implications arising directly from this report. Where performance has created a financial implication, this is reported separately to Council as part of the Quarterly Budget Review Statements.

**15.2 CIVICRISK MUTUAL VOTING REPRESENTATIVE**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL – CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>SAMANTHA CHARLTON – GOVERNANCE, RISK AND CORPORATE PLANING MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.2 – DEMONSTRATE LEADERSHIP AND ADVOCACY FOR LOCAL PRIORITIES</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To seek endorsement of the nomination of the Chief Executive Officer and Customer and Corporate Director as Council's CivicRisk Mutual member representatives.

**2. OFFICER'S RECOMMENDATION**

**That Council endorse the nomination of the Chief Executive Officer and Customer and Corporate Director as Council's CivicRisk Mutual member representatives.**

**3. BACKGROUND**

Council became an Affiliate Member of CivicRisk Mutual (the Mutual) in July 2020. Affiliate Members are entitled to nominate two member representatives. This report seeks Council's endorsement of appointees.

**4. DISCUSSION**

In accordance with the Mutual's constitution, each Affiliate Member is entitled to appoint two member representatives who will attend both general and assembly meetings. The Members Assembly considers such matters as policy and strategy for the Mutual. One meeting is dedicated to the Annual General Meeting.

In these forums, Affiliate Members are entitled to one vote and in the circumstance that the two appointed member representatives are not able to agree on their vote, the vote is forfeited.

This report recommends that the Chief Executive Officer and Customer and Corporate Director be nominated as Council's member representatives. Council's Chief Executive Officer has been elected to the Mutual's Board. Both officers are currently Council's member representatives and have the required knowledge and experience in this capacity. They have attended meetings of the Board and the Assembly, including the strategic planning forum.

## 5. CONCLUSION

Given their experience and knowledge regarding the operation of the Mutual and the insurance industry, it is recommended that Council endorse the appointment of the Chief Executive Officer and the Customer and Corporate Director as Council's member representatives.



## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.2 – Demonstrate leadership and advocacy for local priorities
<b>Business Plan Objectives, Outcomes / Services</b>	Council became an Affiliate Member of CivicRisk Mutual in 2020 who provide general insurance coverage.
<b>Policy</b>	There are no policy implications applicable to this report.
<b>Consultation</b>	There are no consultation requirements applicable to this report.
<b>Resource</b>	Member representatives will be required to attend Assembly Meetings and the Annual General Meeting.
<b>Risk</b>	Insurance coverage provided through CivicRisk Mutual protects Council against significant risks. Representation at forums at which the Mutual's strategy is determined ensures that Council's interests are represented.
<b>Legal</b>	The constitution of CivicRisk Mutual advises that each Affiliate Member is entitled to appoint two member representatives.
<b>Legislation</b>	Affiliate Members must abide by the CivicRisk Mutual Limited Constitution, Rules of Civic Risk Mutual Limited and relevant provisions of the <i>Corporations Act 1990</i> .
<b>Budget/Financial</b>	Council's membership and insurance costs for CivicRisk Mutual are incorporated in its 2021/22 budget and Council's <i>Long Term Financial Plan 2021-2030</i> .

**15.3 LEGAL MATTERS REPORT - AUGUST 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. LEGAL MATTERS REPORT</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL – CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>SAMANTHA CHARLTON – GOVERNANCE, RISK &amp; CORPORATE PLANNING MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To present for noting the legal services report for August 2021.

**2. OFFICER'S RECOMMENDATION**

**That Council receive the legal services report for August 2021.**

**3. BACKGROUND**

At its meeting on 9 March 2020, Council resolved:

*That Council receive a report each Council Meeting from officers that includes all outstanding or ongoing legal matters (including mediation, NCAT, litigation, etc. excluding matters concerning NSW State Revenue). A further confidential report should contain prospects and expected costs.*

This report presents the legal services report (**Attachment 2**) for Council's consideration.

**4. DISCUSSION**

The report includes four tables for the different categories of matters:

1. Reviews of decisions and complaints such as GIPA and privacy matters.
2. Civil claims including:
  - 2.1 Contractual claims by and against Council, property and leasing disputes, as well as claims by and against Council for property damage or personal injury and defamation proceedings.
  - 2.2 Participation in any class actions.
3. Compliance actions and prosecutions.
4. Planning appeals.

**5. CONCLUSION**

The legal services report offers an overview of current legal matters in which Council is involved.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.1 – Be honest, transparent and accountable in all that we do
<b>Business Plan Objectives, Outcomes / Services</b>	The provision of a monthly report is related to the work undertaken by the Legal Counsel and the Governance, Risk and Corporate Planning Unit.
<b>Policy</b>	This report is produced pursuant to a resolution of Council.
<b>Consultation</b>	Internal consultation is undertaken to produce the report.
<b>Resource</b>	This report is provided using existing staff resources and external legal providers.
<b>Risk</b>	Due to the identified risks associated with the subject matter of this report, information that would constitute a breach of the <i>Privacy and Personal Information Protection Act 1998</i> or information that would compromise Council's legal prospects has not been included in the open report.
<b>Legal</b>	The purpose of this report is to inform Council on current legal proceedings.
<b>Legislation</b>	<p>On 25 March 2019, Council resolved to delegate to the Chief Executive Officer the functions of the Council under the <i>Local Government Act 1993</i> and any other legislation conferring functions on the Council, with the exception of functions which are required by legislation to be performed by the governing body of the Council and certain other matters specified in the instrument of delegation.</p> <p>In accordance with this delegation, the Chief Executive Officer is authorised to manage litigation and claims.</p>
<b>Budget/Financial</b>	Proceedings undertaken are financed through approved budgets.

## Current Litigation and Claims Report August 2021

## 1. Reviews of Decisions and Complaints - GIPA, Privacy Complaints

Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter	Status last month	Status this month	Law firm/ counsel engaged	Comments last month	Comments this month
NSW Civil and Administrative Tribunal 2020/4227	John Hooper	Review of GIPA determination regarding fees and extent of material to be provided.	Advice has been received that a decision is likely to be made available in May 2021.	NCAT published orders on 16 July 2021, determining Council had undertaken reasonable searches and upholding (in part) Council's decision to withhold documentation. NCAT directed that Council make a further determination on the remaining documentation.	LTL Lawyers	Council's legal representatives are seeking advice from the NCAT.	Council staff will make a further determination on the documents as directed by NCAT.

2. Civil Claims - Contractual or property including leasing disputes, contractual claims by and against Council as well as claims by and against Council for property damage or personal injury, defamation proceedings and any class actions

Court / Matter No or Ref	Counter Party	Type of Matter	Status last month	Status this month	Law firm / counsel engaged	Insurer	Comments last month	Comments this month
NSW District Court 2019/96207	John Hooper	Defamation Proceedings	The matter is listed before the Court on 8 July 2021.	The hearing on 8 July was deferred until 16 September 2021.	RGS Lawyers appointed by Council's insurers.	StateWide Mutual	On 8 July 2021, the Court will hear argument regarding the scope of Mr Hooper's reply to Council's defence in the matter.	Hearing is set for 16 September 2021.
N/A	BAMM Medical Centres Pty Ltd - BAMM Group	Lease dispute with tenant.	Council has continued to negotiate with BAMM.	Council has received an updated offer from BAMM.	Pikes & Verekers	N/A	Council are seeking to resolve the matter with our tenant.	Council is currently reviewing the offer.

Court / Matter No or Ref	Counter Party	Type of Matter	Status last month	Status this month	Law firm / counsel engaged	Insurer	Comments last month	Comments this month
Federal Court NSD215/2019	Lead Plaintiffs The Owners – Strata Plan No 87231 v 3A Composites GmbH & Halifax Vogel Group Pty Ltd, Federal Court of Australia, Proceeding number NSD215/2019 (“Alucobond Combustible Cladding Class Action”)	Council is participating as a Funded Group Member in the Alucobond Combustible Cladding Class Action in relation to Alucobond installed at The Concourse.	Council has been working with William Roberts Lawyers and OMNI to ensure that evidence is preserved as the Concourse cladding is replaced.	No change.	William Roberts Lawyers instructed by litigation funders Omni Bridgeway (Previously IMF Bentham).	N/A	Evidence preservation work will continue until cladding replacement works are completed in February 2022.	Council has been notified that the respondents have applied to the Court to commence a cross-claim against other parties involved in designing and constructing The Concourse.
Federal Court Circuit STG35/2021	Mark Barrett	General protections claim under the Fair Work Act	Mediation has been listed for the 15 July 2021.	An agreement to settle the matter was reached at mediation without any acceptance or finding of liability by Council.	HWL Ebsworth Lawyers	CivicRisk – discussions are underway with CivicRisk to determine the extent of cover.	No comments were provided in the open report.	The matter is expected to be finalised in August 2021.

### 3. Compliance actions and prosecutions – there are no current matters

## 4. Planning Appeals

Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter / Property	Status last month	Status this month	Law firm / counsel engaged	Comments last month	Comments this month
Land & Environment Court – 2020/160587	Luxeco Property Pty Ltd	Class 1 appeal deemed refusal for townhouse development at 82-86 Eastern Valley Way, Willoughby.	The appeal was heard on 2 and 3 March 2021. Council is yet to receive the judgment.	Council is yet to receive the judgement.	McCabe Curwood	The matter proceeded to a hearing with Council yet to receive the judgment.	No change.
Land & Environment Court 2019/112220	Edward Doueihy	Class 1 appeal against refusal of 80 place Childcare Centre at 678 Willoughby Road, Willoughby.	The matter was heard on 23, 24 and 25 March 2021. Council is yet to receive the judgment.	The judgement was handed down on 20 July 2021, resulting in the appeal being dismissed.	HWL Ebsworth	The matter was heard on 23, 24 and 25 March 2021. Council is yet to receive the judgment.	The Commissioner dismissed the appeal on grounds of traffic and pedestrian safety, acoustics and unsatisfactory outdoor play space. Matter complete.
Land & Environment Court 2020/327200 – Class 1 appeal of Refusal of Building Information Certificate	JGCO Pty Ltd	Class 1 appeal of Refusal of Building Information Certificate – 302/72 Laurel Street	A court conciliation conference commenced on 13 May 2021, with discussions continuing, as an outcome that satisfies both parties has not yet been reached.	An outcome has been agreed upon with work to be carried out to enable the issue of Building Information Certificate.	HWL Ebsworth	The conciliation process will continue until an agreement can be reached on the terms of a decision that is acceptable to both parties, or the conciliation is discontinued and the matter proceeds to a full hearing.	Awaiting work to be completed prior to conducting an inspection of the property.

Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter / Property	Status last month	Status this month	Law firm / counsel engaged	Comments last month	Comments this month
Land & Environment Court 2021/23645 – Class 1 appeal against Refusal of DA for Boarding House.	Kei Ng	Class 1 appeal against Refusal of DA for Boarding House. 6 View Street Chatswood	There has been no further update from the Court since the conciliation conference.	Amended plans have been lodged in response to the conciliation conference.  Notification of the amended plans will occur between 12 July - 2 August 2021.	McCabe Curwood	Council is awaiting the outcome of the conciliation conference.	Council officers are currently reassessing the proposal and will consider the submissions received in response to the notification.
Land & Environment Court 2020/00227729 – Class 1 appeal against WCC Refusal of Building Information Certificate	Linda Cameron Watson	Class 1 appeal Refusal of Building Information Certificate. 161 Victoria Avenue Chatswood	The applicant has addressed the issues in regards to the Development Application which has now been approved by the Willoughby Local Planning Panel.  The matter is not finalised and is being conciliated on the basis of the approved	The applicant is undertaking works to the premises to secure the release of a Building Information Certificate.	HWL Ebsworth	The outcome of this matter is being conciliated on the basis of the approved development consent.	Once works are completed and the Building Information Certificate is granted, legal proceedings may be concluded.



Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter / Property	Status last month	Status this month	Law firm / counsel engaged	Comments last month	Comments this month
			development consent.				
Land & Environment Court 2021/19527 – Class 1 appeal against townhouse development	Architecture Urbaneia Pty Ltd	Class 1 appeal against townhouse development 14-16 Penshurst Street Willoughby	A court conciliated agreement has been reached and filed with the Court. All contentions have been sufficiently addressed including height, privacy, overshadowing and setbacks.	<b>Court order issued following agreement being reached through conciliation.</b>  <b>The matter is now complete.</b>	LTL	As an agreement has been reached and filed, both parties are now awaiting the Court to issue the conciliated consent.	<b>Matter completed.</b>
Land & Environment Court 2021/54509 – Class 1 appeal against refusal of seniors living development.	TEDA Northshore Pty Ltd	Class 1 appeal against refusal of seniors living development – 99 Beaconsfield Road and 22B Greville Street Chatswood	Conciliation conference commenced 24 May 2021, with discussions continuing, as an outcome that satisfies both parties has not yet been reached.	<b>Conciliation terminated.</b>  <b>Amended plans received on 12 July 2021, which are currently being reviewed.</b>	Maddocks	The conciliation process will continue until an agreement can be reached on the terms of a decision that is acceptable to both parties. If agreement is not reached, the matter will proceed to a full court hearing.	<b>If amended plans are acceptable, the conciliation process may be recommenced.</b>  <b>If the plans are not acceptable, the matter will proceed to a full hearing on 2-3 Sept 2021.</b>

Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter / Property	Status last month	Status this month	Law firm / counsel engaged	Comments last month	Comments this month
Land & Environment Court 2021/169065	Blanc Black Projects Pty Ltd	Class 1 appeal against deemed refusal of DA for residential flat development at 58-60 Eastern Valley Way, Northbridge	The first directions hearing is scheduled 14 July 2021. A Statement of Facts and Contentions is required by 9 July 2021.	Extension sought by Council for a statement of facts and contentions. To be lodged by 23 July 2021.	Maddocks	Officers are currently assessing the application and preparing a Statement of Facts and Contentions.	The first directions hearing scheduled for 14 July 2021, has been deferred to allow for an extension to 28 July 2021 for the submission of a Statement of Facts and Contentions.
Land & Environment Court 2021/103026	Peter John Warner	Class 1 appeal against conditions of consent (including stormwater, screen planting, height and material and finishes) at 89 Macquarie Street, Chatswood.	Directions hearing was held on the 18 June 2021. A court conciliation conference is set down for 21 and 22 September 2021.	Awaiting conciliation conference scheduled for September 2021.	Maddocks	Awaiting action by applicant who is required to lodge a Statement of Facts and Contentions by the 16 July 2021.	No change.

Court or Tribunal / Matter No or Ref	Counter Party	Type of Matter / Property	Status last month	Status this month	Law firm / counsel engaged	Comments last month	Comments this month
Land & Environment Court 2021/00168727 and 2021/00168747	Lin Yu and Jay Jay Xu	Class 1 appeal against refusal of the Building Information Certificate and Class 4 appeal against compliance order issued for 16 Johnson Street, Chatswood regarding unauthorised conversion of a garage for habitable purposes.	-	Conciliation Conference is set for 28 September 2021.	HWL Ebsworth	-	Awaiting Conciliation Conference set for 28 September 2021.

**PLANNING & INFRASTRUCTURE DIRECTORATE****15.4 DEVELOPMENT ASSESSMENT - QUARTER 4 (1 APRIL 2021 TO 30 JUNE 2021)**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. VARIATIONS TO DEVELOPMENT STANDARDS – QUARTER 4 3. APPLICATIONS DETERMINED – QUARTER 4 4. CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>HUGH PHEMISTER – PLANNING &amp; INFRASTRUCTURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>IAN ARNOTT – PLANNING MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with details relating to development assessment for quarter 4 (1 April 2021 to 30 June 2021)

**2. OFFICER'S RECOMMENDATION**

That Council notes:

- 1. The variations to development standards and development applications determined under delegated authority during quarter 4 (1 April 2021 to 30 June 2021).**
- 2. The current development applications list as at 6 July 2021.**

**3. BACKGROUND**

Quarterly reports are prepared for Council to note variations to development standards and applications determined under delegated authority (including those to be determined by the Sydney North Planning Panel) during that quarter.

A list of development applications and planning proposals currently under assessment is prepared for Council to note at the end of each quarter.

## 4. DISCUSSION

### Variations to development standards

A total of 123 Development Applications were considered during quarter 4. 11 applications were approved with a variation to development standards, of these; 6 were approved by Council staff under delegation and 5 by the Willoughby Local Planning Panel. Details are provided in **Attachment 2**.

### Development Applications determined under delegated authority

A total of 106 Development Applications were determined under delegated authority during quarter 4. **Attachment 3** provides details of these applications arranged by suburb.

**Figure 1** provides a summary of Development Applications determined under delegated authority during quarter 4.

**Figure 1: Development Application determinations under delegated authority – Q4**

Area	Consent	Deferred Commencement	Refused	Rejected	Total
Artarmon	20	0	0	0	20
Castle Cove	3	0	0	0	3
Castlecrag	9	0	0	0	9
Chatswood	19	1	0	0	20
Chatswood West	3	0	0	0	3
Lane Cove North	3	0	0	0	3
Middle Cove	1	0	0	0	1
Naremburn	9	0	0	0	9
North Willoughby	5	0	0	0	5
Northbridge	10	0	0	0	10
Roseville	5	0	0	0	5
St Leonards	1	0	0	0	1
Willoughby	13	0	1	0	14
Willoughby East	3	0	0	0	3
Total	104	1	1	0	106

One Development Application was refused under delegated authority during quarter 4:

#### 120 Penshurst Street, Willoughby

Reasons for refusal were noted as follows:

1. The erection of the signage has been carried out prior to determination of the development application. Council cannot legally grant development consent for retrospective works.

### Current development applications

As at 6 July 2021, a total of 168 applications are under assessment. This includes 143 development applications, 23 planning proposals and 2 for determination by Sydney North Planning Panel, details of which are shown in **Attachment 4**.

A summary of development applications (shown by approving authority) and planning proposals as at 6 July 2021 is shown in **Figure 2**.

