



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 30 June 2020

location: by audio-visual link

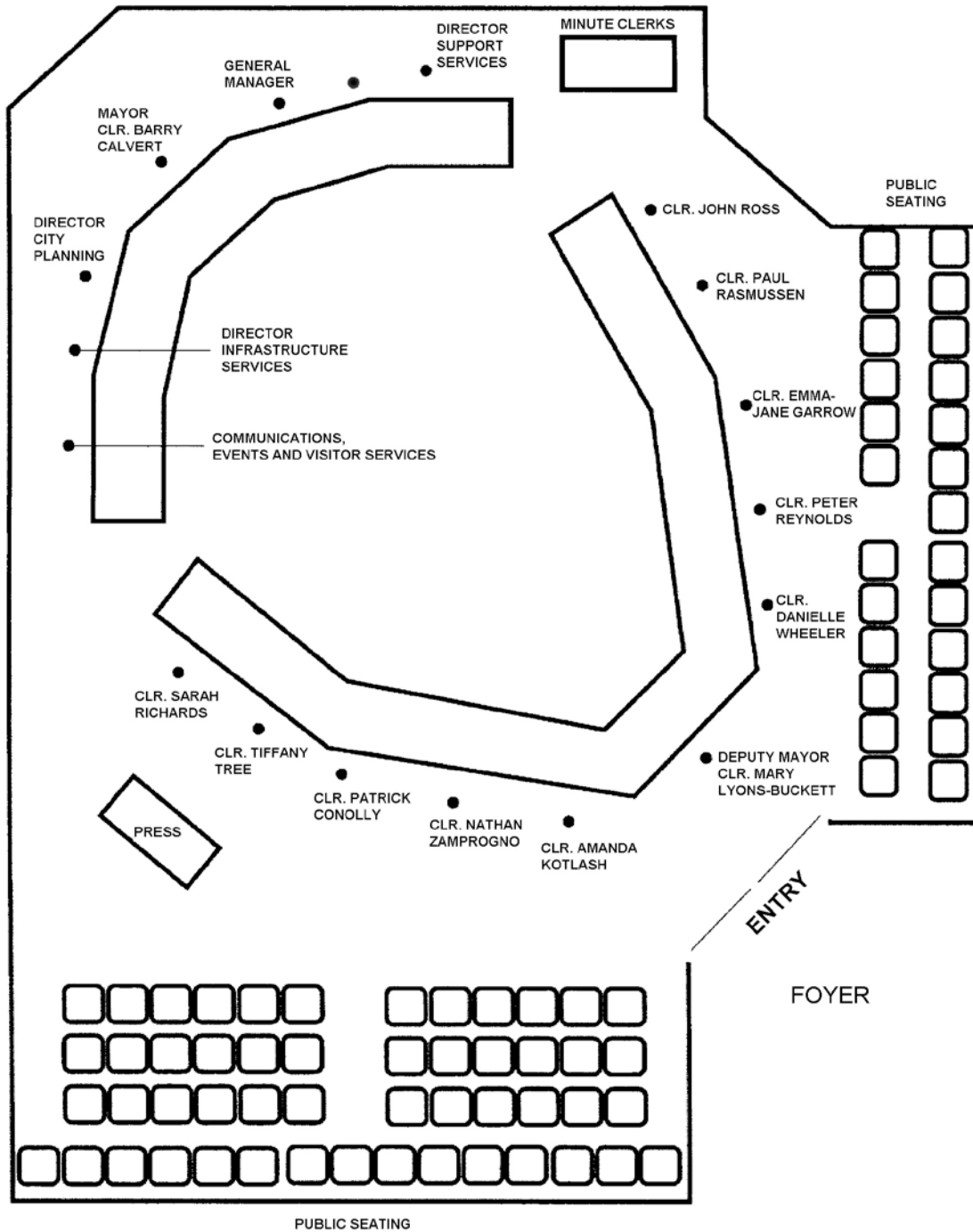
time: 6:30 p.m.



mission statement

***Hawkesbury City Council
leading and working
with our community
to create a healthy
and resilient future.***

Hawkesbury City Council



ORDINARY MEETING
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Meeting Date: 30 June 2020

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ORDINARY MEETING
Procedural Matters
Meeting Date: 30 June 2020

PROCEDURAL MATTERS

Welcome

The Mayor, Councillor Barry Calvert will acknowledge the Indigenous Heritage.

The General Manager will address the Council meeting, mentioning:

- Emergency Procedures
- Recording of the Council Meeting
- Statement regarding people addressing the Meeting
- Mobile phones

Attendance

Attending Councillors and Council staff members will be noted for the purposes of the Minutes.

Apologies and Leave of Absence

The Mayor will ask for any Apologies or Leave of Absence Requests to be noted.

Declaration of Interest

The Mayor will ask for any Declaration of Interests from the attending Councillors. These will then be addressed at the relevant item.

Acknowledgement of Official Visitors to the Council

The Mayor will acknowledge and welcome official visitors to the Council and make any relevant presentations as required.

ORDINARY MEETING

Procedural Matters

Meeting Date: 30 June 2020

ordinary

section 1

confirmation of minutes

ORDINARY MEETING
SECTION 1 - Confirmation of Minutes
Meeting Date: 30 June 2020

SECTION 1 - Confirmation of Minutes



Hawkesbury City Council

ordinary meeting minutes

date of meeting: 26 May 2020

location: by audio-visual link

time: 6:30 p.m.

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ORDINARY MEETING

Minutes: 26 May 2020

Minutes of the Ordinary Meeting held by audio-visual link on 26 May 2020, commencing at 6:41pm.

Welcome

The Mayor, Councillor Barry Calvert acknowledged the Indigenous Heritage and Sorry Day.

The General Manager addressed the Council meeting, mentioning:

- Emergency Procedures
- Recording of the Council Meeting
- Statement regarding people addressing the Meeting
- Mobile phones

ATTENDANCE

PRESENT: Councillor Barry Calvert, Mayor, Councillor Mary Lyons-Buckett, Deputy Mayor and Councillors Patrick Conolly, Emma-Jane Garrow, Amanda Kotlash, Paul Rasmussen, Peter Reynolds, Sarah Richards, John Ross, Tiffany Tree, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT: General Manager - Peter Conroy, Director City Planning - Linda Perrine, Director Infrastructure Services - Jeff Organ, Director Support Services - Laurie Mifsud, Chief Financial Officer – Emma Galea, Strategic Planning Manager - Andrew Kearns, Manager Corporate Communications, Events and Visitor Services - Suzanne Stuart, Manager Corporate Services and Governance – Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE

No apologies or leave of absence were received from Councillors

Councillor Tree left the meeting at 9:34pm.

Councillor Reynolds left the meeting at 9:40pm.

DECLARATIONS OF INTEREST

Councillor Reynolds declared an interest on Item 105.

Acknowledgement of Official Visitors to the Council

There were no official visitors.

ORDINARY MEETING

Minutes: 26 May 2020

SECTION 1 - Confirmation of Minutes

109 RESOLUTION:

RESOLVED on the motion of Councillor Garrow and seconded by Councillor Lyons-Buckett that the Minutes of the Ordinary Meeting held on Tuesday, 26 May 2020, be confirmed.

ORDINARY MEETING

Minutes: 26 May 2020

SECTION 3 – Reports for Determination

GENERAL MANAGER

Item: 093 **GM - Information regarding Councils spending during the 2016-2020 Term of Council - (79351)**

Previous Item: 047, Ordinary (10 March 2020)

Directorate: General Manager

MOTION:

RESOLVED on the motion of Councillor Richards, seconded by Councillor Conolly.

Refer to RESOLUTION

110 RESOLUTION:

RESOLVED on the motion of Councillor Richards, seconded by Councillor Conolly.

That:

1. Consideration of this matter be deferred.
2. All Councillors submit by email to the General Manger by Friday, 29 May 2020 any questions in relation to the report.
3. Once the questions have been answered, the General Manager convene a Workshop before the matter is reported back to Council.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Tree, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillor Reynolds.

ORDINARY MEETING

Minutes: 26 May 2020

CITY PLANNING

Item: 094 **CP - Draft Hawkesbury Local Housing Strategy - (95498)**

Directorate: City Planning

MOTION:

RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Richards.

Refer to RESOLUTION

111 RESOLUTION:

RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Richards.

That Council:

1. Receive and note the Draft Hawkesbury Local Housing Report and the contribution it makes to addressing Steps 1 and 2 of the State Government's Guidelines.
2. Staff arrange a workshop with Councillors to develop the next steps, in particular to:
 - a) Confirm Council's Vision
 - b) Confirm Council's Housing Objectives
 - c) Consider and confirm Council's preferred options and other implementation mechanisms for increasing the range and supply of housing in Hawkesbury.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 095 **CP - Amended Draft Hawkesbury Local Strategic Planning Statement (LSPS) 2040 and Hawkesbury Demographics Study - (95498, 124414)**

Previous Item: 170, Ordinary (24 September 2019)
 232, Ordinary (10 December 2019)
 029, Ordinary (25 February 2020)

Directorate: City Planning

Ms Sue Guymer addressed Council speaking against the recommendation.

MOTION:

RESOLVED on the motion of Councillor Ross, seconded by Councillor Kotlash.

Refer to RESOLUTION

112 RESOLUTION:

RESOLVED on the motion of Councillor Ross, seconded by Councillor Kotlash.

That Council:

1. Adopt the Hawkesbury Demographics Study contained within Attachment 1 to this report.
2. Endorse the submission of the Amended Draft Hawkesbury Local Strategic Planning Statement 2040 contained within Attachment 2 to this report for the Greater Sydney Commission's review and assurance process prior to being considered by Council for final adoption.

For the Motion: Councillors Calvert, Lyons-Buckett, Garrow, Kotlash, Rasmussen, Reynolds, Ross, Wheeler and Zamprogno.

Against the Motion: Councillors Conolly, Richards and Tree.

Absent: Nil.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 096 **CP - NSW State Government - Improving the Review of Local Infrastructure Contributions Plans - (95498)**

Directorate: City Planning

MOTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Wheeler.

Refer to RESOLUTION

113 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Wheeler.

That Council:

1. Receive and note the information regarding the NSW State Government's Review of Local Infrastructure Contributions Plans.
2. Endorse the draft submission on the Department of Planning, Industry and Environment's review of infrastructure contributions draft plans and policies attached as Attachment 1 to this report.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

SUPPORT SERVICES

Item: 097 **SS - March 2020 Quarterly Budget Review Statement - (95496)**

Previous Item: 098, Extraordinary (12 June 2019)

Directorate: Support Services

MOTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

Refer to RESOLUTION

114 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

That:

1. The information contained in the report regarding the Quarterly Budget Review Statement – March 2020, be noted, including the impacts of the bushfire, flood, prevailing economic conditions and the COVID-19 Pandemic.
2. The Quarterly Budget Review Statement – March 2020, attached as Attachment 1 to this report, be adopted.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Wheeler and Zamprognio.

Against the Motion: Councillor Ross.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 098 **SS - Monthly Investments Report - April 2020 - (95496, 96332)**

Previous Item: 150, Ordinary (10 March 2020)

Directorate: Support Services

MOTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Kotlash.

Refer to RESOLUTION

115 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Kotlash.

That the Monthly Investments Report for April 2020 be received and noted.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Wheeler and Zamprogno.

Against the Motion: Councillor Ross.

Absent: Councillors Reynolds and Tree.

Item: 099 **SS - Pecuniary Interest Returns - Designated Persons - (95496, 96333)**

Directorate: Support Services

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

Refer to RESOLUTION

116 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

That the Clause 4.21(a) Pecuniary Interest Returns be received and noted.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

SECTION 4 – Reports of Committees

Item: 100 **ROC - Civic and Citizenship Committee - 26 November 2019 - (95351, 96972)**

Previous Item: 90, Ordinary (12 May 2020)

Directorate: General Manager

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

Refer to RESOLUTION

117 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

That the Minutes of the Hawkesbury Civic and Citizenship Committee Meeting held on the 26 November 2019 be received and noted.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 101 **ROC - Access and Inclusion Advisory Committee - 27 February 2020 - (124569, 96328)**

Directorate: Support Services

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

Refer to RESOLUTION

118 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Rasmussen.

That the Minutes of the Hawkesbury Access and Inclusion Advisory Committee Meeting held on 27 February 2020 be received and noted.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 102 **ROC - Floodplain Risk Management Advisory Committee - 16 April 2020 - (86589, 124414)**

Directorate: City Planning

MOTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

Refer to RESOLUTION

119 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

That in relation to the Minutes of the Floodplain Risk Management Advisory Committee Meeting held on the 16 April 2020:

1. Council receive and note the Floodplain Risk Management Advisory Committee in respect to Item 1 and General Business.
2. Council endorse the Committee Recommendations in respect of Item 2, namely:
 - a) Officers prepare an update to the Regional Flood Mitigation Policy that incorporates the existing Policy for Regional Flood Mitigation in the Hawkesbury-Nepean Valley and other relevant documents.
3. Council endorse the Committee Recommendations in respect of Item C in General Business, namely:
 - a) Council contacts the relevant authorities to gather data regarding the Hawkesbury River hydrology levels following the February 2020 flood event.
 - b) Council investigates the responsibility and management of sediment control from the construction project in Marsden Park, which appears to be completely unregulated and is filtering into South Creek.
 - c) Council supports the applications for grant funded projects listed by Council Officers, through the Floodplain Management Grants Program.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 103 **ROC - Environmental Sustainability Advisory Committee - 11 May 2020 - (126363, 124414)**

Directorate: City Planning

MOTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen.

Refer to RESOLUTION

120 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen.

That in relation to the Minutes of the Environmental Sustainability Advisory Committee Meeting held on the 11 May 2020:

1. Council receive and note the Environmental Sustainability Advisory Committee in respect to Items 2, 3 and General Business.
2. Council endorse the Committee Recommendations in respect of Item 1, namely:
 - a) Receive and note the first report card under the Upper Hawkesbury River Water Quality Monitoring Program.
 - b) Notes the completion of the Stage 1 - Scoping Study for the Hawkesbury-Nepean River Coastal Management Program.
 - c) Endorse the findings and proposed approach of the Stage 1 - Scoping Study for the Hawkesbury-Nepean River Coastal Management Program and transition to Stage 2.
 - d) That Council seek funding for development of the Coastal Management Plan through a grant application with partner Councils.
 - e) That Council promote the partnership approach and seeks support of local State and Federal parliamentarians within the Local Government Area.
 - f) That Council writes to wider catchment Councils to seek their involvement in subsequent stages of the CMP planning process.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

SECTION 5 – Notices of Motion

Item: 104 **NM1 - Local Government Leadership and Awareness Program - (79351, 138882)**

MOTION:

RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Rasmussen.

Refer to RESOLUTION

121 RESOLUTION:

RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Rasmussen.

That:

1. Prepare a report in which the following questions are answered regarding the series of school engagements hosted in the Council Chambers by the Mayor and Councillor Richards in March 2020.
 - a) When will Council be provided with the report as outlined in the resolution of 31 October 2017 regarding the options of establishment of Local Government Leadership and Awareness Program for local schools?
 - b) When did Council determine that this program would be held?
 - c) When were Councillors informed of it and invited to participate?
 - d) Who composed the questions for the survey, the topics for the debating sessions?
 - e) What has happened to the questionnaires the participants completed, and when will a summary of the findings be provided to all Councillors?
 - f) How will this information be stored and disposed of when no longer required?
 - g) Append a copy of the 2019 and 2020 invitation to schools, the survey, and cover letter which was attached to it by way of information for teachers, students and parents.
 - h) What was the total cost of this program, including staff time?

For the Motion: Councillors Lyons-Buckett, Garrow, Rasmussen, Ross, Wheeler and Zamprogno.

Against the Motion: Councillors Calvert, Conolly, Kotlash and Richards.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

122 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen, that the meeting continue past 11pm for 30 minutes to allow the Business Paper to be completed.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Wheeler and Rasmussen.

Against the Motion: Councillor Ross.

Absent: Councillors Reynolds and Tree.

Item: 105 NM2 - Demolition of the old Windsor Bridge - (79351, 125612)

Councillor Reynolds declared a less than significant non-pecuniary conflict of interest in this matter as the Old Windsor Bridge is close to his residence.

Mr Guy Boncardo, Mr Clive Lucas and Ms Patricia Anne Schwartz addressed Council speaking for the recommendation.

Mr Harry Terry addressed Council speaking against the recommendation.

MOTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen.

Refer to RESOLUTION

123 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen.

That Council:

1. Make immediate representation in person to the NSW Premier and Ministers Constance and Stokes seeking a moratorium on the demolition of the Windsor Bridge until ongoing discussions on the matter, and a report due to Council arising from Resolution 285/18/3 is received.
2. Such representation to be undertaken by the Mayor and General Manager, or delegates, at the earliest possible opportunity.
3. Advise Robyn Preston MP, Member for Hawkesbury of this request and seek her assistance on the matter.
4. Request all costs associated with both the retention and demolition options be sought from the Government and made publicly available.

For the Motion: Councillors Calvert, Lyons-Buckett, Garrow, Kotlash, Rasmussen, Reynolds, Ross and Wheeler.

Against the Motion: Councillors Conolly, Richards, Tree and Zamprogno.

Absent: Nil.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 106

NM3 - Collection of Domestic Sullage - (79351, 138881)

MOTION:

RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Lyons-Buckett.

Refer to RESOLUTION

124 RESOLUTION:

RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Lyons-Buckett.

That:

1. Council include an additional action in the Draft Operational Plan to identify and investigate alternative commercially viable and environmentally sound options for our community in relation to the pump out and collection of domestic sullage, and report the results to Council.
2. Council note that it is envisaged that this would involve working with the community to promote and implement any such alternative options.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

QUESTIONS FOR NEXT MEETING

Item: 107 **Councillor Questions with Notice from Previous Meeting and Response - 12 May 2020 - (79351)**

There were no responses to Questions in relation to previous Questions for Next Meeting.

125 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Rasmussen, that the meeting continue past 11:30pm and be extended by a further 30 minutes to allow the Business Paper to be completed.

For the Motion: Councillors Calvert, Lyons-Buckett, Garrow, Kotlash, Rasmussen, Reynolds, Ross and Wheeler.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

CONFIDENTIAL REPORTS

126 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Kotlash.

That:

1. The Council meeting be closed to deal with confidential matters and in accordance with Section 10A of the Local Government Act, 1993 members of the Press and the public be excluded from the Meeting during consideration of the following items:

Item: 108 IS - Tender No. T00099 - Operation of Lower Portland Ferry - (95495, 79344, 112333)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act, 1993 as it related to details concerning tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

Item: 109 IS - License Agreement with Flow Systems - Irrigation of Fernadell Park - (95495, 112106, 129547)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act, 1993 as it relates to details concerning the leasing of a Council property and it is considered that the release of the information would if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

Item: 110 SS - Lease to Buth and Leang - Shop 11, Wilberforce Shopping Centre - (95496, 112106, 132105, 132099, 145339)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act, 1993 as it relates to details concerning the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conduction (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

2. In accordance with the provisions of Section 11(2) & (3) of the Local Government Act, 1993 the reports, correspondence and other relevant documentation relating to these matters be withheld from the Press and public.

127 RESOLUTION:

RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Lyons-Buckett that open meeting be resumed.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 108 **IS - Tender No. T00099 - Operation of Lower Portland Ferry - (95495, 79344, 112333)**

Directorate: Infrastructure Services

MOTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Rasmussen.

Refer to RESOLUTION

128 RESOLUTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Rasmussen.

That Council adopt the Officer's Confidential Recommendation as outlined in this report relating to the tender for the operation of the Lower Portland Ferry and the resolution be made public following acceptance of the tender by The Hills Shire Council.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 109 **IS - Licence Agreement with Flow Systems - Irrigation of Fernadell Park - (95495, 112106, 129547)**

Directorate: Infrastructure Services

MOTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

Refer to RESOLUTION

129 RESOLUTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Conolly.

That:

1. Council proceed to publicly exhibit and notify the proposed licence agreement to Flow Systems Pty Ltd for Fernadell Park located at 7 Fernadell Drive, Pitt Town, as outlined in the report and in accordance with Sections 47 and 47A of the Local Government Act, 1993.
2. At the expiration of the public notification period outlined in Part 1 above, the following action be taken:
 - a) Should any submissions be received regarding the proposed lease to Flow Systems Pty Ltd for Fernadell Park located at 7 Fernadell Drive, Pitt Town, a further report be submitted to Council, or
 - b)
 - (i) Should no submissions be received, Council enter into a Licence Agreement with Flow Systems Pty Ltd for Fernadell Park located at 7 Fernadell Drive, Pitt Town, as outlined in the report.
 - (ii) Authority be given for any documentation in association with the matter to be executed under Seal of Council.
 - (iii) Details of Council's resolution be conveyed to the proposed Lessee, together with the advice that Council is not, and will not, be bound by the terms of the resolution, until such time as appropriate legal documentation to put such a resolution into effect has been agreed to and executed by all parties.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

ORDINARY MEETING

Minutes: 26 May 2020

Item: 110 **SS - Lease to Buth and Leang - Shop 11, Wilberforce Shopping Centre - (95496, 112106, 132105, 132099, 145339)**

Directorate: Support Services

MOTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Kotlash.

Refer to RESOLUTION

130 RESOLUTION:

The Director Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Kotlash.

That:

1. Council agree to enter into a new lease with Darith Buth and Mary Leang for the property known as Shop 11, Wilberforce Shopping Centre, as outlined in the report.
2. Authority be given for the lease and any other relevant documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the proposed Lessees, together with the advice that Council, is not and will not, be bound by the terms of its resolution, until such time as appropriate legal documentation to put such a resolution into effect has been agreed to and executed by all parties.

For the Motion: Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Reynolds and Tree.

The meeting terminated on Wednesday, 27 May 2020 at 12:03am.

Submitted to and confirmed at the Ordinary meeting held on 30 June 2020.

.....
Mayor

ordinary

section 2

mayoral minutes

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SECTION 2 – Mayoral Minutes

There was no Mayoral Minute at the time of preparing this Business Paper.

Notwithstanding the above, pursuant to Clauses 9.6-9.9 of Council's Code of Meeting Practice, the Mayor may submit a Mayoral Minute to the meeting without notice in relation to any matter or topic that:

- Is within the jurisdiction of the Council
- Council has official knowledge of.

However, a Mayoral Minute must not be put without notice if it relates to a routine or non-urgent matter.

A matter is considered to be urgent when it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

ordinary

section 3

reports
for determination

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SECTION 3 – Reports for Determination

PLANNING DECISIONS

Item: 111 **CP - Update on Kurmond-Kurrajong Investigation Area Structure Plan - Post Exhibition Report - (124414, 95498)**

Item:

Previous Item: 40, Ordinary (March 2015)
 114, Ordinary (July 2015)
 134, Ordinary (August 2015)
 199, Ordinary (November 2015)
 188, Ordinary (August 2016)
 257, Ordinary (November 2016)
 164, Ordinary (10 September 2019)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the outcome of public exhibition of the Draft Kurmond Kurrajong Investigation Area Structure Plan which was exhibited from Friday, 27 September to Thursday, 7 November 2019. This report also includes the outcome of further community consultation undertaken with affected property owners in May 2020.

EXECUTIVE SUMMARY:

Through a Mayoral Minute on 3 February 2015, Council resolved to undertake Structure Planning within the Kurmond Kurrajong Investigation Area. The structure planning process was considered necessary given an increase of individual planning proposals within the area.

The Draft Structure Plan is a comprehensive study of the Kurmond - Kurrajong Investigation Area and provides a framework to guide land use planning. The Draft Structure Plan has been created to ensure reasonable opportunities are identified for rural living, whilst ensuring that the local environmental values, biodiversity, landscape, rural and scenic character of the area is maintained. The Draft Structure Plan will also provide greater certainty and confidence for property owners, developers and other investors about development in the Investigation Area.

The Structure Plan aims to:

- Provide rural living opportunities in close proximity to the existing Kurrajong and Kurmond village centres that will maintain and protect the significant biodiversity, landscape, scenic and rural character of the area
- Prevent subdivision development and land use that would have adverse implications on the quality of groundwater and surface water resources in the Investigation Area
- Ensure that subdivision and development complies with current standards of fire management and protection of people, biodiversity and property and
- Protect the visual landscape, amenity and rural character of the Investigation Area.

The Draft Structure Plan has been prepared in accordance with the Directions of the Sydney Region Plan – ‘A Metropolis of Three Cities’, the overarching planning framework for Metropolitan Sydney. Specifically, the following Directions were considered when preparing the Draft Structure Plan with particular emphasis given to ‘Objective 29- Environmental, social and economic values in rural areas are protected and enhanced’, of the Sydney Region Plan:

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- A city in its landscape
- An efficient city
- A resilient city

Recent progress with respect to the Kurmond Kurrajong Investigation Area included a number of associated studies, including:

- Kurmond and Kurrajong Landscape Character Study
- Ecological/Biodiversity Mapping
- Commercial/Retail Findings – Kurmond and Kurrajong.

These recommendations are supported, in addition to the provision of relevant controls that:

- Retain existing landscape qualities
- Provide additional landscaping to enhance landscape character, views and vistas
- Provide sufficient setbacks between vegetation and buildings to ensure fire safety
- Accommodate on-site sewerage detention and management.

RECOMMENDATION:

That Council:

1. Receive the outcome of the public exhibition of the Draft Kurmond-Kurrajong Investigation Area Structure Plan.
2. Adopt the Structure Plan attached as Attachment 4 to this report.
3. Endorse the preparation of a planning proposal to amend the Hawkesbury Local Environmental Plan 2012 to:
 - a) Rezone the Investigation Area E4 Environmental Living.
 - b) Include a minimum lot size of 1 Hectare throughout the investigation area except for the areas indicated within the Draft Structure Map with a minimum lot size of 4,000m²
 - c) Make changes to the Development Control Plan as included in the Draft Structure Plan.
4. Progress remaining planning proposals within the Kurmond Kurrajong Investigation Area in accordance with the Adopted Structure Plan.
5. Review the Kurmond - Kurrajong Investigation Area Structure Plan following the completion of the LEP Review process, or following the finalisation of relevant strategic planning studies either by Council or the NSW State Government.

BACKGROUND

The Residential Land Strategy 2011 was adopted by Council on 10 May 2011. The aim of the Residential Land Strategy was to:

- Accommodate between 5,000 to 6,000 additional dwellings by 2031, primarily within the existing urban areas as prescribed in the Department of Planning and Infrastructure's (DP&I) North West Subregional Strategy;
- Preserve the unique and high quality natural environment of the LGA;

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- Accommodate changing population, which presents new demands in terms of housing, services and access;
- Identify on-going development pressures to expand into natural and rural areas, as well as new development both in and around existing centres;
- Identify physical constraints of flood, native vegetation and bushfire risk; and
- Ensure that the appropriate infrastructure is planned and provided to cater for future development.

The Hawkesbury Residential Land Strategy 2011 did not rezone land or approve development of areas or localities. It established a planning framework to assist in the implementation of the above aims. Additionally, the Residential Land Strategy was also to be used to guide the preparation and assessment of rezoning proposals (Planning Proposals). Following assessment of the various opportunities and constraints, it recommended a series of areas requiring further investigation for general, low density or medium density residential zonings around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia, and Windsor/South Windsor/Bligh Park.

However, at the time, no funding was allocated by Council to implement the strategy and undertake the identified investigations.

It should also be noted that the Residential Land Strategy did not specifically identify Kurmond and Kurrajong as an investigation area. The Residential Land Strategy did however identify criteria to consider for Rural Villages (including Kurmond and Kurrajong), and indicated that future development of rural villages was to:

- Be low density and large lot residential dwellings that focus on proximity to villages, services and facilities
- Minimise impacts on agricultural land, protect scenic landscape and natural areas & occur within servicing limits or constraints.

Further, that development within and adjacent to Rural Villages must:

- Be able to have onsite sewerage disposal
- Cluster around or on the periphery of villages
- Cluster around villages with services that meet existing neighbourhood criteria services as a minimum (within 1km radius)
- Address environmental constraints and with minimal environmental impacts and
- Only occur within the capacity of the rural village.

From 2012/2013 property owners in the Kurmond and Kurrajong area started to show an interest in large lot subdivision by lodging individual planning proposals to allow residential development for lifestyle purposes. However, there was no set guideline for Council to determine whether large lot subdivisions were suitable in the area given the constraints of topography, biodiversity, infrastructure and other amenities in the area.

On 3 February 2015, through a Mayoral Minute, Council resolved to carry out investigations within the Kurmond Kurrajong Investigation Area. The structure planning process was considered necessary given an increase of individual planning proposals within the area.

Funding for relevant consultancies to undertake the Structure Plan was not provided by Council at the time, and planning work was limited to internal staff resources that were also engaged with numerous other projects, and on top of other work being undertaken. Whilst the adoption of the 2018/2019 Budget included a strategy for funding relevant studies, difficulties in filling staff vacancies limited progress in relation to the completion of the necessary studies.

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Following consideration of a report on the outcome of a survey conducted with property owners within the Kurmond Kurrajong Investigation Area at Council's Ordinary Meeting on 26 November 2016, Council resolved:

That:

1. *Council receive the results of the Kurmond and Kurrajong Investigation Area Survey.*
2. *Council Staff identify a number of specific areas (based upon Constraints Mapping, survey results and the preferred approach as outlined in this report) for possible, but not certain, development of additional large lot residential/rural-residential development throughout the Investigation Area and some residential development up to, but not within, the existing villages of Kurmond and Kurrajong.*
3. *The identified areas be further consulted with the community regarding future development.*
4. *The results of that further consultation be reported to Council.*
5. *Council not accept any further planning proposal applications within the Kurmond and Kurrajong investigation area until such time as the structure planning as outlined in this report is completed. Council receive a progress report on the structure planning prior to July 2017.*
6. *Council continue processing the planning proposals within the investigation area that have received support via a Council resolution to proceed to a Gateway determination and any planning proposals currently lodged with Council as at 29 November 2016.*

With the introduction of amendments to State legislation, each Council was required to reflect the direction of the new Sydney Region Plan, and in the case of Hawkesbury, the Western City District Plan in the preparation of a Draft Local Strategic Planning Statement. A series of associated background studies to inform the preparation of the Draft Local Strategic Planning Statement were also required. This resulted in the need to reprioritise the work being undertaken in order to meet the deadlines set by the State Government to prepare these various strategies. Unlike the majority of other Metropolitan Sydney Councils who received \$2.5M each to undertake this work, no funding was provided to Hawkesbury City Council to undertake this work. As such this work has had to be undertaken with internal staff resourcing on top of other work being undertaken.

A series of separate studies have either been undertaken or considered as part of the process of informing the preparation of a Structure Plan, including:

- Constraints and Opportunities Analysis
- Kurmond and Kurrajong Landscape Character Study
- Ecological/Biodiversity Mapping
- Commercial/Retail Findings - Kurmond and Kurrajong
- Traffic Study
- Views and View Classification and Design Controls
- Hawkesbury Tourism Destination Management Plan

The report also highlights a series of next steps in respect of the Kurmond Kurrajong Investigation Area Structure Planning process, and other recommendations from identified matters within the studies.

NSW State Government - Metropolitan and Regional Context

Whilst Structure Planning for the Kurmond Kurrajong Investigation Area was commenced in 2015, it is important to understand the context in which this ongoing strategy work is being undertaken. This is also the case for the review of the Residential Land Strategy that Council has resolved to undertake.

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Metropolitan Context

Planning for future residential uses in the Hawkesbury Local Government Area (LGA) needs to consider how the LGA itself, and the wider district and region, is expected to grow and change over the next few decades.

This requires Council to work within the strategic planning direction set by the NSW Government and the Greater Sydney Commission as confirmed in March 2018 by way of:

- Greater Sydney in the Greater Sydney Region Plan - a metropolis of 3 Cities including the Western Parkland City
- The Western City District, of which the Hawkesbury is a part.

Greater Sydney Region Plan

The Greater Sydney Region Plan forecasts that between 2016 and 2036, the Western City District is expected to grow by 740,000 people in 2016 to 1.1 million people by 2036. This equates to a need for nearly 40,000 new homes in 2016-2021 alone, and nearly 185,000 new homes between 2016 and 2036. Of this, the Western City District Plan sets a five-year housing target for Hawkesbury LGA of 1,150 new homes between 2016 to 2021. Existing Residential Zonings within the Hawkesbury already provide for an additional 4,500 dwellings located at:

- Vineyard Stage 1 (2,500 dwellings)
- Redbank (1,400 Lots)
- Jacaranda Ponds (580 Lots)

However, further work is required to understand the housing and economic impacts of the growing population, with the Hawkesbury LGA projected to grow from around 67,000 people in 2016 to just over 85,000 people by 2036 based on projections from the Department of Planning, Industry and Environment.

The Greater Sydney Region Plan also notes that flooding in the Hawkesbury-Nepean Valley is one of the most significant natural hazards in Greater Sydney. It states that if the 1867 flood - where the river level reached 19.7 metres at Windsor - were repeated today, 12,000 residential properties would be impacted, 90,000 people would need evacuation and damage would cost an estimated \$5 billion.

Furthermore, existing crossings across the Hawkesbury River become inoperable at less than a 1:10 flood, making additional growth on the west side of the river highly problematic.

The Greater Sydney Region Plan also introduced the Metropolitan Rural Area by way of *Objective 29 – Environmental, social and economic values in rural areas are protected and enhanced*. The Plan states that urban development is not consistent with the values of the Metropolitan Rural Area. Further, that restricting urban development in the Metropolitan Rural Area will help manage its environmental, social and economic values, help to reduce land speculation, and increase biodiversity from offsets in Growth Areas and existing urban areas.

The Greater Sydney Region Plan also states that place based planning can be used to identify, maintain and enhance the environmental, social and economic values of rural lands. The Plan continues, and states that rural residential development is not an economic value of the Metropolitan Rural Area, and that further rural residential development in the Metropolitan Rural Area is generally not supported. Limited growth of rural residential development could be considered where there are no adverse impacts on the amenity of the local area and where the development provides incentives to maintain and enhance the environmental, social and economic values of the Metropolitan Rural Area.

Western City District Plan

The Western City District Plan focuses on Infrastructure, Liveability, Productivity, Sustainability and implementation. In doing so it collectively classes Richmond and Windsor as a strategic centre, recognising its expanded role as a hub for retail and commercial services; major health facilities including

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the Notre Dame University medical teaching campus. The Plan also identifies a growing tourism opportunity, focused on colonial history, rural character, agriculture and environmental assets including the Greater Blue Mountains World Heritage area, the Hawkesbury River and the surrounding agricultural lands.

The Plan sets a baseline target of 12,000 jobs by 2036 (up from 10,300 in 2016) with a higher target of 16,500 jobs.

The existing aerospace and defence activities at RAAF Base Richmond is a hub of logistics support for the Australian Defence Force. Over 450 aerospace workers work within the precinct for the Royal Australian Air Force, United States Air Force, Northrop, Airbus Group Australia Pacific, Lockheed Martin, Standard Aero, GEAviation, L3 Aviation Products and CAE.

Combined, the RAAF Base, Western Sydney University Hawkesbury campus, TAFE NSW Richmond, and a new STEM (Science, Technology, Engineering and mathematics) Secondary School will complement business activities around the Badgerys Creek Aerotropolis that will be focused on the planned Western Sydney Airport.

North West Growth Area

Part of Hawkesbury LGA is within the North West Growth Area which includes the Vineyard Precinct, an area designated by the NSW Government as suitable for large scale Greenfield land releases. In the case of Hawkesbury, the release areas are also located within a relatively short distance of the Richmond rail line.

Western Sydney City Deal

Council is involved in the Western Sydney City Deal, a 20-year agreement between the Australian and NSW governments and Blue Mountains, Camden, Campbelltown, Fairfield, Hawkesbury, Liverpool, Penrith and Wollondilly councils that will optimise the opportunity of the new airport and focus on connectivity; jobs; skills and education; planning and housing; liveability and environment; and governance.

Western Sydney Airport will also create international and domestic tourism opportunities. This will have a positive influence on the Hawkesbury's visitor economy by better connecting visitors to visitor experiences such as the Hawkesbury Farm Gate Trails, and exceptional landscapes and waterways, in addition to heritage areas including the Macquarie towns and the Hawkesbury Regional Gallery and Museum.

The Hawkesbury's unique landscape also offers rich soils for agricultural production that can in turn lead to export opportunities that will link to Badgerys Creek Airport. The Western Sydney University at Hawkesbury Campus and AgriPark Research Centre provide tertiary education in medical and forensic science, animal science, natural science, sustainable agriculture and food security with world-class research facilities in grasses, pastures, legumes, insects and ecology.

Hawkesbury Housing and Employment Strategy.

In response to these issues and opportunities, and consistent with the requirements of the Sydney Region Plan and Western City District Plan, Council needs to develop detailed housing and employment strategies.

In the case of housing, based on draft background studies undertaken, planning focuses on housing development:

- Within the areas of the North West Growth Area located within Hawkesbury
- Near existing transport connections or centres
- Within easy access of future job locations
- Within existing urban areas with good access to existing services such as education, health and commercial services that minimise risks associated with flooding and bushfires.

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In the case of employment, based on draft background studies undertaken, planning focuses on economic development, that builds on:

- The area's natural advantages, its rich soils and associated agricultural lands, its areas of natural beauty and wilderness
- Its strengths, the cluster of aerospace, education, research and employment activities between Windsor and Richmond
- Richmond and Windsor as a strategic centre, recognising its expanded role as a hub for retail and commercial services; major health facilities including the Notre Dame University medical teaching campus
- Growing tourism opportunities, focused on colonial history, rural character, agriculture and environmental assets including the Greater Blue Mountains World Heritage area, the Hawkesbury River and the surrounding agricultural lands.

Kurmond Kurrajong Investigation Area

The Kurmond-Kurrajong Investigation Area was identified by considering the location criteria provided within the Hawkesbury Residential Land Strategy 2011 (i.e. “within 1km radius” and “cluster around or on the periphery of villages”), undertaking a desk top survey of matters such as slope, existing vegetation, existing road layout and accesses, and zone and property boundaries.

The investigation area consists of approximately 457 individual property owners. The total area of the investigation area is 632 Hectares. Not all sites within the investigation area will be able to subdivide according to the minimum lot size provision due to development constraints and topography of the area.

The Kurmond-Kurrajong Investigation Area Structure Plan is prepared as a result of Council's Resolution dated 5 February 2013. Table 1 below illustrates the historic trail of Council Resolutions to support the Kurmond-Kurrajong Investigation Area Structure Plan in a chronological order.

Figures 1, 2, 3 and 4 below illustrates the Kurmond-Kurrajong Investigation Area

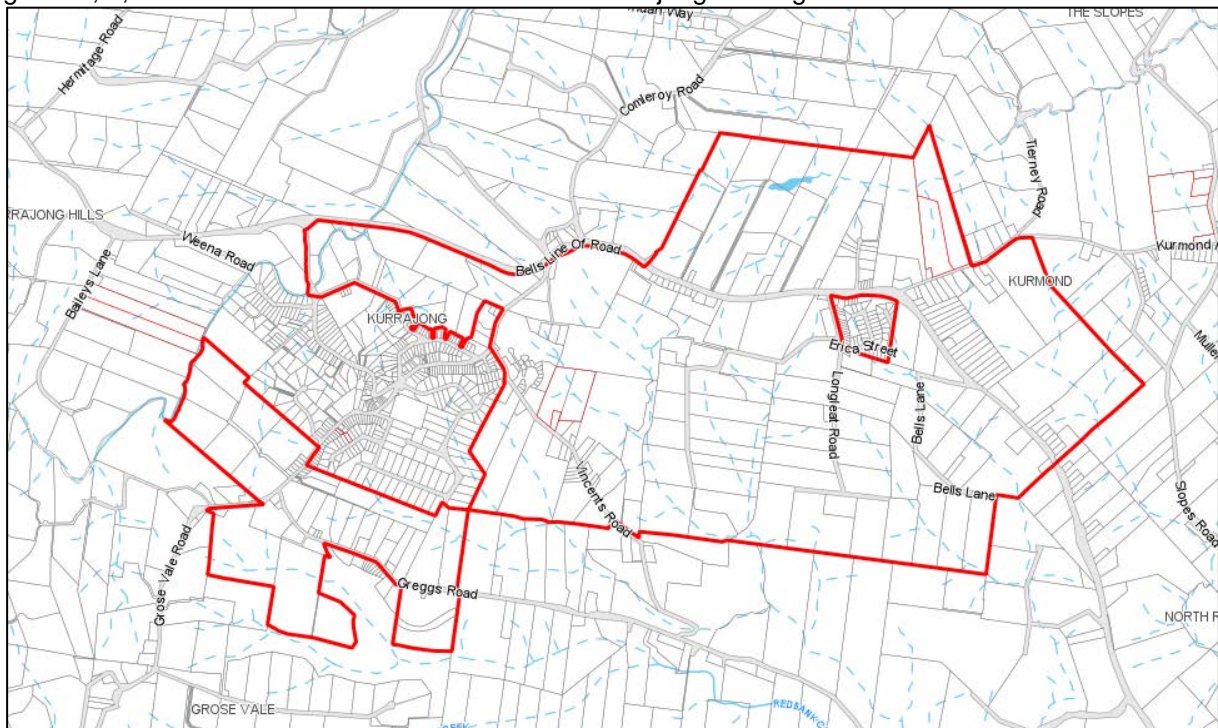


Figure 1: Kurmond-Kurrajong Investigation Area

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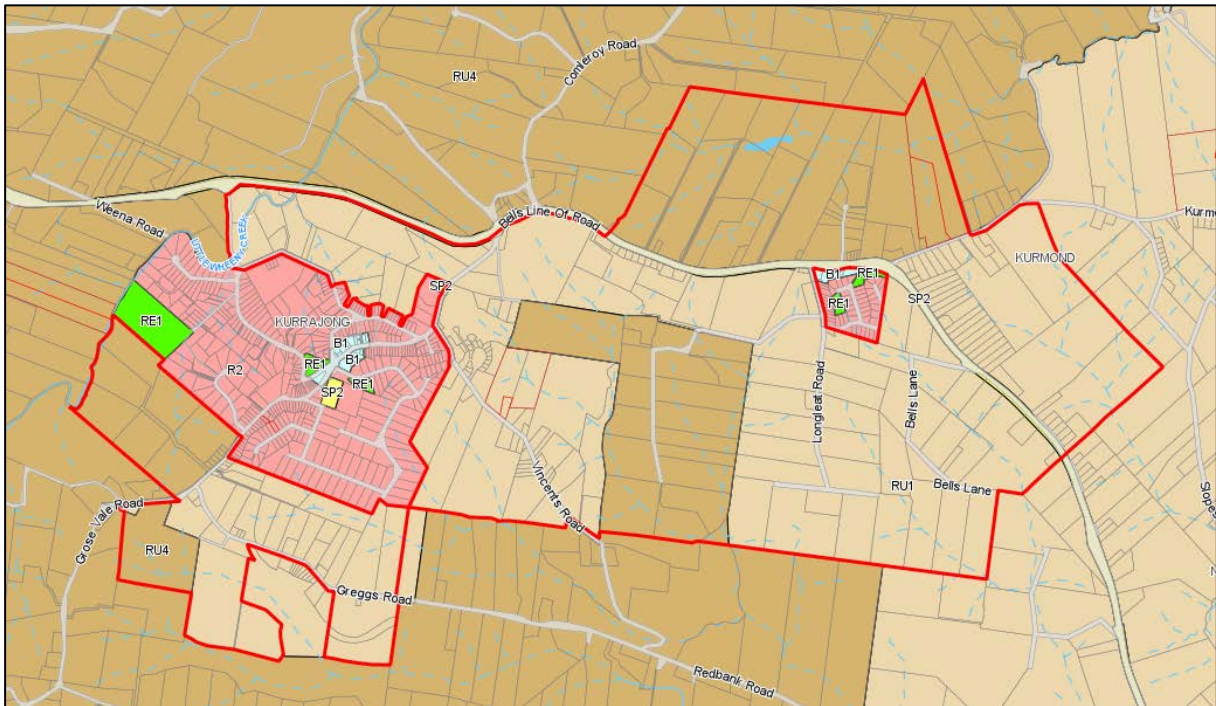


Figure 2: Zoning Map Kurmond-Kurrajong Investigation Area



Figure 3: Lot Size Map of Kurmond-Kurrajong Investigation Area

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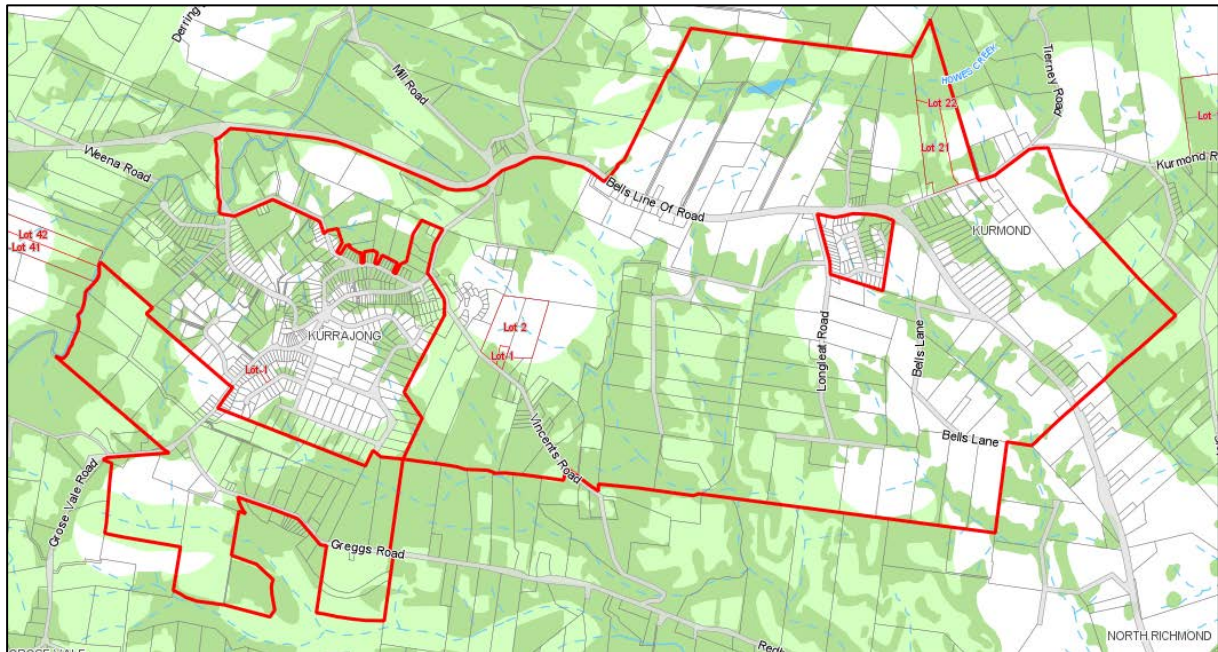


Figure 4: Biodiversity Map of Kurmond-Kurrajong Investigation Area

Chronology of Kurmond-Kurrajong Investigation Area

Detailed History

The following has been provided by way of background with respect to the Kurmond-Kurrajong Investigation Area.

Table 1: Chronology of Council Resolutions Associated with the KKIA Structure Plan

Background in Chronological Order	
10 May 2011	<p>Hawkesbury Residential Land Strategy adopted by Council.</p> <p>The Residential Land Strategy mapped certain areas within the Local Government Area to investigate the potential for General, Low Density or Medium Density residential zonings. The Residential Land Strategy also provided the category to identify investigation areas for future development within and on the periphery of rural villages.</p>
5 February 2013	<p>Council resolved to carry out investigations within the "Kurmond Village large lot residential/rural-residential Investigation Area".</p> <p>These investigations were to determine the suitability of the identified lands for large lot residential and/or rural residential development.</p>
24 June 2014	<p>Council resolved to review the area for investigation identified by Council on 5 February 2013 and determined that this was to be the first area to have a development/structure plan prepared.</p>

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Background in Chronological Order	
3 February 2015 Mayoral Minute	<p>Council resolved to suspend acceptance of new planning proposals under the Hawkesbury Residential Land Strategy until the key implementation actions of the Residential Land Strategy, in particular structure planning and development contribution planning had been completed for the Kurmond-Kurrajong Investigation Area, or 31 July 2015.</p> <p>Planning proposals that had already been received by Council were to continue to be processed. Those planning proposals, in accordance with previous resolutions of Council were not to proceed to gazettal until the relevant structure plan or S94 Plan was in place.</p> <p>The identified structure and development contributions planning was to be given priority.</p>
31 March 2015	<p>Council resolved to adopt the Investigation Area to enable structure planning and development contributions planning for the purposes of large lot residential/ rural-residential development within the Kurmond and Kurrajong area.</p>
28 July 2015	<p>Council resolved that the development principles and local planning approach outlined in the report be adopted as an Interim Policy for the purpose of structure planning within the Kurmond and Kurrajong Investigation Area.</p> <p>Council's resolution of 3 February 2015 was maintained for Kurmond and Kurrajong. Council resolved to suspend acceptance of new planning proposals under the Hawkesbury Residential Land Strategy until 30 November 2015.</p>
24 November 2015	<p>A progress report was presented to Council on the Kurmond-Kurrajong Investigation Area and to inform Council of the status of other planning proposals within the Investigation Area.</p>
30 August 2016	<p>A further progress report was provided to Council where it was resolved to defer the item for the consideration of the new Council.</p>
26 November 2016	<p>Council resolved:</p> <p><i>That:</i></p> <ol style="list-style-type: none"> <i>1. Council receive the results of the Kurmond and Kurrajong Investigation Area Survey.</i> <i>2. Council Staff identify a number of specific areas (based upon Constraints Mapping, survey results and the preferred approach as outlined in this report) for possible, but not certain, development of additional large lot residential/rural-residential development throughout the Investigation Area and some residential development up to, but not within, the existing villages of Kurmond and Kurrajong.</i> <i>3. The identified areas be further consulted with the community regarding future development.</i> <i>4. The results of that further consultation be reported to Council.</i> <i>5. Council not accept any further planning proposal applications within the Kurmond and Kurrajong investigation area until such time as the structure planning as outlined in this report is completed. Council receive a progress report on the structure planning prior to July 2017.</i> <i>6. Council continue processing the planning proposals within the investigation area that have received support via a Council resolution to proceed to a Gateway determination and any planning proposals currently lodged with Council as at 29 November 2016.</i>

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Background in Chronological Order	
30 May 2017	Council reaffirmed its previous resolution in relation to new Planning Proposals within the Investigation Area, which read as follows: <i>Council not accept any further planning proposal applications within the Kurmond and Kurrajong Investigation Area until such time as the structure planning as outlined in this report is completed.</i>
13 April 2018	Clouston Associates were commissioned to undertake a Landscape Character Study of Kurmond and Kurrajong.
31 July 2018	Report to Council informing the progress of the Kurmond-Kurrajong Investigation Area including the Kurmond-Kurrajong Landscape Character Study prepared by Clouston Associates.
10 September 2019	Report to Council presenting the Draft Kurmond-Kurrajong Investigation Area Structure Plan, seeking resolution to adopt the Draft KKIA Structure Plan for public exhibition. <i>Council resolved to adopt the Draft Kurmond-Kurrajong Structure Plan for the purpose of public exhibition.</i>
27 September to 7 November 2019	The Draft Kurmond-Kurrajong Investigation Area Structure Plan was on public exhibition.
10 May to 2 June 2020	Correspondence forwarded to all property owners within the Kurmond Kurrajong Investigation Area seeking further input.

Policy Considerations

The Draft Structure Plan is a framework to guide future land use planning and identify planning mechanisms to ensure that development within the investigation area makes the area a great place to live both today and for future generations.

The Draft Structure Plan is a comprehensive and holistic study of the Investigation Area. It examines in detail the constraints within the Investigation Area in order to identify the opportunities for future rural living opportunities, and thereby set a long term vision for how the Investigation Area should evolve over time.

The aim of the Draft Structure Plan is to ensure that reasonable opportunities are identified for rural residential development, whilst ensuring that the local environmental values, biodiversity, scenic, landscape and rural characters of the area are maintained.

It has been considered that the development within the Kurmond Kurrajong Investigation Area is not going to achieve a LGA wide community benefit, however, the Draft Structure Plan demonstrates place-based planning to meet the local housing demand in the investigation area.

Metropolitan Rural Area (MRA)

In March 2018, the NSW Government released the Sydney Region Plan – A Metropolis of Three Cities, which is the overarching Land Use Planning Framework for NSW Government to guide future land use development of Metropolitan Sydney.

The Plan classed the whole of the Hawkesbury LGA except for the Vineyard Precinct as being within the Metropolitan Rural Area, having a range of environmental, social and economic values. The characteristics of Metropolitan Rural Area as per the Plan includes farmland, mineral resources and distinctive towns and villages in rural and bushland settings. Its areas of high environmental value have been mapped by then previous Office of Environment and Heritage, and its landscape and scenic qualities highlighted.

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Objective 29 of the Region Plan – Environmental, social and economic values in rural areas are protected and enhanced.

Metropolitan Rural Area Objective 29 emphasises that urban development is not consistent with the values of the Metropolitan Rural Area. The Plan eliminates the need for urban area expansion into the Metropolitan Rural Area, meaning the Department of Planning, Industry and Environment (DPIE) and Greater Sydney Commission (GSC) will not support any proposed zones that are inconsistent with the Metropolitan Rural Area Objective 29 of the Region Plan.

Given the above, it is important that the proposed zone for the Kurmond-Kurrajong Investigation Area, is consistent with the Metropolitan Rural Area objectives.

COMMUNITY ENGAGEMENT

The Draft Kurmond-Kurrajong Structure Plan was exhibited from Friday, 27 September to Thursday, 7 November 2019 in accordance with Council's Community Engagement Plan.

The public exhibition included:

- Public notices in The Hawkesbury Courier on 26 September, 10 October and 24 October 2019
- Council's Website and Community Engagement Platform Your Hawkesbury Your Say
- Hard copies of the exhibition was placed at Council's Administration Centre
- Media Release
- Letters sent to approximately 450 property owners within the Investigation Area

During the public exhibition period, Council received a number of enquiries regarding the Draft Kurmond Kurrajong Investigation Area Structure Plan by phone and at the counter. All enquirers were encouraged to put in a written submission.

A total of 26 written submissions were received during the public exhibition of the Draft Kurmond Kurrajong Investigation Area Structure Plan. One submission was received after the close of the public exhibition period. A total of 12 submitters supported, and six submitters objected to the Draft Structure Plan. Nine submitters neither supported nor objected to the Structure Plan, but provided comments on matters such as more parking spaces in Kurrajong town centre, revitalisation of the Kurmond Kurrajong town centres, update on Stage 2 of the Hawkesbury LGA wide Traffic Study to be able to comment on the draft structure plan, inclusion of walkways and cycle-ways and cleared vegetation along the road sides, and appropriateness of Minimum Lot Sizes larger than 4,000m² to protect the environment within the investigation area. Key issues raised in submissions related to:

- Lot sizes
- Traffic impacts
- Infrastructure requirements
- Views and vistas
- Landscape character
- Biodiversity mapping
- Environmental impacts

The key issues raised in submissions received are summarised in Table 2 and copies of all submissions are provided in Attachment 1.