**Figure 2: Current applications as at 6 July 2021**

Development applications	
Delegation	114
Willoughby Local Planning Panel	22
Land and Environment Court	7
Sydney North Planning Panel	2
Planning proposal applications	23
Total	168

## 5. CONCLUSION

It is recommended that Council receive and note the details of development applications determined with variations in development standards, applications determined under delegated authority and information relating to current development applications (including those to be determined by the Sydney North Planning Panel) and Planning Proposals as at 6 July 2021.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.1 – Be honest, transparent and accountable in all that we do
<b>Business Plan Objectives, Outcomes / Services</b>	<p>To ensure appropriate planning principles are applied to all new development in order to achieve a liveable, sustainable and resilient city.</p> <p>To keep Councillors and the community informed in order to ensure transparency and confidence in the organisation.</p>
<b>Policy</b>	There are no policy implications resulting from this report.
<b>Consultation</b>	Consultation is undertaken in accordance with Council's notification policy.
<b>Resource</b>	Assessments are undertaken within Council's resource allocation.
<b>Risk</b>	Each assessment considers risks of the relevant development and conditions the applications appropriately.
<b>Legal</b>	There are no legal implications resulting from this report.
<b>Legislation</b>	Applications are assessed in accordance with the <i>Environmental Planning &amp; Assessment Act 1979</i> .
<b>Budget/Financial</b>	Council's costs of assessing Development Applications are within the budget allocation for 2020/21. The costs are offset in part from the income derived from application fees in accordance with Council's adopted fees and charges.

## Clause 4.6 Variations - April to June 2021

## ATTACHMENT 2

DA No.	Address	Category of development	Zoning of land	Development standard to be varied	Justification of variation	Extent of variation	Concurring authority	Date DA Determined
2020/335	7 & 7A French Street Artarmon	Residential - Alterations & Additions	R2	4.3. Height of buildings	a) Bulk and scale is acceptable b) No adverse environmental impacts	Height - 0.9m (10.59%)	WLPP	27/05/2021
2021/52	25 Headland Road Castle Cove	Residential - Alterations & Additions	E4	4.4. Floor space ratio	a) proposal is consistent with the objectives of the development standard and the zone b) provide adequate environmental planning grounds c) alterations and additions do not appear visually excessive when viewed from adjoining residences or street frontage	FSR - 48sqm (18.1%)	WLPP	17/06/2021
2021/128	58 Linden Way Castlecrag	Residential - Alterations & Additions	E4	4.3. Height of buildings	a) Proposed awning is within the building envelope of the existing dwelling, and is under the existing roofline. The awning is to the rear and not visible from the street. b) Proposed awning will not add to the bulk of the building and will result in minimal environmental impacts in terms of overshadowing, view loss, privacy and visual	Height - 0.42m (4.9%)	Delegated	15/06/2021
2020/231	475-501 Victoria Avenue Chatswood	Mixed	B3	4.4. Floor space ratio	a) proposal has been designed to minimise impacts on residential neighbours b) will facilitate the objectives of the Chatswood CBD Strategy	FSR - 10,833sqm (36%)	WLPP	25/05/2021
2021/80	11 Bellevue Street Chatswood	Residential - Single new dwelling	E4	4.4A. Exceptions to floor	a) proposal will be in harmony with bulk and scale in locality b) no unreasonable impact in terms of overshadowing, loss of privacy or views c) will maintain high visual quality d) non-compliance is considered acceptable	FSR - 16sqm (5%)	Delegated	14/05/2021
2020/299	57 Garland Road Naremburn	Residential - Alterations & Additions	R2	4.3. Height of buildings	The proposal will not cause additional over-shadowing of neighbours, or other unreasonable amenity impacts. The non-compliance will be minor (0.5m) when viewed from the street and will be consistent with Garland Road	Height - 0.7m (8%)	Delegated	31/05/2021
2020/336	19 Dargan Street Naremburn	Subdivision only	R2	4.1A. Minimum subdiv lot size for dual occupancies, 4.4. Floor space ratio	Proposed development meets the following: 1. provide adequate planning grounds 2. does not appear excessive, unreasonable to surrounding 3. does not impact unreasonably on streetscape and surrounding. 4. meets the desired outcomes and objectives of WDCP.	Lot 11 - 17.5m2 (5%) Lot size for Dual Occ - Lot 12 - 3.2m2 (0.9%) FSR - Lot 11 - 11m2 (8.3%)	Delegated	6/04/2021



## Clause 4.6 Variations - April to June 2021

ATTACHMENT 2

DA No.	Address	Category of development	Zoning of land	Development standard to be varied	Justification of variation	Extent of variation	Concurring authority	Date DA Determined
2021/57	11 Woonona Road Northbridge	Residential - Alterations & Additions	E4	4.4. Floor space ratio	a) Proposal does not appear excessive in bulk and scale b) Proposal not visually excessive when viewed from adjoining residences c) Proposal meets the desired outcomes and objectives of WDCP	FSR - 23.781m <sup>2</sup> (9.89%)	Delegated	31/05/2021
2020/233	3A Dorset Road Northbridge	Residential - Alterations & Additions	E4	4.3. Height of buildings 4.4. Floor space ratio	a) Breach of height of building has a minor and acceptable impact on neighbouring properties b) Breach of floor space ratio will ht no significant impact on neighbouring properties in terms of views, privacy and solar access.	a) Height of Building - 0.85m (10%) b) Floor Space Ratio - 217sqm (75%)	WLPP	16/04/2021
2020/238	Sailors Bay Road Northbridge	Mixed	B2	4.3. Height of buildings	a) Proposed building has architectural merit b) Breach of height is due to the lift overrun	Height - 4.08m (29.14%)	WLPP	29/06/2021
2020/184	26A Oakville Road Willoughby	Residential - Alterations & Additions	R2	4.4. Floor space ratio	The extra floor area is contained within the existing building.	FSR - 21.25sqm (9.2%)	Delegated	23/04/2021

## ATTACHMENT 3

## APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY BETWEEN 1 APRIL AND 30 JUNE 2021

DA No	Address	Proposal	Determination	DA No	Address
2021/168	1	Frederick Street	ARTARMON	Shop fit out for furniture store and associated works.	Consent
2021/132	1	Frederick Street	ARTARMON	Reconfiguration of tenancies at upper ground level including internal fitout and associated works.	Consent
2021/76	1	Frederick Street	ARTARMON	Shop fitout for kitchen connection.	Consent
2020/342	1	McLachlan Avenue	ARTARMON	Alterations and additions to existing industrial building including changes to external facades, change of use from storage to office and associated works.	Consent
2021/56	2	Broadcast Way	ARTARMON	Installation of seven (7) identification signs and associated works.	Consent
2021/126	4	Broadcast Way	ARTARMON	Installation of a generator and load bank testing unit to the roof of the existing building	Consent
2021/49	11	Smith Road	ARTARMON	Alterations to existing garage to conduct microbrewery home industry and associated works.	Consent
2019/215/A	13	Burra Road	ARTARMON	Modify existing consent by deletion of conditions 12, 38, 39 & 40 related to storm water disposal rainwater tank.	Consent
2020/298	17	Carlos Road	ARTARMON	Alterations and additions to existing dwelling including first floor additions, new pool, deck, carport and associated works.	Consent
2021/73	24	Stafford Road	ARTARMON	Alterations and additions including first floor to existing dwelling and associated works.	Consent
2021/170	28	Whiting Street	ARTARMON	Demolition and construction of front façade of premises, addition of glass awning, two (2) identification signs, repainting and associated works.	Consent
2021/117	29	Godfrey Road	ARTARMON	Alterations and additions to existing dwelling and associated works.	Consent
2021/55	41	Stafford Road	ARTARMON	Alterations and additions to existing dwelling, rear terrace, extend width of existing driveway by 500mm for pedestrian walkway and associated works.	Consent

DA No	Address	Proposal	Determination	DA No	Address
2021/98	44	Dickson Avenue	ARTARMON	Change of use to an office, warehouse and showroom and associated works.	Consent
2021/54	56	Hotham Parade	ARTARMON	Change of use from a warehouse to a car dealership and associated signage.	Consent
2019/246/B	81	Dickson Avenue	ARTARMON	Modify existing consent regarding design modifications and amendment to Condition 2.	Consent
2021/108	82	Reserve Road	ARTARMON	Change of use to an indoor recreation facility (screen golf)	Consent
2020/220	101	Artarmon Road	ARTARMON	Alterations and additions to dwelling, rear deck and associated works.	Consent
2021/161	130	Artarmon Road	ARTARMON	Ground floor addition to include terrace with pergola and associated works.	Consent
2020/176/A	355	Pacific Highway	ARTARMON	Modify existing consent by relocating sign position closer to site boundary.	Consent
2021/81	3	Deepwater Road	CASTLE COVE	Torrens Title Subdivision to existing dual occupancy.	Consent
2016/215/A	18	Deepwater Road	CASTLE COVE	Modify existing consent by removing swimming pool	Consent
2021/36	29	Kendall Road	CASTLE COVE	Alterations and addition to existing dwelling, convert existing studio to secondary dwelling and associated works.	Consent
2020/291	8	Sugarloaf Crescent	CASTLECRAG	Alterations & additions to the existing dwelling including rear extension, first floor addition, carport, rear yard swimming pool and associated works.	Consent
2021/83	9	The Redoubt	CASTLECRAG	Removal of seven (7) trees from the property.	Consent
2021/122	15	The Rampart	CASTLECRAG	Inground swimming pool, deck and associated works.	Consent
2021/106	32	Sugarloaf Crescent	CASTLECRAG	Proposed front deck and pergola and fence	Consent
2020/262	57	Sunnyside Crescent	CASTLECRAG	Demolition of existing dwelling and swimming pool; and construction of new dwelling, double garage, swimming pool, landscaping and associated works.	Consent
2021/128	58	Linden Way	CASTLECRAG	Awning over existing balcony and associated works.	Consent

DA No	Address	Proposal	Determination	DA No	Address
2021/92	79	Sunnyside Crescent	CASTLECRAG	Construction of a swimming pool, spa and pergola with associated retaining walls, stairs, fencing and landscaping.	Consent
2021/74	200	Edinburgh Road	CASTLECRAG	Alterations and additions to existing dwelling, carport and associated works.	Consent
2016/226/A	212	Edinburgh Road	CASTLECRAG	Changes to original description to correct error and include the term dual occupancy, updates to condition 1 to correct plan label errors, modify original proposal to include changes to swimming pool size, paving, decking addition and associated works around the swimming pool.	Consent
2004/328/C	2	Jenkins Street	CHATSWOOD	Modify existing consent by deleting retaining wall along the northern boundary.	Consent
2021/112	3	Fry Street	CHATSWOOD	New secondary dwelling, alterations to landscaping and associated works to a Heritage Item.	Consent
2021/79	5	Fontaine Street	CHATSWOOD	Alterations and first floor addition to dwelling, extend carport roof and associated works.	Consent
2019/93	6	Erskine Street	CHATSWOOD	Demolition of existing dwelling and construction of a new two storey dwelling.	Consent
2021/8	6	Tryon Street	CHATSWOOD	Alterations and additions to dwelling & brick garage, demolition of carport and shed and associated works.	Consent
2020/167/B	9	Daisy Street	CHATSWOOD	Modify existing consent by altering rear deck, adding new deck roof extension, changing bathroom to laundry and addition of a window to northern elevation of garage.	Consent
2021/153	11	Oscar Street	CHATSWOOD	Change of use to a Yoga & Pilates Studio, signage and associated works.	Consent
2020/282	12	Lawrence Street	CHATSWOOD	Use of a shed as a teenage retreat, use of unauthorised rear addition to existing dwelling as a rumpus room and use of unauthorised hardstand carspace.	Consent
2018/154/C	17	Rose Street	CHATSWOOD	Modify existing consent by redesigning first floor roof, redirection of cladding and associated works	Consent

DA No	Address	Proposal	Determination	DA No	Address
2020/306	17	Chatswood Avenue	CHATSWOOD	Demolition of existing dwelling and construction of a two storey dwelling, internal double garage, front fence, landscaping and associated works.	Consent
2017/182/B	17	Smith Street	CHATSWOOD	Modify existing consent including design changes & amendments to Conditions in Schedule 2 of Deferred Commencement.	Consent
2016/51/A	26	Smith Street	CHATSWOOD	Modify existing consent regarding altered operations and additional staff.	Consent
2020/340	29	James Street	CHATSWOOD	Alterations and additions to dwelling, demolition of garage and front verandah, construction of a bedroom, balcony and double garage, new entry and associated works.	Consent
2021/159	30	Greville Street	CHATSWOOD	Installation of swimming pool, landscaping and associated works.	Consent
2021/43	49	Macquarie Street	CHATSWOOD	Alterations and additions to dwelling, convert existing garage to carport and associated works.	Consent
2021/69	268	High Street	CHATSWOOD	Addition of landing, stairs, privacy screen and associated works - Amended Plans.	Deferred Commencement Consent - Delegated
2021/20	332	Victoria Avenue	CHATSWOOD	Internal fitout work for an on premises licensed restaurant with charcoal cooking. Trading hours Sun - Wed 6 am to 12 midnight, Thurs - Sat 6 am to 2 am.	Consent
2021/67	342	Victoria Avenue	CHATSWOOD	Modification of the existing shopfront and installation of ATM machine.	Consent
2021/47	572	Pacific Highway	CHATSWOOD	Replacement of existing signage, addition of new signage, product indicator board and associated works.	Consent
2019/323/A	821	Pacific Highway	CHATSWOOD	Modify existing consent regarding Stratum lot boundary on Basement Level 3 to allow relocation of allocated theatre car spaces from Part Lot 1 to Part Lot 2.	Consent
2021/80	11	Bellevue Street	CHATSWOOD WEST	Demolition of existing dwelling and swimming pool and construction of dwelling, inground pool and associated works.	Consent

DA No	Address	Proposal	Determination	DA No	Address
2020/125/B	12	Millwood Avenue	CHATSWOOD WEST	Modify original proposal to include changes to fencing, acoustic and retaining walls and associated works.	Consent
2021/116	39	Hawthorne Avenue	CHATSWOOD WEST	Enclose existing decking and associated works.	Consent
2021/1	2	Coolaroo Road	LANE COVE NORTH	Alterations and additions to existing dwelling, including carport, swimming pool and associated works.	Consent
2020/325	29	Coolaroo Road	LANE COVE NORTH	Alterations and additions to existing dwelling including first floor addition, demolition of existing garage and construction of a new double carport and associated works.	Consent
2020/339	40	Coolaroo Road	LANE COVE NORTH	Alterations and additions to dwelling, landscaping, new swimming pool, outdoor area and associated works.	Consent
2021/134	18	Highland Ridge	MIDDLE COVE	Alterations and additions to existing dwelling, internal changes and associated works.	Consent
2019/148/A	13	Central Street	NAREMBURN	Modify original proposal to include replacing existing brick boundary wall, removal of two (2) trees and associated works.	Consent
2020/336	19	Dargan Street	NAREMBURN	Torrens Title subdivision of one lot into two.	Consent
2020/134/A	25	Station Street	NAREMBURN	Modify original consent to include deletion of Condition No 4 and amend Condition No 5.	Consent
2021/64	41	Rhodes Avenue	NAREMBURN	Alterations and additions to the existing dwelling including a first floor storey, carport, inground swimming pool, new detached secondary dwelling, landscaping including retaining walls and associated works	Consent
2021/88	53	Northcote Street	NAREMBURN	Alterations and additions to existing dwelling including first floor addition, demolition and construction of new garage and associated works.	Consent
2020/299	57	Garland Road	NAREMBURN	First floor addition and alterations to existing dwelling and subfloor works.	Consent
2020/38/A	71	Northcote Street	NAREMBURN	Modification of layout and design of proposed powder room at rear of existing dwelling.	Consent

DA No	Address	Proposal	Determination	DA No	Address
2021/115	86	Chandos Street	NAREMBURN	Internal alterations to basement carpark and office levels to accomodate accessible lift and compactus store room, new accessible front entry and associated works.	Consent
2021/102	254	Willoughby Road	NAREMBURN	Pergola and decking addition to rear of dwelling, privacy screening and associated works	Consent
2021/51	2	Glover Street	NORTH WILLOUGHBY	Alterations and additions to existing dwelling and carport to create garage and new portable spa area.	Consent
2021/17	3	Megalong Avenue	NORTH WILLOUGHBY	Alterations and third storey addition to existing dwelling, front fence, new carport & associated works.	Consent
2021/84	9	Horsley Avenue	NORTH WILLOUGHBY	Alterations and additions to existing dwelling, relocate pool equipment, replace existing entry gates, roof top solar panels and associated works.	Consent
2021/100	13	Neville Street	NORTH WILLOUGHBY	Patio cover to rear of dwelling and associated works.	Consent
2020/48/A	32	MacMahon Street	NORTH WILLOUGHBY	Modify existing consent by deleting proposed carport.	Consent
2021/59	2	Laguna Road	NORTHBRIDGE	Alterations and lift addition to existing dwelling and associated works.	Consent
2019/307/A	4	Tunks Street	NORTHBRIDGE	Modify existing consent by enclosing upper level balcony to create a study.	Consent
2018/101/B	10	Minnamurra Road	NORTHBRIDGE	Modify original proposal to include retaining existing garage and extend, stairs addition and associated works.	Consent
2021/57	11	Woonona Road	NORTHBRIDGE	Demolition of existing dwelling and construction of new two to three storey dwelling, swimming pool and spa, double garage, landscaping, fencing and associated works.	Consent
2018/38/B	21	Coorabin Road	NORTHBRIDGE	Modify original proposal to include changes to cabana, garage, internal layout and openings and associated works.	Consent
2021/66	23	Dalkeith Street	NORTHBRIDGE	Extension of existing deck and associated works.	Consent



DA No	Address	Proposal	Determination	DA No	Address
2021/60	49	Strathallen Avenue	NORTHBRIDGE	Double carport forward of the building line.	Consent
2021/91	62	Cliff Avenue	NORTHBRIDGE	New swimming pool, landscaping, updates to alfresco paving, garden paving, balcony posts and associated works.	Consent
2017/84/A	67	Cliff Avenue	NORTHBRIDGE	Modify existing consent by reducing original scope of works including deletion of detention tank, reduction to balconies, changes to doors and windows, changes to external façade, reduction in awning size, internal layout changes, updates to stormwater system, updates to skylights and associated works.	Consent
2021/110	81	Cliff Avenue	NORTHBRIDGE	Ground floor alterations and first floor addition to existing dwelling and associated works.	Consent
2021/113	2	Ferncourt Avenue	ROSEVILLE	New carport and associated works.	Consent
2017/451/B	14	William Street	ROSEVILLE	Modify existing consent to reconfigure carport structure, minor internal changes, front fence, window louvre reconfiguration and associated works.	Consent
2020/163/A	79	Macquarie Street	ROSEVILLE	Modify original proposal by altering and/or deleting windows and doors, amending Condition 10 and associated works.	Consent
2020/260	109	Macquarie Street	ROSEVILLE	Alterations and additions to existing dwelling including two storey addition to rear, new pool, pool pavillion and new fence.	Consent
2017/181/G	989	Pacific Highway	ROSEVILLE	Modify existing consent to extend hours of work relating to Condition 77 for additional 12 months.	Consent
2021/77	3	Westbourne Street	ST LEONARDS	Subdivision of existing Strata Scheme 58606 to take into account alterations and additions to the hospital.	Consent
2021/104	6	Artarmon Road	WILLOUGHBY	Installation of temporary and permanent signage which includes business identification signage to the perimeter hoarding of the site, temporary business identification signage to The Loft building and permanent business signage to The Loft building.	Consent
2021/30	15	Wyalong Street	WILLOUGHBY	Alterations and additions to existing dwelling including new rear awning, front entry way, enlargement of rear window and door and associated works.	Consent