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Table 2 – Summary of Submissions Received – Public Exhibition September – November 2019

Summary of issues raised	Response
<p>Supports and welcomes the KKIA Structure Plan.</p> <p>Has a planning proposal for large lot subdivision (631 Bells Line of Road, Lot 1 DP 120436) at Council since 2013.</p> <p>Looks forward to working with Council to expedite the planning proposal process to achieve an outcome on his planning proposal.</p> <p>Acknowledged staff's professionalism and patience in dealing with the planning proposal.</p>	<p>Comments noted.</p> <p>The purpose of the Draft KKIA Structure Plan is to determine the suitability of the identified land for large lot residential and or rural residential development.</p> <p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p> <p>Comment noted.</p>
<p>Objects to the Plan's treatment of views and vistas.</p> <p>The Plan's scope is stretched beyond its original terms of reference and generally understood Mandate.</p> <p>The Plan sets vague, incomplete, subjective and unmanageable criteria.</p> <p>The Plan unjustly prioritises those within the investigation area over those outside.</p> <p>The Plan lacks proportionality.</p> <p>Page 8 sets out the statement of policy intent which has the effect of constraining opportunities for growth in one area for the benefit of another.</p> <p>Emphasis on views and vistas is vague, selective and subjective and would be unmanageable in operational sense.</p> <p>Interpretation of the view and vistas criteria will be difficult.</p> <p>Overlay of view and vista criteria on development controls will lead to uncertainty and conflict.</p> <p>The Plan has stretched the intention of the Region Plan – Scenic Landscapes; beyond what is proportionate by capturing vast tracts of land seen from a much smaller area.</p>	<p>The Sydney Region Plan - 'A Metropolis of Three Cities' has classed Hawkesbury as a Metropolitan Rural Area (MRA). The objectives of the MRA are to retain the environmental, social and economic values in the rural areas and protect and enhance it.</p> <p>The KKIA Structure Plan considers the Direction – A City in its Landscape, specifically Objective 29 and recommends controls to preserve the rural and local character of the area including biodiversity, landscape and scenic characteristics.</p> <p>The Investigation Area is constrained by a lack of services such as sewer and water connection and other transport and health amenities to cater for a significant increase of population in the area.</p> <p>Whilst it is agreed that views and vistas are subjective and the attributes change over time, but it is still a legitimate and essential consideration. The emphasis of the plan is to ensure that consideration of views and vistas is undertaken when assessing development.</p> <p>Existing planning controls do not refer to views, the proposed Structure Plan recommends an approach in this respect that is based on contemporary approaches to consideration of this aspect.</p> <p>Existing NSW State Government Plans refer to tourism, and people coming out into the hinterland to experience rural landscapes and scenic backdrops such as the Blue Mountains.</p> <p>Consideration of views and vistas is an approach that has been used in other local government areas.</p>

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<p>The characterisation of Kurmond and Kurrajong village centres on page 11 needs to be upgraded to reflect the urgent need for Council to provide a suite of accommodative policy setting to foster additional retail and business activities.</p>	<p>Whilst views may be subjective, they are a genuine and documented consideration in the deliberations and Land and Environment Court matters and have in a number of situations formed the basis of a refusal or amendment of the application.</p> <p>The KKIA Structure Plan does not include the town centres of Kurmond and Kurrajong. However, the additional population of the investigation area will support retail activities within the town centres, although it is noted that the existing centres are currently viable based on existing population.</p> <p>Commercial/Retail Findings in terms of Kurmond and Kurrajong highlighted that there is already sufficient population in the surrounding area to support further retailing. Kurmond and Kurrajong town centres revitalisation will be informed through a separate study in the future.</p>
<p>More parking in Kurrajong is required.</p>	<p>Comments noted.</p> <p>The Kurrajong town centre is outside of the scope of the structure plan; however, the car parking space issue can be considered through a separate study in the future.</p>
<p>Supports the Plan.</p> <p>In favour of rural residential development.</p>	<p>Comments noted.</p> <p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p>
<p>Supports the Plan.</p> <p>Agrees with the 1 hectare Min lot subdivision. Does not approve 4,000sqm lots and medium density development.</p> <p>Agrees to retain the green-scape of the area.</p>	<p>Comments noted.</p> <p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p>
<p>Objects to the Plan</p> <p>Retain large lots to maintain the rural character of the area.</p> <p>Development at 67 Kurrajong Road (37 lots) and at corner of Vincent Road and Old Bells Line of Road should be able to meet the future housing supply for the area.</p>	<p>There has been interest from property owners within the investigation area to subdivide their land for residential lifestyle purposes. Through a Mayoral Minute, this lead to a need for the structure plan. There are a number of current planning proposals within the Investigation Area that need to be assessed based on the guidance of the structure plan.</p> <p>The purpose of the structure plan is to consider the provision of appropriate locations for rural residential development within the investigation area following consideration of all constraints, biodiversity, rural character and landscape and scenic values.</p>

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<p>Additional developments will put pressure on traffic movement and congestions, pollution, increased demand for services such as garbage collection, loss of habitat and wildlife loss, loss of trees due to clearance.</p> <p>Change the character of the area and the place will become less attractive to tourists.</p>	<p>Advice from the consultant undertaking the Hawkesbury LGA wide Traffic Study has indicated that the new Grose River Bridge will improve the operation of the network taking into account the projected development in the future base year (2027) and that the development option of 200 additional dwellings in the KKIA is not considered to have any notable impact.</p> <p>The structure plan is prepared in accordance with Objective 29 of the Sydney Region Plan which considers the objectives of the Metropolitan Rural Area.</p> <p>Based on the Structure Plan, development within the KKIA will ensure that the rural and local character of the scenic and landscape values are retained and protected.</p>
<p>Supports the Plan.</p> <p>Supports the minimum lot size proposal of 4,000m² and 1 hectare in the investigation area.</p> <p>Proposed rezoning will allow for lifestyle living in the area while close to the Blue Mountains.</p> <p>These allotment sizes moves away from the infill development and issues such as on street parking, rubbish collection, open space and canopy cover.</p> <p>The rezoning and added population of the investigation area will support local businesses as well as jobs in the building and construction sectors and other facets of the economy of the Hawkesbury.</p>	<p>Comments noted.</p> <p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p> <p>Whilst the existing population is sufficient to support the existing Kurmond and Kurrajong Centres, an additional population in the investigation area will support the local economy of the Kurmond and Kurrajong town centres and vice versa the town centre will provide job opportunities to the community.</p>
<p>Supports the KKIA Structure Plan.</p> <p>Requests that their property, Lot 102/DP 857072 be included in the investigation area and have a min lot size of 4,000m², without detriment to the environmental landscape, scenic and rural character of the area.</p> <p>Inclusion of the property in the investigation area will bring financial benefits to the owner.</p> <p>The property has Sydney Water connection and has a 13 million litre dam which is supplied by a spring that has never been dry.</p>	<p>Comments noted.</p> <p>It is not recommended to increase the area of the Investigation Area.</p> <p>Areas outside of the Investigation Area will be considered as part of the Draft Hawkesbury Rural Lands Strategy.</p> <p>Properties serviced by Sydney Water services will be re-considered for analysis as part of broader strategy work including the Draft Hawkesbury Rural Lands Study.</p>
<p>Objects to 4,000m² lots.</p> <p>Large lot subdivisions will substantially change</p>	<p>Comments noted with some significant points raised.</p>

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<p>the character of the area from rural to urban.</p> <p>The market demand needs to be confirmed based on the analysis of the current rural residential vacant lot supply and the demand for 4,000m² or 1 hectare lots.</p> <p>Lots below 1 hectare are slow to sell or are developed for sale. An example is the slow take up of land in kurrajong, and approved subdivision at 431 Greggs Road, Kurrajong.</p> <p>Allowing subdivision of land to 4,000sqm is an inefficient use of land near urban centres.</p> <p>Approving a min lot size of 4,000m² will only achieve an increase in the value of land increasing rates on similar –sized land outside the investigation area, rather than any goal of increasing supply for residential housing.</p> <p>Lots 2 hectares and above are more suitable for rural activities allowing for the harvesting of water for livestock and small scale horticulture production.</p> <p>The Plan is inconsistent with the Region Plan Strategies 29.1 and 29.2; which have the aim of enhancing the MRA and focussing residential development within the urban zones.</p> <p>Development in areas with no water connection will increase water tanker movements in the area.</p> <p>To manage effluent discharge on 4,000sqm lots risks the downstream water environment.</p> <p>To afford development in the west of North Richmond, reticulated portable water and sewerage should be included in planning to allow compact residential development.</p> <p>Rural residential / large lot residential meets housing demands for a small portion of the community and does not achieve objectives of providing a wide selection of affordable land for housing.</p> <p>An example of subdivision at Lily Place in Kurrajong has not provided much community benefit for example there is no footpath access to the Kurrajong town centre.</p>	<p>Consideration is given to the points raised, specifically relative to the minimum lot size of 4,000m² in the Structure Plan.</p> <p>HLEP 2012, Clause 4.1D (1)(b) states “ Despite Clauses 4.1, 4.1AA and 4.1A, development consent must not be granted for the subdivision of land that is identified as Area A and edged heavy blue on the Lot Size Map if the area of any lot created by the subdivision that contains or is to contain a dwelling house is less than 4,000m²”.</p> <p>Should Council decide to increase the minimum lot size of identified areas from 4,000m² to higher, the KKIA Structure Plan will be amended accordingly.</p> <p>The KKIA Structure Plan is consistent with objectives 29.1 and 29.2 of the Sydney Region Plan as the plan ensures to protect and enhance the rural character, landscape and scenic values of the area. The KKIA Structure Plan is not recommending any urban zones for the investigation area. The zones recommended ensure to be within the realm of objective 29 of the Sydney Region Plan.</p> <p>The KKIA Structure Plan considers the lack of water and sewer connection in the investigation area.</p> <p>Agree that Council will have to continue to advocate to Sydney Water for sewer and water connection in the investigation area.</p> <p>Agree that the development within the KKIA will not achieve an LGA wide community benefit, however, the KKIA Structure Plan demonstrates place-based planning to meet the local housing demand in the investigation area.</p> <p>Footpaths and kerb and channelling are typical of urban characteristics and require careful consideration in a rural/rural residential context.</p>
<p>Seeks access to Stage 2 Traffic Study of Hawkesbury City Area or traffic modelling of area between Kurrajong and Kurmond and Richmond.</p>	<p>Comments noted and officers have met directly with submitter to discuss the issues raised.</p>

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<p>Additional 200 dwellings in the investigation area will have significant impact on the current traffic congestion at North Richmond.</p> <p>Traffic generated from the Redbank subdivision and the related bridge over the Grose River is an issue of community concern.</p> <p>Wants to understand the impact of potential development from KKIA and Redbank on traffic plus any other development anticipated in the vicinity of KKIA.</p>	<p>The Traffic Study states that an additional 200 dwellings will have no notable traffic impact. Consultants have updated the Traffic Study to clarify the assumptions and the results.</p> <p>The Traffic Study includes assumptions in terms of the rate of development within sites that have already been rezoned for urban purposes, including, Redbank, Glossodia, Pitt Town and Vineyard.</p>
<p>Objects the proposed 4,000sqm min lot size. The lot size is insufficient for rural lifestyle housing given the constraints with the topography and biodiversity.</p> <p>Current housing trends are very large development footprint for houses and associated rural style sheds, with pools and driveways.</p> <p>4,000sqm lots are insufficient to provide on-site effluent disposal and pose risks leading to pollution of the local waterways and compliance problems for Council.</p> <p>Smaller lots also pose a threat to destroying remnant vegetation.</p> <p>4,000sqm lots become problematic in areas not on reticulated sewer services.</p> <p>Pump-out system should not be considered due to significant on-going costs and potential environmental threat.</p> <p>1 hectare lots are appropriate and should be adopted as the min lot size for the KKIA and Hawkesbury City LGA more broadly.</p> <p>1 hectare Min lot size will assist to reduce other impacts including rural views, traffic and road safety, from potential expansion of the villages of Kurmond and Kurrajong</p>	<p>Comments noted.</p> <p>HLEP 2012, Clause 4.1D (1)(b) states “ Despite Clauses 4.1, 4.1AA and 4.1A, development consent must not be granted for the subdivision of land that is identified as Area A and edged heavy blue on the Lot Size Map if the area of any lot created by the subdivision that contains or is to contain a dwelling house is less than 4,000sqm”.</p> <p>The proposed minimum lot size of 4,000sqm in identified areas of the Investigation Area is on the basis of addressing environmental constraints and assessment of views and vistas in accordance with the criteria outlined in the Draft Structure Plan.</p> <p>Should Council decide to increase the minimum lot size of identified areas from 4,000sqm to higher, the KKIA Structure Plan will be amended accordingly.</p> <p>Agree, that the current trends for lot sizes in the rural area are very large development footprint for houses and associated rural style sheds, with pools, driveways and perhaps an area to keep horses or other animals. The Structure Plan provides development principles to address these matters</p> <p>Council will continue to advocate to Sydney Water for sewer and water connection in the investigation area.</p> <p>Based on assessment of the constraints, the Structure Plan maintains a position of a minimum lot size of 1Ha across the Investigation Area with the exception of areas identified as 4,000sqm.</p>

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	This document will be the guiding document for future developments within the investigation area and the current live planning proposal will be altered and progressed as per the KKIA Structure Plan.
<p>Include walkways and cycle-ways in KKIA.</p> <p>Clear the vegetation back to the property fence lines to provide clear vision for on-coming vehicles from the corners/bends.</p>	<p>Footpaths and kerb and channelling are typical of urban characteristics and require careful consideration in a rural/rural residential context.</p> <p>Council has commenced construction of a cycleway between North Richmond and Kurrajong. A network of local roads connect into the cycleway.</p>
Don't reduce car parking space in Kurrajong as it will impact businesses.	The Kurrajong town centre is outside the scope of the structure plan. However, the car parking space issue can be dealt within the Kurmond-Kurrajong Revitalisation Study in the future.
<p>Supports the KKIA Structure Plan.</p> <p>The methodology and recommendations within the draft are appropriate in the circumstance of Kurmond-Kurrajong.</p> <p>Supports min lot size of 4,000sqm and 1 hectare.</p>	Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.
<p>Supports the KKIA Structure Plan.</p> <p>An improved and efficient process compared to the current system of dealing with the Planning Proposals.</p> <p>The KKIA Structure Plan demonstrates how the community wants to grow without external imposition of more of the suburban style developments.</p> <p>Commends Councils effort in making the KKIA Structure Plan.</p>	Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.
<p>Supports the KKIA Structure Plan.</p> <p>The area is predominantly serviced by overhead power lines. The highest voltage is 33,000 volts / 33 kilovolt (kV) high voltage (shown in black) associated with the supply of Endeavour Energy's Kurrajong Zone Substation located at 1144 Grose Vale Road Kurrajong (Lot 2 DP 715623, Lot 245 DP 1130987).</p> <p>Easements benefitting Endeavour Energy are indicated by red hatching.</p> <p>The Investigation Area is supplied from:</p> <p>Kurrajong Zone Substation located at 1144 Grose</p>	Comments noted and have been incorporated in the KKIA Structure Plan where applicable.

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<p>Vale Road Kurrajong (Lot 2 DP 715623, Lot 245 DP 1130987) (feeders 8801, 8802 and 8798). The latest load forecast for the substation is: 14.4 megavolt amperes (MVA) / 15 MVA of firm capacity.</p> <p>North Richmond Zone Substation located at 92 Pecks Road North Richmond (Lot 7 DP 786671) (feeders 10290 and 10289). The latest load forecast for the substation is 17 MVA / 25 MVA of firm capacity.</p> <p><i>Glossodia Zone Substation located at 368 Creek Ridge Road Glossodia (Lot 1 DP 714062) (feeder L941). The latest load forecast for the substation is 19 MVA / 25 MVA of firm capacity.</i></p> <p>Endeavour Energy's preference is to have continuity of its easements over the most direct and practicable route affecting the least number of lots as possible. Therefore, except in special circumstances such as a staged or facilitating subdivision, it generally does not support the subdivision of easements (even in part) and their incorporation into to multiple / privately owned lots. The incorporation of electricity easements into privately owned lots is generally problematic for both Endeavour Energy and the landowner and requires additional easement management to ensure no uncontrolled activities / encroachments occur within the easement.</p> <p>Dissecting the easement along its route results in restriction of access eg. every lot being potentially fenced on both sides, multiple gates / openings would be required to ensure contiguous / ready access (please also refer to the below point 'Network Access'). This is particularly important where there are poles or structures and changes in direction to a line route. In the event of fallen conductors or faults in underground cables, access to the poles or cable pits to restring or pull cables is essential for restoring electricity supply.</p> <p>If there is no reasonable alternative option, in subdividing an easement consideration must be given to minimising the impact on the easement rights.</p> <p>The construction of any building or structure (including fencing, signage, flag poles etc.) whether temporary or permanent must comply with the minimum safe distances / clearances for voltages up to and including 132,000 volts (132kV) as specified in:</p> <p>Australian/New Zealand Standard AS/NZS 7000</p>	

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<p>– 2016: 'Overhead line design' as updated from time to time.</p> <p>'Service and Installation Rules of NSW' which can be accessed via the following link to the Energy NSW website:</p> <p>Landscaping that interferes with electricity infrastructure may become a potential safety risk, cause of bush fire, restrict access, reduce light levels from streetlights or result in the interruption of supply. Such landscaping may be subject to Endeavour Energy's Vegetation Management program and/or the provisions of the <u>Electricity Supply Act 1995</u> (NSW) Section 48 'Interference with electricity works by trees' by which under certain circumstances the cost of carrying out such work may be recovered.</p> <p>Before commencing any underground activity the applicant is required to obtain advice from the <i>Dial Before You Dig</i> 1100 service in accordance with the requirements of the <u>Electricity Supply Act 1995</u> (NSW) and associated Regulations. This should be obtained by the applicant not only to identify the location of any underground electrical and other utility infrastructure across the site, but also to identify them as a hazard and to properly assess the risk.</p> <p>The applicant should be advised of the following object of Section 49A 'Excavation work affecting electricity works' of the of <u>Electricity Supply Act 1995</u> (NSW) covering the carrying out or proposed carrying out of excavation work in, on or near Endeavour Energy's electrical infrastructure.</p>	
<p>Supports the KKIA Structure Plan.</p> <p>Proposed inclusion of 108 -114 Comleroy Road, (Lot 4 DP778094) Kurrajong in the KKIA Structure Plan.</p> <p>Total of four property area is 19.674 hectares.</p> <p>No sewer and water connection to the sites.</p> <p>No intensive or extensive agricultural activities have been carried out on the subject sites; hence the site is not contaminated.</p> <p>The site is less constraint in the composite analysis map of the structure plan.</p> <p>Landscape character is pastoral valley.</p> <p>The inclusion of the subject site in the Structure</p>	<p>It is not recommended to increase the area of the Investigation Area.</p> <p>Areas outside of the Investigation Area will be considered as part of the Draft Hawkesbury Rural Lands Study.</p>

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<p>Plan provides an opportunity for council to meet the house target and provide rural lifestyle properties.</p> <p>Properties within the investigation area are highly fragmented, should these subject sites be included. The properties can be consolidated; the provision of the established private road provides an opportunity for consistent subdivision and lot sizes.</p> <p>Kurrajong house- item number I456 is located on 114 Comleroy Road.</p>	<p>Heritage significant properties within and adjacent to the investigation area will be assessed within the planning controls of the HLEP 2012 and DCP, when applications for subdivision are received by Council.</p>
<p>Changes are proposed to the extremely limited parking availability in Kurrajong town centre.</p> <p>Installation of large planter boxes are not keeping in with the vibe or look and feel of the village.</p> <p>Provide additional parking and a visitor information centre would enhance the viability of the village and encourage more people to visit and support local business.</p> <p>Supports min lot size of 1 hectare and opposes min lot size of 4,000sqm.</p>	<p>Comments noted.</p> <p>The Kurrajong town centre is outside the scope of the structure plan. However, the car parking space issue can be dealt within the Kurmond-Kurrajong Revitalisation Study in the future.</p> <p>Comments noted.</p> <p>HLEP 2012, Clause 4.1D (1)(b) states “ Despite Clauses 4.1, 4.1AA and 4.1A, development consent must not be granted for the subdivision of land that is identified as Area A and edged heavy blue on the Lot Size Map if the area of any lot created by the subdivision that contains or is to contain a dwelling house is less than 4,000sqm”.</p> <p>Should Council decide to increase the minimum lot size of identified areas from 4,000sqm to higher, the KKIA Structure Plan will be amended accordingly.</p>
<p>Comments are based on the Kurrajong Town Centre. Concerns raised are:</p> <ul style="list-style-type: none"> - Reduced parking spaces - No reference to NSW police crime prevention through environmental design - No consultation with shop keepers - No preliminary traffic management plan or works programme - Public seating appears to be very close to the road - Parallel kerb signage sandwich boards provide little to no effect to moving vehicles - Current adjoining paths provide clear 	<p>Comments are noted.</p> <p>The Kurrajong town centre is outside the scope of the structure plan. However, the car parking space issue can be dealt within the Kurmond-Kurrajong Revitalisation Study in the near future.</p>

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<p>and accessible access to the buildings</p> <ul style="list-style-type: none"> - Distant views to surrounding rural areas which are to be a contributing aspect would be compromised by incorporating tree island obstructing views. - Insufficient space for semi-trailer pump out trucks. 	
<p>Supports the KKIA Structure Plan.</p> <p>Biodiversity maps are inaccurate and flawed. They will need ground truthing as they are based on out dated satellite imagery. The evidence of incorrect imagery being present was proved recently at Kurrajong Heights where a hazard reduction certificate was rejected on the basis of the current satellite imagery, this was questioned and ground truthed, and then corrected by 2 qualified individual reports, one professional being accompanied by a relevant member of Macquarie University. The proven vegetation was not as depicted by the satellite imagery. My observation of the vegetation present on my property appears inconsistent with the maps used in the draft plan, and will need to be proved.</p> <p>Suggested Lot sizes - this draft only mentions 4,000sqm lots for consideration, this is quite restrictive and not inclusive of the intent. There are many blocks (other than the suggested) that are subdividable into lots of 20,000sqm, and some are even capable of 10,000sqm, and will be still able to comply with the suggested design guidelines. It is also wise for the council to encourage this approach to maintain the rural feel. The rationale behind this is simple but effective! Once a 20 acre block is divided into 4 x 5 acre lots, the future developer now has to buy out 4 people, rather than one.</p>	<p>Comments are noted.</p> <p>Council is undertaking a Study to update its data and align it with legislative Changes.</p> <p>Based on consideration of constraints and assessment of Views and Vistas, the KKIA Structure Plan provides two min lot size options:</p> <p>4,000m² 1 hectare (10,000m²)</p>
<p>Maps within the KKIA Structure Plan are illegible.</p> <p>Flawed biodiversity map as the submitters property was identified as having high and very high biodiversity values where as it was cleared pasture, improved grazing land with a patch of native grass on its north.</p> <p>Maps show that the property has 2 water courses whereas the property has only one water course.</p> <p>Area in the south-west of the kurrajong village and at the top of Greggs Road is an inappropriate area for 4,000sqm residential subdivision as the road encounters substantial traffic from residents of Bowen Mountain at peak hours.</p>	<p>Comment Noted, and maps have been prepared to be as legible as possible.</p> <p>Council is undertaking a Study to update its data and align it with legislative Changes. Council's GIS layer for water course will be checked to identify the issue and correction will be made where applicable.</p> <p>Assessment of constraints has identified areas considered suitable for minimum lot sizes of 4,000sqm and 1 Ha respectively.</p> <p>The Traffic Study states that an additional 200 dwellings will have no notable traffic impact. Consultants have updated the Traffic Study to</p>

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	clarify the assumptions and the results.
<p>Supports the KKIA Structure Plan</p> <p>These investigations would give us all the chance and seek opportunities of what is needed to be done in enriching the lives and lifestyle of our people living in our own community and for our future generations while at the same time preserving the value of our environment and the wide-life.</p>	<p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p>
<p>Objects to KKIA Structure Plan.</p> <p>Parking issues at Kurrajong town centre.</p> <p>Further to the reference to the historic property on the land, the total inconsideration afforded it and the rural surrounds should subdivision be approved for this acreage, will be disrespected and treated with total disregard.</p>	<p>The Kurrajong town centre is outside the scope of the structure plan. However, the car parking space issue can be dealt within the Kurmond-Kurrajong Revitalisation Study in the near future.</p> <p>Council acknowledges the significance of Heritage listed properties within the LGA and within the investigation area. Any future applications to subdivide a lot which includes a heritage item will be dealt within the guidelines of HLEP 2012 Heritage Conservation Clauses.</p>
<p>Objects the KKIA Structure Plan</p> <p>164 Old Bells Line of Road is a heritage listed property within the investigation area.</p> <p>The lack of services such as medical, educational and transport are a major issue for the current residents and will not improve without major political and financial input.</p> <p>Traffic issues - As Pitt Town and Vineyard are well east of the Hawkesbury River and these dwellings will have zero impact on the day to day traffic in the Investigation Area they can be discounted.</p> <p>Therefore 200 dwellings in the Investigation Area becomes an increase of almost double the impact assumed.</p> <p>While the Grose River Bridge is proposed it is by no means certain it will be operational within the 2027 time frame and at this stage it cannot be assumed to be a flood free bridge. In addition without a major upgrade to Springwood Road particularly on the narrow steep bends towards Castlereagh Road it is unlikely that most commuters will choose this route.</p> <p>The replacement Windsor Bridge will not improve this situation.</p> <p>In addition the Study ignores the various developments which have been approved in or near the investigation area since 2016.</p>	<p>Council acknowledges the significance of Heritage listed properties within the LGA and within the investigation area. Any future applications to subdivide a lot which includes a heritage item will be dealt within the guidelines of HLEP 2012 Heritage Conservation Clauses.</p> <p>The Traffic Study states that an additional 200 dwellings will have no notable traffic impact. Consultants have updated the Traffic Study to clarify the assumptions and the results.</p> <p>Council has advocated for higher flood immunity for new bridge crossings of the Hawkesbury River.</p> <p>At Council's Ordinary Meeting on 18 February 2020, Council considered a report with respect the Redbank Voluntary Planning Agreement and the Grose River Crossing, and resolved for staff to initiate discussion with Roads and Maritime Services and other relevant state agencies to establish a process for ensuring that the balance of the route between Grose Vale Road and Springwood is above the 1:100 flood level.</p>

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<p>Some of these approved and/or currently underway are:</p> <ul style="list-style-type: none"> - Kurrajong Road, Kurrajong – 35 dwellings - Old Bells Line of Rd, Kurrajong – 23 dwellings - 396 Bells Line of Rd, Kurmond – 33 dwellings - 1420 Kurmond Rd, Kurmond – 10 dwellings <p>The investigation area lacks bus services and the buses are predominantly for school access.</p> <p>Bus routes are somewhat circuitous further reducing the desirability of public transport.</p> <p>Difficult to commute to Windsor or Penrith within reasonable time from the investigation area.</p> <p>The Draft plan does not address the impact of added population on local school capacity to enrol additional pupils.</p> <p>There is insufficient consideration of the lack of health services west of the river.</p> <p>Sufficient open spaces are required as a result of additional population in the investigation area. The two existing parks at Kurmond and Kurrajong will not cater the additional demand.</p> <p>If it is assumed that the shaded area in the KKIA Structure Plan map is serviced by Sydney Water, this map is completely incorrect. Having lived in the area shown shaded for 45 years the submitter states that they have never ever been considered for connection to Sydney Water. In fact connection has been specifically denied. Water pressure in Kurrajong Village has always been problematic.</p> <p>Equally there is the issue of sewerage disposal. The document refers to the necessity for on-site sewerage disposal which in the case of Environmental Disposal Units requires substantial land for irrigation that is unavailable for general use including as a play area for children. Personal experience has indicated that lot sizes of 4,000 square metres are not suitable for this type of sewerage disposal particularly given the expected style of housing and the soil quality in the development area.</p> <p>It is noted that the document refers to the drainage from the development as flowing North into Howes Creek and South into Redbank Creek.</p>	<p>School capacity is the responsibility of the NSW State Government and ongoing consultation in this respect will be required.</p> <p>All constraints including health services, traffic and transport services, lack of utilities were considered during the preparation of the KKIA Structure Plan.</p> <p>Development impact within the investigation area on Wheeny Creek has been considered as part of preparation of the KKIA Structure Plan.</p> <p>The proposed E4 Environmental Living zone has been recommended in order to meet the objectives of the Metropolitan Rural Area which is to protect and enhance the rural and local character, landscape and scenic views.</p> <p>Council will continue to advocate for water and sewerage connections in the Investigation Area.</p> <p>The proposed minimum lot size of 4,000sqm in identified areas of the Investigation Area is on the basis of addressing environmental constraints and assessment of views and vistas in accordance with the criteria outlined in the Draft Structure Plan.</p>

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Summary of issues raised	Response
<p>The document as published showing Direction of Drainage Figure 15, does not mention Little Wheeny Creek.</p> <p>The impact on of further development on LITTLE WHEENY Creek which is arguably the most important creek in the vicinity will be extremely detrimental.</p> <p>At this point there is still evidence of platypus, Eels and the endangered Macquarie Perch in Little Wheeny Creek all of which would be adversely affected by future development nearby.</p> <p>Both Howes Creek and Redbank Creek are suffering from reduced flow rates at the moment which may be partly the result of current prolonged dry weather. However climate change indicates that this may be a more common or permanent situation.</p> <p>There are 4 not 3 heritage listed properties in the investigation area, the 4th being "Arthona" I351 on the Council Heritage list. "Goldfinders" 164 Old Bells Line of Road, Kurrajong is listed on the State Heritage List.</p> <p>The standard of this Document is sufficiently deficient as to make it difficult to comment on a number of the issues. There are errors of fact and a number of the figures either have no key or descriptor making them it almost impossible to accurately comment.</p> <p>The rezoning suggested does not in any way address the current issue of piecemeal subdivision throughout the area west of the Hawkesbury River. This subdivision is generally regarded as unimportant as it may be only a few lots but as previously mentioned the cumulative effect is a major issue.</p>	
<p>Supports the KKIA Structure Plan.</p> <p>The methodology, conclusions and recommendations within the draft are seen to be appropriate in the circumstances of the Kurmond-Kurrajong locality and would also support in general terms the owner's land and its subdivision into lots with minimum area of 4,000sqm.</p>	<p>Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan.</p>

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Hawkesbury Traffic Study

Council has undertaken the preparation of a comprehensive traffic study to:

- Identify the current and future traffic and transport patterns
- Assist Council in planning for the current and future traffic and transport needs of the Hawkesbury Community.

The study assesses the likely traffic impacts stemming from the future growth in the Hawkesbury Local Government Area in order to determine any required improvements or capacity needs to minimise any adverse traffic impacts of proposed development.

The Study was undertaken in two Stages, with Stage 1 having been completed and reported to Council in September 2018. Stage 1 of the Traffic Study concluded that:

“To estimate future traffic flows with the addition of a new bridge near Navua Reserve, the Roads and Maritime STFM strategic model was coded to include the new bridge. This showed that the new bridge in the vicinity of Navua Reserve would result in the redistribution of traffic, which would result in a reduction in traffic at the Bells Line of Road/Gross Vale Road signalised intersection, at the Kurrajong Road/Old Kurrajong Road priority intersection, as well as Richmond Bridge.

Assessment indicates that a new bridge at Navua Reserve in 2027 would provide positive impact relating to the operation of the Bells Line of Road/ Gross Vale Road intersection and the Kurrajong Road/Old Kurrajong Road priority intersection would also operate satisfactorily during peak periods”.

The Stage 1 assessment identified the likely problem locations and issues for assessment in further detail as part of Stage 2 of this Study.

Stage 2 of the Study involved the following elements:

- Undertake strategic assessment of proposed road projects and associated road alignments
- Determine the current and future based road network and demands based on incremental traffic growth
- Identify critical road network locations and assess such those locations in detail
- Test future road network demand scenarios, including a new bridge in the vicinity of Navua Reserve and other road infrastructure scenarios, as required
- Develop a strategic traffic model for Council to use now and in the future to assess the implications of background traffic growth, potential new roads infrastructure, as well as the impacts of other influencing factors, such as new developments.
- Prepare Stage 2 traffic report following completion of the required traffic modelling to identify critical road network elements that require to be upgraded to support future traffic growth, consider the impacts of proposed developments, strategic road projects and associated infrastructure as required.