DA No	Address	Proposal	Determination	DA No	Address
2020/127/A	15	Richmond Avenue	WILLOUGHBY	Modify existing consent regarding amendments to the temporary works regarding demolition of existing transmission tower.	Consent
2019/46/A	22	Hudson Avenue	WILLOUGHBY	Modify existing consent by removing windows, increasing window size, installation of underground tank, revising floor levels, increase in carpark size and add roller door and associated works.	Consent
2021/95	22	Frenchs Road	WILLOUGHBY	Alterations and additions to laundry, bathroom and bedroom, windows, a new swimming pool and spa, tree removal and associated works.	Consent
2020/333	23	Oakville Road	WILLOUGHBY	Alterations and additions to semi-detached dwelling and associated works.	Consent
2020/184	26	Oakville Road	WILLOUGHBY	Amalgamation of two dwelling houses into one dwelling house, alterations and additions, removal of a single garage, construction of new carport, landscaping and associated works.	Consent
2021/65	27	Penshurst Street	WILLOUGHBY	Installation of shade structure and illumination to sports court.	Consent
2021/12	46	Frenchs Road	WILLOUGHBY	Change of use and fitout of existing premises to a personal training facility and associated works.	Consent
2021/35	75	High Street	WILLOUGHBY	Demolish ancilliary structures, construct new garage with secondary dwelling above, new fence and driveway, alterations to existing rear deck and associated works.	Consent
2021/13/A	88	Mowbray Road	WILLOUGHBY	Modify original proposal to include changes to first floor layout, stairs, windows and associated works.	Consent
2021/31	88	High Street	WILLOUGHBY	Construction of a two storey dwelling, landscaping, front fencing and associated works.	Consent
2021/119	120	Penshurst Street	WILLOUGHBY	Signage for existing tenancy known as Renovahouse Fascia and under awning.	Refused under Delegated Authority

DA No	Address	Proposal	Determination	DA No	Address
2021/45	174	Mowbray Road	WILLOUGHBY	Home business for online sales and delivery of liquor.	Consent
2021/146	10	Robert Street	WILLOUGHBY EAST	New swimming pool and carport to the rear of the property and associated works.	Consent
2021/44	34	Robert Street	WILLOUGHBY EAST	Demolition of existing spa and construction of proposed pool, deck, fence and associated works.	Consent
2017/302/C	54	First Avenue	WILLOUGHBY EAST	Delete approved carports from consent.	Consent

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

## KEY:

Determining Authority

Delegated Authority  
  Willoughby Local Planning Panel  
  Land & Environment Court

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/56/A	10/06/2021	2 Broadcast Way ARTARMON NSW 2064.	Being Assessed by Development Officer	Modify Condition 10 to align with extended construction hours of base building and operation of illuminated signage permanently.	Paul Tomsic	Delegated Authority
2021/173	9/06/2021	4 George Place ARTARMON NSW 2064.	Being Assessed by Development Officer	Change of use to a motor vehicle body shop, internal fit out and associated works.	Express Repairs Northside	Delegated Authority
2021/176	10/06/2021	29 Shepherd Road ARTARMON NSW 2064.	On Notification for public comment	Conversion of existing garage to home office, pergola and associated works.	Ms Amelia-Jane Davis	Delegated Authority
2021/105	19/04/2021	242 Mowbray Road ARTARMON NSW 2064.	Stop the Clock - additional information required	Alterations and additions to existing dwelling, carport and associated works.	Rony Obeid	Delegated Authority
2021/148	24/05/2021	18 Selwyn Street ARTARMON NSW 2064.	Being Assessed by Development Officer	Alterations and addition to existing dwelling, removal of trees and associated works.	Mr Owen Haviland	Delegated Authority
2002/1114	19/07/2002	54 Smith Road ARTARMON NSW 2064.	Stop the Clock - additional information required	Alterations & additions to existing dwelling - replace existing timber deck. Remove existing skillion roof, raise ceiling height to match existing, move west wall and extend roof over proposed new deck. **REFUNDED \$600 DAM DEP TO C KARLSON S/S3047 W/E 6/2/04JT	Colin George Karlson	Delegated Authority
2020/323	8/12/2020	15 Eric Road ARTARMON NSW 2064.	Being Assessed by Development Officer	Demolition of two (2) commercial buildings, out-buildings and carparking hardstands and construction of four (4) storey residential flat building consisting of thirteen (13) units, underground car parking, landscaping and associated works.	Duffy Kennedy Construction	Willoughby Local Planning Panel
2021/99	15/04/2021	50 Stafford Road ARTARMON NSW 2064.	Being Assessed by Development Officer	Proposed alterations and additions to the existing dwelling including new pool, new dwelling and pool and boundary adjustment.	Haviland Architects Pty Ltd	Willoughby Local Planning Panel
2021/71	19/03/2021	19 Holly Street CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Demolition of existing dwelling and structures and construction of new dwelling, garage and associated works.	Mr Russell Gage Smith	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/184	18/06/2021	20 Rosebridge Avenue CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Alterations and additions to existing dual occupancy including second storey	Mrs Audrey Pang Yeuk Suet Chan	Delegated Authority
2021/155	26/05/2021	264 Boundary Street CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Alterations and additions to ground and first floors of existing two storey dwelling and associated works.	Addbuild Master Builders Pty Ltd	Delegated Authority
2021/133	12/05/2021	75 Deepwater Road CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Alterations and first floor addition to existing dwelling and associated works.	Sydney Extensions & Designs	Delegated Authority
2021/58	10/03/2021	5 Willis Road CASTLE COVE NSW 2069.	Stop the Clock - additional information required	Alterations and additions to existing dwelling, new studio to existing garage, new attached secondary dwelling, new swimming pool to replace existing and associated works.	Mr Kurt Martin Jonathon Hegvold	Delegated Authority
2021/107	20/04/2021	1 Amaroo Avenue CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Demolition of existing dwelling with existing swimming pool retained and construction of a new two storey dwelling, garage and associated works.	Mrs Lisa Kinley Sorrentino	Delegated Authority
2021/164	1/06/2021	56 Deepwater Road CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Alterations and additions to existing dwelling including first floor extension and associated works.	Cove Design & Construct and Nicola Butler	Willoughby Local Planning Panel
2019/300/A	31/05/2021	83 Neerim Road CASTLE COVE NSW 2069.	Being Assessed by Development Officer	Modify existing consent by enclosing carpark, internal modifications and associated works.	MHN Design Union Pty Ltd	Willoughby Local Planning Panel
2019/50	12/03/2019	12 Amaroo Avenue CASTLE COVE NSW 2069.	Under Appeal in the Land & Environment Court	Proposed Seniors housing facility comprising 15 independent living units, associated parking and landscaping	Thirdi Group	Land & Environment Court
2019/94/A	28/09/2020	14 The Tor Walk CASTLECRAG NSW 2068.	Being Assessed by Development Officer	Modify original consent to delete condition 1 of Schedule 1 and modify conditions in Schedule 2.	Milestone (Aust) Pty Ltd	Delegated Authority
2019/2/A	18/05/2021	165A Edinburgh Road CASTLECRAG NSW 2068.	Being Assessed by Development Officer	Modify existing consent by increasing GFA, deletion of swimming pool, increased garage width, installation of reflective pond and associated works.	Manolev Associates Pty Ltd	Delegated Authority
2015/501/B	1/07/2021	240 Edinburgh Road CASTLECRAG NSW 2068.	Being Assessed by Development Officer	Modify existing consent by altering heights of approved walls, removal of one (1) tree and associated works.	Mr Aidan Austin Marks	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/167	4/06/2021	345 Edinburgh Road CASTLECRAG NSW 2068.	On Notification for public comment	Alterations to existing dwelling and associated works.	8 Squared Architects Pty Ltd	Delegated Authority
2021/154	26/05/2021	12 Rutland Avenue CASTLECRAG NSW 2068.	On Notification for public comment	Alterations and additions to existing dwelling and associated works.	Beeecraft Pty Ltd	Delegated Authority
2017/121/B	2/06/2021	3 The Battlement CASTLECRAG NSW 2068.	On Notification for public comment	Modify existing consent by providing louvered awning in lieu of a retractable awning over rear terrace, installation of rotor panels, deletion of awning to garage and associated works.	Mr Joseph Michael Christie and Ms Georgina Louise Gosbell	Delegated Authority
2021/135	13/05/2021	120 Edinburgh Road CASTLECRAG NSW 2068.	Stop the Clock - additional information required	Shop 4 – Change of use of premises to a private training studio.	Watermark Planning	Delegated Authority
2021/34	9/02/2021	9 Charles Street CASTLECRAG NSW 2068.	On Notification for public comment	Construction of a new two storey dwelling.	Clarendon Homes Pty Ltd	Delegated Authority
2021/94	12/04/2021	372 Eastern Valley Way CHATSWOOD NSW 2067.	Being Assessed by Development Officer	New driveway crossing and entry to south-eastern corner of site and associated works.	Fabcot Pty Ltd	Delegated Authority
2021/191	30/06/2021	232 Victoria Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Fitout and signage to existing premises for use as a Restaurant and associated works.	Mr Manfai Lam	Delegated Authority
2021/151	25/05/2021	14 Fry Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Construction of carport and associated works.	Segmento Architecture	Delegated Authority
2020/89	16/04/2020	338-340 Victoria Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Alterations and additions to existing building including 2 additional levels, one commercial and one residential.	Aplus Design Group	Delegated Authority
2020/242/A	7/06/2021	158 Greville Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Modify original proposal to include changes to windows, addition of WC to lower ground floor and associated works.	Eva Miles	Delegated Authority
2019/387	17/12/2019	15 Help Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Alterations and additions to construct a new commercial premises at ground level and associated landscape work.	One Pro Chatswood Pty Ltd	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2018/209/A	13/05/2021	1 Fontaine Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Modify original proposal to delete approved swimming pool and cabana, new storeroom addition and associated works.	B R Building	Delegated Authority
2021/193	30/06/2021	342 Victoria Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Signage - Installation of temporary window film associated with the new HSBC Bank branch	Milestone (Aust) Pty Ltd	Delegated Authority
2021/192	30/06/2021	342 Victoria Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Signage - Installation of business identification signage	Milestone (Aust) Pty Ltd	Delegated Authority
2021/187	22/06/2021	312A High Street CHATSWOOD NSW 2067.	On Notification for public comment	Change of use and fitout to a gymnasium and associated signage	Darren Woodman	Delegated Authority
2021/186	21/06/2021	8 Colwell Crescent CHATSWOOD NSW 2067.	On Notification for public comment	Alterations and additions to the existing dwelling, carport and associated works.	In and Out Architects	Delegated Authority
2021/183	18/06/2021	1/358 Eastern Valley Way CHATSWOOD NSW 2067.	On Notification for public comment	Torrens Title Subdivision creating a Torrens Allotment from SP 85582	Chapman Planning Pty Ltd	Delegated Authority
2021/181	18/06/2021	135 Greville Street CHATSWOOD NSW 2067.	On Notification for public comment	Demolition of existing dwelling and construction of a two storey dual occupancy (attached)	Champion Homes Sales Pty Ltd	Delegated Authority
2021/180	16/06/2021	10A Jenkins Street CHATSWOOD NSW 2067.	On Notification for public comment	Construction of new dwelling, landscaping and associated works.	Metricon Homes	Delegated Authority
2019/390/A	24/06/2021	17 Stanley Street CHATSWOOD NSW 2067.	On Notification for public comment	Modify existing consent, Condition 2(a), regarding relocation of carport and associated works.	Barrybuilt Pty Ltd	Delegated Authority
2018/228/A	22/06/2021	136 Ashley Street CHATSWOOD NSW 2067.	On Notification for public comment	Modify existing consent by altering windows, render to existing brick finish and associated works.	In and Out Architects	Delegated Authority
2015/442/A	9/04/2021	15 Tryon Street CHATSWOOD NSW 2067.	On Notification for public comment	Modifications to existing consent regarding internal layout	SWA Group	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/25	29/01/2021	57 Macquarie Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Alterations and additions to existing dwelling including ground floor rear extension, construction of new secondary dwelling and associated works.	Eco Factor Architects	Delegated Authority
2021/179	15/06/2021	24 Neridah Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Alterations and additions to existing dwelling to convert rear deck area into Conservatory and associated works.	In + Out Pty Ltd	Delegated Authority
2020/296	19/11/2020	24 Hercules Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Alterations and additions to an existing dwelling including first floor addition and carport.	In + Out Pty Ltd	Delegated Authority
2014/430/G	11/06/2021	126 Greville Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Modify existing consent to demolish existing driveway and construct new kerb to match existing levels at Exit Driveway. Extend existing layback at Entry Driveway and associated works.	Fdc Fitout & Refurbishment (Nsw) Pty Ltd	Delegated Authority
2021/171	7/06/2021	5 Violet Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Alterations and additions to existing dwelling, new detached secondary dwelling, double garage, landscaping and associated works.	In + Out Pty Ltd	Delegated Authority
2021/169	7/06/2021	327 High Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Office and storage warehouse fitout including first floor addition, parapet wall extension, new roof, security gate and associated works.	Mr Owen Haviland	Delegated Authority
2020/219	10/09/2020	20 Edmund Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Demolition of an existing dwelling and erection of a new dwelling house with secondary dwelling.	In and Out Architects	Delegated Authority
2016/377/B	5/03/2021	6 Blakesley Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Modify original proposal to include changes to windows, skylights, internal alterations, rear balcony addition and associated works.	Mr Kelvin Chow	Delegated Authority
2021/101	16/04/2021	317A High Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Alterations and additions to existing dwelling including first floor addition, double carport and hard stand, front fence to incorporate sliding gate and associated works.	Haviland Architects Pty Ltd	Delegated Authority
2021/109	22/04/2021	7 Davies Street CHATSWOOD NSW 2067.	Stop the Clock - additional information required	Construction of two storey dwelling, garage and associated works.	Mojo Homes Pty Ltd	Delegated Authority
2020/232	22/09/2020	18 Ivy Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Detached Dual Occupancy Development	Archidrome Pty Ltd	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2018/75/A	23/10/2020	27 Centennial Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Modify original proposal to include changes to lower ground and ground floors, bedroom 3, swimming pool, decking, convert storeroom and roof space to a lounge room, pool pump room and associated works.	Todd Lawler	Delegated Authority
2021/67/A	24/06/2021	342 Victoria Avenue CHATSWOOD NSW 2067.	On Notification for public comment	Modification of the existing consent to realign shop front.	Milestone (Aust) Pty Ltd	Willoughby Local Planning Panel
2007/482/D	14/05/2021	12 Ashley Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Modification of Condition 18 regarding hours of operation after expiry of the trial period.	Envirolab Services Pty Ltd	Willoughby Local Planning Panel
2020/285	10/11/2020	4 Lawrence Street CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Demolition of existing dwelling and garage and construction of affordable housing development consisting of four (4) townhouses with basement parking, landscaping and associated works.	Cracknell & Lonergan Architects Pty Ltd	Willoughby Local Planning Panel
2020/311	27/11/2020	503 Victoria Avenue CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Demolition of existing structures and construction of a four storey commercial building consisting of a ground floor food and drink premises and additional three storeys for use as an office and business premises and associated works.	Richard Yuan	Willoughby Local Planning Panel
2020/240	2/10/2020	99 Beaconsfield Road CHATSWOOD NSW 2067.	Under Appeal in the Land & Environment Court	Demolition of two (2) existing dwellings and construction of Seniors Living consisting of seven (7) self-contained dwellings, tree removal, car-parking and associated works.	MHN Design Union Pty Ltd	Land & Environment Court
2017/222/B	5/03/2021	38 Millwood Avenue CHATSWOOD WEST NSW 2067.	Being Assessed by Development Officer	Modify Condition 8 to change bushfire protection window assembly.	Bushfire Consulting Services Pty Ltd and Catherine Gorrie	Delegated Authority
2020/302	23/11/2020	64 Millwood Avenue CHATSWOOD WEST NSW 2067.	Stop the Clock - additional information required	Demolish existing dwelling & ancillaries and construct a new dual occupancy and associated works.	Mr Richard Alan Smith	Delegated Authority
2021/136	13/05/2021	59 Coolaroo Road LANE COVE NORTH NSW 2066.	Being Assessed by Development Officer	Alterations and first floor addition to existing dwelling, deck and associated works.	Nigel White	Delegated Authority
2020/202/A	16/06/2021	35 Coolaroo Road LANE COVE NORTH NSW 2066.	On Notification for public comment	Modify original proposal including internal layout alterations and additions, skylight to kitchen and walk in robe, relocation of swimming pool and alfresco area, landscaping and associated works.	Designcorp Architects	Delegated Authority



## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2019/169	26/06/2019	461A Mowbray Road West LANE COVE NORTH NSW 2066.	On Notification for public comment	S82A Review of Decision - Subdivision - 1 lot into 2 lots.	Xiangyang Li	Delegated Authority
2021/78	23/03/2021	16 Mooney Street LANE COVE NORTH NSW 2066.	Stop the Clock - additional information required	Alterations and additions to an existing dwelling, demolition of garage and new secondary dwelling over new garage.	Mr Peter Roppolo	Delegated Authority
2020/330	11/12/2020	15 Fitzsimmons Avenue LANE COVE NORTH NSW 2066.	Stop the Clock - additional information required	Alterations and additions to existing dwelling, new rear alfresco addition, front fence, driveway, carport and associated works.	Distler Design	Delegated Authority
2021/121	4/05/2021	7 Hinkler Crescent LANE COVE NORTH NSW 2066.	Being Assessed by Development Officer	Demolition of existing dwelling and construction of new dwelling, swimming pool and ancillary and associated works.	Roman Marjanac	Willoughby Local Planning Panel
2021/142	17/05/2021	17 Heights Crescent MIDDLE COVE NSW 2068.	Being Assessed by Development Officer	Alterations and additions to existing dwelling, partial first floor addition, new front fence, enlarge decking with awning, rainwater tank and associated works.	Benjamin Paul Gerstel	Delegated Authority
2021/141	17/05/2021	21 Highland Ridge MIDDLE COVE NSW 2068.	Being Assessed by Development Officer	Demolition of a dilapidated shed and construction of a new shed to front of property, driveway paving and associated works.	Studio Prineas	Delegated Authority
2019/158/A	20/11/2020	15 Glenroy Avenue MIDDLE COVE NSW 2068.	Being Assessed by Development Officer	Modify existing consent to allow staged development.	Mr Nicholas Andrew Paddon-Row	Delegated Authority
2021/158	28/05/2021	5 Covelee Circuit MIDDLE COVE NSW 2068.	Stop the Clock - additional information required	Alterations and additions to existing dwelling, new front carport, rear verandah and associated works.	Ms Sophie Solomon	Delegated Authority
2021/150	24/05/2021	9 Heights Crescent MIDDLE COVE NSW 2068.	Being Assessed by Development Officer	Alterations and additions to an existing dwelling, new swimming pool and associated landscape works.	Mr John Volckman	Delegated Authority
2021/62	10/03/2021	15 Garland Road NAREMBURN NSW 2065.	Being Assessed by Development Officer	New vehicle crossing & single hardstand carspace.	Mr Ken Yardley	Delegated Authority
2014/570/A	28/01/2021	42 Northcote Street NAREMBURN NSW 2065.	Being Assessed by Development Officer	Modify existing conditions of consent.	Mr Joshua Kuba	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/4	13/01/2021	29 Park Road NAREMBURN NSW 2065.	Stop the Clock - additional information required	New attached Dual Occupancy, strata subdivision and associated works	Janja Lisica	Delegated Authority
2021/139	14/05/2021	1 Donnelly Road NAREMBURN NSW 2065.	Being Assessed by Development Officer	Alterations and secondary dwelling to rear of existing dwelling, garage to front and associated works.	Mr Victor Durant	Delegated Authority
2021/149	24/05/2021	26 Mitchell Street NAREMBURN NSW 2065.	On Notification for public comment	Alterations and additions to existing dwelling, garage and associated works.	Sally Renay Dare	Delegated Authority
2021/124	6/05/2021	21A Slade Street NAREMBURN NSW 2065.	Stop the Clock - additional information required	Alterations and additions to existing semi-detached dwelling and associated works.	Mr Lachlan Gillespie	Delegated Authority
2021/93	12/04/2021	17 Waters Road NAREMBURN NSW 2065.	Stop the Clock - additional information required	Proposed alterations and additions to existing dwelling including the addition of a second storey and associated works.	Mr James Xu	Delegated Authority
2021/70	18/03/2021	89 Brook Street NAREMBURN NSW 2065.	Stop the Clock - additional information required	Alterations and additions to dwelling including first floor, garage, landscaping and associated works.	Alex Bryden	Delegated Authority
2021/138	14/05/2021	44 Dalleys Road NAREMBURN NSW 2065.	Being Assessed by Development Officer	Alterations and additions to existing dwelling including a two storey rear addition, replacement carport and associated works.	Justin Barber	Delegated Authority
2021/190	30/06/2021	15 Talus Street NAREMBURN NSW 2065.	Being Assessed by Development Officer	Demolition of the existing dwelling and structures and construction of multi dwelling housing development consisting of four (4) dwellings, basement car parking, landscaping and associated works.	MacKenzie Architects International Pty Ltd	Willoughby Local Planning Panel
2020/345	21/12/2020	198 Willoughby Road NAREMBURN NSW 2065.	Being Assessed by Development Officer	RENOTIFICATION ON DESCRIPTION - Demolition of existing one storey brick commercial building and construction of a shoptop housing development with ground floor level commercial use and 8 residential units with 2 levels of basement parking	198 Willoughby Road Pty Ltd	Willoughby Local Planning Panel
2021/165	2/06/2021	5 Summerville Crescent NORTH WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and rear addition to existing dwelling, construction of carport and associated works.	o2 Architecture Pty Ltd	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/182	18/06/2021	Northbridge Scouts Hall 296B Sailors Bay Road NORTHBIDGE NSW 2063	Being Assessed by Development Officer	Alterations and additions to existing Scout Hall	Scouts Association of Australia NSW	Delegated Authority
2018/432/A	2/06/2021	9 Coorabin Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Modify original proposal to include changes to external cladding material, WC, lift shaft and doors size and access and associated works to a Heritage Item.	Mr John Thomas Riedl	Delegated Authority
2018/422/A	25/06/2021	70 Baroona Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Modify existing consent to amend tennis court lights to LED	Dr Justin Vass and Chateau Constructions (Aust) Ltd	Delegated Authority
2021/194	1/07/2021	59 Cliff Avenue NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Construction of a proposed swimming pool, decking and associated landscaping	Mrs Amy Elizabeth Goodall	Delegated Authority
2021/188	22/06/2021	37 Woonona Road NORTHBIDGE NSW 2063.	On Notification for public comment	Alterations and additions to existing dwelling, carport, vehicular crossing and associated works.	Martin Kolarik Home Design	Delegated Authority
2021/175	10/06/2021	25 Narooma Road NORTHBIDGE NSW 2063.	On Notification for public comment	Alterations and additions to existing dwelling, landscaping and associated works.	Michael Sandberg	Delegated Authority
2021/174	9/06/2021	395 Sailors Bay Road NORTHBIDGE NSW 2063.	On Notification for public comment	Internal fitout and proposed change of use from a liquor shop to a florist shop (Heritage Item)	Perfect Square Design Pty Ltd	Delegated Authority
2021/143	18/05/2021	5 Tarakan Crescent NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	Demolish existing carport and conversion to garage, front fence and associated works.	Mr Guo Qi Li	Delegated Authority
2021/127	6/05/2021	296 Sailors Bay Road NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	Change of use to cosmetic injectables clinic, internal fitout and associated works to Heritage Item.	Ros Layton	Delegated Authority
2021/125	6/05/2021	6 Malacoota Road NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	New attached carport and pergola to the front of the existing dwelling and associated works.	Minto Planning Services Pty Ltd	Delegated Authority
2019/356	28/11/2019	76 Minnamurra Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Alterations and addition to existing dwelling, new swimming pool, landscaping and associated works.	Intelligent Architecture	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/63	11/03/2021	22 Calbina Road NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	Demolition of existing dwelling and construction of new dwelling, swimming pool and associated works.	Mr Ronald Gerard Dadd	Delegated Authority
2021/32	8/02/2021	250 Sailors Bay Road NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	Addition of first floor bedroom and associated works.	Designworks Sydney	Delegated Authority
2021/120	4/05/2021	2 Weetawaa Road NORTHBIDGE NSW 2063.	Stop the Clock - additional information required	Alterations and partial first floor addition to existing dwelling, decking, double carport, convert existing garage to a studio, swimming pool, boundary wall and associated works.	Aileen Sage Pty Ltd	Delegated Authority
2021/129	7/05/2021	2 Widgiewa Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Demolition of the existing building and construction of a new dwelling, swimming pool and associated works.	Mr Roland Peter Jiang	Delegated Authority
2021/123	4/05/2021	46 Eastern Valley Way NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Demolition of existing dwellings and structures, amalgamation of lots, construction of residential flat building consisting of seven (7) apartments and additional three (3) storey multi-dwelling building consisting of seven (7) dwellings, car parking, landscaping and associated works.	Winim Developments Pty Ltd	Delegated Authority
2021/90	9/04/2021	58 Eastern Valley Way NORTHBIDGE NSW 2063.	Under Appeal in the Land & Environment Court	INTEGRATED DEVELOPMENT - RENOTIFICATION - Demolish existing buildings and construct a new residential flat building comprising 12 apartments over basement parking.	Blanc Black Projects Pty Ltd	Land & Environment Court
2021/96	13/04/2021	10 Parker Street NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Alterations & additions to existing dwelling, fencing, gates, repair and replace retaining walls and associated works.	Rapid Plans	Willoughby Local Planning Panel
2020/138	11/06/2020	22 Kameruka Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Alterations & additions to existing dual occupancy to convert it to single dwelling house and construction of a new detached dwelling house with swimming pool to create detached dual occupancy, garage, landscaping and associated works.	Mrs Vanessa Jane De Mestre	Willoughby Local Planning Panel
2021/130	10/05/2021	20 Strathallen Avenue NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Demolish existing dwelling and construct three storey boarding house, accommodating 10 boarding rooms, private open space, communal living space, storage areas and motorcycle and bicycle parking.	Attena Group Pty Ltd	Willoughby Local Planning Panel
2021/6	13/01/2021	1 Dorset Road NORTHBIDGE NSW 2063.	Being Assessed by Development Officer	Alterations and additions to existing dwelling including new carport, swimming pool, cabana, boatshed, landscaping and associated works	Design King Company	Willoughby Local Planning Panel

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/163	31/05/2021	18 Barambah Road ROSEVILLE NSW 2069.	Being Assessed by Development Officer	Alterations and additions to dwelling and garage, front porch with balcony, raising level of front yard, retaining wall and associated works.	Mr Chat Kay Lok	Delegated Authority
2021/156	27/05/2021	989-1015 Pacific Highway ROSEVILLE NSW 2069.	Being Assessed by Development Officer	Subdivide existing two lots into three Torrens Title (stratum) lots.	Veris Australia Pty Ltd	Delegated Authority
2019/379/B	26/05/2021	39 Findlay Avenue ROSEVILLE NSW 2069.	On Notification for public comment	Modify original proposal to include changes to internal layout, windows and doors, addition of timber deck, retaining wall and associated works.	Mr Christopher John Blayney	Delegated Authority
2021/85	7/04/2021	11A William Street ROSEVILLE NSW 2069.	Stop the Clock - additional information required	Additions and alterations to existing dwelling including first floor addition, new carport, swimming pool and associated works.	Richard Hindle	Delegated Authority
2021/3	12/01/2021	92 Macquarie Street ROSEVILLE NSW 2069.	Stop the Clock - additional information required	Alterations and additions to existing dwelling including landscaping and associated works.	Mirela Andrlon	Delegated Authority
2019/370	9/12/2019	122 Archer Street ROSEVILLE NSW 2069.	Being Assessed by Development Officer	82A Review of Decision - Demolition of existing house and construction of a new two-storey dwelling with pool, spa, landscaping and associated works.	Brad Delapierre	Delegated Authority
2017/181/H	31/05/2021	989-1015 Pacific Highway ROSEVILLE NSW 2069.	Being Assessed by Development Officer	Modify original proposal to include internal and external works, reconfiguration of walls, design changes and associated works.	Roseville 88 Pty Ltd	Delegated Authority
2021/10	15/01/2021	396 Eastern Valley Way ROSEVILLE NSW 2069.	Stop the Clock - additional information required	Demolition of existing structures and construction of attached 2 storey dual occupancy, garages, driveway, landscaping and associated works.	Mrs Lisha Peng	Delegated Authority
2021/28	1/02/2021	22 Waratah Street ROSEVILLE NSW 2069.	Being Assessed by Development Officer	Alterations and additions to existing dwelling including first floor addition, double garage and associated works.	Liang Zhao	Delegated Authority
2021/23	27/01/2021	962 Pacific Highway ROSEVILLE NSW 2069.	On Notification for public comment	Convert existing illuminated signage to digital and associated works.	Ooh!Media Assets Pty Ltd and Graham Johanson	Delegated Authority
2020/310	27/11/2020	89 Macquarie Street ROSEVILLE NSW 2069.	Under Appeal in the Land & Environment Court	Alterations, first floor addition, carport and associated works.	WNZ Holdings Pty Ltd	Land & Environment Court

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/68	17/03/2021	44 Findlay Avenue ROSEVILLE NSW 2069.	Stop the Clock - additional information required	Alterations and additions to existing dwelling including landscaping, swimming pool and associated works.	Mr Graeme John Deaker	Willoughby Local Planning Panel
2017/504/A	10/06/2020	130 Archer Street ROSEVILLE NSW 2069.	Being Assessed by Development Officer	Modification to original proposal to include amendments to dwelling mix, envelope footprint, basement facade and increased adaptable dwelling, landscaping and associated works.	Mayrin Archer Development Pty Ltd	Willoughby Local Planning Panel
2021/21	22/01/2021	7 Westbourne Street ST LEONARDS NSW 2065.	Being Assessed by Development Officer	Change of use in North Shore Health Hub for tertiary education purposes and an associated public treatment clinic.	Dexus Projects Pty Ltd	Delegated Authority
2021/189	24/06/2021	48 Chandos Street ST LEONARDS NSW 2065.	Being Assessed by Development Officer	Partial demolition and adaptive reuse of existing building to provide shop top housing with affordable rental housing and associated works.	Avm Project Management	Delegated Authority
2021/82	1/04/2021	1 Reserve Road ST LEONARDS NSW 2065	Being Assessed by Development Officer	Use and fit out of part of the ground floor as an 100 place childcare centre.	C2c Global Pty Ltd	Delegated Authority
2019/39/A	21/05/2021	54 Chandos Street ST LEONARDS NSW 2065.	Stop the Clock - additional information required	Modify original proposal to include alterations, additions and amalgamation of residential apartments, entry, lobby and letterboxes, increase of commercial floor space, addition of VWC, fire egress, garbage rooms and associated works.	Platino Properties	Willoughby Local Planning Panel
2021/89	8/04/2021	17 Sydney Street WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and additions to existing dwelling, first floor extension and associated works.	Beecraft Pty Ltd	Delegated Authority
2021/172	8/06/2021	20 Wallace Street WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and first floor addition to existing dwelling and associated works.	Stefan Lombardo	Delegated Authority
2021/166	3/06/2021	5 Tulloh Street WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and additions including first floor addition to existing dwelling and associated works.	Cape Cod Australia Pty Ltd	Delegated Authority
2021/162	31/05/2021	15 Hector Road WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and first floor additions to existing dwelling and associated works.	Davis Architects	Delegated Authority
2021/103	19/04/2021	92 Alpha Road WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Demolish existing sleeper hardstand space and construct concrete hardstand and driveway, french doors and associated works.	Mr Matthew Stewart Reimer	Delegated Authority

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2018/324/B	22/04/2021	20 Chiltern Road WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Modify original proposal by reducing building height, removing proposed rear balcony, altering façade material, window and door sizes, adding a sunroom addition and associated works.	Allura Homes Pty Ltd	Delegated Authority
2021/157	28/05/2021	15 Stephen Street WILLOUGHBY NSW 2068.	Stop the Clock - additional information required	New secondary dwelling to rear of property and associated works.	Mrs Belinda Mary Hams	Delegated Authority
2020/135	5/06/2020	14 Artarmon Road WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Public domain works for the Channel 9 site and surrounding road reserve, including reconstruction of kerb and gutter, repaving portions of Scott Street, Artarmon Road and Richmond Avenue, reconstruction of footpaths, lighting upgrades, construction of a roundabout and traffic calming measures and associated landscaping works.	Mirvac Residential (NSW) Developments Pty Ltd	Delegated Authority
2021/86	7/04/2021	62A Marlborough Road WILLOUGHBY NSW 2068.	Stop the Clock - additional information required	Proposed first floor addition to existing dwelling and associated works.	Tony Blazek	Delegated Authority
2019/253	12/09/2019	82 Eastern Valley Way WILLOUGHBY NSW 2068.	Under Appeal in the Land & Environment Court	Demolition of the existing dwellings and structures on the site, construction of a new multi dwelling housing development comprising eleven dwellings and associated common access driveway, parking, landscaping and associated works.	Luxeco Property Pty Ltd	Land & Environment Court
2020/113	18/05/2020	14 Penshurst Street WILLOUGHBY NSW 2068.	Under Appeal in the Land & Environment Court	Demolition of existing structures and construction of multi dwelling housing containing 8 townhouses with basement parking and roof top terrace.	Architecture Urbaneia	Land & Environment Court
2019/12	1/02/2019	678 Willoughby Road WILLOUGHBY NSW 2068.	Under Appeal in the Land & Environment Court	Development and fitout for a centre-based child care centre for 80 children.	Mr Nicholas Anthony Caswell	Land & Environment Court
2020/168	17/07/2020	501 Willoughby Road WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Alterations and additions including second floor addition to existing shop-top housing development.	Jose Bau-Gaspar	Willoughby Local Planning Panel
2020/271	30/10/2020	15 Richmond Avenue WILLOUGHBY NSW 2068.	Being Assessed by Development Officer	Construction of one residential flat building including 36 dwellings, basement carparking for 44 vehicles, public domain and landscape works (Building K).	Mirvac Residential (NSW) Developments Pty Ltd	Willoughby Local Planning Panel
2021/27	29/01/2021	16 Warners Avenue WILLOUGHBY NSW 2068.	Stop the Clock - additional information required	Demolition of existing buildings and construction of 8 townhouses.	Willowtree Planning	Willoughby Local Planning Panel

## CURRENT DEVELOPMENT APPLICATIONS AS AT 6 JULY

Application Number	Lodged Date	Address	Status	Description	Applicant	Authority
2021/72	19/03/2021	85 Penshurst Street WILLOUGHBY NSW 2068.	Stop the Clock - additional information required	Operation of fortnightly Sunday food and artisan markets with hours of operation from 8.30am to 2pm.	Ms Solveig Coulon	Delegated Authority
2021/144	18/05/2021	22 Third Avenue WILLOUGHBY EAST NSW 2068.	Being Assessed by Development Officer	Alterations and first floor additions to existing dwelling, retaining wall, front fence and gate, replace existing swimming pool decking and associated works.	Ms Clare Carter	Delegated Authority
2021/177	15/06/2021	25 Second Avenue WILLOUGHBY EAST NSW 2068.	On Notification for public comment	Alterations and additions to existing dwelling.	Mrs Chloe Camilla Buttenshaw	Delegated Authority
2018/375	15/11/2018	56 Fourth Avenue WILLOUGHBY EAST NSW 2068.	Being Assessed by Development Officer	Erection of a new two storey dwelling with double garage and pool on vacant land.	Mr Henry John Waldo Lance	Delegated Authority