In terms of Stage 2 of the traffic modelling for the Kurmond Kurrajong area, the Hawkesbury Traffic Study has modelled a future base year 2027 with the following parameters, in order to assess impacts of any further development:

- The proposed new Grose River Bridge is operational
- Takes into account the remaining Redbank development (1,250 dwellings and 80 retirement village dwellings), Glossodia (250 dwellings), Pitt Town (150 dwellings) and Vineyard (900 dwellings).

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- Includes the RMS upgrades along Bells Line of Road at Grose Vale Road, Yarramundi Lane and Bosworth Street/ March Street as well as the new Windsor Bridge.

In addition to modelling the future base year of 2027, the following Scenarios were tested (relative to the future base year):

- Scenario 1 - Future year base without the Grose River Bridge
- Scenario 2 - Future year base plus 200 dwellings within the Kurmond/Kurrajong investigation area
- Scenario 3 - Future year base plus an additional 5% growth at Richmond and Windsor/South Windsor areas.

The modelling concluded that a new Grose River Bridge will improve the operation of the network taking into account the projected development in the future base year (2027) that includes development sites such as Redbank. The scenario modelling of the proposed 200 dwellings within the Kurmond-Kurrajong Investigation Area indicates that this development option is not considered to have any significant impact, whilst noting that intersection performance of the key intersection of Grose Vale Rd and Bells Line of Road would continue to decline due to incremental traffic growth.

Similarly the traffic assessment indicated that duplication of the Richmond bridge would be required to accommodate further development even with the new Grose River Bridge in place in order to maintain network performance at a satisfactory level.

As part of the exhibition of the KKIA Structure Plan, submissions were received querying aspects of the modelling and the parameters used. In response Council's consultants undertook a sensitivity analysis to test the impacts of higher traffic generation rates from future development and also carried out intersection analysis based on a conservative approach with no redistribution of any traffic growth from possible development in the KKIA. That is, all traffic was assumed to be utilizing the Bells Line of Road through North Richmond and was not rerouted based on travel delays that might impact driver behaviour and travel patterns.

The outcome of this modelling concluded that there would be limited impact under those scenarios, although again noting the continuing decline in intersection performance over time. The AM peak hour is the critical period for traffic impacts and performance of the Grose Vale Rd intersection with Bells Line of Road will be dependent on the construction of a bridge across the Grose River.

Further Consultation with Affected Property Owners of the Kurmond-Kurrajong Investigation Area - May 2020

Based on Councillor feedback, further consultation was undertaken with affected property owners within the Kurmond Kurrajong Investigation Area in order to seek their views on the proposed rezoning of the subject land. A letter (Attachment 2) was prepared outlining the proposed change to E4 Environmental Living, and proposed **minimum** lot size from 4 or 10 hectares to 1 hectare or 4,000m² as detailed in the Draft Kurmond Kurrajong Investigation Area Structure Plan.

A total of 457 letters were sent out to property owners within the Investigation Area seeking their input and feedback. As part of this further consultation, Council received a total of ten submissions, of which:

- Five submitters objected to the proposed changes
- Two supported the Draft Structure Plan, and
- Three were seeking an extension of the study area boundary to include their properties.

The key issues raised through these additional submissions included:

- E4 Environmental Living zone with minimum lot area of 4,000m² and 1 hectare lots that ensures that there is no adverse effect on the ecological, scientific and visual aesthetic values for the study area is implausible;
- Minimum lot size of 4,000m² near developed settlements is not feasible;

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- Mixed opinions on the proposal to amend the zone to E4 Environmental Living, and proposed minimum lot sizes
- No in-depth traffic consideration of Greggs Road; and
- Extension of the study area boundary to include other surrounding larger lots.

The key issues raised in submissions received are summarised below and copies of these additional submissions are provided in Attachment 3.

Table 3 Summary of Submissions – Further Consultation (May/June 2020)

Summary of issues raised	Response
Support for the Structure Plan and E4 Environmental Living zone.	Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan, including a Council led planning proposal.
<p>Objects to the Structure Plan.</p> <p>No value in providing 1 hectare lots as it does not provide any benefits for retaining or managing ecological environmental values or providing for the proposed uses that require large lots such as extensive agriculture.</p> <p>Lot sizes of 4,000m² is an inefficient use of land near urban centres. It is a risk to the downstream water environment due to water tanks and effluent discharges.</p> <p>The plan is inconsistent with NSW Planning Strategies 29.1 and 29.2 – Metropolitan Rural Area values.</p> <p>Any more residential development should be avoided until the North Richmond road infrastructure is improved for access to and from Richmond. This is particularly important for emergency services that may need to travel during peak traffic hours.</p> <p>Residential development will change the character of the KKIA from rural to urban.</p>	<p>Objection is noted.</p> <p>All constraints and opportunities including environmental, topographical, health services, traffic and transport services, and utilities were considered during the preparation of the KKIA Structure Plan.</p> <p>The proposed E4 Environmental Living Zone was identified in order to ensure that this meets the objectives of the Metropolitan Rural Area which is to protect and enhance the rural and local character, landscape and scenic views.</p> <p>An LGA wide Traffic Study has been undertaken which has considered the KKIA Structure Plan area.</p> <p>The Draft Structure Plan has identified areas where a proposed minimum lot size of 4,000m² could be appropriate based on assessment of environmental constraints and assessment of views and vistas in accordance with the criteria outlined in the Draft Structure Plan.</p>
Objects to the Structure Plan. Does not support smaller lot subdivisions.	Objection is noted. Preparation of the KKIA Structure Plan has considered opportunities and constraints.

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Summary of issues raised	Response
Submitters seeking to include their property and some further adjoining properties within the investigation area by expanding the investigation area boundary.	It is not recommended to increase the area of the Investigation Area. Areas outside of the Investigation Area will be considered as part of additional strategic planning work, including the Draft Hawkesbury Rural Lands Study.
Supports the Kurmond Kurrajong Investigation Area Structure Plan, including E4 Environmental Living Zone and proposed minimum lot sizes.	Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan, including a Council led planning proposal.
<p>The Structure Plan does not indicate an analysis of the traffic flow impact on the Greggs Road.</p> <p>There is no community benefit from the satellite residential developments.</p> <p>The structure plan has no analysis and recommendation for traffic flows, kerb and guttering, and lighting to make the community a safer place to live.</p> <p>No input from RTA now Transport for NSW.</p> <p>There is no depiction or precise indication on a map showing what land in the investigation area is proposed for environmental living zone and which land will be minimum lot size of 1 hectare and 4000m².</p> <p>The biodiversity priority ranks in the maps are confusing and to an extent not correct. There are inconsistencies of data on the ground in comparison to what has been captured in the maps.</p>	<p>All constraints and opportunities including environmental, topographical, health services, traffic and transport services, and utilities were considered during the preparation of the KKIA Structure Plan.</p> <p>The proposed E4 Environmental Living Zone was identified in order to ensure that this meets the objectives of the Metropolitan Rural Area which is to protect and enhance the rural and local character, landscape and scenic views.</p> <p>An LGA wide Traffic Study has been undertaken which considers the KKIA Structure Plan area as well.</p> <p>The Draft Structure Plan has identified areas where a proposed minimum lot size of 4,000m² could be appropriate based on assessment of environmental constraints and assessment of views and vistas in accordance with the criteria outlined in the Draft Structure Plan.</p> <p>The whole of the investigation area is proposed to be rezoned to E4 Environmental Living in line with the values of the Metropolitan Rural Area objectives.</p>
Seeks to have an additional property included within the Investigation Area and provides photos to demonstrate the suitability of the property for inclusion.	It is not recommended to increase the area of the Investigation Area. Areas outside of the Investigation Area will be considered as part of additional strategic planning work, including the Draft Hawkesbury Rural Lands Study.
Supports the Kurmond Kurrajong Investigation Area Structure Plan, including amendment of the zone to E4 Environmental Living and proposed minimum lot sizes.	Once the Draft KKIA Structure Plan is finalised and adopted by Council, any current and future planning proposals will be guided by the Plan, including a Council led planning proposal.
Objects to the Kurmond Kurrajong Investigation Area Structure Plan and believes the area should be developed for low impact residential development.	The proposed E4 Environmental Living Zone was identified in order to ensure that this meets the objectives of the Metropolitan Rural Area which is to protect and enhance the rural and local character, landscape and scenic views.

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Summary of issues raised	Response
Objects to the Kurmond Kurrajong Investigation Area Structure Plan, and questions why so many resources have been applied to a small area compared to the overall Local Government Area of 2,793km ² .	The proposed E4 Environmental Living Zone was identified in order to ensure that this meets the objectives of the Metropolitan Rural Area which is to protect and enhance the rural and local character, landscape and scenic views.
The Hawkesbury Residential Land Strategy has identified areas capable of expanding the villages.	The Draft Structure Plan has identified areas where a proposed minimum lot size of 4,000m ² could be appropriate based on assessment of environmental constraints and assessment of views and vistas in accordance with the criteria outlined in the Draft Structure Plan.
Council Officers actively canvassed property owners within the Investigation Area and encouraged applications.	No evidence to this effect has been provided. At the start of the structure planning process a survey was conducted with property owners within the investigation area, but this in no way actively encouraged property owners to submit individual planning proposals.

Changes to the Draft Kurmond-Kurrajong Investigation Area Structure Plan

The Draft Kurmond Kurrajong Investigation Area Structure Plan is included as Attachment 4. It is considered that the most appropriate zone for the investigation area is E4 Environmental Living as this zone's objectives are in alignment with the Metropolitan Rural Area objectives. The E4 Environmental Living zone allows low-impact residential development whilst ensuring protection of special ecological, scientific or aesthetic and environmental values.

There has been interest from adjacent owners to have their properties included in the Investigation Area for development. It is not recommended to include additional properties within the Investigation Area, particularly given that Council is undertaking further background studies including the Hawkesbury Rural Lands Strategy.

Implementation and Review of Kurmond Kurrajong Investigation Area Structure Plan

In order to implement the Kurmond Kurrajong Investigation Area Structure Plan, it is crucial for Council to decide whether a blanket rezoning of the Investigation Area will be undertaken as part of the LEP update or a piece meal applicant based planning proposal to rezone the investigation area will be considered.

Should Council decide to undertake a blanket rezoning approach, Council will prepare a planning proposal to amend the Hawkesbury LEP 2012 to include the new zoning and Minimum Lot Size of the investigation area in the LEP.

Should Council decide to undertake applicant based approach to rezone the land within the investigation area; individual piece meal planning proposals will be assessed over a longer time period as interest arises. However, the KKIA Structure Plan will guide the zone and minimum lot size of land subdivisions.

Upon adoption of Kurmond Kurrajong Investigation Area Structure Plan, Council can consider the existing current Pre and Post Gateway planning proposals.

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This report recommends that the key recommendations detailed in Table 4 be implemented.

Table 4: Key Recommendations of KKIA Structure Plan

Draft KKIA Structure Plan	Recommendation	Alignment with Sydney Region Plan – MRA Objectives	Implications
Land Zone	<p>Rezone the investigation area to E4 Environmental Living.</p> <p>The zone protects the biodiversity and ecological values.</p> <p>The zone minimises land use conflicts.</p> <p>The zone protects water catchments and waterways.</p> <p>Development within this zone does not create an unreasonable demand for the provision or extension of public amenities and services.</p>	<p>Action 78 – maintain or enhance the values of the MRA using place-based planning to deliver targeted environmental, social and economic outcomes;</p> <p>Action 79 – limit urban development to within the urban areas, except for the investigation areas at Horsley Park, Orchard Hills and east of The Northern Road. Luddenham.</p>	Hawkesbury LEP 2012 be amended to rezone the Investigation Area from RU1- Primary Production and RU4- Primary Production Small Lots to E4 – Environmental Living zone.
Draft KKIA Structure Plan	Recommendation	Alignment with Sydney Region Plan – MRA Objectives	Implications
Minimum Lot Size	<p>Amend the Minimum Lot Size of the investigation area to 1 hectare (10,000m²).</p> <p>Amend the Minimum Lot Size of areas identified within the KKIA Structure Plan which can afford 4,000m² lots subject to meeting the provisions stipulated within the Hawkesbury LEP 2012, with a frontage of 40m.</p>	Action 78 – maintain or enhance the values of the MRA using place-based planning to deliver targeted environmental, social and economic outcomes.	<p>Amend Hawkesbury LEP 2012 to update the Minimum Lot Size Map of the Kurmond-Kurrajong Investigation Area to allow 1 hectare and 4,000m² lots.</p> <p>Consequently, the DCP provisions are to be updated with appropriate planning controls to ensure that the landscape, scenic and rural character objectives are protected.</p>

It is considered appropriate that Council review the Kurmond Kurrajong Structure Plan following the completion of the LEP Review process, or following the finalisation of relevant strategic planning studies either by Council or the NSW State Government. A recommendation has been made in that respect.

Relevant Legislation

Hawkesbury Local Environmental Plan 2012.

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DISCUSSION

The Draft Kurmond Kurrajong Investigation Area Structure Plan has been prepared to provide guidance for future rural residential development within the investigation area. The Structure Plan has been prepared in accordance with the NSW Planning Framework including the Sydney Region Plan and Western City District Plan. Specifically, the Structure Plan has considered Objective 29 - environmental, social and economic values in rural areas are protected and enhanced of the Sydney Region Plan – 'Metropolitan Rural Area'.

However, a final consensus is required from the Department of Planning, Industry and Environment to ensure that Council can progress with the intended rezoning and amendment of the minimum lot size provisions to enable further residential development within the investigation area.

The Draft Kurmond Kurrajong Investigation Area Structure Plan will be a guiding document to ensure that future development within the investigation area protects and enhances the biodiversity, landscape, scenic and rural characters and values of the area.

Once the Draft Kurmond Kurrajong Investigation Area Structure Plan is adopted, it will provide the framework to consider current Pre or Post Gateway planning proposals.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The report is consistent with the following Focus Areas, Directions and Strategies within the CSP:-

Our Leadership

1.5 Regulation and Compliance:

- 1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning policies, procedures and service standards as required under all regulatory frameworks.
- 1.5.2 Best practise sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

Our Environment

- 3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment
 - 3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.
 - 3.1.2 Act to protect and improve the natural environment including working with key agency partners.
 - 3.1.3 Minimise our community's impacts on habitat and biodiversity and protect areas of conservation value.
 - 3.1.4 Use a range of compliance measures to protect the natural environment.

Our Future

5.1 Strategic Planning Governance

- 5.1.1 Council's planning is integrated and long term.
- 5.1.2 Council's decision making on all matters is transparent, accessible and accountable.
- 5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.

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- 5.1.4 Encourage increased community participation in planning and policy development.
- 5.1.5 The needs of our community will be reflected in Local, State and Regional Plans.

FINANCIAL IMPACT

There are no financial implications in terms of this report.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications, outside of Council's adopted Long Term Financial Plan.

PLANNING DECISION

As this matter is covered by the definition of a "planning decision" under Section 375A of the *Local Government Act 1993*, details of those Councillors supporting or opposing a decision on the matter must be recorded in a register. For this purpose a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

ATTACHMENTS:

- AT - 1** Copies of Submissions Received - Public Exhibition September – November 2019 – *(Distributed under separate cover)*.
- AT - 2** Correspondence Provided to Property Owners May 2020 – *(Distributed under separate cover)*.
- AT - 3** Copies of Further Submissions - May 2020 Consultation – *(Distributed under separate cover)*.
- AT - 4** Draft Kurmond-Kurrajong Investigation Area Structure Plan 2019 – *(Distributed under separate cover)*.

oooO END OF REPORT Oooo

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GENERAL MANAGER

Item: 112 **GM - Adoption of 2020/2021 Operational Plan, and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2020 to 30 June 2021 - (79351)**

Previous Item: 072, Ordinary (28 April 2020)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider submissions received in regard to the exhibited Draft Operational Plan 2020/2021 and to make and fix rates and charges for the year ending 30 June 2021.

EXECUTIVE SUMMARY:

At the Ordinary Meeting of Council held on 28 April 2020, consideration was given to a report in relation to the Draft 2020/2021 Operational Plan.

At that meeting, Council resolved that the report be received and that the Draft 2020/2021 Operational Plan be adopted for exhibition purposes and be advertised in accordance with the Local Government Act 1993.

In addition, Council resolved that the Draft 2020/2021 Operational Plan be reported back to Council post the public exhibition period to consider:

- Public submissions received,
- The adoption of Draft 2020/2021 Operational Plan,
- The making and fixing of the rates and charges for the 2020/2021 financial year.

This report considers submissions received and makes the recommendation to adopt the 2020/2021 Operational Plan, and to make and fix rates and charges for the year ending 30 June 2021.

RECOMMENDATION:

That:

1. The report regarding Draft 2020/2021 Operational Plan be noted.
2. The Draft 2020/2021 Operational Plan including the fees and charges, as placed on public exhibition, be adopted incorporating the amendments as outlined in the report including the rates in the dollar for 2020/2021 to incorporate valuation changes up to the final Rating Resolution.
3. The due date for the first instalment of the 2020/2021 Rates Notice be set as 30 September 2020.
4. Council Make and Levy the following Rates and Fix the following Charges for the 2020/2021 financial period in accordance with Section 535 of the Local Government Act 1993 (Land Values used for calculation of rates have a Base Date of 1 July 2019):

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Residential Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Residential Rate" in accordance with Section 543 (1), of zero point two zero two one six zero (0.202160) cents in the valuation dollar be levied on all properties categorised as Residential in accordance with Section 516. These properties will be subject to an ad valorem rate and a base amount of \$430.00. The levying of the base amount from the Residential Category will generate 29.85% of the notional yield applicable to the Residential Category.

Farmland Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Farmland Rate" in accordance with Section 543 (1), of zero point one eight one nine four four (0.181944) cents in the valuation dollar be levied on all properties categorised as Farmland in accordance with Section 515. These properties will be subject to an ad valorem rate and a base amount of \$430.00. The levying of the base amount from the Farmland Category will generate 14.43% of the notional yield applicable to the Farmland Category.

Business Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area 1" in accordance with Section 543 (1), of zero point four zero four three two zero (0.404320) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 1 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$430.00. The levying of the base amount from the Business Area 1 sub-category will generate 12.63% of the notional yield applicable to the Business Area 1 sub - category.

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area 2" in accordance with Section 543 (1), of zero point four zero four three two zero (0.404320) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 2 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$430.00. The levying of the base amount from the Business Area 2 sub-category will generate 10.66% of the notional yield applicable to the Business Area 2 sub-category.

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area Other" in accordance with Section 543 (1), of zero point four zero four three two zero (0.404320) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area Other in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$430.00. The levying of the base amount from the Business Area Other sub-category will generate 12.53% of the notional yield applicable to the Business Area Other sub-category.

Domestic Waste Management Service

For 2020/2021, in accordance with Section 496 of the Local Government Act 1993:

- A "Weekly Domestic (Inc. Green) Waste Mgt Charge 240L" annual charge of \$660.29 be made for a 240 litre bin, for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Mgt Charge 240L" annual charge of \$577.60 be made for a 240 litre bin, for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, and one kerbside pickup for the financial year.

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- A "Weekly Domestic (Inc. Green) Waste Mgt Charge 140L" annual charge of \$448.05 be made for a 140 litre bin for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pickup for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Mgt Charge 140L" annual charge of \$365.37 be made for a 140 litre bin for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Mgt Charge 240L" annual charge of \$365.37 be made for a 240 litre bin, for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Mgt Charge 140L" annual charge of \$256.56 be made for a 140 litre bin for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Service Availability" annual charge of \$166.96 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.
- A "Fortnightly Domestic Waste Service Availability" annual charge of \$83.47 be made for parcels of land where a fortnightly domestic waste service is available but the service is not utilised.

Pensioner Rebate

In accordance with Section 575 of the Local Government Act 1993 where a property is owned and occupied by eligible pensioner(s), a rebate amounting to 50% (fifty percent) of the combined rates and domestic waste service charges up to a maximum of \$250.00 (two hundred and fifty dollars) in annual concession will be granted for 2020/2021.

Business Waste Management Service

For 2020/2021, in accordance with Section 501 of the Local Government Act 1993

- A "Weekly Business Waste Management Service 240L" annual charge of \$871.98 be made for a 240 litre bin, for each weekly waste service to a property which is categorised as Business and for which a weekly waste service is utilised.
- A "Weekly Business Waste Management Service 140L" annual charge of \$533.60 be made for a 140 litre bin for each weekly waste service to a property which is categorised as Business and for which a weekly waste service is utilised.
- A "Fortnightly Business Waste Management Service 240L" annual charge of \$610.39 be made for a 240 litre bin, for each fortnightly waste service to a property which is categorised as Business and for which a fortnightly waste service is utilised.
-

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A "Fortnightly Business Waste Management Service 140L" annual charge of \$373.52 be made for a 140 litre bin for each fortnightly waste service to a property which is categorised as Business and for which a fortnightly waste service is utilised.

Sewerage Service

For 2020/2021, in accordance with Section 501 of the Local Government Act 1993, the following range of annual charges be made for the provision of sewerage services.

- "Sewer Residential Connected" \$886.69
- "Sewer Residential Unconnected" \$590.45
- "Sewer Business Unconnected" \$594.97
- "Sewer Business Category 1 (<1,000L per day)" \$1,032.06
- "Sewer Business Category 2 (1,001 - 5,000L / day)" \$5,174.79
- "Sewer Business Category 3 (5,001 - 10,000L / day)" \$10,308.46
- "Sewer Business Category 4 (10,001 - 20,000L / day)" \$20,553.95
- "Sewer Business Category 5 (>20,000L / day)" \$20,553.95
- Additionally, a trade waste volume charge of \$3.32 per kilolitre be charged to Business Category 5 properties for each kilolitre in excess of 20,000.

Pensioner Rebate

Where a residential property receiving this service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, then a rebate amounting to \$443.35 be granted to the owner(s) in annual concession for 2020/2021.

Stormwater Management Charge

For 2020/2021, in accordance with Section 496A of the Local Government Act 1993, the following annual charges be made for stormwater management :

- "Stormwater Management – Residential" \$25.00
- "Stormwater Management - Residential Strata" \$12.50
- "Stormwater Management – Business" \$25.00 per 350m² or part thereof, up to a maximum \$1,500.00.
- "Stormwater Management - Business Strata" Pro-rata of business charge, based on land valuation apportionment.

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Sullage Pump-Out Services

For 2020/2021:

- In accordance with Section 501 of the Local Government Act 1993, a “Fortnightly Sullage Pump-out Service” annual charge of \$2,505.16 will be made for the provision of a fortnightly sullage pump-out service to residential properties.
- In accordance with Section 501 of the Local Government Act 1993, a “Weekly Sullage Pump-out Service” annual charge of \$5,010.32 will be made for the provision of a weekly sullage pump-out service to residential properties.
- Where a property receiving a sullage pump-out service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, and the property is occupied solely by the eligible pensioner(s), in accordance with Section 577 of the Local Government Act 1993 a rebate amounting to 50% of the applicable charge be granted to the owner(s) in annual concession for 2020/2021.
- In accordance with Section 502 of the Local Government Act 1993, additional pump-outs can be requested at a cost of \$160.52 per extra service.
- In accordance with Section 502 of the Local Government Act 1993, emergency after hours pump-outs be charged at \$201.57 per service.
- In accordance with Section 502 of the Local Government Act 1993, that a charge of \$27.59 be made for each 1,000 (one thousand) litres of effluent pumped out from commercial and industrial properties for services being conducted on request.

Drainage Management Charge

For 2020/2021, in accordance with Section 501 of the Local Government Act 1993, the following annual charges be made for drainage management :

- | | |
|---------------------------------------|----------|
| • “Drainage Management – Residential” | \$25.00* |
| • “Drainage Management – Business” | \$25.00* |

*The Drainage Management Service Charge is only applicable to properties in the identified urban release area in North Richmond (Redbank). Properties in this area are not subject to the Stormwater Management Service Charge.

Interest Charges

In accordance with Section 566 (3) of the Local Government Act 1993, the interest rate charged on overdue rates and charges for 2020/2021 by Council be set at the maximum permitted by the Minister for Local Government. For the 2020/2021 rating year, this will be:

- For the period 1 July 2020 to 31 December 2020 (inclusive) – 0% per annum
 - For the period 1 January 2021 to 30 June 2021 (inclusive) – 7.0% per annum
5. The persons and/or organisations that made submissions in response to the exhibition of Council's Draft 2020/2021 Operational Plan be advised of Council's decision in this regard and the relevant comments in the report.

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BACKGROUND

At the Extraordinary Meeting of Council held on 28 April 2020, consideration was given to a report regarding the Draft 2020/2021 Operational Plan. Council adopted the following resolution relevant to this report:

"That:

- 1. The General Manager's report regarding the Draft 2020/2021 Operational Plan be received.*
- 2. The Draft 2020/2021 Operational Plan attached as Attachment 1 to the report, be approved for public exhibition and that Council give public notice of the exhibition of the Draft 2020/2021 Operational Plan for a minimum of 28 days in accordance with Section 405 of the Local Government Act 1993.*
- 3. The Draft 2020/2021 Operational Plan be reported back to Council post the public exhibition period to consider any public submissions received and to consider the adoption of this document and to make and fix rates and charges for the year ended 30 June 2020."*

Relevant Legislation

- Local Government Act 1993
- Local Government (General) Regulation 2005

DISCUSSION

Public Submissions

The Draft 2020/2021 Operational Plan was advertised and placed on public exhibition for a period of 28 days from Thursday, 30 April 2020 until Thursday, 28 May 2020 in accordance with legislative requirements.

The draft document was circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal *Your Hawkesbury Your Say*. Due to the COVID-19 pandemic, hard copies were not made available to the public. The following table summarises the level of activity in 2020 compared with 2019 as tracked on *Your Hawkesbury Your Say*.

Year	2019	2020
Project Page Visits	525	712
Document Downloads	451	444
Submissions Received Online	16	13

During the exhibition period, 13 submissions were received as detailed in this report. The submissions have been considered and have not resulted in any amendments being required

The submissions received are attached as Attachment 2 to this report.

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A summary of the submissions and comments responding to the submissions is provided below:

Submission No. 1

The refurbishment of the Kurrajong Memorial Park playground has not started.

Comment:

The playground equipment for Kurrajong Memorial Park will be installed in July 2020. The delay in installation has been due to supply delays due to the COVID-19 pandemic.

Submission No. 2

An upgrade of the park located at the corner of Pitt Town Road and Ivy Avenue, McGraths Hill.

Comment:

Maintenance and other minor improvements to this site (including fencing) are proposed for the July-August 2020 period. Council has commenced community consultation with the preparation of the Colebee Park Master Plan. This plan will look at other sites to ensure an appropriate hierarchy of recreation facilities and connectivity throughout the area. It should be noted that the current playground at Ivy Avenue is located in a road reserve, rather than a designated park, which could potentially limit its expansion or use.

Submission No. 3

The submission requested consideration of a number of matters for McGraths Hill as part of the 2020/2021 Operational Plan. The issues raised and responses are provided below:

1. Building a footpath on McGrath Road and also Old Hawkesbury Road at McGraths Hill.

Comment:

Provision of footpaving in McGraths Hill is included in future year's programs. A prioritised program that provides linkages throughout the suburb is being developed to provide a safe walking environment.

2. Request a covered area and a covered play area at Colbee Park or a covered area at Jack Gow memorial park.

Comment:

As part of the preparation of an overall masterplan for Colebee Park, Council is considering the placement of a new playground with shade at this location. Funding for the preparation of a masterplan and initial works implementation (subject to community input) is included in the 2020/2021 program.

3. Drainage issue at the corner of Windsor Road and McGrath Road.

Comment:

Matter is currently under investigation, contact has been made with the member of the community who raised this to seek further information.

4. Surfacing of Old Hawkesbury Road near McGrath Road.

Comment:

The pavement issues will be investigated and addressed as part of council road maintenance program, noting that the gravelled section of Old Hawkesbury is not currently included in councils sealing program.

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Submission No. 4

Packer Road, Blaxland's Ridge/Lower Portland re-sealing not listed in the plan.

Comment:

Packer Road is included in Council's gravelled road sealing program for 2021/2022. This remains in line with the originally proposed program proposed in conjunction with the special rate variation. Investigation and detailed design work will commence in the 2020/2021 program in advance of this construction funding.

Submission No. 5

Wanting additional funding allocated to Tamplin Field, Hobartville where Hawkesbury City Little Athletics Centre operates from. The not-for profit sporting club was successful in being granted \$40,000 to put towards Extensions and Renovations of Buildings and Storage for Little Athletics.

Comment:

Council is undertaking improvements to Tamplin Field that will benefit the Little Athletics group and other users of the park. These works include an accessible toilet block and repairs to the awning. Matching funds for the grant is being considered through the Hawkesbury Sports Council, and they are considering this request along with others in line with their capital works program.

Submission No. 6

The submission requested consideration of a number of matters for McGraths Hill as part of the 2020/2021 Operational Plan. The issues raised and responses are provided below

1. New fencing and seating for the park at the corner of Ivy Avenue and Pitt Town Road.

Comment:

Fencing and seating renewal are to be undertaken over the July-August 2020 period

2. Upgrading the entrance to the Winnifred Banks Estate entry opposite the park at the corner of Ivy Avenue and Pitt Town Road.