## PLANNING PROPOSAL APPLICATIONS AS AT 6 JULY 2021

Application Number	Lodged Date	Address	Status	Description	Applicant
PP-2016/1	14/04/2016	65 Albert Avenue CHATSWOOD NSW 2067.	Approved by SNPP 18/06/2021	Amendment to WLEP 2012 to permit use of shop top housing and amendments to FSR and height development standard	Urbis
PP-2016/7/A	25/09/2020	45 Victor Street CHATSWOOD NSW 2067.	For consideration by SNPP 14 July 2021	Amendment to - Proposal to amend the Willoughby LEP to allow a mixed use building up to RL264 with a minimum non residential component of 5:1.	Mirvac Group
PP-2017/3	27/09/2017	629 Pacific Highway CHATSWOOD NSW 2067.	On exhibition 6 July to 2 August 2021	Amendment of the WLEP 2012 to include special provisions for the subject land to permit FSR of up to 6:1 and building height of up to 90m.	DPG Project 23 Pty Ltd
PP-2017/5	23/10/2017	1A Bowen Street CHATSWOOD NSW 2067.	To Council 2 August following public hearing	Rezoning of properties at 1A to 29 Bowen Street and 6 to 18 Moriarty Road Chatswood from R2 to R4.	Urbis
PP-2017/6	30/11/2017	54 Anderson Street CHATSWOOD NSW 2067.	Gateway given July 6 2021	Change zoning from R3 to B4 and height and FSR.	DPG Project 18 Pty Ltd
PP-2017/7	1/12/2017	753 Pacific Highway CHATSWOOD NSW 2067.	Gateway given and on exhibition May 21 – June 18	Rezoning to B4 mixed use and permit FSR of 6:1 and height of 90 metres.	Ellis St Development
PP-2017/8	19/12/2017	3 Help Street CHATSWOOD NSW 2067.	Gateway given and on Exhibition May 21 – June 18	Modify FSR and building height.	Parade Consulting Pty Ltd
PP-2018/1	22/01/2018	58 Anderson Street CHATSWOOD NSW 2067.	Gateway given and on Exhibition April 23- May 20	Zone change from R2 to B4 and increase height limit to 90m and FSR to 6:1.	Parade Consulting Pty Ltd
PP-2018/12	20/12/2018	815 Pacific Highway CHATSWOOD NSW 2067.	Gateway given and on Exhibition 5 July – 2 August	Amend height of building (HOB) & Floor Space Ratio (FSR) development standards. Removal of 100 sqm restriction on shop (GFA)	HDC PLANNING
PP-2018/3	18/05/2018	5-9 Gordon Avenue CHATSWOOD NSW 2067.	Gateway given and on Exhibition April 23- May 20	The Planning Proposal seeks an amendment of the WLEP 2012 to include site specific special provisions to rezone the land to B4 mixed use, with an allowable FSR of up to 6:1 and building height up to 90m.	DPG Project 17 Pty Limited
PP-2018/4	13/07/2018	871 Pacific Highway CHATSWOOD NSW 2067.	On Notification 24 March to 21 April 2021	Planning Proposal - Amendment to the WLEP to permit mixed use on the site, consistent with Chatswood CBD Strategy; rezone site; increase height limit & FSR; minimum non residential FSE standard.	Megland Group Pty Ltd
PP-2018/6	24/07/2018	51 Archer Street CHATSWOOD NSW 2067.	General Assessment	Amendment to WLEP 2012 to include site specific special provisions for the subject land that allow for a FSR of up to 6:1 and building height up to 90m.	DPG Project 33 Pty. Ltd.
PP-2020/10	12/11/2020	849 Pacific Highway CHATSWOOD NSW 2067.	Refused 15/06/2021 by Council	Planning Proposal in line with endorsed Chatswood CBD Strategy	853 Pacific Highway Pty Ltd Atf
PP-2020/12	17/12/2020	9-11 Nelson Street CHATSWOOD NSW 2067.	General Assessment	Planning Proposal seeking uplift as envisaged under the Chatswood CBD Planning and Urban Design Strategy 2036. The proposal will facilitate changes to both zoning, FSR and the maximum height control.	Urbis Pty Ltd
PP-2020/5	26/06/2020	100 Edinburgh Road CASTLECRAG NSW 2068.	Refused by SNPP 14 April 2021	Redevelopment of an existing retail complex to provide shop top housing revised retail outlets and an additional level for basement parking.	Greycliff Castlecrag Pty Limited

## PLANNING PROPOSAL APPLICATIONS AS AT 6 JULY 2021

Application Number	Lodged Date	Address	Status	Description	Applicant
PP-2020/6	10/07/2020	1 Spring Street CHATSWOOD NSW 2067.	General Assessment	The Planning Proposal seeks to change applicable development standards and include the site within the Schedule 1 - Additional Permitted Uses to facilitate a mixed-use medium-high density development on the site.	Springvue Limited
PP-2020/7	31/07/2020	3 Ellis Street CHATSWOOD NSW 2067.	General Assessment	Rezone site to B4 Mixed use, FSR of 4.5:1 and height of 44m subject to solar access protection.	Mpg Au Pty Ltd
PP-2020/8	4/09/2020	845 Pacific Highway CHATSWOOD NSW 2067.	General Assessment	Proposed increase in building height and FSR to accommodate a 37 storey building envelope for a commercial tower.	845 Pacific Highway Chatswood Pty Ltd
PP-2020/12	17/12/2020	9-11 Nelson Street CHATSWOOD NSW 2067.	General Assessment	Planning Proposal seeking uplift as envisaged under the Chatswood CBD Planning and Urban Design Strategy 2036. The proposal will facilitate changes to both zoning, FSR and the maximum height control.	Urbis Pty Ltd
PP-2021/1	23/02/2021	44 Anderson Street CHATSWOOD NSW 2067.	Approved by Council 10/05/2021	In accordance with the recommendations outlined in the Chatswood CBD Strategy 2036, this planning proposal seeks to rezone the existing land to B4 Mixed Use to facilitate a mixed use development and increase the maximum building height to 90m with an FSR of 6:1	Chatswood Square Pty Ltd
PP-2021/2	10/03/2021	31 Victor Street CHATSWOOD NSW 2067.	Approved by Council 14/12/2020 Awaiting Gateway Determination	Comprehensive LEP Amendment 2020 (to align with LSPS, Chatswood CBD Strategy and Willoughby Housing Strategy)	Willoughby City Council
PP-2021/3	22/03/2021	92 Victoria Avenue CHATSWOOD NSW 2067.	General Assessment	Changes to maximum permissible building heights and infill of urban development.	Tai Family Holdings Pty Limited
PP-2021/4	21/04/2021	613 Pacific Highway CHATSWOOD NSW 2067.	General Assessment	Amendments to LEP 2012 involving zoning, height and FSR to facilitate a mixed use development.	Antaeus Group Pty Ltd

## APPLICATIONS TO BE DETERMINED BY SYDNEY NORTH PLANNING PANEL AS AT 6 JULY 2021

Application Number	Lodged Date	Address	Status	Description	Applicant
2020/117	22/05/2020	128 Beaconsfield Road CHATSWOOD NSW 2067.	Being Assessed by Development Officer	Demolition of existing Chatswood golf clubhouse and car parking, re-subdivision and construction of a new 4 storey clubhouse, 106 self-care seniors dwellings, 3 levels basement car parking, associated landscaping and earthworks.	Watermark Chatswood Pty Ltd
2021/22	25/01/2021	Leisure Centre 2 Small Street WILLOUGHBY NSW 2068	Being Assessed by Development Officer	SNPP - Alterations and additions to existing pool hall of Willoughby Leisure Centre including alterations to existing parking provisions.	Ms Melanie Smith c/o Willoughby City Council

**15.5 EXHIBITION OF PLANNING PROPOSAL FOR 1A-29 BOWEN STREET AND 6-18 MORIARTY ROAD CHATSWOOD**

- ATTACHMENTS:**
1. IMPLICATIONS
  2. GATEWAY DETERMINATION DATED 13 MAY 2020
  3. ALTERATION TO GATEWAY DETERMINATION DATED 21 MAY 2020
  4. PUBLIC EXHIBITION – PLANNING ASSESSMENT OF ISSUES
  5. SUMMARY OF SUBMISSIONS AND COUNCIL RESPONSES
  6. RESPONSES FROM STATE AGENCIES
  7. PUBLIC HEARING REPORT
  8. RESPONSES FROM THE APPLICANT
  9. DRAFT AMENDMENTS TO WLEP 2012
  10. DRAFT DEVELOPMENT CONTROL PLAN
  11. WILLOUGHBY LOCAL PLANNING PANEL ADVICE (ATTACHMENTS 2 – 11 INCLUDED IN ATTACHMENT BOOKLET)

**RESPONSIBLE OFFICER:** HUGH PHEMISTER – DIRECTOR PLANNING & INFRASTRUCTURE

**AUTHOR:** IAN SHILLINGTON - STRATEGIC PLANNER

**CITY STRATEGY OUTCOME:** 3.4- CREATE DESIRABLE PLACES TO BE AND ENJOY

**MEETING DATE:** 2 AUGUST 2021

## 1. PURPOSE OF REPORT

To advise Council of the outcome from the exhibition and public hearing for the Planning Proposal to rezone the properties at 1A-29 Bowen Street and 6-18 Moriarty Road, Chatswood and to obtain Council's endorsement to forward to the Department of Planning, Industry and Environment the amendments to *Willoughby Local Environmental Plan* and to adopt changes to *Willoughby Development Control Plan (DCP)*.

## 2. OFFICER'S RECOMMENDATION

That Council:

1. Note the submissions and public hearing report received and proposed responses to feedback on the *draft Planning Proposal for 1A-29 Bowen Street and 6-18 Moriarty Road, Chatswood* and *draft Site Specific DCP Provisions at 1A-29 Bowen Street and 6-18 Moriarty Road, Chatswood* following the public exhibition period.
2. Support amendments to *Willoughby Local Environmental Plan 2012* relating to 1A-29 Bowen Street and 6-18 Moriarty Road, Chatswood as outlined in Attachment 9 and forward to the Department of Planning, Industry and Environment for finalisation.

3. **Support an additional amendment to the WLEP 2012 Land Reservation Acquisition (LRA) map to remove the application of this map to the land at 25-29 Bowen Street and add to Willoughby DCP provisions to allow for a future land acquisition by Council to permit a cul-de-sac on part of the land at 23-29 Bowen Street.**
4. **Endorse amendments to the site specific controls in Section D.2.16.22 of *Willoughby Development Control Plan* as modified.**
5. **Delegate authority to the Chief Executive Officer to make any minor amendments to the final planning proposal and DCP which do not alter the intent.**

### **3. BACKGROUND**

At the meeting of 13 May 2019, Council resolved to support the Planning Proposal and draft DCP for exhibition for sites at 1A-29 Bowen Street and 6-18 Moriarty Road Chatswood. The proposal sought to amend the current R2 Low Density Residential zoning to R4 High Density Residential. Following the Council decision the, Department of Planning, Industry and Environment (DPIE) subsequently issued a Gateway determination on 13 May 2020 to exhibit the draft proposal to permit development on the land with a height of 25m and a FSR of 2.5:1. The DPIE, on 21 May 2020 subsequently issued an altered Gateway to permit a height of 27m (up to 8 storeys) for the draft proposal, the reference to 25m in the first Gateway determination being in error.

The Planning Proposal was updated in accordance with the Gateway determination including addressing the priorities and actions of the *Willoughby Local Strategic Planning Statement* as well as updated shadow diagrams in relation to the impacts on adjoining development including 1 Bowen Street.

In accordance with the Gateway determination and the resolution of Council the draft Planning Proposal, draft site specific DCP and VPA were exhibited from 10 September until 8 October 2020. In response to submission requests an independently facilitated public hearing was held on 4 February 2021.

This report provides information on submissions received on the draft Planning Proposal and DCP during the public exhibition and the outcomes of the public hearing. The report also makes recommendations on an amended Planning Proposal and DCP.

### **4. DISCUSSION**

#### **4.1 Subject Location**

Bowen Street is located west of the Pacific Highway between Mowbray Road and Moriarty Road. The properties subject to the Planning Proposal are those located on the eastern side of Bowen Street (excluding No. 1 on the corner of Mowbray Road which is already developed with a residential flat building) as well as adjoining properties facing Moriarty Road. The roadway adjoining the site is also proposed for rezoning in order to satisfy DPIE Directions that a roadway be zoned in accordance with the adjoining zoning.

Sites to the east of the Planning Proposal sites face the Pacific Highway and are zoned B5 Business Development with a floor space ratio of 2.5:1 and a height control of 20 metres. Sites to the north, south and west, are zoned R3 Medium Density Residential with a floor space ratio of 0.9:1 and a maximum height of 12 metres.

Figure 1: Location of Planning Proposal



#### 4.2 Draft Planning Proposal as Exhibited

The exhibited Planning Proposal included the following amendments to the *Willoughby Local Environmental Plan 2012 (WLEP)*: rezone the site from R2 Low Density Residential to R4 High Density Residential:

- rezone the adjoining roadway in Bowen Street from R2 Low Density Residential to R3 Medium Density Residential
- increase the maximum floor space ratio control from 0.4:1 to 2.5:1
- increase the maximum height of building from 8.5 metres to 27 metres
- amend the minimum subdivision lot size from 550m<sup>2</sup> to 6,000m<sup>2</sup> by removing the site from the lot size map and inserting an additional clause under Clause 6.10
- amend the special provisions area map to include the site in Area 9 (affordable housing) to provide 4% of the residential floorspace as affordable housing units, Area 12 (design excellence) and Area 13 (clause 6.10 Lot Sizes)
- amend clause 6.8(2) to include Area 9 on the special provisions area map
- amend clause 6.8(7) 'affordable housing' to include reference to Area 3 and Area 9
- introduce a Design Excellence Clause 6.24.

#### 4.3 Draft Development Control Plan as Exhibited

The draft *Development Control Plan (DCP)* including site specific provisions to guide future development on the site (**Attachment 10**) incorporates the following aims and objectives:

- a) *Ensure that the site is amalgamated to enable the substantial redevelopment of the site for medium to high density residential development*
- b) *Ensure that the development is complementary to the scale and character of development in the area*
- c) *Encourage energy efficient design and development*

- d) *Encourage high-quality built form outcomes and achieve design excellence*
- e) *Indicate the location of vehicle access points to the site and the general location of parking areas*
- f) *Mitigate impact of traffic generation from the development on the surrounding road network*
- g) *Control adverse environmental impacts such as wind and shadows from any development of the site*
- h) *Ensure the two heritage listed terraced properties located at 8-10 Moriarty Road are sympathetically incorporated in the redevelopment*

The draft DCP controls address landscaping, minimum setbacks and building height variations so development is not viewed as a single mass from Moriarty Road or Bowen Street. It also includes issues such as Design Excellence and minimum open space provisions.

#### **4.4 Consultation with Public Authorities**

Consultation was required with the following public authorities/organisations under section 3.34(2)(d) of the Act and/or to comply with the requirements of relevant section 9.1 Directions and the Gateway determination dated 13 May 2020:

- Transport for NSW (Roads and Maritime Branch)
- NSW Department of Health
- NSW Department of Education
- NSW Department of Premier and Cabinet (Heritage branch)
- Sydney Water Corporation
- Ausgrid

Responses were received from Transport for NSW, NSW Department of Premier and Cabinet (Heritage branch), Sydney Water Corporation and Ausgrid. Copies of responses are at **Attachment 6**, with the exception of Ausgrid who stated by email they had no objections. Lane Cove Council was also consulted on the draft proposal who supported the Planning Proposal by email.

#### **4.5 Community Consultation**

In response to exhibition of the Planning Proposal there were a total of 35 submissions received through Have Your Say. An additional 22 submissions were received direct to Council, as well as a petition from the Bowen-Moriarty Community Action Group supported by 55 individuals. Community submissions against the proposal raised issues including:

- Excessive building height, bulk and scale
- Overshadowing
- Loss of privacy
- Impact on heritage items
- Traffic generation.

There were two submissions in support of the Planning Proposal. Details of the planning issues and outcomes of the public exhibition process are included at **Attachments 4 and 5**. Additional information provided by the applicant as a result of the exhibition is at **Attachment 8**. This includes an arborist report and updated shadow analysis and solar access information.

The petition and another submission requested a public hearing which was subsequently held on 4 February 2021 via Zoom. A copy of the public hearing report is at **Attachment 7**. 74 people registered to attend with a total of nine verbal submissions made eight of which opposed the rezoning and one in support. A summary of the key issues raised include:

- Excessive proposed building height, bulk and scale.
- Overshadowing and loss of privacy for adjoining residents
- Impact on street trees
- Traffic and other infrastructure impacts of the proposal
- Heritage impacts
- Loss of urban character
- Site isolation and construction impact.

The public hearing report concluded that while a zone uplift could be supported on the site, it was appropriate it be in a reduced form with a maximum height of 4-5 storeys and reduced FSR of 2:1 or less. Building setbacks should be increased and deep soil planting areas increased. The proposed building form should also respond more appropriately to the heritage items that are to be retained within the development. Street trees need to be retained and protected. The report also noted that the DCP needs to be updated to reflect the changed controls. It was stated that the Council requirement for road widening for part of Bowen Street could be included in either the VPA or DCP.

#### **4.6 Amended Proposal**

Following the Public Hearing officers met with the proponents who subsequently modified the proposal as follows:

- Reduce the height of building from 27m to a range of heights on the site, including 24 metres in the north western corner of the site, 20 metres for the majority of the site and 12 metres at the southern end adjacent to 1 Bowen Street and adjacent to and including the heritage items at 8-10 Moriarty Road
- Reduce the FSR from 2.5:1 to 2.18:1
- Increased setbacks including deep soil planting areas
- Street tree protection

#### **4.7 Assessment**

The location of the site, in close proximity to local and strategic centres, public transport and the open space network make it an appropriate location for increased residential density. Although not identified under the *Willoughby Local Strategic Planning Statement* for increased density the existing R2 Low Density Residential zoning is considered an anomaly having regard to the surrounding business, and medium and high density residential zones. Increased density for the site is supported by:

- The advice from the Willoughby Local Planning Panel previously reported to Council on 13 May 2019 (**Attachment 11**)
- DPIE support for the planning proposal to proceed
- The recommendations of the public hearing (**Attachment 7**).

The modified proposal results in a reduction in the height, bulk, scale and overshadowing impacts from any future development. The proposed heights would equate to six storey development for the majority of the built form with seven storeys on the corner of Bowen Street and Moriarty Road and three storeys at the rear of the heritage items at 8-10 Moriarty Road. Building Envelope provisions have been incorporated into the Draft DCP to provide further stepping of buildings from five to three storeys towards the southern end of the site, reflecting the form and scale of development indicated in the concept proposal. A plan showing the proposed heights of future development on the site is included in the draft DCP (**Attachment 10** – Fig. 1 Building Envelope Plan).



The proposed height controls are consistent with the scale of development facing the Pacific Highway to the east and, in conjunction with increased setbacks and landscaping an appropriate transition from the higher scale of development (53 metres) proposed under the *Chatswood CBD Planning and Urban Design Strategy* on the eastern side of Pacific Highway to the medium density development to the west.

The height at the corner of Bowen Street and Moriarty Road relates to existing high rise development further north, provides articulation and variety to the built form with identity to the corner, and compensates for the lower height at the southern end of the site providing transition to the three storey development at 1 Bowen Street.

The applicant has reduced the floor space ratio (FSR) from 2.5:1 as exhibited to proposed 2.18:1. In accordance with the recommendations of both the Willoughby Local Planning Panel and the public hearing, a maximum FSR of 2:1 is recommended. This will enable greater building articulation and transitions in scale where appropriate including transition in scale to the Heritage Items at 8-10 Moriarty Road. The 4% affordable housing provision is required to be provided within the maximum 2:1 FSR. The WLEP Design Excellence clause will apply, requiring any future development to be reviewed by a Design Excellence Panel.

The site is currently subject to land acquisition provisions to complete a cul-de-sac turning circle at the northern end of Bowen Street. To enable a more flexible approach to achieving the area required it is recommended that this be removed from the *WLEP 2012 Land Reservation Acquisition* map and instead similar provisions be incorporated into the Development Control Plan.

As a result of assessment of the proposal following exhibition and the public hearing, the following changes are proposed to the exhibited amendments to *Willoughby Local Environmental Plan 2012*:

- Reduce the height of building from 27m to a range of heights on the site, including 24m, 20m and 12m
- Reduce the FSR from 2.5:1 to 2:1
- Removal of the Local Road Widening reservation from the Land Reservation Acquisition (LRA) map at 25-29 Bowen Street.

To replace the proposed local road widening from the LEP LRA map, similar DCP provisions have been added to allow for a future cul-de-sac at this location and extend the provision to also include 23 Bowen Street. This will allow for a more flexible approach to achieving a cul-de-sac at this location in future.

It is noted that the final wording of the clauses will be negotiated in consultation with Parliamentary Counsel if the Planning Proposal is supported. The Gateway Determination required that a plain English version of the amendment to the affordable housing clause 6.8 of *Willoughby Local Environmental Plan 2012* be exhibited. It is also proposed to amend Clause 4.4 Floor Space Ratio of the LEP to confirm that provision of affordable housing in Area 9 must be included within the nominated maximum floor space ratio for that land. It is noted that amendments to Clause 6.8 Affordable Housing to include reference to Area 9 and inclusion of Design Excellence clause 6.23 have been recently made to the *Willoughby Local Environmental Plan 2012*. The updated version of the proposed WLEP amendments is at **Attachment 9**.

The DCP has been updated to include the revised LEP building heights, increased setbacks, deep soil planting requirements and protection of trees. The proposed changes to height, bulk, scale and setbacks will improve solar access to neighbouring properties compared to the earlier exhibited scheme (**Attachment 8**). Additional wording has also been included in the DCP in reference to achieving a left-in left-out access at the intersection of Bowen Street and Mowbray Road West, as well as inclusion of a control for local road widening land reservation to provide for a future cul-de-sac in Bowen Street. For traffic safety reasons the draft DCP placed on exhibition included a requirement for left-in left-out controls at the Bowen Street and Mowbray Road intersection. During exhibition Council received a submission from Transport for NSW requesting additional wording to strengthen the requirement for a left-in left-out control to better manage traffic movements and safety at this intersection.

A copy of the revised draft DCP is at **Attachment 10**. The draft DCP controls address landscaping, minimum setbacks and building height variations so development is not viewed as a single mass from Moriarty Road or Bowen Street. It also includes issues such as Design Excellence and minimum open space provisions.

## 5. CONCLUSION

Council has supported rezoning of the subject site from R2 Low Density Residential to R4 High Density Residential for public exhibition. It has subsequently been supported by the Department of Planning, Industry and Environment for public exhibition with modification for a reduced building height. The main issues raised during public exhibition and the public hearing continued to relate to over development, overshadowing, increased traffic generation, heritage impacts as well as pressure on local schools and open space.

Following consideration of the submissions received during exhibition together with the recommendations of the public hearing, and in view of advice from Transport for NSW and NSW Heritage Branch, it is considered that the development of the site for high density residential at a reduced scale can be supported. Overall, the site's proximity to local and strategic centres, public transport and open space make it an appropriate location for increased residential density rendering the apparent inconsistency with the *Willoughby Local Strategic Planning Statement*, to be justified. Its proposed scale is consistent with adjoining sites to the north and east and the traffic generation of the proposal can be satisfactorily managed.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	3.4 Create Desirable Places to be and Enjoy
<b>Business Plan Objectives, Outcomes / Services</b>	To ensure this Planning Proposal is in line with the <i>Local Strategic Planning Statement (LSPS)</i> , <i>Willoughby Housing Strategy</i> , <i>A Metropolis of Three Cities</i> and the <i>North District Plan</i> in that it accommodates future growth needs.
<b>Policy</b>	<i>Willoughby Local Environmental Plan 2012</i> and <i>Willoughby Development Control Plan 2012</i>
<b>Consultation</b>	The draft Planning Proposal, DCP and VPA were exhibited from 10 September 2020 to 8 October 2020. A public hearing was held on 4 February 2021.
<b>Resource</b>	Operating resources with legal input in relation to preparation of VPA
<b>Risk</b>	Risk of not achieving the objectives of the draft Housing Strategy and accommodating future growth requirements.
<b>Legal</b>	The Planning Proposal would amend <i>Willoughby Local Environmental Plan 2012</i> and <i>Willoughby Development Control Plan 2012</i>
<b>Legislation</b>	<i>Environmental Planning &amp; Assessment Act 1979</i>
<b>Budget/Financial</b>	Future development following rezoning is subject to the <i>Environmental Planning and Assessment Act 1979 Section 7.4 Planning Agreements</i> under the Voluntary Planning Agreement associated with this matter.

**15.6 WILLOUGHBY IDENTITY SIGNAGE**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. DRAFT SIGNAGE CONCEPTS ‘HAVE YOUR SAY’- PRIOR TO 2019</b>
<b>RESPONSIBLE OFFICER:</b>	<b>HUGH PHEMISTER – PLANNING &amp; INFRASTRUCTURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>WIL ROBERTSON- URBAN DESIGN SPECIALIST</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>3.4 – CREATE DESIRABLE PLACES TO BE AND ENJOY</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide a status update on the Willoughby City Signage Program to replace existing identity signage within the Willoughby Local Government Area.

**2. OFFICER'S RECOMMENDATION**

**That Council note the status of City Signage Program.**

**3. BACKGROUND**

At its meeting on 12 July 2021, Council resolved to receive a status report on the Willoughby City Signage Project and sought information as follows:

*“That a status report on the Willoughby City Signage project be brought back to Council at the 2 August 2021 Council meeting detailing:*

- 1. Status of the Willoughby City Signage project.*
- 2. Outcome of Have Your Say community consultation.*
- 3. The preferred signage option expressed by the community respondents.*
- 4. Any consideration to the State Government’s initiative with respect to “Connecting to Country”.*
- 5. Budget required to implement the signage and consideration for how many required across the City and where.*
- 6. Clarification on which Directorate is responsible for the implementation of this project;*
- 7. Are funds currently allocated for this project or deferred due to CoVID-19 impacts and therefore subject to next round of budget bids.*
- 8. Anticipated timeline for the commencement and completion of this project once budget position determined.*
- 9. Project duration – is it a 6 month, 12 month or 18-month process.”*

#### 4. DISCUSSION

Willoughby City Council has existing signage that identifies several arrival points within the Willoughby Local Government Area, which has been subject to ongoing work since 2013.

##### **Status of Project**

The current status of the project is that it is on hold and is not identified in the current Delivery Plan as a funded project.

##### **Outcome of Have Your Say community consultation**

Two city signage concepts (**Attachment 2**) were prepared in 2013 and were put out for public comment with community through “Have Your Say” in July and August 2013.

A report detailing the outcome from the “Have Your Say” process was presented to Willoughby Cultural and Environmental Committee (the Committee) on 16 September 2013.

The Committee papers included an Officers Recommendation and Motion to adopt Option A (named Altissimo) and that funding be considered in the Delivery Program for 2014/15. The motion was lost, and an amended motion was passed, which stated:

*“That the matter be deferred for Officers to prepare a further report to determine how the City signage might be customised for gateways and suburbs consistent within the City branding scheme and in a holistic way across the City including community engagement.”*

Council adopted the Committee recommendations at the 23 September 2013 Council meeting.

Since this time no further community consultation has occurred and the project remains unfunded.

##### **Consideration to the State Government’s initiative to Connecting to Country**

Connecting with Country Draft Framework is a draft framework for developing connections with Country that can inform the planning, design, and delivery of built environment projects in NSW.

The draft framework was released in 2020, and any future design work would be developed with the benefit of the draft framework.

##### **Budget required to implement the signage and consideration for how many required across the City and where;**

The ‘Have Your Say’ process undertaken in 2013 presented design options for community comment, before detailed and developed designs would be prepared. The developed design process would allow the project cost to be scoped. Further development of the designs is currently unfunded and the scope and budget yet to be developed.

##### **Directorate responsible for the implementation of this project**

The Planning and Infrastructure Directorate is responsible for this work.

##### **Funds Status**

There is currently no funding in place for the project. Project funding could be sought for projects in the 2022/23 year or could be funded through the quarterly business review process if other projects incur savings or are deferred. There will be considerable pressure upon Council’s 2021/22 budget due to a loss in revenue from the current COVID-19 lockdown.

**Anticipated timelines**

It is anticipated the work could be delivered within 18 months following the prioritisation of the project by Council through allocation of a budget, notwithstanding the impacts of COVID-19. This would also incorporate further consultation with the public including indigenous groups and endorsement from Council.

**5. CONCLUSION**

The City Signage program has not progressed as it is currently not funded, but could be re-invigorated subject to Council endorsement of funding in future budgets.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	3.4 – Create desirable places to be and enjoy
<b>Business Plan Objectives, Outcomes/ Services</b>	Strategic Planning Better Practice Roadmap – Better practice service – (Reference Analysis – NSW Government Architect - Better Placed)
<b>Policy</b>	This matter relates to Council policy - Asset Management Policy.
<b>Consultation</b>	Internal Consultation.
<b>Resource</b>	Within existing budgets and operational resources.
<b>Risk</b>	Out of date, reduction in inconsistencies.
<b>Legal</b>	No legal implications arise as a result of this report.
<b>Legislation</b>	No legislative implications arise as a result of this report.
<b>Budget/Financial</b>	There is currently no capital works funding for this project. Future funding may be via funding bids commencing FY2022-23, or via Quarterly Budget Review (Q3) with funding through project savings on existing projects

ATTACHMENT 2





**15.7 PROPERTY LEASE PORTFOLIO**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>HUGH PHEMISTER – PLANNING &amp; INFRASTRUCTURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>TERENCE CARROLL – PROPERTY STRATEGY SPECIALIST</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

The purpose of this report is to present a monthly status update of Council's property lease portfolio.

**2. OFFICER'S RECOMMENDATION**

**That Council notes the report on Council's property lease portfolio.**

**3. BACKGROUND**

Councillors were provided briefings on tenancies at The Concourse on 1 February 2021 and 1 March 2021, identifying arrears in some of the tenancies and strategies to recover those arrears. This report is now included as monthly report on Council's total property lease portfolio.

This report provides a summary of information on Council's property leases that is not confidential.

**4. DISCUSSION**

Figure 1 shows rental payment arrears as at the end of June 2021 for Council's tenancies with annual rental payments of more than \$10,000.

**Figure 1 – Arrears at 30 June 2021 compared to previous months**

<b>Arrears at 30 April 2021</b>	<b>Arrears at 31 May 2021</b>	<b>Arrears at 30 June 2021</b>
\$1,106,543	\$947,858	\$883,395

Key points to note on the arrears are:

- Approximately 98% of the arrears are accounted for by three tenancies. These tenants have requested rent relief under the *NSW Retail and other Commercial Leases COVID-19 Regulation* (the Regulation). Council officers are working with these three tenants and will initiate further formal action as required to advance the interests of Council and the City of Willoughby.

- Agreement has been reached for support packages under the COVID-19 Regulation with 10 tenants seeking rental relief. There are three tenants with whom negotiations are still ongoing.
- During the month of July, those tenants on rent relief schedules have continued to reduce their arrears through a deferred rent repayment plan as permitted under the Regulation. These arrears are expected to reduce over the next 12 months.
- The current Public Health Order issued by the NSW State Government has impacted on tenancies across the portfolio, and specifically at The Concourse. Tenants have been in contact with Council seeking rent relief for the most recent shut down. Council Officers have assured tenants that we will work with them and be guided by the approach outlined by the NSW Government in managing tenancies.

### Lease expiries

A total of 17 leases over 18 premises are due to expire in the next 12 months. Negotiations on renewing these leases are now underway. Council officers are liaising with potential replacement tenants for 2 of the properties.

### Vacancies

PROPERTY	TYPE	STRATEGY
191 Penshurst Street Willoughby	Single level Early Childhood Health Centre.	The EOI that was planned for July/August will now be delayed due to the latest COVID-19 outbreak.
13 Eastern Valley Way	Residential house fronting Eastern Valley Way and a former Early Childhood Health Centre building at the rear fronting Northbridge Plaza carpark.	The EOI that was planned for July/August will now be delayed due to the latest COVID-19 outbreak. However, a local organisation has expressed interest in the site for a Child Health Centre and this is being pursued.
Lot 39/135 Sailors Bay Road Northbridge	Strata title lot previously used by the Aboriginal Heritage Office.	Council staff are developing a lease strategy in July to help determine the future use of this property.

## 5. CONCLUSION

The financial performance of Council's property lease portfolio has continued to stabilise, up until the most recent Public Health Order issued in June 2021. It is likely there will be a considerable income impact arising from rent relief claims from tenants and Council Officers will work closely with impacted tenants. It is not possible to quantify the financial impact of the latest lockdown orders, as this will be driven by the duration of the lock down.

Negotiations will continue with those tenants whose leases fall due over the next 6 months. This will be difficult for both parties given the current uncertainty that is being generated by the recent COVID-19 outbreak.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.1 – Be honest, transparent and accountable in all that we do
<b>Business Plan Objectives, Outcomes / Services</b>	This report was produced pursuant to a resolution of Council.
<b>Policy</b>	This report was produced pursuant to a resolution of Council.
<b>Consultation</b>	Council officers' preparation of this report was informed by ongoing communication with tenants of Council's leased properties.
<b>Resource</b>	There are no resourcing implications associated with this report's recommendation.
<b>Risk</b>	This report provides an overview of the leased property portfolio. For confidentiality reasons, it does not identify information about individual tenancies. Councillors can access further information pertaining to risks associated with individual tenancies in the accompanying confidential report.
<b>Legal</b>	Council's leases provide for formal action to be initiated where parties breach the terms of a lease.
<b>Legislation</b>	Any actions to be taken on individual tenancies will be in accordance with the provisions of the <i>Retail Leases Act 1994</i> and the <i>NSW Retail and Other Commercial Leases (COVID-19) Regulation 2020</i> .
<b>Budget/Financial</b>	Council holds bank guarantees in respect of tenants in arrears and has made provisions for bad debts in respect of tenancies. Consequently, Council's lease portfolio represents an acceptable level of financial risk at this time.

**COMMUNITY, CULTURE & LEISURE DIRECTORATE****15.8 COUNCIL RESPONSE TO THE IMPACTS OF COVID-19 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. BUSINESS AND COMMUNITY SUPPORT PACKAGE</b>
<b>RESPONSIBLE OFFICER:</b>	<b>DEBRA JUST – CHIEF EXECUTIVE OFFICER</b>
<b>AUTHOR:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>  <b>JOHN ELLIOTT – ECONOMIC DEVELOPMENT MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To inform the Council of measures undertaken to date to mitigate the impact of the current COVID-19 Public Health Orders and seek Council's approval for the proposed Business and Community Support Plan 3 in response to the impacts on small businesses and community members of the COVID-19 health emergency.

**2. OFFICER'S RECOMMENDATION**

That Council:

- 1. Note the measures already taken to mitigate the impact of COVID-19 on the community such as closing construction sites and offices, cancelling events, workshops, and programs, whilst continuing to provide essential services such as waste collection services, cleaning and maintenance in public places, extending access to recreation spaces through night lighting, and continuing Meals on Wheels and online shopping for the elderly.**
- 2. Note Council staff will facilitate access to the assistance and support put in place by the New South Wales and Federal Governments for the community and local businesses.**
- 3. Endorse the Business and Community Support Plan 3 as Council's assistance package focusing on reducing costs for business and revitalising the local economy post lockdown through fee waivers (non-critical for health and safety), concessions, relaxation of some penalties, business training support programs, CBD activations and promotion of the Community Grants as a source for COVID / emergency adaptation and boosting the Support Local campaign.**
- 4. Endorse, for all businesses, the waiving of the Environmental Health Inspection and, Fire Safety fees (non-critical for health and safety, Footway Dining and Advertising fees as detailed in the report.**

5. **Note the budget adjustments for 2020/21 will be confirmed in the next Quarterly Budget Review which will be presented to Council in October 2021.**
6. **Endorse a series of relaxation measures in regard to some penalties where those relaxations will not have an adverse impact on human health or safety, in addition to any natural decrease due to reduced traffic.**
7. **Delegate authority to the Chief Executive Officer to make amendments to the Business and Community Support Plan 3 as necessary to avoid overlaps with the State and Federal Government assistance packages when released and keep Councillors informed of such amendments and their budgetary impacts.**

### **3. BACKGROUND**

A new Public Health Order was issued by the NSW Government effective from midnight 25 June 2021 resulting in a lock down of the Greater Sydney region. An extension of the Public Health Order was announced by the Premier on 13 July 2021 and will remain in place until 30 July 2021 at the earliest.