Comment:

The request for a Winnifred Banks Estate entry wall/signage and garden is noted however it should be noted that Pitt Town Road is a state road under the care and control of the Transport for NSW. This land is road reserve and will be captured with the future widening of Pitt Town Road. Council will however undertake some minor maintenance and landscaping works to improve the amenity of the area.

3. Drainage issue at the corner of Ivy Avenue and Pitt Town Road near the park.

Comment:

The drainage issue was referred to Transport for NSW on 29 January 2020 for investigation, as they are the authority responsible for Pitt Town Rd.

4. No pedestrian path along Pitt Town Road between Ivy Avenue or Wolsley Road to link to the Windsor Road shared path.

Comment:

Foot paving along this section of road will be investigated for consideration in future budgets/programs.

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Submission No. 7

An upgrade of the park located at the corner Pitt Town Road and Ivy Avenue, McGraths Hill.

Comment:

Maintenance and other minor improvements to this site (including fencing) are proposed for the July-August 2020 period. Council has proposed to undertake community consultation with the preparation of the Colebee Park Master Plan. This plan will look at other sites to ensure an appropriate hierarchy of recreation facilities and connectivity throughout the area. It should be noted that the current playground at Ivy Avenue is located in a road reserve, rather than a designated park, which would potentially limit its expansion or use.

Submission No. 8

Increasing the number of street trees, specifically on Balmain Road, McGraths Hill and also in general for the area.

Comment:

Funding has been allocated in 2020/2021 to develop a master plan of what street trees we currently have, their condition and gaps. From this Council will be able to identify options for street trees across the local government area in a comprehensive manner.

Submission No. 9

The submission requested consideration of a number of matters for McGraths Hill as part of the 2020/2021 Operational Plan. The issues raised and responses are provided below:

1. Swamp between Ivy Avenue and Pitt Town Road attracting snakes and mosquitoes.

Comment:

This site is a wet land and preliminary assessment has indicated that detailed investigation of the site is required prior to any works. Investigations are to be undertaken in the 2020/2021 operational program to determine the ecological values and potential upgrade works.

2. Drainage issue at the corner of Ivy Avenue and Pitt Town Road near the park

Comment:

The drainage issue was referred to Transport for NSW on 29 January 2020 for investigation, as they are the authority responsible for Pitt Town Road.

3. Upgrading the entrance to the Winnifred Banks Estate entry opposite the park at the corner of Ivy Avenue and Pitt Town Road.

Comment:

The request for a Winnifred Banks Estate entry wall/signage and garden is noted however it should be noted that Pitt Town Road is a state road under the care and control of the RMS/TfNSW. This land is road reserve and is will be captured with the future widening of Pitt Town Road. Council will however undertake some minor maintenance and landscaping works to improve the amenity of the area.

4. An upgrade on the park located at the corner Pitt Town Road and Ivy Avenue, McGraths Hill.

Comment:

Maintenance and other minor improvements to this site (including fencing) are proposed for the July-August 2020 period. Council has proposed to undertake community consultation with the preparation of the Colebee Park Master Plan. This plan will look at other sites to ensure an appropriate hierarchy of recreation facilities and connectivity throughout the area. It should be noted

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that the current playground at Ivy Avenue is located in a road reserve, rather than a designated park, which would potentially limit its expansion or use.

5. No pedestrian path along Pitt Town Road between and Windsor Road

Comment:

Foot paving along this section of road will be investigated for consideration in future budgets/programs.

Submission No. 10

The submission requested consideration of a number of matters for McGraths Hill as part of the 2020/2021 Operational Plan. The issues raised and responses are provided below:

1. An upgrade on the park located at the corner Pitt Town Road and Ivy Avenue, McGraths Hill.

Comment:

Maintenance and other minor improvements to this site (including fencing) are proposed for the July-August 2020 period. Council has proposed to undertake community consultation with the preparation of the Colebee Park Master Plan. This plan will look at other sites to ensure an appropriate hierarchy of recreation facilities and connectivity throughout the area. It should be noted that the current playground at Ivy Avenue is located in a road reserve, rather than a designated park, which would potentially limit its expansion or use.

2. Upgrading the entrance to the Winnifred Banks Estate entry opposite the park at the corner of Ivy Avenue and Pitt town Road.

Comment:

The request for a Winnifred Banks Estate entry wall/signage and garden is noted however it should be noted that Pitt Town Road is a state road under the care and control of the RMS/TfNSW. This land is road reserve and is will be captured with the future widening of Pitt Town Road. Council will however undertake some minor maintenance and landscaping works to improve the amenity of the area.

3. Drainage issue at the corner of Ivy Avenue and Pitt Town Road near the park.

Comment:

The drainage issue was referred to Transport for NSW on 29 January 2020 for investigation, as they are the authority responsible for Pitt Town Road.

4. No pedestrian path along Pitt Town Road between and Windsor Road.

Comment:

Foot paving along this section of road will be investigated for consideration in future budgets/programs

Submission No. 11

Sealing the remaining section of Tizzana Road, Sackville at the river end.

Comment:

This section of Tizzana Road is listed for future consideration for sealing, however based on priority currently sits outside of the list of funded projects in the gravelled road sealing program.

Submission No. 12

Hawkesbury Sports Council Inc. requesting an allocation of \$150,000 - \$200,000 made annually for a minimum of five years to be utilised as infrastructure renewal for the sports facilities.

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Comment:

Council has allocated additional sport related infrastructure renewal funds to Hawkesbury Sports Council. An additional \$150,000 was allocated in 2019/2020, and an additional \$150 000 has been allocated in 2020/2021. These funds are being spent on the upgrade of sports lighting to bring them up to Australian standards for lux and obtrusive lighting requirements. Council has also allocated funding to upgrade the Bensons Lane cricket and AFL toilets.

Submission No. 13

Council's support by way of the provision of connection to services (sewer, water, electricity, footpaths etc.) and project management of the works for a new toilet block at Bona Vista Park, Pitt Town.

Comment:

The estimated cost of the amenities building is \$120,000. As the grant received by the Pitt Town Progress Association is for \$80,000. Council could consider/support an allocation of funds from the Pitt Town Town Improvement Project to facilitate the completion of the new toilet block at Bona Vista Park.

Amendments

Listed below are details of amendments proposed to be made to the exhibited Draft 2020/2021 Operational Plan. These amendments are reflected in the 2020/2021 Operational Plan attached as Attachment 1 (distributed under separate cover).

1. A number of minor typographical errors have been identified and the document has been amended accordingly.
2. In response to a Council Resolution on 26 May 2020, the following action item has been added to the Operational Plan under the responsibility of Strategic Planning:
 - Investigate alternative commercially viable and environmentally sound options for our community in relation to the pump out and collection of domestic sullage, and work together with the community to promote and implement any such alternative options.
3. The following fee requires amendment, (page number is in reference to the exhibited Draft 2020/2021 Operational Plan):
 - Page 69, RS.29.3 - *Application for approval to operate a mortuary* to be amended to be \$171.90.
4. The following new fees to be added (page number is in reference to the exhibited Draft 2020/2021 Operational Plan)
 - Page 64, RS.6.7 – *Annual Permit – Cats not desexed by four months of age*. The fee is \$80.00, per animal, per year or as determined by legislation. Exemptions will be in place for cats that are registered by 1 July 2020, cats kept for breeding purposes by members of recognised breeding bodies, and cats which cannot be desexed for medical reasons.
 - Page 64, RS.6.8 – *Annual Permit – Dogs of a restricted breed or declared to be dangerous*. The fee is \$195.00, per animal, per year or as determined by legislation. Owners of dogs of a restricted breed or declared to be dangerous will be required to pay an annual permit in addition to their one-off lifetime pet registration fee. This applies to dogs that are already registered.
5. It is proposed that fees LC 1 to LC 16 Page 92 to 94 regarding the Hawkesbury Oasis Aquatic Centre may not apply until 1 October 2020. (page number is in reference to the exhibited Draft 2020/2021 Operational Plan). Due to the impact of COVID-19, some of the 2019/2020 fees may continue to apply until 30 September 2020, with the applicable 2020/2021 fee being

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introduced from 1 October 2020. It is envisaged that this flexibility will assist the operator to manage the Centre's recovery from the impacts of COVID-19.

In addition, Council may wish to endorse the allocation of a portion of the Pitt Town Town Improvement funds towards the completion of the proposed Bona Vista Park toilets.

Making the Rates for the 2020/2021 Financial Year

- *Rates in the dollar 2020/2021*

As stated in the Draft 2020/2021 Operational Plan placed on public exhibition, the rates in the dollar in the recommendation in this report differ slightly to those placed on public exhibition. It is prudent to incorporate the latest valuation changes available to ensure Council's valuation base remains as up to date as possible thereby maximising potential revenue.

All relevant figures in the Operational plan document have been updated accordingly.

- *Variation of General Income for 2020/2021*

IPART approved a 9.5% variation of General Income, including the rate-peg of 2.5%, in terms of Section 508A of the Local Government Act 1993 for the rating year commencing 1 July 2020.

The recommendation at the end of this report details the rate in the dollar and applicable base amount for each rating category in the Hawkesbury Local Government Area based on the above.

Council is required to make and levy the rates and fix the charges for the 2020/2021 financial year. The Rates detailed in the recommendation reflect a 9.5% variation to general income and reflect the rating structure as exhibited. The charges reflect the amounts exhibited.

Due Date for first instalment of the 2020/2021 Rates Notices

The Office of Local Government issued Circulars 20-12 and 20-20 dated 17 April 2020 and 3 June 2020 respectively. Both Circulars make reference to the due date for the first instalment of the 2020/2021 Rates. Councils have the option to delay the due date for the first quarter rates instalment until 30 September 2020. The latest Circular advised that Councils cannot enforce payment prior to 30 September 2020 but should encourage ratepayers to pay earlier if they can.

It is proposed that Council takes up the option of delaying the due date for the first instalment from 31 August 2020 to 30 September 2020. Delaying the due date will result in consistency with other councils.

In line with Circular 20-20, it is proposed to include a message on the Rates Notice encouraging those ratepayers that can pay earlier to do so.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters that required Community Engagement under Council's Community Engagement Policy and public exhibition, in accordance with the Local Government Act 1993.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with all of the Focus Areas, Directions and Strategies contained within the 2017-2036 Hawkesbury Community Strategic Plan.

FINANCIAL IMPACT

The adoption of the recommendations in this report will result in the Draft 2020/2021 Operational Plan, as placed on exhibition and incorporating the changes proposed in this report, being adopted.

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If Council takes up the option of delaying the due date of the first instalment of the 2020/2021 Rates there will be a temporary timing only impact on Council's cash flow and consequently funds available for investments between August and September 2020. The cash flow impact is only a timing impact and will not adversely affect Council's ability to undertake business as usual. There will be no impact on the Rates income budget, with the only budgetary impact being on interest earned on investments between August 2020 and September 2020, estimated to be in the order of \$14K.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The matters addressed in this report are directly aligned with specific Fit for the Future Strategies. The 2020/2021 Operational Plan reflects the applicable Fit for the Future Strategies.

ATTACHMENTS:

- AT - 1** Submissions received during the exhibition of the Draft 2020/2021 Operational Plan (*Distributed under separate cover*).
- AT - 2** Hawkesbury City Council 2020/2021 Operational Plan (*Distributed under separate cover*).

oooO END OF REPORT Oooo

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Item: 113 **GM - 2019/2020 Local Government Leadership and Awareness Program - (79361, 138882)**

Previous Item: 092, Ordinary (12 May 2020)
 104, Ordinary (26 May 2020)

Directorate: General Manager

PURPOSE OF THE REPORT:

This report has been prepared in response to the Notice of Motion from the Council Meeting on 26 May 2020, seeking further information regarding the Mayoral Morning Teas held in March 2020 and the Local Government Leadership and Awareness Program.

EXECUTIVE SUMMARY:

At its meeting on the 26 May 2020 Council considered a Notice of Motion regarding the Local Government Leadership and Awareness Program and the Mayoral Morning teas held in March 2020. The Notice of Motion requested answers to various questions associated with the status of the Local Government Leadership and Awareness Program, the costs and staff resources required for the Mayoral Morning Teas, the questions asked of students at the morning teas and whether Councillors were invited to attend. This report provides answers to these questions. Questions have also been raised regarding these issues at the Ordinary Meeting on 12 May 2020 and previously on 26 May 2020.

RECOMMENDATION:

That the report regarding the Mayoral Morning Teas and the status of the Local Government Leadership and Awareness Program be received and noted.

BACKGROUND

On 31 October 2017 Council resolved

“That a report be provided to Council regarding the options available for the establishment of the Local Government Leadership and Awareness Program that would involve inviting all local schools in the Hawkesbury to participate. This program could involve students attending Council Chamber to meet and engage with Councillors and Council staff. This program may include various aspects, depending on the age group of students attending, but may contain mock debates, questions and answer segments or enjoying a short presentation on local government.”

The Local Government Leadership and Awareness Program has not been developed. A report will be provided to Council before 30 September, 2020. As an interim measure the program of Mayoral Morning Teas was held with the Mayor and students from high schools and primary schools in the Hawkesbury.

2019 Mayoral Morning Teas

In 2019 invitations were sent to the seven local high schools and the 34 primary schools inviting them to attend a Mayoral morning tea.

Four high schools accepted the invitation. The high school event was hosted by the Mayor. The Member for Macquarie, Ms Susan Templeman MP was also asked to attend. During the event a mock debate was held and the three levels of government were discussed.

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Sixteen primary schools accepted the invitation. The events were hosted by the Mayor and included a mock debate and a discussion regarding government.

2020 Mayoral Morning Teas

In 2020 invitations were sent to the seven local high schools and the 34 primary schools inviting them to attend a Mayoral Morning Tea. Six high schools and 22 primary schools accepted the invitation. The events were hosted by the Mayor and Councillor Richards and included a mock debate and discussion about the levels of government. It is understood that Councillor Richards was asked to participate as a result of her October 2017 resolution.

Questions with Notice

A series of questions have arisen in relation to the 2020 Mayoral Morning Teas. The General Manager provided responses to these questions at the Ordinary Meeting on 12 May 2020 and previously on 26 May 2020.

This report has been prepared in response to the Notice of Motion from the Council Meeting on 26 May 2020 seeking further information regarding the Mayoral Morning Teas held in March 2020 and the Local Government Leadership and Awareness Program.

DISCUSSION

The following is the list of questions and corresponding answer in relation to the Notice of Motion for the Council Meeting on 26 May 2020. The question and a corresponding answer are listed below.

1. *When will Council be provided with the report as outlined regarding in the resolution of 31 October 2017 regarding the options of establishment of Local Government Leadership and Awareness Program for local schools?*

The General Manager has advised that the report has not been prepared at this stage. Council will be provided with this report before 30 September 2020.

2. *When did Council determine that this program would be held?*

Council has not yet determined that Local Government Leadership Program be held.

In 2019 and 2020, as an interim measure, a program of Mayoral Morning Teas have been held with students from local high schools and primary schools in the Hawkesbury.

The program of the Mayoral Morning Teas did not require the approval of Council to be held as the funding allocation is approved in the 2019/2020 Operational Plan Civic and Citizenship budget.

3. *When were Councillors informed of it and invited to participate?*

Councillors were not informed of the Mayoral Morning Teas or invited to participate in the Mayoral Morning Teas in 2019 or 2020. These Mayoral Morning Teas were an opportunity for the Mayor to meet students at local primary and high schools.

4. *Who composed the questions for the Survey, the topics for the debating sessions?*

The questionnaires in both 2019 and 2020 were prepared by Council staff and reviewed by the Mayor. The topics that were debated by the students during the 2020 Mayoral Morning Teas were prepared by the Mayor and Councillor Richards.

5. *What has happened to the questionnaires that the participants completed, and when will the summary of the findings be provided to Councillors?*

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The completed questionnaires and letters from 2019 and 2020 are stored in Council's records system.

Many of the students voluntarily included their names on the questionnaires. These names will be redacted, and a copy of the questionnaires can be circulated to all Councillors.

6. *How will this information be stored and disposed of when no longer required?*

The completed questionnaires and letters from 2019 and 2020 are stored in Council's records system. In line with State Records Disposal Schedule GA39.4.14.4 under Corporate Management – Reporting – Surveys and Questionnaires, the material will be disposed of after three years.

7. *Append a copy of the 2019 and 2020 invitation to schools, the survey, and cover letter which was attached it by way of information for teachers, students and parents?*

Refer to Attachments 1 and 2 for the 2019 and 2020 invitation to schools, the questionnaire and letter.

8. *What was the total cost of the program, including the staff time?*

The Mayoral Morning Teas have been held in 2019 and 2020. The cost each year of catering the events was between \$300-\$400.

It is estimated that there was around 35 hours of combined staff time to plan, attend, clean up and promote the 2020 event. The cost of staff time was approximately \$1,650.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters that do not require community consultation under Council's Community Engagement Policy.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Areas, Directions and Strategies within the CSP.

Our Leadership

- 1.1 Local leadership and effective governance Provide representative, responsive and accountable governance Council's role

- 1.1.1 Council's elected leaders will actively connect and collaborate with the community

Our Community

- 2.3 Community partnerships continue to evolve

- 2.3.3 Advocate and facilitate constructive and productive with residents, community groups and institutions

FINANCIAL IMPACT

The program of Mayoral Morning Teas did not require the approval of Council to be held as the funding allocation is approved in the 2018/2019 and 2019/2020 Operational Plan Civic and Citizenship budgets. Within these budgets there is discretion to run civic events. The Mayoral Morning Teas have been held in 2019 and 2020. The cost in each year was approximately \$300 - \$400 each year to hold the morning teas. The cost of staff time was approximately \$1,650 for the 2020 event.

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FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The events are aligned with Councils long term plan to improve and maintain organisational sustainability and achieve fit for future financial benchmarks.

ATTACHMENTS:

- AT - 1** 2019 Mayoral Morning Tea Invitation, 2019 Mayoral Morning Tea Letter, 2020 Mayors Morning Tea Questionnaire.
- AT - 2** 2020 Mayoral Morning Tea Invitations to schools (email), Mayoral Morning Tea Letter, 2020 Mayoral Morning Tea Questionnaire.



MAYORAL MORNING TEA

The Mayor of Hawkesbury City Councillor Barry Calvert, would like to invite your Vice Captains, Captains and a Teacher Representative to a morning tea to congratulate the Students on their new role within your school.

Wednesday 6th March 2019

10:00 am

Hawkesbury City Council
Chambers Foyer
366 George Street, Windsor 2756

RSVP

RSVP by **Friday 1st March 2019**
events@hawkesbury.nsw.gov.au
(02) 4560 4404

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Our Ref: Mayoral Morning Tea – High School Student Leaders

13 March 2019

Attn: Student Leaders
(Insert School address)

Dear Student leaders

I would like to thank you for taking the time out of your school day to come and share morning tea with me, listen to our presentations and share your thoughts about the Hawkesbury.

I have taken the time to read all of the questionnaires and I'm extremely impressed with the points you have raised. The most common issues that you identified as important to you were improving services for youth mental health, transport and parking, establishing more infrastructure and holding more community events.

I also wanted to highlight some of the 'best things you loved about our Hawkesbury'

- The semi-rural areas and nature
- The Hawkesbury Show and variety of Christmas carol events
- The community feel
- Youth services available
- The history of the area
- The variety of sporting programs offered
- The Duke of Edinburgh Program opportunities

I feel very proud that we have such strong leaders in our Hawkesbury High Schools and I wish you luck in 2019 with your studies and leadership roles.

Yours faithfully

Mayor, Councillor Barry Calvert

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Hours: Monday to Friday 8:30am - 5pm | Email: council@hawkesbury.nsw.gov.au | Website: www.hawkesbury.nsw.gov.au



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ORDINARY MEETING
SECTION 3 – Reports for Determination
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AT - 2 2020 Mayoral Morning Tea Invitations to schools (email), 2020 Mayoral Morning Tea Letter and 2020 Mayoral Morning Tea Questionnaire

Good Morning

The Mayor of Hawkesbury City, Councillor Barry Calvert would like to invite your Captains, Vice Captains and a Teacher Representative to a morning tea to congratulate the students in their new leadership role within your school.

There will also be an opportunity to experience a debate role play in the Council Chambers.

Date: Thursday 5th March

Time: 10am

Location: Council Administration Building – 366 George Street, Windsor

Please meet in the Customer Service foyer.

We have attached a questionnaire that the Mayor has requested students to complete and bring along to the morning tea.

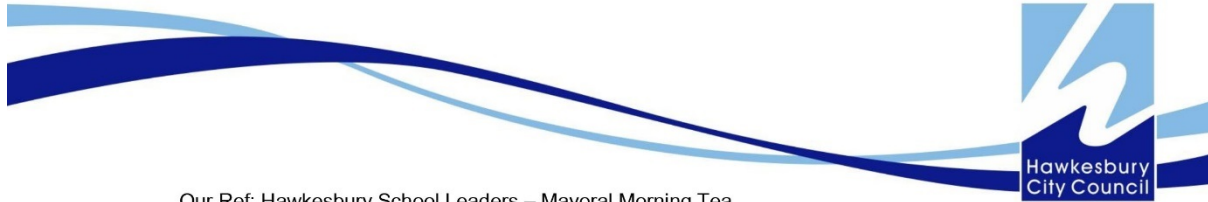
Please RSVP by Monday 24 February Close of Business. We require the names of Captains and representatives attending.

Can you please also advise of any allergies for catering purposes.

Look forward to hearing from you.

[REDACTED]

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Our Ref: Hawkesbury School Leaders – Mayoral Morning Tea

10 March 2020

«Hawkesbury_Schools_List_»
«F3»

Dear Student leaders

I would like to thank you for taking the time out of your school day to come and share morning tea with me and Councillor Sarah Richards, listen to our presentations, participate in our debate and share your thoughts about the Hawkesbury.

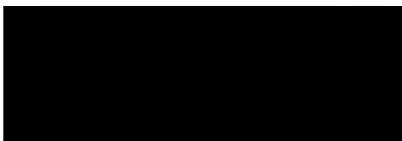
I have taken the time to read all the questionnaires and I'm extremely impressed with the points you have raised. The most common issues that you identified as important to you were maintaining the Hawkesbury River and keeping it safe, having more sporting facilities, creating more community events, building Hawkesbury's tourism, assisting with traffic congestion in particular North Richmond, more durable infrastructure during natural disasters and increase public transport

I also wanted to highlight some of the 'best things you loved about our Hawkesbury'

- The Hawkesbury River
- Hawkesbury Council run events
- The Hawkesbury Landscape
- Hawkesbury Sister City Program
- Windsor Mall
- Lots of open spaces and sporting facilities
- The new dog park in Richmond
- Hawkesbury's history
- Schools in the Hawkesbury and the programs they run for students
- The Hawkesbury Show
- Our community
- Our emergency service involvement in the community

I feel very proud that we have such strong leaders in our Hawkesbury Schools and I wish you luck in 2020 with your studies and leadership roles.

Yours faithfully



Mayor, Councillor Barry Calvert

Hawkesbury City Council
☎ (02) 4560 | 📠 (02) 4587 7740 | 🌐 www.hawkesbury.nsw.gov.au

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2020 Questionnaire for Students



***Hawkesbury Schools Mayoral Morning Tea
Questions for Leaders, Vice Captains and Captains***

What is the 'best thing about the Hawkesbury'? It might be a place you have been, an experience you have had, a service or a program you have taken part in – or something else that is important to you.

How can the 'best thing about the Hawkesbury' be made better?

If you were the Mayor what is something that you would like to see done in the Hawkesbury in the future?

If you had a chance to come along to a Council meeting, what would you share or talk about?

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oooO END OF REPORT Oooo

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CITY PLANNING

Item: 114 **CP - Status Update of Remaining Individual Planning Proposals within the Kurmond-Kurrajong Investigation Area - (124414, 95498)**

Previous Item: 40, Ordinary (March 2015)
 114, Ordinary (July 2015)
 134, Ordinary (August 2015)
 199, Ordinary (November 2015)
 188, Ordinary (August 2016)
 257, Ordinary (November 2016)
 164, Ordinary (10 September 2019)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to provide an update to Council on the status on the remaining individual Planning Proposals within the Kurmond-Kurrajong Investigation Area.

EXECUTIVE SUMMARY:

A separate report on this agenda relates to the consideration of the outcome of the public exhibition of the Draft Kurmond-Kurrajong Structure Plan.

This report provides a status update in terms of the remaining individual Planning Proposals within the Investigation Area for information.

RECOMMENDATION:

That Council:

1. Receive and note the information contained within this report.
 2. Authorise officers to contact applicants of remaining individual Planning Proposals within the Kurmond-Kurrajong Investigation Area to advise them of the status of the Kurmond-Kurrajong Structure Plan.
-

BACKGROUND

Structure Planning of the Kurmond-Kurrajong Investigation Area has advanced and a report on the outcome of public exhibition is being considered by Council at this meeting. The Structure Planning process has been progressed in accordance with the relevant provisions of the State Governments Greater Sydney Region Plan and the Western City District Plan. It therefore includes references to recent relevant studies, including:

- Constraints and Opportunities Analysis
- Kurmond and Kurrajong Landscape Character Study
- Ecological/Biodiversity Mapping

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- Commercial/Retail Findings - Kurmond and Kurrajong
- Traffic Study
- Views and View Classification and Design Controls
- Hawkesbury Tourism Destination Management Plan

This report provides an update on the status of all remaining individual Planning Proposals within the Investigation Area.

The report also highlights a series of next steps in respect of individual Planning Proposals within the Kurmond-Kurrajong Investigation Area.

Location Plan

The Kurmond-Kurrajong Investigation Area was not identified within the Residential Land Strategy. However, the investigation area was identified by considering the location criteria provided within the Residential Land Strategy (i.e. “within 1km radius” and “cluster around or on the periphery of villages”), undertaking a desk top survey of matters such as slope, existing vegetation, existing road layout and accesses, and zone and property boundaries.

Figure 1 below illustrates the Kurmond-Kurrajong Investigation Area

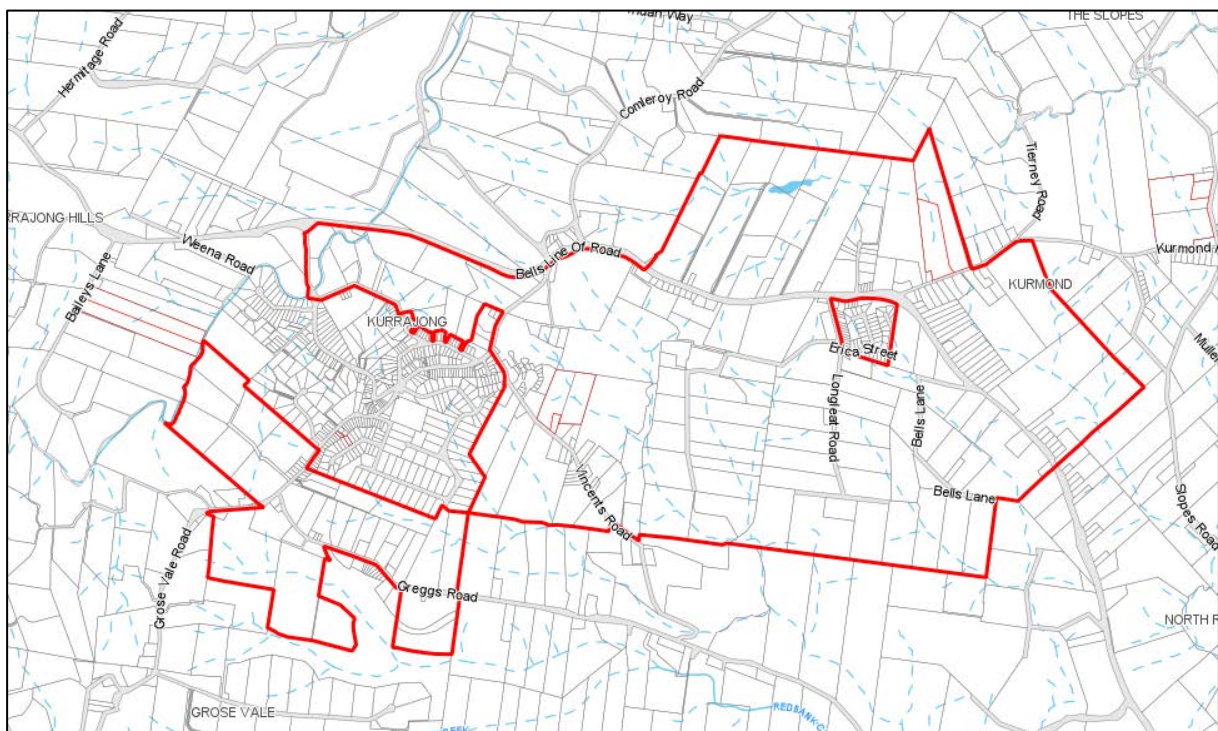


Figure 1: Kurmond-Kurrajong Investigation Area

Relevant Legislation

Hawkesbury Local Environmental Plan 2012

DISCUSSION

Planning Proposals

Figure 2 and Tables 1 and 2 below provide a status update of all remaining planning proposals within the Kurmond-Kurrajong Investigation Area.

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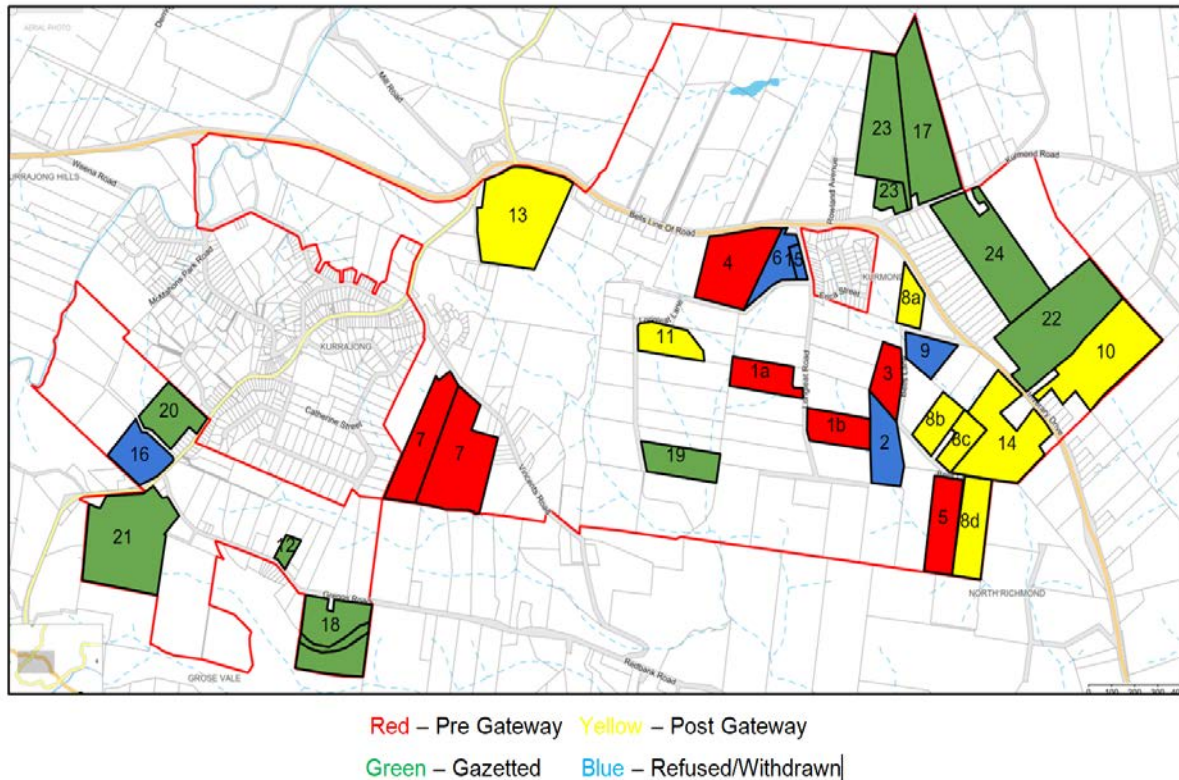


Figure 2: Past and Current Planning Proposals within the Kurmond-Kurrajong Investigation Area

Table 1 - Current Planning Proposals within Kurmond-Kurrajong Investigation Area Pre-Gateway.

No on Map	Application No	Date Received	Address	Proposed number of Lots	Status of the Planning Proposal
1	LEP017/16	29/11/2016	49 and 56 Longleat Road, Kurmond	10	Applicant advised to amend planning proposal to address site constraints (slope and vegetation) No response received to date.
3	LEP009/16	23/03/2016	42 Bells Lane, Kurmond	5	Council resolved to submit planning proposal as lodged to Department of Planning at Ordinary Meeting 10 September 2019. Proposal lodged with Department of Planning on 17 September 2019 Refused at Gateway by Department of Planning, Industry and Environment on 5 May 2020.
4	LEP007/16	09/02/2016	535 Bells Line of Road, Kurmond	5	Applicant advised to amend planning proposal to address site constraints. Ongoing discussions with applicant to amend the proposal.

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5	LEP006/16	09/02/2016	98 Bells Lane, Kurmond	4	<p>Council resolved to submit planning proposal as lodged to Department of Planning at Ordinary Meeting 10 September 2019.</p> <p>Proposal lodged with Department of Planning 17 September 2019</p> <p>Refused at Gateway by Department of Planning, Industry and Environment on 5 May 2020.</p>
7	LEP003/16	21/01/2016	36 and 42 Vincents Road, Kurrajong	6	<p>Applicant advised to amend planning proposal to address site constraints.</p> <p>Ongoing discussions with applicant to amend the proposal.</p>

Table 2 - Current Planning Proposals within Kurmond-Kurrajong Investigation Area Post-Gateway.

No on Map	Application No	Date Received	Address	Proposed number of Lots	Status of the Planning Proposal
8	LEP002/15	30/01/2015	79, 95 & 100 Bells Lane, Kurmond	18	<p>Altered Gateway Determination issued by Department of Planning 6 April 2020.</p> <p>Working through implications of altered Gateway Determination with applicant.</p>
10	LEP005/14	23/12/2014	2 Inverary Drive, Kurmond	33	<p>Gateway Determination issued 28 June 2018.</p> <p>Applicant requested to amend planning proposal on 18 December 2018, 15 April 2019 and 3 October 2019, including the need to address the Western City District Plan – Metropolitan Rural Area.</p> <p>Applicant responded to request to amend planning proposal May 2020.</p> <p>Public agency consultation has commenced.</p> <p>Public exhibition set to commence 29 June 2020.</p>
11	LEP010/16	11/04/2016	74 Longleat Lane, Kurmond	2	LEP Amendment finalised and officially notified 24 April 2020.
13	LEP006/14	18/08/2014	631 Bells Line of Road, Kurrajong	10	<p>Council deferred the matter pending the results of the Comprehensive Traffic Study 11 April 2017.</p> <p>Stage 2 of the Hawkesbury LGA Wide Traffic Study has now been completed, and processing of this planning proposal has now continued.</p>
14	LEP009/13	14/11/2013	377 Bells Line of Road, Kurmond	6	LEP Amendment finalised and officially notified 19 June 2020.

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COMMUNITY ENGAGEMENT

The remaining Planning Proposals are at different stages of the process with some having already undergone public exhibition and others still to be publicly exhibited.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Areas, Directions and Strategies within the CSP.

Our Leadership

1.5 Regulation and Compliance:

- 1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning policies, procedures and service standards as required under all regulatory frameworks.
- 1.5.2 Best practise sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

Our Environment

3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment

- 3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.
- 3.1.2 Act to protect and improve the natural environment including working with key agency partners.
- 3.1.3 Minimise our community's impacts on habitat and biodiversity and protect areas of conservation value.
- 3.1.4 Use a range of compliance measures to protect the natural environment.

Our Future

5.1 Strategic Planning Governance

- 5.1.1 Council's planning is integrated and long term.
- 5.1.2 Council's decision making on all matters is transparent, accessible and accountable.
- 5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.
- 5.1.4 Encourage increased community participation in planning and policy development.
- 5.1.5 The needs of our community will be reflected in Local, State and Regional Plans.

FINANCIAL IMPACT

There are no financial implications in terms of this report.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications, outside of Council's adopted Long Term Financial Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 115 **CP - Submission to Flood Prone Land Package - (95498, 124414)**

Previous Item: Nil

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this Report is to provide:

- A summary of proposed legislation and policies currently being exhibited by the Department of Planning, Industry and Environment in relation to flooding;
- A discussion of the implications of the proposed legislation; and
- A recommendation for the submission of feedback to the Department of Planning, Industry and Environment.

EXECUTIVE SUMMARY:

The Department of Planning, Industry and Environment are proposing amendments to legislation and policies in relation to flooding controls in NSW, and are seeking feedback on the proposed changes.

The Flood Prone Land Package proposes to:

- Amend Schedule 4, Clause 7A of the *Environmental Planning and Assessment Regulation 2000* in regard to information provided on Planning Certificates in relation to flood related development controls;
- Revise Planning Circular PS07-003 – *Considering flooding in land use planning: guidance and statutory requirements*;
- Revise Section 9.1 Ministerial Direction 4.3 relating to flooding;
- Revise Local Environmental Plan flood clauses;
- Introduce a new guideline: *Considering Flooding in Land Use Planning (2020)*.

The proposed amendments were exhibited by the Department of Planning, Industry and Environment from 30 April 2020 to 25 June 2020, with comments being required to be lodged by the close of exhibition. As a consequence, the matters discussed in this Report have been provided to the Department of Planning, Industry and Environment along with a statement that Council is formally considering this matter at its Ordinary Meeting on 30 June 2020, and that should there be any changes based on Council's consideration of the matter, then the Department of Planning, Industry and Environment will be advised.

This report discusses the implications of the proposed amendments, and highlights the matters raised in the submission to the Department of Planning, Industry and Environment. It should also be noted that Council's Floodplain Risk Management Advisory Committee are also considering a report on this matter at its Meeting on 25 June 2020. Any input/feedback received as part of the Committee Meeting will be highlighted to Council ahead of the Ordinary Meeting.

Whilst there are elements of the Flood Prone Land Package that are supported, the submission also raises particular issues associated with:

- New definition of 'flood planning area'
- Flood Planning Area Model Clause
- Special Flood Considerations Clause
- Regional Evacuation Consideration Area Clause

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- Need for NSW State Government to consider amending the Exempt and Complying Development Codes.

It should also be noted that the NSW State Government is undertaking further policy work in the Hawkesbury Nepean Valley in order to respond to the Key Outcomes identified in the Resilient Valley, Resilient Communities – Hawkesbury Nepean Valley Flood Risk Management Strategy 2017.

RECOMMENDATION:

That Council

1. Receive and note the information contained within this report; and
2. Endorse the submission contained in Attachment 1 to this report to the Department of Planning, Industry and Environment for consideration in amending legislation and policies in relation to the management of flood risks.

REPORT:

BACKGROUND

The Department of Planning, Industry and Environment recognises that “*effective consideration of flood risk in land use planning involves developing an understanding of the full range of flood behaviour up to the Probable Maximum Flood (PMF) and considering this in management of flood risks.*”

As such, the purpose of the proposed amendments is to provide changes to land use planning to manage flood risk up to and beyond the 1 in 100 year flood and consider flood risks up to the probable maximum flood level to build resilience in communities located on floodplains and reduce the extent of property damage and potential loss of life from severe to extreme flooding throughout NSW.

The Department of Planning, Industry and Environment are proposing to:

- Amend Schedule 4, Section 7A of the *Environmental Planning and Assessment Regulation 2000* in regard to information provided on Planning Certificates in relation to flood related development controls;
- Revise Planning Circular PS07-003 – *Considering flooding in land use planning: guidance and statutory requirements*;
- Revise Section 9.1 Ministerial Direction 4.3 relating to flooding;
- Revise Local Environmental Plan flood clauses;
- Introduce a new guideline: *Considering Flooding in Land Use Planning (2020)*.

The proposed amendments were exhibited by the Department of Planning, Industry and Environment between 30 April 2020 and 25 June 2020, and the exhibition material can be viewed at:

<https://www.planningportal.nsw.gov.au/flood-prone-land-package>

DISCUSSION

Existing Situation

Following is a summary of the current relevant legislation applying to flood planning:

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2006 *Model Local Provisions for Standard Instrument Local Environmental Plans*

The original Model Local Provisions commenced in 2006, with subsequent amendments. The current model local provision clause for flood related development controls relates to a mapped 'flood planning area', rather than the 'flood planning level'.

This model local provision clause has similar objectives and considerations to the model local provision clause adopted by *Hawkesbury Local Environmental Plan 2012*.

2007 *Planning Circular PS07-003 – New guideline and changes to section 117 direction and EP&A Regulation on flood prone land*

This Planning Circular, issued on 31 January 2007, provided advice on changes introduced, at that time, in relation to flood related development controls on residential land above the 1 in 100 year flood and up to the probable maximum flood.

The changes included amendment to the *Environmental Planning and Assessment Regulation 2000* in relation to the provision of flood information on planning certificates, a revised ministerial direction regarding flood prone land and the introduction of a new guideline concerning flood related development controls in low flood risk areas.

2007 *Guideline on Development Controls in Low Flood Risk Areas – Floodplain Development Manual*

The Guideline provides advice on appropriate flood related controls for residential and non-residential development in areas of flood prone land above the flood planning level for residential development (sometimes known as low risk areas).

In particular, the guideline prevents Councils from applying flood related development controls for residential development on land above the 1 in 100 year flood level unless 'Exceptional Circumstances' has been granted by the Department of Planning, Industry and Environment.

For this reason, the 1 in 100 year flood level was adopted by *Hawkesbury Local Environmental Plan 2012* as the flood planning level.

2007 *Schedule 4, Clause 7A of the Environmental Planning and Assessment Regulation 2000*

Schedule 4 of the *Environmental Planning and Assessment Regulation 2000* prescribes the information to be provided in a planning certificate issued under Section 10.7 of the *Environmental Planning and Assessment Act, 1979*.

In particular, Clause 7A requires that the following be noted on planning certificates:

7A *Flood related development controls information*

- (1) *Whether or not development on that land or part of the land for the purposes of dwelling houses, dual occupancies, multi dwelling housing or residential flat buildings (not including development for the purposes of group homes or seniors housing) is subject to flood related development controls.*
- (2) *Whether or not development on that land or part of the land for any other purpose is subject to flood related development controls.*
- (3) *Words and expressions in this clause have the same meanings as in the Standard Instrument.*

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2009 *Section 9.1 Ministerial Direction 4.3 – Flood Prone Land*

The aim of Section 9.1 Ministerial Direction 4.3 – *Flood Prone Land* is to give effect to and ensure planning instruments are consistent with the NSW Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005 (including the Guideline on Development Controls on Low Flood Risk Areas).

2012 *Hawkesbury Local Environmental Plan 2012*

Clause 6.3 of *Hawkesbury Local Environmental Plan 2012* provides the objectives, considerations and controls in relation to the development of land at or below the ‘flood planning level’.

The ‘flood planning level’ is defined by *Hawkesbury Local Environmental Plan 2012* to mean “*the level of a 1:100 ARI (average recurrent interval) flood event.*”

Clause 6.3(3) prevents the granting of development consent unless the consent authority is satisfied that:

- a development is compatible with the flood hazard of the land;
- a development will have no adverse impacts on flood behaviour;
- measures to manage risk to life are in place;
- no adverse impacts on the environment will result; and
- no unsustainable social and economic cost to the community will result as a consequence of the proposed development.

Clause 6.3 of *Hawkesbury Local Environmental Plan 2012* provides flood related development controls based on the ‘flood planning level’. It is the model local provision clause developed for use in Standard Instrument Local Environmental Plans at the time that *Hawkesbury Local Environmental Plan 2012* was compiled.

2017 *Resilient Valley, Resilient Communities – Hawkesbury Nepean Valley Flood Risk Management Strategy 2017*

In May 2017, Infrastructure NSW released the Resilient Valley, Resilient Communities Strategy which includes nine key outcomes, including:

- Coordinated flood risk management across the Valley
- Reduced flood risk in the Valley by raising Warragamba Dam Wall
- Strategic and integrated land use and road planning
- Accessible contemporary flood risk information
- An aware, prepared and responsive community
- Improved weather and flood predictions
- Best practice emergency response and recovery
- Adequate local roads for evacuation
- Ongoing monitoring and evaluation, reporting and improvement of the Flood Strategy

Various State Government agencies, including the Department of Planning, Industry and Environment, Infrastructure NSW, State Emergency Service, Office of Emergency Management and Transport for NSW have been undertaking ongoing work associated with these key outcomes.

Particularly relevant to this matter is the work being undertaken by the Department of Planning, Industry and Environment who are preparing a land use planning framework for the Hawkesbury Nepean Valley in order to ensure consistency of approach across local government areas in the Valley.

The proposed amendments as part of the Flood Package currently being considered cover flood planning across NSW, whereas the further work currently being undertaken by the NSW State Government is specific to the Hawkesbury Nepean Valley.

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Proposed Amendments

A detailed discussion of the implications of the proposed legislation and policies relating to flood planning is provided below:

1. Planning Circular – Considering flooding in land use planning: guidance and statutory requirements

The purpose of the revised Planning Circular is to provide advice on the introduction of the proposed changes to:

- Planning Certificates;
- Ministerial Direction 4.3 – *Flooding*;
- Flood clauses in local environmental plans; and
- to introduce the new Guideline: *Considering flooding in Land use Planning (2020)*.

Officer Comment:

No objection is raised to the content or function of the proposed amended Planning Circular – *Considering flooding in land use planning: guidance and statutory requirements*, as it is considered that it will provide an explanation of the new legislation when enacted.

2. Guideline: Considering Flooding in Land Use Planning (2020)

The proposed new *Guideline: Considering Flooding in Land Use Planning (2020)* relates to the application of the flood related development controls introduced through the proposed new model local provision clauses:

- Flood Planning Area
- Special Flood Considerations
- Regional Evacuation Consideration Area

Officer Comment:

The Guideline states:

“It is at the discretion of the individual councils when they apply the information contained within this guideline. It is intended that as councils undertake or update studies under the FRM process or obtain additional flood information, that the information would support the implementation of this guideline.”

Councils are not required to use all three categories outlined in this guideline...”

It is evident from the proposed changes to the legislation and policies suggested in the Flood Prone Land Package, that councils will have no choice but to adopt the ‘flood planning area’ concept at some point.

These new clauses introduce a new definition for ‘flood planning area’ as follows:

Flood Planning Area (FPA) *is the area of land below the flood planning level (FPL) and may also extend to include other areas of land where the majority flood (sic) related controls apply.*

The guideline advises that “all areas where flood-related development controls apply should be mapped and maps made publicly available. This could entail being published in Development Control Plans, Local Environmental Plans, other relevant environmental planning instruments or on a council website.” In this respect:

- The current model clause for flood planning defines ‘flood planning area’ in terms of a mapped area shown on a Flood Planning Map associated with a local environmental plan. The amendment

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of the definition of 'flood planning area' does not make reference to a map and therefore will remove the requirement of having a legislated map. This is supported, as whilst this still allows councils to map the flood planning area (not linked to local environmental plans or development control plans), it also provides the flexibility to amend such maps to maintain their currency and accuracy based on the best available data, and to provide this information to the public in an accessible and easy to interpret format.

- It is considered that the new wording of the definition of 'flood planning area' may cause confusion in its interpretation. The wording '*may also extend to include other areas of land where the majority flood (sic) related controls apply*' is ambiguous and may include areas up to and beyond the probable maximum flood depending on how a council structures its controls. In this regard, councils will be required to map the 'flood planning area' to eliminate any confusion for the community.
- This clause assumes that one flood planning level will apply to all types of land uses. It is considered that different 'flood planning levels' and hence 'flood planning areas' could apply to different land use types. For example, the 'flood planning level' for residential development could be different to that applied to industrial or commercial development (which could be appropriately located on land that is more frequently affected by flooding and to a larger extent), or to that applied to critical or sensitive uses which would more appropriately have a 'flood planning level' at the probable maximum flood, or above.

The concept of a 'flood planning area' being applied only to an area of land below a defined 'flood planning level' is considered to be misleading, given:

- The community does not understand that a 'flood planning area' is where, in general, flood related development controls will apply. The term 'flood planning area' gives an impression that a 'flood planning area' is where floods occur, and any area not designated as a 'flood planning area' is flood free.
- This is the current problem with the concept of a 'flood planning level' and the disclosure of information within planning certificates where it is advised as to whether or not flood related development controls apply to a property.
- Property owners can wrongly interpret a 'No' answer to mean that the property is not affected by flooding, when in fact it could be affected by more extreme flood events, not just the 1 in 100 year flood event.

The review of the flooding controls under this Package is an opportunity to rethink the wording of controls in order to give clear messaging to the community about the impacts and risk of flooding on all properties within a floodplain.

As a result, it is considered:

- That the 'flood planning area' should be used for all areas that are potentially impacted by flood events, including those areas not impacted by flood waters but may need to be evacuated due to isolation or lack of services, infrastructure or supplies, and that it should be used in conjunction with a range of 'flood planning levels' for different types of land uses.
- The limitations imposed by the perception of the term 'flood planning area' and its definition is considered to be contrary to the purpose of the proposed amendments to *build resilience in communities located on floodplains and reduce the extent of property damage and potential loss of life from severe to extreme flooding throughout NSW*.

In this regard, it is requested that the Department of Planning, Industry and Planning consider a concept where the 'flood planning area' is the area where the impacts of flood events up to and including the probable maximum flood are evident, and that 'flood planning levels' for different types of development be used to develop and apply development controls.

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3. Flood Clauses within Local Environmental Plans

The Flood Prone Land Package proposes three local environmental plan clauses relating to:

- 3.1 Flood Planning Area
- 3.2 Regional Evacuation Consideration Area
- 3.3 Special Flood Considerations

Model Local Provisions for Standard Instrument Local Environmental Plans will be updated by amending the existing 'Flood Planning' model clause, and introducing two new model clauses titled 'Regional Evacuation Consideration Area' and 'Special Flood Considerations'.

The proposed Model Local Provision Clauses are reproduced in the following Officer Comments Section, along with a discussion about the implications of these proposed Clauses.

Officer Comment:

3.1 Flood Planning Area Model Clause

The proposed amended model local provision clause states:

Flood Planning Area

- (1) *The objectives of this clause are as follows:*
- (a) *to minimise the flood risk to life and property associated with the use of land,*
 - (b) *to allow development on land that is compatible with the land's flood hazard and flood function of that land considering projected changes as a result of climate change,*
 - (c) *to maintain the existing flood behaviour and flood function,*
 - (d) *to avoid significant adverse impacts including cumulative impacts on flood behaviour and the environment,*
 - (e) *to enable safe and appropriate uses of the land, and*
 - (f) *to enable safe evacuation from the land.*
- (2) *This clause applies to:*
- (a) *land that is identified as within a Flood Planning Area as defined by Clause 6.*
- (3) *Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:*
- (a) *is compatible with the flood function and the flood hazard of the land;*
 - (b) *will not adversely affect flood behaviour resulting in detrimental increases in the flood affectation on other properties including cumulative impacts,*
 - (c) *will not adversely affect the safe and efficient evacuation from the land or impact the capacity of existing evacuation routes for the surrounding area,*
 - (d) *will not significantly alter flow distributions and velocities to the detriment of other properties or the environment of the floodplain,*

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- (e) *incorporates appropriate measures to manage risk to life from flood,*
 - (f) *will not significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses,*
 - (g) *is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.*
 - (h) *will not increase the potential for hazardous material to pollute the environment during flood events, and*
 - (i) *is not inconsistent with any relevant floodplain risk management plan adopted by the council.*
- (4) *In addition to the matters referred to in subclause (3), development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that projected changes to flood risk as a result of climate change have been considered in the design of the development, including:*
- (a) *consideration of the intended design life and scale of the development,*
 - (b) *evacuation and management of risk to life, and*
 - (c) *the potential to modify, relocate or remove the development.*
- (5) *A word or expression used in this clause has the same meaning as it has in the NSW Government's Floodplain Development Manual published in 2005, unless it is otherwise defined in this clause.*
- (6) *In this clause:*

Flood Planning Area (FPA) *is the area of land below the flood planning level (FPL) and may also extend to include other areas of land where the majority flood related controls apply.*

Hazardous Materials *is any item or agent (biological, chemical, radiological, and/or physical) that has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors.*

This amended clause includes additional considerations in relation to climate change and pollution of the environment from hazardous materials during a flood event.

It is noted that subclause (4) relating to considerations of the impact of climate change on flooding will be onerous for property owners to address in the absence of such considerations being addressed within council's floodplain risk management studies and plans.

Hazardous Materials and the Environment

Subclause (3)(h) requires development not to result in an increase in "the potential for hazardous materials to pollute the environment". It is considered that:

- The intent of this subclause is to ensure that if a development that uses or stores hazardous materials is being considered then the way the development is managed will minimise the likelihood of the use polluting the environment during a flood event.
- The wording is confusing and could possibly result in its actual intention to minimise pollution from hazardous materials during flood events not being fulfilled. This requirement may also unintentionally be prohibitive to many developments, especially those within areas that are serviced by onsite sewer management facilities.

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- The appropriateness of this clause applying to onsite sewer management facilities needs to be considered, especially in relation to size and frequency of flooding.

It is therefore recommended that the Department of Planning, Industry and Environment review the wording of subclause (3)(h) to ensure that it is clear as to what circumstances the requirements of the subclause are applied, as well as the intention to minimise pollution during a flood event.

3.2 Special Flood Considerations Clause

The Flood Prone Land Package proposes to introduce a new model clause relating to controls for more sensitive, vulnerable and critical land uses that can be adopted by councils within their local environmental plans. This new clause states:

Special Flood Considerations

- (1) *The objectives of this clause are:*
 - (a) *to enable safe occupation and evacuation of the land,*
 - (b) *to ensure the land use is compatible with the flood hazard,*
 - (c) *to protect the operational capacity of emergency response facilities and critical infrastructure during extreme flood events, and*
 - (d) *to avoid detrimental effects on the environment during flood events relating to hazardous materials.*
- (2) *This clause applies to land between the flood planning area and up to the level of the probable maximum flood with specific consideration of the following:*
 - (a) *sensitive, vulnerable and critical uses (as defined in subclause 4),*
 - (b) *hazardous industry or hazardous material storage establishments, and*
 - (c) *any other land uses requiring controls in relation to risk to life considerations.*
- (3) *Development consent must not be granted for development to which this clause applies unless the consent authority is satisfied that the development:*
 - (a) *complies with any council flood policies, development control plan and is consistent with any council adopted floodplain risk management plan (developed consistent with the Floodplain Development Manual),*
 - (b) *will not affect the safe occupation of and evacuation from the land,*
 - (c) *incorporates appropriate measures to manage risk to life from flood, and*
 - (d) *will not adversely affect the environment during flood events due to hazardous materials.*
- (4) *Sensitive, vulnerable and critical uses include:*
 - (a) *caravan parks,*
 - (b) *eco-tourist facilities,*
 - (c) *centre-based child care facilities,*
 - (d) *early education and care facilities,*
 - (e) *correctional centres,*
 - (f) *educational establishments,*
 - (g) *emergency services facilities,*
 - (h) *group homes,*
 - (i) *boarding houses'*
 - (j) *hostels,*
 - (k) *hospitals,*
 - (l) *residential care facilities,*
 - (m) *respite day care centres,*

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- (n) *senior housing,*
 - (o) *tourist and visitor accommodation.*
- (5) *In this clause:*
- **Flood Planning Area (FPA)** *is the area of land below the flood planning level (FPL) and may also extend to include other areas of land where the majority flood related controls apply.*
 - **Special Flood Considerations (SFC)** *relates to land located between the FPA and up to the probable maximum flood that require specific controls for sensitive, vulnerable and critical uses relating to the management of risk to life and the risk of hazardous materials on the community and the environment.*
 - **Hazardous Materials** *is any item or agent (biological, chemical, radiological, and/or physical), that has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors.*

The purpose of this clause is to provide considerations for critical, sensitive, vulnerable or hazardous uses on land between an adopted 'flood planning level' and the probable maximum flood, including consistency with any flood related policy or development control plan, or adopted floodplain risk management plan. In this regard, the introduction of this clause is supported, noting that:

- Given that many local environmental plans, including the *Hawkesbury Local Environmental Plan 2012*, have adopted flood clauses that relate to 'flood planning levels' and not 'flood planning areas', adoption of this clause would only be desirable with the adoption of the Flood Planning Area clause as well, for the purposes of continuity and consistency. However, as discussed above, the concept of the 'flood planning area' is not considered desirable given issues relating to interpretation and application.
- These controls only apply to the types of development listed when they are located on land between the 'flood planning area' and the probable maximum flood level, and as a consequence these considerations do not apply to sensitive, critical, vulnerable or hazardous uses on land below the 'flood planning area', where it would be more crucial to control the development of these types of uses if permissible.

It is considered that these considerations should be applied to critical, sensitive, vulnerable or hazardous uses irrespective of the flood liability of the land, and that a recommendation in this respect be made to the Department of Planning, Industry and Environment.

3.3 Regional Evacuation Consideration Area Clause

The Flood Prone Land Package proposes to introduce a new model clause relating to regional flood evacuation matters that can be adopted by councils within their local environmental plans. This new clause states:

Regional Evacuation Consideration Area

- (1) *The objectives of this clause are as follows:*
- (a) *to protect the capacity of regional evacuation routes during extreme flood events,*
 - (b) *to support vehicular connectivity of development to regional evacuation routes*
- (2) *This clause applies to:*
- (a) *land identified within a regional evacuation strategy or flood related state emergency sub-plan prepared by the NSW State Emergency Services.*

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- (3) *Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:*
- (a) *will not exceed the evacuation capacity of the regional evacuation routes.*
 - (b) *will provide or has access to rising road access to regional evacuation routes.*
- (4) *In this clause:*
- ***Regional Evacuation Consideration Area*** *is the area that is identified in a relevant regional flood evacuation strategy or flood related state emergency sub-plan by NSW State Emergency Service."*

Council Officers support the intent of this proposed clause in ensuring that the regional evacuation routes have the capacity to support the evacuation of communities during extreme flood events and are not compromised by further development resulting in increases in residential population or the number of people needing to be evacuated. However, whilst supported, the Department of Planning, Industry and Environment should be advised that:

- If the clause is introduced, then the Department should ensure that relevant information is made available to councils in order to satisfy the requirements of this clause. In this regard, it is requested that the Department ensure that the following is resolved:
 - how the evacuation capacity of the regional evacuation routes is determined;
 - which authority/s are responsible for and determines what that capacity is, what the current capacity of the regional evacuation routes is, is there additional capacity at present and if so how many more vehicles can be accommodated; and
 - which authority is responsible for informing councils of that capacity;
 - a plan of the 'Regional Evacuation Consideration Area' be readily available;
 - the new evacuation information is available to councils prior to the new provisions coming into effect.