Further changes to the Orders have been regularly announced impacting the whole region together with specific restrictions for some local government areas. It is widely anticipated that the lockdown will be extended.

This report recognises the impacts of the COVID-19 virus on our community, our service provision and the local business community and outlines assistance currently provided or proposed through a third Community and Business Support Plan.

### **4. DISCUSSION**

The latest Public Health Orders addressing the health risk of COVID-19 have required the closure of non-essential venues and businesses, as well as construction sites. They have mandated working from home further impacting the provision of services to the community.

In response to these announcements and other guidelines issued by the government, measures have been undertaken to ensure the safety of the community, customers, staff and Elected Members similar to those previously undertaken in 2020. Council will also continue to provide essential services that support our community, in line with the Public Health Order directions and with additional hygiene and social distancing in place. Accordingly, Council has closed non-essential services and facilities and cancelled events, workshops and programs and construction sites. Essential services continued for our community and to those most vulnerable. These have included waste services (red, green and yellow bins), cleaning and maintenance in places accessible to the public, extended access to recreation spaces through night lighting, meals on wheels and online shopping for the elderly.

#### **NSW State Government and Federal Government Assistance**

The Federal and NSW State Government have announced assistance for the business community in response to the financial hardships faced by many businesses following the most recent COVID-19 outbreak. These assistance packages are targeted toward maintaining business continuity and seeking to ensure job retention. They include:

- 2021 COVID-19 business grant: one-off payment to businesses, sole traders or not-for-profit organisations between \$7,500 and \$15,000
- 2021 COVID-19 micro-business grant: A fortnightly payment for businesses of \$1,500 per fortnight

- JobSaver: Fortnightly payments to help maintain employee headcount of 40% of weekly payroll, between \$1,500 and \$10,000 per week. Non-employing business: \$1,000 per week
- Small business fees and charges rebate: \$1500 rebate to help them pay for government fees and charges.
- Payroll tax support: Tax assistance is available to help businesses
- Dine & Discover NSW Voucher Scheme: extended to 31 August 2021

### **Public Recreation**

Currently all parks and reserves remain open for general recreation and exercise. Signage has been installed with NSW Health guidelines for social distancing. Information about community access to open space is available on [Council's website](#).

Council has provided opportunities for people to undertake exercise and recreational activities by way of lighting a number of ovals until 8pm on weeknights. These are:

- Castle Cove Park
- Beauchamp Park
- Artarmon Oval
- Gore Hill Oval
- Thomson Oval
- Mowbray Public School Oval
- Rotary Athletic Field
- Willoughby Park
- Northbridge Oval
- Artarmon Oval.

Sporting groups, associations and clubs impacted by the Public Health Orders will be granted a fee waiver or credit for the period that community sport has been cancelled and they have been unable to train or play.

Our staff will continue to maintain sportsgrounds when community sport resumes. Sports associations and clubs are encouraged to plan for their return to community sport.

With the NSW State Government and Federal Governments assistance packages being more defined to support business continuity and job retention, and learning from last year's support packages, a Community and Business Support Plan has been developed for Council's endorsement. It seeks to add value to the other support packages, focus on reducing costs for business and revitalising the local economy post lockdown based on experience from Council's two previous Business Support Packages and it's Community and Economic Recovery Plans.

The objectives of the Community and Business Support Plan 3 are to focus on those areas where Council has direct control and can provide assistance to our community and businesses most affected by the COVID-19 outbreak without duplication of the support provided by other levels of government. Council's focus is to:

- Promote the NSW Government and Federal Assistance business support packages for ensuring business continuity and employment retention.
- Support and promote existing community support initiatives.
- Reintroduce fee waivers and concessions for sporting organisations, health inspection fees, and fire safety fees (non-critical for health and safety), footway dining and advertising fees.
- Waive fees in relation to car share parking permits and construction permits amendment fees applicable to footpath lease and road occupancy permits.

- Relax measures in regard to some penalties where those relaxations will not have an adverse impact on human health or safety.
- Introduce Business Training Support through the provision of free business coaching and mentoring sessions to assist businesses through the current lockdown period, and in the post lockdown recovery period.
- Promote the '*Grants for the Community Program*' as a source for COVID/emergency adaptation both in the community and economic areas. This would also help with resilience building for the longer term.
- Seek, as part of the Quarterly Budget Review process of Council, additional funding for the *Support Local* campaign for marketing and promotion which is already underway, and the creation of an Investment Prospectus for longer term attraction of businesses to the area.
- Plan a series of post lockdown events and activations to safely bring the community together to celebrate local stories, stimulate vibrancy and reactivation of the CBD area.

### **Financial Implications**

Initial estimates for the range of measures indicate a monthly cost of \$168,000 for the fee waivers and concessions elements of the plan. An additional budget for the post lockdown activity at \$81,000, will also be sought as part of the Quarterly Budget Review process.

The total impact of providing fee waivers/credits and other financial relief measures to sporting groups, associations and clubs will not be known until the current Public Health Orders are lifted.

### **5. CONCLUSION**

Council has taken a civic leadership role and provided a significant amount of support to the community to lessen the burden of COVID-19 impacts. Council will continue to monitor and be guided by Governments to ensure the health and wellbeing of members of our community, local businesses, customers and staff during the COVID-19 pandemic.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	5.2 – Demonstrate leadership and advocacy for local priorities
<b>Business Plan Objectives, Outcomes/ Services</b>	The subject matter of this report is relevant to all Directorates in Council.
<b>Policy</b>	Business Support Package 1, Business Support Package 2, Community Recovery Plan, and Economic Recovery Plan
<b>Consultation</b>	Consultation has been undertaken with relevant stakeholders and units within Council.
<b>Resource</b>	Existing resources are being utilised to facilitate actions as outlined in the report.
<b>Risk</b>	The measures undertaken to date are consistent with guidance provided by the government and the Public Health Orders.
<b>Legal</b>	Council compliance with the Public Health Orders
<b>Legislation</b>	<i>Public Health (COVID-19 Places of Social Gathering) Order 2020, Public Health (COVID-19 Gatherings) Order (No 2) 2020</i>
<b>Budget/Financial</b>	Budget impacts will be reported to Council as part of its financial and planning processes.



## ATTACHMENT 2

## Business and Community Support Package 3 - Estimated Costs

Action	Comment	Cost (\$) JULY	Cost (\$) AUGUST	Cost (\$) SEPTEMBER	Cost (\$) OCTOBER	Cost (\$) 2021/22
Fee Waivers	Environmental health inspection fees, fire safety fees	\$21,000	\$21,000	\$21,000		
	Footway dining and advertising fees	\$19,500	\$19,500	\$19,500		
	Car sharing parking permits	\$5,000	\$5,000	\$5,000		
	Construction permits	\$500				
Concessions	Waive licences and fees for all sporting organisations	\$102,000	\$102,000	\$102,000		
Penalties	Discretionary measures relating to enforcement of some infringements	\$20,000	\$15,000	\$15,000		
Business Training Support			\$4,500	\$4,500		
CBD Activations					\$80,000	
Promotion	Increasing activity for Grants for the Community Program and Support Local Campaign		\$1,000	\$1,000	\$1,000	
	<b>Totals</b>	<b>\$168,000</b>	<b>\$168,000</b>	<b>\$168,000</b>	<b>\$81,000</b>	
<b>Cumulative total</b>			<b>\$336,000</b>	<b>\$504,000</b>		

**15.9 CBD SPECIAL EVENT REVIEW**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>SAMANTHA CONNOR – MEDIA, MARKETING &amp; EVENTS MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>4.4 – ATTRACT VISITORS AND PROMOTE LOCAL, DESTINATION-BASED TOURISM</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

To provide Council with a review and recommendations on the future of Council's CBD events.

**2. OFFICER'S RECOMMENDATION**

**That Council:**

- 1. Receive the review of Council's CBD events.**
- 2. Approve the Chatswood Culture Bites program using budget allocated to CBD Special Event in the 2021/22 Operational Plan.**
- 3. Endorse that Chatswood end its participation as a precinct of Vivid Sydney.**
- 4. Submit a letter of thanks to Destination NSW for a successful partnership since 2015.**

**3. BACKGROUND**

In 2020 a review of Council's CBD events, including Vivid Sydney at Chatswood was conducted, which resulted in Council endorsing a trial of the Chatswood cultural program in January to June 2021.

This report provides a review of the trial Chatswood cultural program *Chatswood Culture Bites*. It also seeks Council's endorsement to continue *Chatswood Culture Bites* in 2021/22, and end Chatswood's participation as a precinct of Vivid Sydney.

#### 4. DISCUSSION

Council partnered with Destination NSW to successfully produce Vivid Sydney at Chatswood from 2015 to 2019. Over the five years the festival attracted 400,000 people to Chatswood, injected \$16 million into the local economy and achieved customer satisfaction ratings above 85%. In Council's 2020 customer perception survey conducted by Micromex, our festivals and events received a 91% satisfaction rating by our community.

The 2020 review of Council's CBD events showed that despite this success of Vivid in Chatswood, there has been a decline in visitation, economic benefit and sponsor interest since 2017. This result led to Council endorsing a trial of the Chatswood cultural program.

In addition, the NSW Government imposed restrictions on public gatherings as a result of COVID-19, resulted in the cancellation of Vivid Sydney in 2020 and rescheduling of Vivid Sydney 2021 to September 2021. The rescheduling posed a financial implication for Council to deliver two festivals in one financial year, doubling the budget required. It also posed a resource implication as the September date for Vivid Sydney now coincides with Council's Emerge Festival. This presented an opportunity to remove Chatswood's participation in Vivid Sydney 2021 and trial the Chatswood cultural program *Chatswood Culture Bites* in January to June 2021.

##### **Chatswood Culture Bites pilot program**

The 2018 Clarity Research conducted a customer satisfaction survey at The Concourse which identified large gaps in the audience serviced through activations and events both in Chatswood and at The Concourse. It recommended Council targets younger/middle aged audiences and the local (and wider) Asian markets.

In response to the survey findings, *Chatswood Culture Bites* was trialled as a six-month program of cultural activations and ticketed performances including:

- Lunar New Year Comedy Festival
- Two Pocket Operas, a collaboration between Willoughby Symphony Orchestra and Pacific Opera
- Next Chapters, a collaboration between Willoughby Symphony Orchestra and Legs on The Wall
- K-Pop night in Chatswood
- Cactus Garden, a large scale outdoor sculptural activation
- Chatswood Nights projections on The Concourse and four light art sculptures
- Friday afternoons music at The Concourse
- Generation R outdoor art exhibition

##### **Results of the pilot program**

Ticketed performances reached 40% attendance and generated \$97,000 in revenue from ticket sales. **Table 1** below shows the breakdown of revenue generated from each performance:

**Table 1: Culture Bites ticket sales and revenue**

Activity	Tickets Sold	Revenue
Lunar New Year Comedy Shows	602	\$19 707
Marriage of Figaro pocket opera	660	\$26 161
Next Chapters concert	729	\$31 752
K-Night concert	225	\$3 456
Magic Flute pocket opera*	392	\$16 596
<b>Total</b>	<b>2608</b>	<b>\$97 672</b>

\*Magic Flute scheduled for 3 July was cancelled due to government imposed lockdowns. Revenue shown is at the time of cancellation.

Ticket purchases were lower than anticipated. Factors influencing attendance included:

- developing new product and new audiences takes three to five years
- low customer confidence to purchase tickets due to the impacts of COVID-19
- restrictions on public gatherings limited ticket sales capacity to 50-75%
- restrictions on public gatherings resulted in cancellation of one performance
- The Concourse's ticket provider was unable to use the Dine & Discover vouchers issued by Service NSW.

### Forecasted ticket sales and revenue

In the current pandemic impacted environment, we envisage a 20% year on year increase in attendance to 60% in 2021/22 and 80% in 2022/23. **Table 2** below shows forecasted ticket sales and revenue, based on results of the trial program:

**Table 2: Ticket sales and revenue forecast, Chatswood Culture Bites.**

	2020/21 trial program	2021/22	2022/23
Total shows for sale	9	10	20
Unique productions	5	5	10
Attendance	2608 (40%)	4800	9600 (60%)
Revenue	\$97 672	\$180 000	\$360 000
Average ticket price	\$37.45	\$37.45	\$37.45

### Culture Bites Comparison with Vivid Sydney at Chatswood

The pros and cons of the Culture Bites program and Vivid Sydney at Chatswood are listed in **Table 3** and compared below:

**Table 3: Benefit Comparison Chatswood Culture Bites and Vivid Sydney at Chatswood**

	Vivid Sydney at Chatswood	Culture Bites
Sponsorship/Revenue	<p><b>PROS:</b> Vivid Sydney is an attractive product</p> <p><b>CONS:</b> Declining appetite from existing sponsor pool High cost sponsorship packages are unaffordable for small businesses Other revenue opportunities are limited.</p>	<p><b>PROS:</b> Smaller event sponsor packages support local businesses; Ticketed sales generate revenue with positive forecasts; Ticket revenue negates the need for expensive sponsorships;</p> <p><b>CON:</b> Takes time to build new product awareness and attract new audiences (3-5 years).</p>

Branding/Marketing	<p><b>PRO:</b> Vivid Sydney has a strong brand in the market place</p> <p><b>CON:</b> Chatswood competes with Vivid Sydney for market attraction</p>	<p><b>PROS:</b> Opportunity to develop Chatswood Culture Bites specific brand, marketed all year round; Events and activations outside of Vivid have more impact to attract audiences to Chatswood.</p> <p><b>CON:</b> More difficult to reach international audiences without the support of Vivid Sydney</p>
Visitation	Event research suggests declining visitation from 105,000 in 2017 to 72,000 in 2019	Estimated visitation: 40,000 in 2020/21 80,000 in 2021/22
Economic Impact	Event research indicates declining economic benefit from \$4.2M in 2017 to \$2M in 2019.	Estimated benefit: \$1M in 2020/21 \$2M in 2021/22, based on Com Bank visitor spend data
Media Reach	84 media stories 15,000 social media engagement 5,500 social media link click	126 media stories 10,500 social media engagement 7,100 social media link clicks

Our existing precinct partners have supported us with significant sponsorship for Vivid since 2015. However, their appetite to continue funding to the same level is declining, even though our relationships remain strong. *Chatswood Culture Bites* offers the opportunity to generate revenue through ticket sales, taking the pressure off existing sponsors. Smaller event sponsor packages will also give local businesses an opportunity to participate.

Estimated visitation to the trial of the *Chatswood Culture Bites* program, for ticketed and outdoor free activations is 40,000. This is an excellent result for a new product/brand, considering the difficult and uncertain circumstances of the pandemic and restrictions imposed by Public Health Orders. All ticketed shows and outdoor activations had COVID-Safe plans in place. Information received by Council's Economic Development Manager indicates that the activations at The Concourse were well received by restaurants because they increased footfall to levels experienced prior to COVID and were seen as an excellent way to encourage visitation back to the CBD..

Event research conducted by Destination NSW suggests the economic benefit of Vivid Sydney at Chatswood decreased from \$4.2 to \$2 million since 2017. This is a result of declining visitation and visitor spend as indicated by our analysis in Chatswood during the festival. It should be noted that our estimate of economic benefit for the trial *Chatswood Culture Bites* program is based on knowledge of visitor spend and visitation. It's recommended that an external supplier be engaged to conduct event research for future *Chatswood Culture Bites* programs to determine economic impact.

Marketing for *Chatswood Culture Bites* resulted in excellent media reach including 126 media stories with a reach of 2.5 million and an estimated \$3.8 million in media value. Our social media campaign achieved just over 1 million impressions, 7100 clicks and 10,500 engagements. These results are comparable with the fourth year marketing results for Vivid Sydney at Chatswood despite this being a first year event and Public Health restrictions.

**Financial Impact**

The 2021/22 Chatswood Culture Bites program will be funded by the existing \$900,000 Chatswood CBD Special Event budget endorsed by Council in the 2021/22 Operational Plan..

**Our successful partnership with Destination NSW**

Throughout our participation as a precinct of Vivid Sydney we developed a strong partnership with Destination NSW (DNSW). Council received significant support from DNSW including expert advice on curating high quality artistic content and light art installations along with inclusion in marketing and public relations at local and international levels. We are grateful for their ongoing support and look forward to opportunities to work together on future events and programs.

A pilot *Chatswood Culture Bites* program was endorsed by Council in November 2020 and delivered January to June 2021. A review of the program shows \$97,000 revenue from ticket sales and positive feedback from businesses and audiences. Attendance was impacted by public gathering restrictions imposed by the Public Health Orders, however we demonstrated capacity to deliver high quality cultural product and develop new audiences.

For the reasons mentioned previously, it is recommended that a continuation of Chatswood Culture Bites using the existing Chatswood CBD Special Event budget allocated in the 2021/22 Operational Plan be endorsed by Council.

**5. CONCLUSION**

A review of the creative and cultural event offering in Chatswood CBD, including the trial of *Chatswood Cultural Bites*, indicates greater audience, promotion and financial opportunities exist in the continuation of the Culture Bites program than in continued participation of Vivid Sydney.

## ATTACHMENT 1

<b>IMPLICATIONS</b>	<b>COMMENT</b>
<b>City Strategy Outcome</b>	4.4 – Attract visitors and promote local, destination-based tourism
<b>Business Plan Objectives, Outcomes / Services</b>	The CBD Special Event Review relates to the 2021/22 Media, Marketing and Events business plan and The Concourse Business Plan 2016-2021.
<b>Policy</b>	There are no policy considerations/implications applicable to this report.
<b>Consultation</b>	There are no consultations applicable to this report.
<b>Resource</b>	The Chatswood CBD Special Event project is delivered within Council's existing resources.
<b>Risk</b>	There are no risks applicable to this report.
<b>Legal</b>	There are no legal ramifications applicable to this report.
<b>Legislation</b>	There are no legislative ramifications applicable to this report.
<b>Budget/Financial</b>	This is within approved budget as noted in the body of the report.

**16 NOTICES OF MOTION****16.1 NOTICE OF MOTION 15/2021 - ABORIGINAL LAND CLAIM AT TALUS**

<b>RESPONSIBLE OFFICER:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>MELANIE SMITH- COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**1. PURPOSE OF REPORT**

Councillor Saville has indicated her intention to move the following Notice of Motion.

**2. MOTION**

**That councillors be provided with all the correspondence and relevant documents to date, specifically pertaining to the Aboriginal Land claim at Talus.**

**3. SUPPORTING INFORMATION PROVIDED BY THE COUNCILLOR ON THE NOTICE OF MOTION**

Aboriginal people are acknowledged and respected as the first nation people of Australia, including their culture, heritage and claims for land.

As councillor I seek clarification of council's role with regards to the Aboriginal land claim at Talus, and seek further information. This is a critical matter for councillors as council is manager of the Crown land within the LGA, including Talus Reserve.

I understand that the Aboriginal Land Claim was lodged in 2013, and that the claim is being processed. Further, council has been involved in leasing of the land since that time. I have seen no formal correspondence from council with regards to the Aboriginal land claim, and would like to gain further understanding of council's position regarding this matter.

As councillors, we comprise the "governing body" of our council (as stipulated in section 222 of the Local Government Act). With respect to this ongoing Talus matter and, in particular the resolution of the Aboriginal Land Claim over Talus, I note section 223(1) of the Local Government Act includes the roles of a local council's governing body.

**4. OFFICER'S RECOMMENDATION**

**That Council note the previous briefings and reports which have been provided to ensure Councillors are informed on the Aboriginal Land Claim at Talus Street Reserve.**



## 5. OFFICER'S COMMENTS

Councillors were briefed on this matter in their role as the 'Governing Body' at the 10 May 2021 Council Meeting.

The response provided at the 10 May 2021 Council Meeting included a summary of Councillor Briefings and Council Reports that were previously presented on the following dates:

### Reports to Council

- 13 February 2017
- 23 April 2018
- 12 April 2021
- 10 May 2021

### Councillor Briefings

- 3 April 2018
- 6 April 2021

As stated in the officer's response to Councillor Saville's Questions on Notice at the 10 May 2021 Council Meeting, Council has no formal role in the assessment or determination of the Aboriginal Land Claim. This is a matter for the Minister for Water, Property and Housing (currently Ms Melinda Pavey) and her Department to determine. The Minister is being advised on the claim by the Aboriginal Land Claim Assessment Team, Crown Lands within the Department of Planning, Industry and Environment (DPIE).

Councillors have been briefed and will continue to be briefed with relevant information relating to the Aboriginal land Claim at Talus Street Reserve and any other matters pertinent to their management of Crown Lands, such as the preparation and endorsement for referral to the Minister of Plans of Management.

The information that has been previously provided to Council is subject to Legal Privilege.

No further formal correspondence has been received from the Department of Crown Lands since the most recent update of 10 May 2021.

**16.2 NOTICE OF MOTION 16/2021 - REVIEW OF DEVELOPMENT APPLICATION 2021/5 BY LOCAL PLANNING PANEL**

---

<b>ATTACHMENTS:</b>	<b>1. COMMUNITY CONSULTATION TIMELINE</b>
<b>RESPONSIBLE OFFICER:</b>	<b>MELANIE SMITH – COMMUNITY, CULTURE &amp; LEISURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>MICHAEL CASHIN – COMMUNITY LIFE MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

---

**1. PURPOSE OF REPORT**

Councillor Wright has indicated his intent to move the following Notice of Motion.

**2. MOTION**

**That Council:**

- 1. Request the Local Planning Panel review of DA 2021/5.**
- 2. The Panel should be requested to consider the following:**
  - a. The availability of alternative local venues that have capacity for indoor meetings and activities.**
  - b. The amended design concepts, plans and Council's response to the recommended conditions.**
  - c. Whether a design excellence condition should be required for the new proposal.**
  - d. Any additional community concerns that may be raised.**
  - e. Whether the heritage value of the following list of historic aspects of the current building have been properly considered in both the application and the proposal:**
    - Kitchen**
    - Women's Change Room**
    - Women's bathroom**
    - Main Hall**
    - Bar**
    - Women's Jubilee Lounge.**

### **3. SUPPORTING INFORMATION PROVIDED BY THE COUNCILLOR ON THE NOTICE OF MOTION**

A number of residents have expressed concern that the information made available to the local planning panel may have been incomplete or not accurately represent the views on the community.

At the previous meeting of Council, a motion was moved that sought to put a hold on any works at this site pending the outcome of a national heritage review.

This motion would have impacted the important hazardous material work that has been scheduled for the site, and possibly placed our community at risk. The removal of the asbestos and lead paint was the right thing to do.

But it is equally important that Council be seen to act in good faith. We heard from a number of speakers that expressed concern about the process Council has followed, and when it comes to development and the protection of local heritage values, it is important that Council is beyond reproach.

I am therefore requesting that the local planning panel review this determination and the amended plans.

In my opinion, the work that Willoughby City Council is doing to incorporate accessibility on this site remains of the highest important, but the timing of this project and the proposed works schedule allows for a final independent review of the design and proposal that I hope may restore confidence in our processes.

### **4. OFFICER'S RECOMMENDATION**

**That Council notes the determination of DA 2021/5 by Willoughby Local Planning Panel (WLPP) on 25 May 2021, with the knowledge the WLPP had the benefit of hearing from the community as part of its consideration in granting planning consent for the adaptive reuse of the former Artarmon Bowling Club as a Community Pavilion.**

### **5. OFFICER'S COMMENTS**

On 25 May 2021, the Willoughby Local Planning Panel (WLPP) determined to approve DA2021/5 (the Current DA) for the adaptive re-use of the former Clubhouse as a Community Pavilion and associated landscaping works.

Council Officers appreciate the importance of the Artarmon Bowling Club to the community, it's social history and it's potential to provide service to the community into the future. Adaptive re-use of buildings can be controversial and garner a range of views from the community, which is important in helping shape the final proposal.

A fundamental and important element of the planning system is that communities get to represent their views when changes to the built environment are proposed. The community have provided significant feedback during the exhibition phase of this DA, and were able to share their views and concerns with the WLPP. The consideration of the WLPP had the benefit of receiving 35 written submissions, and hearing from six correspondents who addressed the panel.

**Review of DA 2021/5.**

In granting the Current DA, the WLPP takes into consideration the matters identified in s 4.15(1) of the *Environmental Planning and Assessment Act 1979 (EP&A Act)* that are relevant to the application's assessment. This consideration would have included all the matters raised in the Notice of Motion.

Council is conscious the adaptive re-use of the Artarmon Bowling Club has raised significant community interest, and that the perception of the process is as important as the actual process. To provide further comfort around the process of the current DA, the CEO requested an independent review and Maddocks law firm were engaged to provide advice on the appropriateness of the process and validity of the consent.

Maddocks concluded the WLPP undertook an appropriate assessment and that the consent has been lawfully granted.

Given the robust process, community consultation prior to and during the DA exhibition period, and the level of feedback received by the WLPP, it is not considered necessary to ask the WLPP to reconsider the matter.

The only mechanism to trigger a review of the determination is for the applicant, in this instance Council, to lodge an application under Section 8.2 of the *EP&A Act*. This submission would require a Council motion given Council's previous resolutions to support the current DA. It would also be unusual for an application to request a review of a Local Planning Panel determination that is favourable to the applicant.

This process would certainly delay the project and incur further significant costs.

The objections that have been raised cover a range of issues. Initially there was concern about the complete demolition of the structure which lead Council to develop an adaptive reuse option. Two significant concerns relate to the adaptive reuse (i.e. how much of the building will be retained), and the size of the final facility when it's completed.

The level of adaptive reuse has been subject to considerable design development, and the current DA is considered to capture the shape and form of the building, whilst providing a new facility that can be enjoyed by the wider community.

The adaptive reuse focuses on retaining the original 1950s aspects of the building, both in terms of shape, form, palate and features. The additions to the building in the 1960's, the lean-to elements, are not considered as historically important and detract from the overall heritage value. The final design has had input from a range of heritage experts who have balanced the need to provide a contemporary facility which reflects the heritage importance of the building.

There have been concerns raised that the internal footprint is not big enough, and whilst Council officers appreciate these concerns, the focus of the redevelopment is to provide an internal facility that can fit within the current building's total footprint, as well as provide for an external pavilion element to support users of the adjacent park, playground and community garden. The size of enclosed room is balanced with the public pavilion and there are contrasting views on this balance.

**Recommended Items to consider in the Review**

Responses to the individual issues raised by Councillor Wright's Motion are provided below.

In designing the size and potential uses of the facility, consideration has been given to other nearby facilities available for indoor meetings and activities which are:

- Artarmon Kid's Cottage - 200m<sup>2</sup>, 80 person capacity, 50 for active classes
- 139 Artarmon Road, Artarmon - 100m<sup>2</sup>, 50person capacity, 30 for active classes.

Council Officers have carefully taken into account nearby facilities in determining the Current DA.

**Availability of alternative Community Facilities**

Council is aware of the need for internal bookable spaces and in 2020 lodged an amendment to the existing DA consent to increase the hours of availability and increase possible users at the Artarmon Kids Cottage from child related to activities to community use. The availability of these facilities provides a net increase to Council operated community rooms.

**Amended Design**

Council will, as is required under the Current DA, provide updated plans to comply with the DA conditions imposed by the WLPP prior to the issue of a construction certificate. The updated plans will be subject to review by Architectural Projects who are the independent Heritage Architect who provided advice to Council and the WLPP during the assessment.

As these detailed plans progress we will share these with the community to ensure they are kept informed about the project.

**Design Excellence Process.**

A design excellence process was required under DA 2019/254 (the Previous DA), which proposed the demolition of the former Clubhouse. Council surrendered the Previous DA and lodged a new DA, the current DA, for the adaptive re-use of the existing building.

Design excellence processes generally relate to new buildings being constructed. Notwithstanding this, considerable time, thought and energy has been given to retain the recognisable form of the original clubhouse in the current design, including significant heritage interpretation design elements in response to the Local Heritage nomination.

**Community Concerns**

The DA received a large volume of public submissions detailing community concerns. The assessment report for WLPP addressed these concerns in detail and Council has conducted extensive community consultation regarding the proposed use for the former Clubhouse since 2016. A copy of the consultation timeline can be found at attachment 1 of this report.

Whilst possible, it is considered unlikely there are any new significant material concerns that have not been raised to the WLPP given the comprehensive nature and number of submissions received during the exhibition period.

**Historic Aspects**

An independent heritage expert has undertaken a comprehensive inventory of the current building, which has been incorporated into the design of the new building, The heritage elements were conditioned in the planning consent and form the basis of the new Artarmon Parklands Pavilion.

The list of items in the Notice of Motion are not a comprehensive list of heritage elements in the building, but their treatment is as follows:

- The existing kitchen room is to be retained. However, the kitchen cabinets are required to be removed and replaced as they are in poor condition and there is asbestos sheeting behind them.
- The Women's change room and bathroom will be reconfigured to provide bathroom facilities for the building and the playground that meet current access standards. There is also asbestos sheeting behind the tiles which requires removal.
- The Main Hall structure, and the main honour board wall, will be retained along with the majority of the exposed timber floor.
- The Bar area has not been identified as having significant heritage value that warrants its retention. However, the footprint of the bar area will be interpreted into the paving of the new design. The space where the Bar is located is essential to provide access to the playground from the main building.
- The Women's Jubilee Lounge was an addition to the building in the 1960s and will not be retained. However, the footprint of the Jubilee Lounge will be interpreted into the new paving. In its place will be an accessible ramp to access the lower playground (the ramp will provide Disability and Discrimination Act compliant access).

In making the determination, the WLPP considered comprehensive Heritage analysis and reports regarding the former Clubhouse, including those used to inform the local Heritage nomination for the building.

The WLPP also conducted a site inspection prior to determination. In making the determination of DA 2021/5, the Panel noted;

*All heritage issues appear to have been resolved in the final design, and the history of the site is acknowledged in design elements.*

Architectural Projects, the heritage consultant, has also been retained to provide oversight of the detailed design and construction.



WILLOUGHBY CITY COUNCIL

ATTACHMENT 2

*Making Willoughby City even more liveable.*

# Artarmon Parklands Pavilion

## Timeline

● <b>May 2016 - May 2019</b>	Former Artarmon Bowling Club Consultation.
● <b>March 2020</b>	Artarmon Pavilion Development Consultation.
● <b>March 2020</b>	Workshop onsite with Artarmon Parkland users and stakeholders.
● <b>June 2020</b>	Concept designs developed.
● <b>July 2020</b>	Review by Design Excellence Panel.
● <b>21 September 2020</b>	Briefing to Council to endorse outcome of the Design Excellence Panel process and approve the lodgement of the Development Application.
● <b>October 2020</b>	Public exhibition on the preferred Concept design following the Design Excellence Panel process.
● <b>Dec 2020 – Jan 2021</b>	Development Application lodged and Statutory Consultation with the public as part of the DA process. The Panel determined to approve the development application.
● <b>July 2021</b>	Fencing and signage erected for Council works remediation to commence
○ <b>August – October 2021</b>	Detailed Design. Prepare detailed design and documentation.
○ <b>November 2021</b>	Construction Certificate. Council to obtain Construction Certificate in accordance with DA consent conditions.
○ <b>December 2021 – February 2022</b>	Procurement. Tender called for the construction of Pavilion.
○ <b>March – October 2022</b>	Construction. Adaptive re-use of the existing building as Community Facility, Pavilion, and associated landscaping.

[www.willoughby.nsw.gov.au](http://www.willoughby.nsw.gov.au)

**17 CONFIDENTIAL MATTERS****17.1 CONFIDENTIAL - LEGAL MATTERS REPORT - AUGUST 2021**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. LEGAL MATTERS REPORT (CONFIDENTIAL)</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL – CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>SAMANTHA CHARLTON – GOVERNANCE, RISK &amp; CORPORATE PLANNING MANAGER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) and (g) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

This report provides Councillors with information that assists them to understand the status of current legal matters. The release of this information would provide person(s) with whom Council conducts business or parties that are subject to legal proceedings details of Council's legal strategy, intentions and expenditure. On balance, it is not in the public interest to release information that, if disclosed, would compromise Council's legal prospects.



**17.2 CONFIDENTIAL - PROPERTY LEASE PORTFOLIO**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS 2. ARREARS REPORT 3. TENANCIES LOCATION PLANS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>HUGH PHEMISTER – PLANNING &amp; INFRASTRUCTURE DIRECTOR</b>
<b>AUTHOR:</b>	<b>TERENCE CARROLL – STRATEGIC PROPERTY OFFICER</b>
<b>CITY STRATEGY OUTCOME:</b>	<b>5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would if disclosed:
  - (i) prejudice the commercial position of the person who supplied it

This report is confidential as disclosure of information in it could put Council at a commercial disadvantage in its future dealings with Council's tenants and would also make public commercially confidential information pertaining to the tenancies.

**17.3 CONFIDENTIAL PROCUREMENT EXEMPTION - ARTARMON LOCAL CENTRE (HAMPDEN ROAD) PUBLIC DOMAIN DETAILED DESIGN**

**RESPONSIBLE OFFICER:** HUGH PHEMISTER – PLANNING & INFRASTRUCTURE DIRECTOR  
**AUTHOR:** GYNT DRINAN – PROJECT MANAGEMENT TEAM LEADER  
**CITY STRATEGY OUTCOME:** 5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO  
**MEETING DATE:** 2 AUGUST 2021

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

This report provides Councillors with information that relates to the commercial value of contracted services and variations to those services since engagement. The release of this information would provide a commercial advantage to other potential service providers. On balance, it is not in the public interest to release information that, if disclosed, would limit the prospects for competitive tenders in future similar contracts.

**17.4 CONFIDENTIAL - CHIEF EXECUTIVE OFFICER'S - PERFORMANCE REVIEW**

<b>ATTACHMENTS:</b>	<b>1. IMPLICATIONS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LAURA KENDALL - CUSTOMER &amp; CORPORATE DIRECTOR</b>
<b>AUTHOR:</b>	<b>MONICA LONERGAN – PEOPLE AND CULTURE MANAGER</b>
<b>MEETING DATE:</b>	<b>2 AUGUST 2021</b>

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(a) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors)

This report is confidential as it provides Councillors information relating to the Performance Review of the Chief Executive Officer. On balance, it is not in the public interest to release information that involves the receipt and discussion of personnel matters concerning particular individuals (other than councillors).

**18 QUESTIONS WITH NOTICE****18.1 QUESTION ON NOTICE FROM COUNCILLOR SAVILLE - FOOD OUTLETS IN CHATSWOOD**

**RESPONSIBLE OFFICER:** HUGH PHEMISTER – PLANNING & INFRASTRUCTURE DIRECTOR

**AUTHOR:** MARK TAYLOR – MANAGER SAFE CITY UNIT

**CITY STRATEGY OUTCOME:** 5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO

**MEETING DATE:** 2 AUGUST 2021

**QUESTION**

With regards to the report in the Daily Telegraph relating to food hygiene at food outlets where Chatswood ranked 5th in Sydney:

**1. How has council responded to the report?**

The story in the Daily Telegraph was published on 6 July 2021 using information sourced from the NSW Food Authority, Name and Shame Register.

Council continues to provide pro-active monitoring of food outlets in Willoughby, which is reflected in the reporting by the NSW Food Authority. The surveillance operations of food outlets include regular inspections, education where appropriate, fines for offences, and improvement notices as remedy actions.

**2. Has council reviewed its food safety and regulatory compliance monitoring?**

Council reviews its food safety and regulatory compliance monitoring at the end of each financial year. The following provides a high level overview of the monitoring activity over 2019/20 and 2020/21.

Year	No. of Food Premises in Willoughby	No. Inspections	Fines issued	Improvement Notices Served
2019/20	672	506	31	75
2020/21	687	493	59	40

**3. Have more environmental health officers been employed by council?**

The number of Environmental Health Officers employed by Council is seven. This number has remained unchanged.

4. **Are there any further actions Council could implement to improve food safety compliance in Chatswood? It is acknowledged that as a result of the current pandemic, there have been changes in the ways in which food outlets may operate.**

<https://www.dailytelegraph.com.au/newslocal/sydney-food-hygiene-revealed-areas-with-the-most-offences/news-story/>

Council is committed to protecting the health of the public and to upholding the Food Standards Code. Council applies a combination of education and enforcement to achieve compliance. The current inspection regime is considered good practice and still appropriate, and includes multilingual brochures.

Environment Health Officers have changed how they undertake inspections to be COVID safe, and continue to support the implementation of Public Health Orders.

---

---

**19 CONCLUSION OF THE MEETING**

---

---