Additionally, the wording of Clause (3)(b) raises concern in respect to the interpretation of the clause, as it is unclear as to what is meant by rising road access. Does it refer to driveway access between a building and a road, as well as local road access to the regional evacuation route? In this respect the following points are raised:

- The term 'rising road' also needs to be clarified. Given that many areas have undulating topography does this term require councils to ensure that the Regional Evacuation Route has a higher elevation than the land in which a development is situated? If this is the case, this does not address situations where a dwelling is located on the highest point of a property, and to exit the property there is a need to drive through lower lying areas with a higher hazard before reaching higher ground, or areas that are flood islands during a flood event. These situations are prevalent in the Hawkesbury Local Government Area, and therefore it would appear that Clause (3)(b) could be unnecessarily prohibitive to many developments within the Hawkesbury.
- Concern is also raised in regard to the requirement that a development "*will provide*" rising road access. This requirement assumes that in all cases it is appropriate to carry out works, including excavation and filling of land, to provide rising road access. The difference in land levels could be significant enough to have both an adverse visual impact, as well as detrimental impacts on the nature of flooding in the locality. In addition, road works to establish a rising access between a development and the regional evacuation route is likely to be cost prohibitive to development depending on distance.
- It is considered that it is more relevant to determine at what time a person needs to leave their property having regard to the flood hazards present along the evacuation route, and whether any hazards are prohibitive to evacuation.

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As a result, it is recommended that the Department of Planning, Industry and Environment be requested to delete proposed Clause (3)(b).

4. Section 9.1 Ministerial Direction 4.3 – Flooding

Planning proposals and draft local environmental plans are required to be consistent with directions issued under Section 9.1 of the *Environmental Planning and Assessment Act, 1979*.

It is proposed to revise Section 9.1 Direction 4.3 – *Flooding* to remove the need to obtain exceptional circumstances to apply flood related residential development controls above the 1 in 100 year flood level.

Officer Comment:

Clauses (6), (7) and (8) of the amended Direction states:

- (6) *A planning proposal or draft LEP must not contain provisions that apply to the Flood Planning Area which:*
 - (a) *permit development in a floodway,*
 - (b) *permit development that will result in significant flood impacts to other properties,*
 - (c) *permit residential development in high hazard areas,*
 - (d) *permit a significant increase in the dwelling density of that land,*
 - (e) *permit the development of centre-based child care facilities, hostels, boarding houses, group homes, hospitals, residential care facilities, respite day care centres and seniors housing in areas where the development cannot effectively self-evacuate,*
 - (f) *permit development to be carried out without development consent except for the purposes of exempt development or agriculture. Dams, drainage canals, levees, buildings, structures or filling in floodways or high hazard areas, still require development consent,*
 - (g) *are likely to result in a significantly increased requirement for government spending on emergency management services, and flood mitigation and emergency response measures, which can include but not limited to road infrastructure, flood mitigation infrastructure and utilities or*
 - (h) *permit hazardous industries or hazardous storage establishments where hazardous materials cannot be effectively contained during floods*
- (7) *A planning proposal or draft LEP must not contain provisions that apply to the Regional Evacuation Consideration Area which:*
 - (a) *permit development in areas that will exceed the capacity of an established regional evacuation route(s).*
- (8) *For the purposes of a draft LEP, a council's Flood Planning Level(s) must be consistent with the Floodplain Development Manual 2005 (or its update) or as otherwise determined by an adopted Floodplain Risk Management Study.*

This Direction still requires the adoption of 1 in 100 year flood level as the 'flood planning level' in accordance with the Floodplain Development Manual unless a Council's Floodplain Risk Management Study and Plan justifies an alternative. In this regard, the proposed Section 9.1 Ministerial Direction will remove the requirement for a specific 'exceptional circumstances' approval.

The proposed amendments to the Section 9.1 Ministerial Direction 4.3 maintains the requirements of the existing Direction, whilst introducing new considerations in relation to critical, sensitive, vulnerable and hazardous uses.

Given the above, no objection is raised to the proposed amendments to Section 9.1 Ministerial Direction 4.3 – *Flooding*.

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5. Schedule 4, Section 7A of the Environmental Planning and Assessment Regulation 2000

The Flood Prone Land Package proposes to amend Clause 7A, Schedule 4 of the *Environmental Planning and Assessment Regulation 2000* to require councils to include notations on planning certificates issued under Section 10.7 of the *Environmental Planning and Assessment Act, 1979* as follows:

1. Clause 7A(1) will be amended to require councils to provide a notation if flood-related development controls relating to the Flood Planning Area apply to the land.
2. Clause 7A(2) will be amended to include a notation if flood-related development controls apply to sensitive, vulnerable, or critical uses, hazardous industries, hazardous storage establishments, or where risk to life considerations apply outside the Flood Planning Area.
3. Clause 7A(3) will be introduced to require a notation to advise whether there is a need to consider the impact of development against an established regional evacuation strategy or flood-related state emergency sub-plan, within the Regional Evacuation Consideration Area (if the information is available).

Officer Comment:

Proposed Clause 7A(1) maintains the intent of the existing subclause to disclose what development is subject to flood related development controls, and therefore no objection is raised to this amended Clause.

In regard to the Proposed New Clause 7A(2), it is considered that “*where risk to life considerations apply outside the Flood Planning Area*” would apply to all types of development not just the critical, sensitive, vulnerable or hazardous uses subject to the proposed new *Special Flood Considerations* model local provision clause. This statement is therefore contrary to the principle of only applying flood related development controls on development carried out within the ‘flood planning area’, as required by the *Flood Planning Area model local provision clause*. In addition, this is the only place where these considerations have been required, that is ‘risk to life considerations outside of the ‘flood planning area’ is not proposed to be a consideration under Local Environmental Plans.

It is therefore recommended that the Department of Planning, Industry and Environment be requested to limit proposed Question 7A(2) of Planning Certificates to matters subject to the new *Special Flood Considerations* model local provision clause, and remove the wording “*or where risk to life considerations apply outside the Flood Planning Area*.”

The introduction of Clause 7A(3) to advise if development of a property will require consideration of the impact of a development on a regional evacuation route and its ability to accommodate additional capacity from the development is supported, as this will provide advice and education to prospective land owners and the community of an important issue.

6. State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

In the review of legislation, policies and controls, the Flood Prone Land Package has not considered the appropriateness or effectiveness of the existing controls contained within *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*, especially those in relation to complying development. At present the Policy only provides requirements for flood controlled lots under the Housing Code, Rural Housing Code and Commercial and Industrial (New Buildings and Additions) Code. It should be noted that:

- In the context of the Hawkesbury River, where the consequences of flooding for different flood events vary greatly, especially in relation to depths of flood waters and evacuation capacity, it is considered that the ‘one size fits all’ flooding controls of the State Environmental Planning Policy are not appropriate. In particular, the Flood Prone Land Package does not propose changes to the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* aligned with the proposed changes to include ‘Regional Evacuation Considerations’.

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- It is further considered that the flood related controls within this State Environmental Planning Policy undermine the controls developed by Council through floodplain risk management studies and plans to protect communities from risk to life and property from the consequence of flooding.
- *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* does not take into consideration the legacy of existing development, where existing dwellings are located within areas subject to high hazards, and the redevelopment, alterations or additions to these existing dwellings are inappropriate in consideration of the risks to life and evacuation capabilities. For example, the Housing Alterations Code permits alterations of existing dwellings to allow for additional bedrooms. The creation of additional bedrooms within existing dwellings provides opportunity for increased occupancy of high hazard areas, thereby placing more lives at risk.

Flood related development controls have also not been provided for the Greenfield Housing Code, the Low Rise Medium Density Housing Code or the Housing Alterations Code. Given this, it is considered that:

- The Department of Planning, Industry and Environment could review the flood clauses within *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* relating to Complying Development as part of the Flood Prone Land Package, and amend the Policy to ensure that the controls relate to or are consistent with council's flood policies, development control plans, or floodplain risk management studies and plans. However, it is considered that this complex matter would not cater to all council areas and their circumstances.
- The Department of Planning, Industry and Environment be requested to amend *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* to prevent complying development on land at or below the flood planning level within the Hawkesbury City Council Local Government Area under the Housing Code, Rural Housing Code, Commercial & Industrial (New buildings and Additions) Code, Greenfield Housing Code and Low Rise Medium Density Housing Code.
- In relation to the provisions of exempt development under *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* it is noted that 'farm buildings', with a building footprint of up to 200m² within a rural zone, do not require approval as exempt development. In general, the requirements for exempt development do not include considerations in relation to flooding impacts. This results in the construction of farm buildings, including machinery sheds and the like, on agricultural land that, more than likely is located within floodway areas and high hazard areas, and would therefore also have an adverse impact on flood behaviour, including changes to depths of flooding, and blocking or diverting of flow paths. In addition, there are no requirements in respect to the engineering of these buildings to ensure that they withstand the impacts of flood waters, including damages or being washed away.

As such, it is also recommended that the Department of Planning, Industry and Environment review the appropriateness of some forms of exempt development, such as farm buildings, on flood controlled lots.

General

With the introduction of the new and amended legislation proposed by the Flood Prone Land Package, councils will need greater certainty in relation to the timing of the implementation of the new provisions and the availability of the evacuation information to ensure that they are prepared for when the new provisions come into effect. For this reason it is recommended that the Department of Planning, Industry and Environment be requested to ensure that all necessary information is available to councils, and that councils receive adequate notice prior to the commencement of any new provisions.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy given they are matters about which the NSW State Government is undertaking community consultation.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Direction and Strategies within the CSP.

Our Leadership

- 1.5 Regulation and Compliance - Encourage a shared responsibility for effective local compliance.
 - 1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks.
 - 1.5.2 Best practice, sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

FINANCIAL IMPACT

There are no financial implications applicable to this Report.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications outside of Council's adopted 2019/2020 Operational Plan, which will adversely impact on Council's financial sustainability.

ATTACHMENTS:

- AT - 1** Submission to Department of Planning, Industry and Environment (*Distributed under separate cover*)

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 116 **SS - Monthly Investment Report - May 2020 - (95496, 96332)**

Previous Item: 150, Ordinary (10 March 2020)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993.

EXECUTIVE SUMMARY:

This report indicates that Council held \$62.25 million in investments at 31 May 2020 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION:

That the Monthly Investments Report for May 2020 be received and noted.

BACKGROUND

Council held \$62.25 million in investments as at 31 May 2020. Details on the composition of the Investment Portfolio, and its compliance with Council's Investment Policy are provided below. Details include the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, the percentage of the total portfolio, exposure to credit ratings bands and the spread of maturities.

1. Composition of Investment portfolio

Tables 1 to 3 below provide details regarding the \$62.25 million in investments held as at 31 May 2020.

Table 1 - Summary of Council's Investment Portfolio as at 31 May 2020

Product Type	Face Value	% of Total
At Call Deposits	\$7,000,000	11.25%
TCorp Cash Fund	\$2,125,288	3.4%
Term Deposits - Fixed Rate	\$53,120,000	85.35%
Grand Total	\$62,245,288	100.0%

Table 2 - Total Investments by Issuer's Long - Term Credit Rating

Long Term Credit Rating	Face Value	% of Total
AA-	\$60,120,000	96.6%
NSW TCorp Cash Fund	\$2,125,288	3.4%
Grand Total	\$62,245,288	100.0%

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Table 3 – Fixed Term Deposits

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
ANZ	AA-	A-1+	18-Jun-20	1.90%	1,000,000
			30-Sep-20	1.00%	1,000,000
			04-Nov-20	1.50%	2,000,000
			09-Dec-20	1.25%	1,000,000
			09-Dec-20	1.50%	2,000,000
			27-Jan-21	0.90%	1,500,000
Commonwealth Bank of Australia	AA-	A-1+	24-Jun-20	0.50%	1,500,000
			08-Jul-20	1.63%	1,000,000
National Australia Bank	AA-	A-1+	08-Jul-20	1.53%	1,500,000
			12-Aug-20	1.66%	3,500,000
			12-Aug-20	1.70%	1,000,000
			23-Sep-20	1.47%	1,000,000
			14-Oct-20	1.52%	2,000,000
			14-Oct-20	1.51%	1,000,000
			22-Oct-20	1.53%	620,000
			20-Nov-20	1.45%	1,500,000
			12-Jan-21	1.55%	1,500,000
			13-Jan-21	1.30%	1,000,000
			13-Jan-21	1.04%	1,000,000
			10-Feb-21	1.50%	1,000,000
			19-Feb-21	1.50%	1,000,000
			05-Mar-21	1.30%	2,000,000
			29-Apr-21	1.10%	1,000,000
Westpac			26-May-21	1.02%	1,500,000
	AA-	A-1+	03-Jun-20	2.07%	1,000,000
			18-Jun-20	1.90%	1,500,000
			24-Jun-20	1.83%	1,000,000
			08-Jul-20	1.60%	3,500,000
			23-Sep-20	1.53%	4,000,000
			22-Feb-21	1.50%	1,000,000
			17-Mar-21	1.31%	3,000,000
			07-Apr-21	1.00%	1,000,000
			21-Apr-21	1.00%	1,000,000
			29-Apr-21	1.00%	1,000,000
			06-May-21	0.95%	1,500,000
			26-May-21	0.95%	500,000
Grand Total					\$53,120,000

2. Compliance to Investment Policy

Tables 4 to 5 below summarise Council's exposure limits to the credit ratings bands, term to maturity parameters and compliance with Council's Investment Policy.

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Table 4 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	Exposure of Entire Portfolio		
	Actual	Maximum	Compliant
AAA to AA- or Major Bank and below	96.6%	100%	Yes
A+ to A- and below	0%	50%	Yes
BBB+ to BBB and below	0%	30%	Yes
BBB- and below	0%	5%	Yes
TCorp Cash Fund	3.4%	20%	Yes

Table 5 – Term to Maturity

Long-Term Credit Rating	Term to Maturity	
	Maximum	Compliant
AA+, AA, AA- (and Major Banks)	5 years	Yes
A+, A, A-	3 years	Yes
BBB+	3 years	Yes
BBB, BBB-	1 year	Yes
Non-rated ADIs	1 year	Yes

3. Portfolio Return

Council's investment portfolio (excluding At Call Deposits and TCorp Cash Fund) provided a weighted average return (running yield) as shown in Table 6 below.

Table 6 – Portfolio Return

31 May 2020	Weighted Average Return (Running Yield)
Hawkesbury City Council – Investment Portfolio	0.12%
Benchmark – Bloomberg Ausbond Bank Bill Index	0.01%
Performance Relative to Benchmark	0.11%

Based on Council's Investment Advisor advice, the running yield is the most appropriate for Council's portfolio. The rationale for this conclusion is that if all investments are purchased at par and mature at par, then the return over the holding period of that investment is simply the running yield.

Relevant Legislation

According to Clause 212 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must include a certificate as to whether investments have been made in accordance with the Act, the Regulation and the Council's Investment Policy.

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor has reviewed Council's investments as at 31 May 2020 and has advised as follows:

- Council's portfolio monthly return of 0.12% is around 0.11% above the Bloomberg AusBond Bank Bill benchmark which is positive in absolute terms. This return excludes at Call Accounts and the NSW TCorp Cash Fund.

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- While Council's investment performance has fallen in recent times it has maintained an excellent return over the benchmark index and relative to other councils.
- Due to the Reserve Bank's liquidity support to the financial system, overall interest rates are expected to remain at very low levels. The ample liquidity in the banking system combined with the lack of economic activity has resulted in an overall low demand of funding from authorised deposit taking institutions.
- The lockdown and restrictions due to Coronavirus have now been in effect for around two months and several countries are now shifting their focus from further suppression of the spread of COVID-19 to easing containment measures and getting their economies back up and running. Conditions are likely to remain uncertain as there is no previous recent historical precedent for how a global pandemic affects an integrated world economy in both the medium and long term and also whether the lifting of restrictions will cause a "second wave" of infections.
- On 22 May 2020, Fitch Ratings Agency downgraded its outlook for Australia's AAA credit rating to negative from stable due to the significant increase in government debt and the economic consequences of the coronavirus pandemic. This follows a similar move by Standard & Poors on 8 April 2020 largely based on the same reasons being the increasing government debt position following the roll out of large fiscal packages amid COVID-19. Moody's at this stage has maintained the stable outlook on Australia's AAA rating.
- In response to the economic disruptions caused by COVID-19 related shutdowns, the Reserve Bank of Australia has taken significant actions in the recent months to both support authorised deposit taking institutions and to keep interest rates low. The risk of any authorised deposit taking institution defaulting has receded and this has also been reflected in statements from the major ratings agencies.
- The risk of default of any authorised deposit taking institution is likely a longer term issue in a scenario of losses due to mortgage defaults caused by high unemployment and falling house prices. In this scenario, transparency is a key feature and so it is advised that Council should restrict its investments to entities which are rated at investment grade by the major credit ratings agencies at the best rates available and ensuring that total exposures are within the Investments Policy limits.
- It is noted that as a result of the Reserve Bank of Australia's policies in relation to the response to the COVID-19 pandemic, Term Deposit rates for major banks have fallen below 1% which presents a re-investment risk for Council given most of its current investments have rates higher than this level.
- As Council already has large exposures to National Bank of Australia, which is currently the major bank offering the most attractive rates; it is recommended that Council expands its range of investments to try to maintain returns. Two possible investment paths recommended are:
 - Take limited exposures (perhaps no more than 5% of the total portfolio per entity) to issuers outside the major banks in shorter dated Term Deposits. This is a very low risk strategy given the steps taken by the Reserve Bank of Australia to ensure no authorised deposit taking institution will fail due to liquidity reasons in the short term.
 - Consider purchasing Floating Rates Notices issued by the major banks that have attractive coupon margins. It is unlikely the major banks will default in anything other than the most severe economic scenarios, but by purchasing their longer-term senior debt Council can "lock-in" attractive margins which shield Council from re-investment risk. Current margins are not sufficiently attractive, but if margins were to increase above 100bps then it is worth considering. It is advisable that Council consider this option so if the opportunity of securing investments at these margins does arise, Council is able to act quickly.

The abovementioned two possible investment paths will be considered in future investments and applied if appropriate.

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During the reporting period, the investment portfolio decreased by \$4.5 million reflecting funds received, payments made, and redemption of invested funds and lodging of new term deposits, which is driven by cash flow requirements.

Restriction of Funds

Council's total investment portfolio as at 31 May 2020 included funds that are restricted as to what they can be expended on.

Table 7 – Restriction of Funds

Restriction Type	Amount
External Restrictions –S7.11 and S7.12	\$11,959,999
External Restrictions - Other	\$18,811,879
Internal Restrictions	\$14,620,008
Unrestricted	\$16,853,402
Total	\$62,245,288

Unrestricted funds, whilst not subject to a restriction for a specific purpose, are fully committed to fund operational and capital expenditure in line with Council's adopted Operational Plan. As there are timing differences between the accounting for income and expenditure in line with the Plan, and the corresponding impact on Council's cash funds, a sufficient level of funds is required to be kept at all times to ensure Council's commitments are met in a timely manner. Council's cash management processes are based on maintaining enough cash levels to enable commitments to be met when due, while at the same time ensuring investment returns are maximised through term investments where possible.

In addition to funds being fully allocated to fund the Operational Plan activities, funds relating to closed self-funded programs and that are subject to legislative restrictions cannot be utilised for any purpose other than that specified. Externally restricted funds include funds relating to Section 7.11 and Section 7.12 Contributions, Domestic Waste Management, Sewerage Management, Stormwater Management and Grants.

Funds subject to an internal restriction refer to funds kept aside for specific purposes, or to meet future known expenses. This allows for significant expenditures to be met in the applicable year without having a significant impact on that year. Internally restricted funds include funds relating to Tip Remediation, Workers Compensation, and Elections.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Direction and Strategies within the CSP.

Our Leadership

- 1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.
 - 1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.
 - 1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.

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FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The income applicable is provided for in the 2019/2020 Adopted Operational Plan.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long-term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
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Item: 117 **SS - Artefacts and Archaeology from Windsor Bridge Replacement Project - (95496)**

Previous Item: 30, Ordinary (25 February 2020)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to:

- Provide Council with answers to Councillor questions about artefacts and archaeology from the Windsor Bridge Replacement Project which were received during the Councillor Briefing Session held on 24 March 2020;
- Provide Council with an update regarding actions undertaken to date on the development of the exhibition of artefacts and archaeology within Hawkesbury Regional Museum;
- Seek Council's endorsement to accept artefacts and archaeology, including salvaged bricks and sandstone blocks, from the Windsor Bridge Replacement Project;
- Note that a suitable solution for the storage and long term use of the salvaged bricks and sandstone blocks will need to be developed.

EXECUTIVE SUMMARY:

At the Council Meeting held on 25 February 2020, Council considered the heritage matters associated with the Windsor Bridge Replacement Project. At that meeting, Council resolved, in part that:

"Council endorse in principle the acceptance and retention of significant artefacts for display in the Hawkesbury, noting concerns with lack of display space and ongoing costs to Council, and requesting that TfNSW works with Council to find and fund suitable display and storage that does justice to this important collection."

A Councillor Briefing Session was held on 24 March 2020 regarding the archaeology and artefacts from the Windsor Bridge Replacement Project, and their proposed exhibition and storage within Hawkesbury Regional Museum.

The Briefing Session provided information on:

- The types of collections of artefacts and archaeology from the Windsor Bridge Replacement Project
- The proposed space within Hawkesbury Regional Museum for display of the artefacts and archaeology
- The proposed storage space within Howe House, for artefacts and archaeology which will not be displayed at this time.

At the Councillor Briefing Session recommendations were made and Councillors asked a number of questions regarding the artefacts and archaeology.

Subsequent correspondence sent to Transport for NSW requested further information in relation to those questions.

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In response to Council's letter, advice dated 18 May 2020, was received from Transport for NSW.

This report outlines the recommendations and Councillor questions from the 24 March Councillor Briefing Session.

The provision of answers to Councillor questions and an update on actions undertaken to date were the subject of the Councillor Briefing Session subsequently held on 23 June 2020.

RECOMMENDATION:

That:

1. Council accept all artefacts and archaeology, including salvaged bricks and sandstone blocks, from the Windsor Bridge Replacement Project
2. Transport for NSW confirm in writing that it will fund the fit out of the exhibition and storage of this artefacts and archaeology from the Windsor Bridge Replacement Project, within the Hawkesbury Regional Museum.
3. A suitable solution for the storage and long term use of the salvaged bricks and sandstone blocks be developed.
4. Council's Museum staff and Transport for NSW's heritage consultant develop the interpretation and exhibition of artefacts and archaeology from the Windsor Bridge Replacement Project, within Hawkesbury Regional Museum.

BACKGROUND

At the Council Meeting held on 25 February 2020, Council considered the heritage matters associated with the Windsor Bridge Replacement Project. At that meeting, Council resolved, in part that:

"Council endorse in principle the acceptance and retention of significant artefacts for display in the Hawkesbury, noting concerns with lack of display space and ongoing costs to Council, and requesting that TfNSW works with Council to find and fund suitable display and storage that does justice to this important collection."

Council's acceptance of artefacts and archaeology from the Windsor Bridge Replacement Project, and the development of a display of them within Hawkesbury Regional Museum, has been the subject of two Councillor Briefing Sessions.

Additional Councillor Briefing Sessions provided by a Transport for NSW representative and their heritage consultant, have also included components that relate to these matters.

DISCUSSION

Points discussed and questions raised at the Councillor Briefing Session held on 24 March 2020, and the answers provided at the Councillor Briefing Session held on 23 June 2020, are as follows:

1. *Cultural Services staff recommence discussions with Transport for NSW on artefacts and archaeology from the Windsor Bridge Replacement Project, and recommence collection assessments, discussions on the development of an exhibition, as well as storage within Hawkesbury Regional Museum.*

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Officer Comment:

Discussions between Council staff and Transport for NSW on collection assessments, exhibition development and storage of artefacts and archaeology have recommenced and are ongoing regarding:

- The details of the potential collection
 - The development of the exhibition
 - Storage options for the entire collection
2. *Cultural Services staff and Transport for NSW negotiate the final list of objects to be transferred to the Museum.*

Officer Comment:

Negotiation of the final list of objects to be transferred to the Museum is in progress.

3. *Transport for NSW's Heritage Consultant develops a detailed exhibition design and plan in liaison with Cultural Services staff.*

Officer Comment:

Transport for NSW's Heritage Consultant has commenced development of a detailed exhibition design and plan in liaison with Cultural Services staff.

4. *Council and Transport for NSW negotiate an agreement on the financial support which Transport for NSW will provide for the display and storage of artefacts and archaeology from the Windsor Bridge Replacement Project.*

Officer Comment:

Transport for NSW has verbally indicated that it is financing the fit out of the exhibition and the storage of artefacts. Transport for NSW's heritage consultant is supporting Museum staff on the exhibition research and interpretation.

5. *An exhibition of artefacts and archaeology from Windsor Bridge Replacement Project is installed in the temporary exhibition space which looks towards the site of the archaeological dig.*

Officer Comment:

Council staff and Transport for NSW's heritage consultant have met to discuss and agree on the layout of the exhibition and the type of display furniture for the selected space. The heritage consultant is currently refining plans and getting quotes for the review and acceptance by Museum staff.

6. *Are there any sacred objects in the Aboriginal collection?*

Response:

No individual item has been identified as a sacred object. The collection as a whole is considered sacred and significant to the Traditional Custodians.

The lead Aboriginal Archaeologist, Dr Alan Williams, believes the collection is exceptional. He advises that it is the best dug site in the region and the best recovered pieces of Aboriginal archaeology in NSW.

The final Aboriginal Salvage Excavation Report is expected to be completed by the end of June. A copy of this report will be forwarded to Council when completed.

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7. *What is the percentage of Aboriginal and non-Aboriginal artefacts?*

Response:

The percentage of Aboriginal and non-Aboriginal artefacts is approximately 50/50 in mass.

8. *What does the historical collection consist of? Does it contain Macquarie era artefacts?*

Response:

As the contextual situation of the historical artefacts has been compromised, due to their inclusion into the fill of the barrel drain, exact age and usage periods are difficult to establish. However, some items have the potential to be Macquarie era due to their manufacturing dates occurring within the range from late eighteenth century onwards.

More research to enable dating would be required to ascertain this. Council staff are proposing that the collection should be made available to researchers for future research projects.

On 7 May 2020 the Manager Cultural Services and Museum Curator were able to view the historical collection with the Transport for NSW Heritage Consultant (WolfPeak). An approximation of the size of this collection is 0.5 cubic metres.

9. *There was some discussion about burying some Aboriginal objects within the Museum grounds. If this were done would this preclude them being moved at a future time, should the grounds be needed for Museum extensions or other purposes?*

Response:

Further consultation with the local Aboriginal community and with the Museum staff will be conducted by Transport for NSW and WolfPeak. Any decision on the storage, display and possible burial of artefacts will be confirmed during this consultation.

Neither Museum staff, nor Dr Williams recommend that burial take place. Should Aboriginal objects be buried, however, there are parts of the Museum grounds where future building could not take place that could possibly be used.

10. *If displayed, how much space will a reconstructed box barrel drain take up?*

Response:

A reconstructed section of the box barrel drain would be approximately 1 metre long. It is likely that a display cabinet would be approximately 1.8 metres long and 1 metre wide. A larger circulation space would be required around the display.

11. *What will happen to the boat wreck if it doesn't come to the Museum?*
12. *What is proposed in relation to the other two boat wrecks?*

Response:

Transport for NSW is presently considering the options for the conservation and interpretation of the timbers from all three shipwrecks and no decision has been made at this time. Transport for NSW will update Council as these considerations progress.

Transport for NSW is considering the options for the conservation and interpretation of the timbers from all three shipwrecks. Transport for NSW will update Council as these considerations progress.

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13. *Could Council staff also view the other objects - bricks and sandstone blocks – held in Transport for NSW storage, with a view to considering whether they could be re-used in the outdoor areas of the Museum?*
14. *Can we get back the bricks stored by Transport for NSW?*

Response:

Council staff have viewed all items, including salvaged bricks and sandstone.

Transport for NSW is agreeable to all items being transferred to Council.

The bricks are unsuitable for use or display in the outdoors because of their rudimentary manufacturing. They will quickly breakdown if exposed to the elements. The brick manufacture was variable quality with many already broken or damaged.

If retained by Council, they do not need to be stored in a climate controlled environment, but they do need to be stored under cover. In the short term the material could be stored in a shipping container at a Council Depot. In the longer term Council will need to explore opportunities to preserve and display the bricks under cover within future Council projects at Windsor.

There is a large quantity of salvaged bricks from the underground barrel and box drains, which are in storage at Transport for NSW's Lithgow and Rockdale Depots.

Lithgow Depot: There are 12 bags and 14 boxes stored here, amounting to approximately 26 cubic metres. Some boxes have some fairly intact bricks and the bags contain broken up pieces. The bricks were very low temperature fired so they are not at all robust. Some bags contain small fragments, which are also very damp, and appear to be almost disintegrating back into clay. Due to their condition, it is not recommended that Council retain these.

Rockdale Depot: There are about 2.5 cubic metres stored here, including 4 square metres of the "best condition" examples. These have been put aside for the reconstruction of a drain within the Museum exhibition as part of the interpretation. Again, the remainder of the bricks are of various conditions – ranging from fairly intact to broken fragments.

There is no capacity to store this large quantity of bricks indoors at the Museum. If retained by Council, a storage solution would need to be found.

Council Depot: There are about 20 cubic metres of sandstone blocks stored here. They have been excavated from various sites within the LGA. Many of them have been stored there since the 1980s. Over time, some of these have been incorporated into park and playground redevelopments.

Sandstone blocks from the Windsor Bridge excavation site could be incorporated into the Museum grounds. Council's Museum and Parks staff will investigate their re-use within this environment.

15. *What is the total amount and size (mass) of all the artefacts?*

Response:

Excluding the bricks, the total quantity of artefacts will be provided in approximately 25 containers, of an overall mass of about 4 cubic metres.

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16. *What will be the percentage exhibited – European and Aboriginal?*

Response:

The curatorial process of making a final selection of artefacts and archaeology for display has not yet been able to commence. The exhibition will be composed of both Aboriginal and non-Aboriginal collections, at approximately 50% each.

17. *What is the process for confirming significance of items?*

Response:

This is initially based on the expertise of archaeologists, who will provide reports. There is more scope for determining significance through future research projects.

18. *What are the longer term costs of displaying and maintaining the collection?*

Response:

The longer term costs will be absorbed into the operational costs of the Museum – the exhibition budget and staff budget. As with the permanent exhibition, this exhibition will require refreshing through some periodic changes.

The display objects will be either conserved or are stable, prior to Council receiving them, so there is no major cost anticipated initially. Like all collection items, condition will be monitored. All of the research material undertaken by Transport for NSW archaeologists will be handed over to Council.

19. *What display space is needed based on the unsighted artefacts?*

Response:

The exhibition of archaeology and artefacts will be displayed in one of the four small exhibition spaces within the Museum. The space is approximately 26 square metres.

On 22 April 2020 the Manager Cultural Services and Museum Curator met with the Transport for NSW's heritage consultant to discuss and agree on the layout of the exhibition space and type of display furniture. The heritage consultant is refining plans and getting quotes.

20. *Is there any metal deterioration of shelving at Howe House?*

Response:

There is some minor rust of metal shelving which was inherited from the Hawkesbury Historical Society. Shelving purchased in 2012 shows no signs of deterioration.

21. *Are the Museum window shutters permanent or temporary?*

Response:

The Museum window blinds are permanently fitted and are programmed to close at the lowest possible exterior light level. They will also raise in high wind to avoid damage.

22. *Are the Museum windows double glazed?*

Response:

The Museum windows are not double glazed.

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23. *When will the artefacts be displayed?*

Response:

Council staff are aiming to have the Museum exhibition completed and installed by the end of 2020.

24. *Give some thought to the physical aspects of tunnels.*

Response:

The box and barrel drains will be addressed in the exhibition interpretation. There is no substantiating evidence of tunnels existing, apart from folklore. The tunnels are more likely to be drains.

25. *Transport for NSW contribution to exhibition.*

Response:

Transport for NSW has verbally indicated that it will pay for the fit out of the exhibition. Their heritage consultant is currently developing the specifications for this after meeting with Council staff. The design will be completed in collaboration with Council's Museum staff.

26. *Councillors are keen to understand the location of all known archaeological items*

Response:

The artefacts and archaeology are stored at:

- McGrath's Hill in storage
- Some historic collections are still with conservators
- Transport for NSW Lithgow and Rockdale Depots – salvaged bricks
- Council's depot (Infrastructure Division)

COMMUNITY ENGAGEMENT

Council staff will work with Transport for NSW as it undertakes consultation with the local Indigenous Community, the Darug people, regarding the display and storage of Indigenous artefacts and archaeology from the Windsor Bridge Replacement Project.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Directions and Strategies within the CSP.

Our Community

2.3 Community partnerships continue to evolve - Increase the range of local partnerships and plan for the future

2.3.1 Encourage and facilitate community partnerships.

2.3.3 Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.

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- 2.4 Community wellbeing and local services - Build on a sense of community and well being
 - 2.4.1 Work in partnership with government and community organisations to improve services and facilities for disadvantaged and vulnerable groups, and to build stronger and more cohesive communities.
- 2.5. Cultural Development and Heritage - Enable broad and rich celebration of our local culture and significant heritage
 - 2.5.1 Encourage and support all residents to participate in all aspects of community, cultural and civic life.
 - 2.5.3 Recognise, conserve and promote the areas history and heritage for current and future generations.

FINANCIAL IMPACT

The matters raised in this report have indirect financial implications. Expenditure in the form of resources will be incurred in association with this matter. Council's Museum staff, supported by Transport for NSW's heritage consultant, will work on the development of the display of artefacts and archaeology from the Windsor Bridge Replacement Project, within Hawkesbury Regional Museum.

The longer term costs will be absorbed into Budget Component 179 Museum, specifically the ongoing operational exhibition and staff budgets. As with the permanent exhibition, the exhibition will require refreshing through some periodic changes.

The display objects will be either conserved or are stable, prior to Council receiving them, so there is no major cost anticipated initially. Like all collection items, condition will be monitored. All of the research material undertaken by Transport for NSW archaeologists will be handed over to Council.

In the short term a shipping container may be required to store the salvaged bricks and sandstone.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications, outside of Council's adopted Long Term Financial Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Item: 118 **SS - 2019/2020 Community Sponsorship Program - Round 2 - (95496. 96328)**

Previous Item: 068, Ordinary (30 April 2019)
 236, Ordinary (10 December 2019)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of applications received for financial assistance under Round 2 of the 2019/2020 Community Sponsorship Program. The applications received under Round 2 of the Program have been scored against the assessment criteria in the Community Sponsorship Strategy. The report provides Council with the outcome of the assessment of applications and makes a recommendation based on this assessment as to what applications meet funding criteria.

EXECUTIVE SUMMARY:

The report lists 16 applications received under Round 2 of the 2019/2020 Community Sponsorship Program and the proposed level of financial assistance for each of the applications.

The applications received under Round 2 of the Program have been assessed in accordance with the assessment criteria in the Community Sponsorship Strategy and it is recommended that the 15 applications that meet the assessment criteria be funded under Round 2 of the 2019/2020 Community Sponsorship Program. Should Council be in agreeance with the outcome of application assessment, Council Officers will advise the unsuccessful applicant of their ineligible application.

The 2019/2020 Operational Plan made provision for a budget amount of \$42,149 for the 2019/2020 Community Sponsorship Program. Round 1 of the 2019/2020 Community Sponsorship Program allocated \$23,146 to applicants, leaving a remaining budget of \$19,003. The amount requested by applicants in Round 2 of the 2019/2020 Community Sponsorship Program was greater than the remaining available budget. As such, the amount that has been recommended to each of the applicants under the 'Building a Connected, Healthy, Inclusive and Resilient Hawkesbury' category has been reduced to ensure that the recommended funding amount total of \$19,000 is within the remaining available budget of the 2019/2020 Community Sponsorship Program.

RECOMMENDATION:

That Council:

1. Approve payments for Section 356 Financial Assistance to the organisations and individuals listed and at the level recommended in the tables in this report.
 2. Approve the execution of Council's standard Sponsorship Agreement for those applications where the approved funding level is over \$500.
 3. Respond to Applicant 6 with advice that the application was not successful in accordance with the Community Sponsorship Program assessment criteria.
-

BACKGROUND

The Community Sponsorship Program provides the opportunity for community groups and individuals to seek financial assistance from Council. The Program provides for three categories of financial assistance:

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- Participation: funding to enable the participation of residents who have been selected to represent their community in regional, national and international sporting competitions and cultural events (\$150 per individual or \$750 for a team of five or more).
- Access: funding to subsidise half (50%) of the cost of hiring a Council or community facility (to a maximum Council contribution of \$750).
- Building a Connected, Healthy, Inclusive and Resilient Hawkesbury: funding to the cost of an activity or project which will assist the community to come together to plan and deliver activities that support a connected, healthy and resilient Hawkesbury (up to \$3,000).

In accordance with the schedule for funding rounds within the 2019/2020 Community Sponsorship Program, Round 2 of the Program was opened in March 2020. The Community Sponsorship Program was promoted: -

- Online on Council's website, Facebook page and Hawkesbury e News
- At network and interagency meetings including Hawkesbury Connect, Mental Health Forum and Hawkesbury Youth Interagency.

Assessment of Round 2 2019/2020 Applications

In total 16 applications are presented for Council's consideration under Round 2 of the 2019/2020 Program.

Attachment 1 to this report provides a detailed summary of the applications received and the proposed level of financial assistance.

The following three tables summarise the applications received and the proposed recommended level of financial assistance.

Participation: Three applications were received under this category. The Community Sponsorship Strategy provides for Council to contribute \$150 per individual or \$750 per team of five or more who have been selected to represent their community in regional, national or international sporting competitions and cultural events.

Applicant	Proposal	Recom. Amount
1. Ethan Treble	Representative Baseball – Australian Youth Baseball Championships 2020, Geelong, Victoria	\$150
2. Alysa Thomson	Representative Futsal – National Futsal Championships, January 2020, Hawkesbury NSW	\$150
3. Michael Payne	Representative Open Water Swimming – Australian Open Water Swimming Championships, January 2020, Adelaide, SA	\$150

Access: One application was received under this category. The Community Sponsorship Strategy provides for Council to subsidise half (50%) of the cost of hiring a Council or community facility, with a maximum Council contribution of \$750.

Applicant	Proposal	Recom. Amount
4. Glossodia Public School	Hire of Windsor Function Centre – 3 December 2020	\$750

Building a Connected, Healthy, Inclusive and Resilient Hawkesbury: 12 applications were received under this category. The Community Sponsorship Strategy provides for Council to fund the cost of an activity or project which will assist the community to come together to plan and deliver activities that support a connected, healthy and resilient Hawkesbury (up to \$3,000).

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A copy of the analysis of each application against the Assessment Criteria Matrix is provided in Attachment 2 to this report. It is noted that the maximum score possible under the Matrix is 52. As noted in the Community Sponsorship Strategy an applicant is deemed eligible for consideration by Council for sponsorship if the applicant received a score of 30 or more.

Hawkesbury Community Mental Health Centre, listed as Applicant 6, was assessed as not eligible for sponsorship as they are not a Not-for-Profit organisation. This assessment was made in accordance with the Community Sponsorship Policy.

The total funding amount that was requested by applicants under this category was greater than the remaining 2019/2020 Community Sponsorship Program budget, therefore the recommended amounts have been adjusted. In this regard, applicants 5 and 16 requested an amount of \$3,000 each however, it is recommended that these two applicants received \$2,600 each further applicants 7 to 15 requested an amount of \$1,800 each however, it is recommended that these nine applicants receive an amount of \$1,400 each.

Applicant	Proposal	Recom. Amount
5. Be & Co	Hawkesbury Mosaic Project	\$2,600
6. Hawkesbury Community Mental Health Centre	Free community creative groups	Nil
7. Richmond Preschool Kindergarten	Extra resources needed for COVID-19 pandemic	\$1,400
8. Elizabeth Street Extended Hours Preschool Inc	Extra resources needed for COVID-19 pandemic	\$1,400
9. Hobartville Long Day Preschool	Extra resources needed for COVID-19 pandemic	\$1,400
10. Wilberforce Pre-School Kindergarten Inc	Extra resources needed for COVID-19 pandemic	\$1,400
11. Greenhills Child Care Centre	Extra resources needed for COVID-19 pandemic	\$1,400
12. Windsor Preschool Association	Extra resources needed for COVID-19 pandemic	\$1,400
13. McGraths Hill Children's Centre Inc	Extra resources needed for COVID-19 pandemic	\$1,400
14. Wilberforce Early Learning Centre Inc	Extra resources needed for COVID-19 pandemic	\$1,400
15. Golden Valley Children's Learning Centre	Extra resources needed for COVID-19 pandemic	\$1,400
16. Hawkesbury Community Outreach Services Inc	Community emergency food relief packages for Hawkesbury residents in low socio-economic circumstances	\$2,600
TOTAL	Participation	\$450
	Access	\$750
	Resilience	\$17,800
	TOTAL RECOMMENDED UNDER ROUND 2	\$19,000

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Relevant Legislation

Section 356 of the Local Government Act 1993 prescribes the requirements when councils provide financial assistance to others (including charitable, community and sporting organisations and private individuals).

DISCUSSION

The approval of the applications received under Round 2 of the 2019/2020 Community Sponsorship Program will enable Council to continue its commitment to providing financial assistance to volunteer groups, Community organisations and individuals for works and projects that benefit residents and deliver on community priorities identified in Council's adopted Plans.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Directions and Strategies within the CSP.

Our Community

2.3 Community partnerships continue to evolve

2.3.1 Encourage and facilitate community partnerships.

2.4 Community wellbeing and local services

2.4.1 Work in partnership with government and community organisations to improve services and facilities for disadvantaged and vulnerable groups, and to build stronger and more cohesive communities.

FINANCIAL IMPACT

There matters in this report have direct financial implications.

The 2019/2020 Operational Plan made provision for a budget amount of \$42,149 for the 2019/2020 Community Sponsorship Program. Round 1 of the 2019/2020 Community Sponsorship Program allocated \$23,146 to applicants, leaving a remaining budget of \$19,003. The amount requested by applicants in Round 2 of the 2019/2020 Community Sponsorship Program was greater than the remaining available budget. As such, the amount that has been recommended to each of the applicants under the 'Building a Connected, Healthy, Inclusive and Resilient Hawkesbury' category has been reduced to ensure that the recommended funding amount total of \$19,000 is within the remaining available budget of the 2019/2020 Community Sponsorship Program

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal will enable Council to continue to provide and maintain service levels to meet established community expectations as budgeted for in the Long-Term Financial Plan.

ATTACHMENTS:

AT - 1 Summary of the Applications – Round 2 - 2019/2020 Community Sponsorship Program

AT – 2 Round 2 - 2019/2020 Application Assessment – Assessment Matrix

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AT - 1 Summary of the Applications – Round 2 - 2019/2020 Community Sponsorship Program

#	Applicant	Purpose of funding sought	Score on the Assessment Criteria Matrix. Maximum score of 52	Requested amount	Recommended amount	Discussion
1.	Ethan Treble	Participation	N/A	\$150	\$150	Representative Baseball – Australian Youth Baseball Championships 2020, Geelong, Victoria
2.	Alysa Thomson	Participation	N/A	\$150	\$150	Representative Futsal – National Futsal Championships, January 2020, Hawkesbury NSW
3.	Michael Payne	Participation	N/A	\$150	\$150	Representative Open Water Swimming – Australian Open Water Swimming Championships, January 2020, Adelaide, SA
4.	Glossodia Public School	Access	N/A	\$750	\$750	Hire of Windsor Function Centre – 3 December 2020
5.	Be & Co	Hawkesbury Mosaic Project	39	\$3000-	\$2600-	Applicant seeks funding to produce a community mosaic artwork in collaboration with the Be & Co pop-up social event which meets every other Thursday in the Rex Stubbs Memorial Garden. The applicant has been in discussion about the project with Council staff. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
6.	Hawkesbury Community Mental Health Centre	Community creative arts workshops	Application assessed as ineligible	\$3000-	Nil	Applicant is a service of the Nepean Blue Mountains Local Health Network. The applicant is not eligible to receive funding under Council's Community Sponsorship policy as they are not a Not-For-Profit entity.
7.	Richmond Preschool Kindergarten	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.

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#	Applicant	Purpose of funding sought	Score on the Assessment Criteria Matrix. Maximum score of 52	Requested amount	Recommended amount	Discussion
8.	Elizabeth Street Extended Hours Preschool	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
9.	Hobartville Long Day Preschool	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
10.	Wilberforce Pre-School Kindergarten	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
11.	Greenhills Child Care Centre	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.

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#	Applicant	Purpose of funding sought	Score on the Assessment Criteria Matrix. Maximum score of 52	Requested amount	Recommended amount	Discussion
12.	Windsor Preschool Association	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
13.	McGraths Hill Children's Centre	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
14.	Wilberforce Early Learning Centre	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy child care service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
15.	Golden Valley Children's Learning Centre	Extra expenses related to the continuance of service during the COVID-19 pandemic	39	\$1800-	\$1400-	Applicant is a community-based childcare service operating in a Council owned community facility. The applicant seeks funding to augment funds required to continue to provide a safe and healthy childcare service for children of essential workers during the current COVID-19 pandemic. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.
16	Hawkesbury Community Outreach Services	Community Emergency Food Relief Packages	36	\$3000-	\$2600-	Applicant seeks funding to provide community emergency relief food packages for Hawkesbury families under financial stress. The expected outcomes align with Council's Community Strategy Plan in building a connected, healthy, inclusive and resilient Hawkesbury.

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AT – 2 Round 2 - 2019/2020 Application Assessment – Assessment Matrix

Assessment Criteria Matrix

Applicant: Be & Co
Sponsored Activity: Hawkesbury Mosaic Project
Funding Requested: \$3,000

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="1"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="2"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="2"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="2"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="2"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="1"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="0"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	1
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	2
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	3
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	1
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score 41

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Assessment Criteria Matrix

Applicant: Hawkesbury Community Mental Health Centre
 Sponsored Activity: Free community creative groups
 Funding Requested: \$3 000 - assessed as ineligible - not a Not for Profit agency

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="0"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="0"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="0"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="0"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="0"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="0"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="0"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="0"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="0"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="0"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="0"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="0"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	0
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	0
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	0
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	0
	Adequacy of budget proposal	No Yes	0 2	0
	Co-contribution identified (financial and in-kind)	No Yes	0 1	0
	Proven track record	No Yes	0 2	0
	Governance structures in place	No Yes	0 2	0
	Adequacy of proposed budget	No Yes	0 2	0

Total Score

N/A

ORDINARY MEETING
SECTION 3 – Reports for Determination
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Assessment Criteria Matrix

Applicant: Richmond Prechool Kindergarten
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

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Assessment Criteria Matrix

Applicant: Elizabeth Street Extended Hours Preschool Inc
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

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Assessment Criteria Matrix

Applicant: Hobartville Long Day Preschool
 Sponsored Activity: Extra resources required during COVID-19 pandemic
 Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

ORDINARY MEETING
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Assessment Criteria Matrix

Applicant: Wilberforce Pre-School Kindergarten Inc
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

ORDINARY MEETING
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Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: Greenhills Child Care Centre
 Sponsored Activity: Extra resources required during COVID-19 pandemic
 Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

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Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

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ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: Windsor Preschool Association
 Sponsored Activity: Extra resources required during COVID-19 pandemic
 Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

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ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: McGraths Hill Children's Centre
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

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ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: Wilberforce Early Learning Centre
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: Golden Valley Children's Learning Centre
Sponsored Activity: Extra resources required during COVID-19 pandemic
Funding Requested: \$1,800

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="3"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="0"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="0"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="1"/>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	0
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	0
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	1
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	2
	Proven track record	No Yes	0 2	2
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

38

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Assessment Criteria Matrix

Applicant: Hawkesbury Community Outreach Service
Sponsored Activity: Community Emergency Food Relief Packages
Funding Requested: \$3,000

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
A connected community	Create or builds community partnerships	No Yes	0 1	<input type="text" value="1"/>
	Supports and expands active volunteering (volunteer involvement)	No Yes More than 10	0 1 3	<input type="text" value="1"/>
	Brings residents together	< 10 People 10 to 25 People > 25 People	0 2 3	<input type="text" value="3"/>
	Supports community leadership and builds community resilience	No Yes	0 2	<input type="text" value="2"/>
A healthy community	Responds to a priority health need (Wentworth Healthcare)	No Yes	0 2	<input type="text" value="2"/>
	Supports a recommendation in Hawkesbury Family and Domestic Violence Action Plan	No Yes	0 2	<input type="text" value="0"/>
	Supports recommendation identified by young people in Hawkesbury Youth Summit	No Yes	0 2	<input type="text" value="0"/>
An inclusive community	Improves outcomes for a disadvantaged or vulnerable group	No Yes	0 2	<input type="text" value="2"/>
	Includes provision for disability access and/or social inclusion strategies	No Yes	0 2	<input type="text" value="2"/>
	Supports key strategy or action in Hawkesbury Disability Inclusion Action Plan 2017-2021.	No Yes	0 2	<input type="text" value="0"/>
	Supports key action in Reconciliation Action Plan (currently under development)	No Yes	0 2	<input type="text" value="0"/>
Community Strategic Plan (supports identified community outcomes)	Consistent with community strategic plan	Not consistent Somewhat consistent Consistent Highly consistent	0 1 2 3	<input type="text" value="3"/>
	Makes Hawkesbury a friendly place where people feel safe	No Yes	0 1	<input type="text" value="1"/>
	Encourages sporting and recreational pursuits and/or healthy, active ageing	No Yes	0 1	<input type="text" value="1"/>
	Encourages community partnerships, active volunteering and resident involvement	No Yes	0 1	<input type="text" value="1"/>
	Improves services and facilities for disadvantaged and vulnerable groups	No Yes	0 1	<input type="text" value="1"/>
	Supports all residents to participate in community, cultural and civic life	No Yes	0 1	<input type="text" value="1"/>
	Encourages sustainable choices and reduced ecological footprint	No Yes	0 1	<input type="text" value="0"/>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	APPLICANT SCORE
Community Strategic Plan continued	Provides affordable and accessible facilities to support community's health and lifestyle	No Yes	0 1	1
	Makes our towns and villages vibrant local hubs	No Yes	0 1	1
Finance and Governance	Activity grounded in authentic community consultation	No Yes	0 2	2
	Applicant has limited access to other sources of funding (not funded by state/federal agency)	No Yes	2 0	2
	Financial capacity as measured by annual revenues	< \$50,000 \$50,000 TO \$200,000	3 2 1	2
	Local community organisation (office or service outlet in Hawkesbury)	No Yes	0 2	2
	Adequacy of budget proposal	No Yes	0 2	2
	Co-contribution identified (financial and in-kind)	No Yes	0 1	1
	Proven track record	No Yes	0 2	1
	Governance structures in place	No Yes	0 2	2
	Adequacy of proposed budget	No Yes	0 2	2

Total Score

36

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Item: 119 **SS - Management of the Hawkesbury Indoor Stadium - (95496, 81173)**

Previous Item: 121, Ordinary (8 May 2018)
 199, Ordinary (14 August, 2018)
 15, Ordinary (12 February, 2019)
 83, Ordinary (14 May, 2019)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to:

- Provide an update on the establishment of a PCYC in the Hawkesbury Indoor Stadium, and arrangements for PCYC NSW taking over management of the Hawkesbury Indoor Stadium on 1 July 2020
- Outline the key features of a proposed management agreement between Council and PCYC NSW for the occupation and management of the Stadium by PCYC NSW pending finalisation of the Development Agreement and Agreement for Lease.
- Seek Council's endorsement to enter into the proposed management agreement.
- Provide an update on the progress of the negotiation of the Development Agreement and Agreement for Lease between Council and PCYC NSW.

EXECUTIVE SUMMARY:

Council currently has a contract with YMCA NSW to manage and operate the Hawkesbury Leisure Centres, being the Oasis Aquatic and Leisure Centre and the Hawkesbury Indoor Stadium. The contract expires on 30 June 2020.

In May 2019 Council executed a Memorandum of Understanding with PCYC NSW for the establishment of a PCYC NSW in the Hawkesbury Indoor Stadium.

A separate report to this meeting sets out a proposal for Council to enter into an agreement with YMCA NSW for the management and operation of the Oasis Aquatic and Leisure Centre from 1 July 2020.

Council and PCYC NSW have been negotiating the Development Agreement and Agreement for Lease, and making arrangements for the management of the facility to be taken over by PCYC NSW from YMCA effective from 1 July 2020. The previously executed Memorandum of Understanding contemplated that the Development Agreement and Agreement for Lease would be finalised by 1 July 2020.

Due to complications resulting from the COVID-19 pandemic, consultations and negotiations and the necessary legal requirements will not be complete by 1 July 2020. It is therefore proposed that the parties enter into a management agreement for the occupation and management of the Stadium by PCYC NSW pending the finalisation of the Development Agreement and Agreement for Lease.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

RECOMMENDATION:

That:

1. Council enter into a management agreement with PCYC NSW NSW for the management of the Hawkesbury Indoor Stadium from 1 July 2020 as outlined in the report.
2. The term of the agreement be for 12 months with two options in favour of Council of three months' each.
3. The General Manager be given delegated authority to execute any documentation associated with the management agreement with PCYC NSW.
4. Council continue negotiations with PCYC NSW and take necessary steps to finalise the Development Agreement and Agreement for Lease.

BACKGROUND

In May 2019 Council executed a Memorandum of Understanding with PCYC NSW for the establishment of a PCYC NSW in the Hawkesbury Indoor Stadium.

The Memorandum of Understanding:

- Reflected the agreement of the parties to collaborate on the management and development of the facility by PCYC NSW.
- Contained a target handover date of 1 July 2020 for PCYC NSW to commence occupation and management of the facility.
- Provided for the parties to negotiate a Development Agreement relating to the management and development of the facility by the PCYC NSW, and for an agreement to lease the site.

Councillors have received a number of briefings in relation to the project, including on 19 May 2020 from representatives from PCYC NSW, and on 23 June 2020.

Council and PCYC NSW have been negotiating the Development Agreement and Agreement for Lease, and making arrangements for the management of the facility to be taken over by PCYC NSW from YMCA effective from 1 July 2020. The Memorandum of Understanding contemplated that the Development Agreement and Agreement for Lease would be finalised by the target handover date, with the Lease commencing on that day (1 July 2020).

The Development Agreement and Agreement for Lease contain provisions for the Lease to be executed but held in escrow (held pending the completion of other requirements to give effect to Lease). In this case those requirements would include the preparation and registration of a plan of subdivision.

The Stadium is contained within Lot 4 in Deposited Plan 816809, however Lot 4 also includes land adjacent to the Stadium some of which PCYC NSW has indicated it does not intend to use. Although PCYC NSW has clarified the area it intends to be subject to the Development Agreement and Agreement for Lease, the precise area is not yet known.

For the Lease of to be effective it would need to be in registered with NSW Land Registry Services. This would require a plan of subdivision to be prepared and registered, so that the subdivided parcel can be the subject of the Lease.

Although significant progress has been made on the Development Agreement and Agreement for Lease, those negotiations and necessary legal requirements (for example preparation of a plan of subdivision) will not be completed by 1 July 2020.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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The impact of COVID-19 has slowed down the consultation and negotiation process with PCYC NSW, and caused temporary closure of the Stadium.

Council has obtained legal advice that it is possible for Council and PCYC NSW to enter into a management agreement for PCYC NSW to operate the Stadium from 1 July 2020 to allow a reasonable time for the Development Agreement and Agreement for Lease to be finalised.

The agreement will have provisions for the management of the Stadium and what activities and works PCYC NSW can carry out before finalisation of the Development Agreement and Agreement for Lease. It will also refer to a plan of the area which the parties agree will be the subject of the agreement, and will include the stadium and adjacent carpark.

DISCUSSION

Since March 2020 the COVID-19 pandemic has had a significant impact on the continued use of Council-owned premises and facilities normally open to the public. Public Health Orders have restricted the opening of, among other things, health clubs, fitness centres, and recreation and gym facilities. Councillors will be aware that the Stadium partially reopened on 15 June 2020 following the partial lifting of restrictions.

There continues to be uncertainty about the ongoing operation of these kinds of facilities. There remains the possibility of further outbreaks or spikes in the number of COVID cases in NSW which could result in forced closure of recreation facilities and gyms.

The draft Development Agreement and Agreement for Lease provides, consistent with the Memorandum of Understanding, that it be executed by 1 July 2020 when PCYC NSW takes over management of the Stadium. This would necessarily mean the Lease itself being executed by the same date. There are legal requirements relating to the preparation and registration of a plan of subdivision for the premises or building which will be leased and these cannot be completed by 1 July 2020. Although the parties could agree on provisions for the Lease to be effective once the plan of subdivision is registered, this will not be able to be achieved in a short period.

Recent discussions with PCYC NSW have resulted in an in-principle agreement for the parties to enter into a management agreement which would allow PCYC NSW to manage the Stadium from 1 July 2020.

Having regard to the matters that the parties are required to attend to prior to finalisation of the Development Agreement and Agreement for Lease, and the uncertainty caused by COVID-19, Council proposes that any management agreement be for 12 months from the date of execution with two three month options in favour of Council. This will provide Council with flexibility to deal with any further disruption.

The management agreement will also contain provisions dealing with the following matters:

- The management of the facility by PCYC NSW, with PCYC NSW to retain income from patronage.
- PCYC NSW to pay outgoings and maintenance costs.
- Insurance and fire safety.
- What works PCYC NSW can carry out during the term of the agreement. PCYC NSW seeks to undertake works including: court sanding and painting/markings, refurbishment, lighting and air-conditioning works.
- Clarification of the area of the Council-owned land that PCYC NSW will manage, including the carpark.
- Activities and programs provided by PCYC NSW and accommodations for existing users, including the Hawkesbury District Basketball Association.
- Ongoing meetings of the Project Control Group which was established under the Memorandum of Understanding.

Council and PCYC NSW will continue to work towards the finalisation of the Development Agreement and Agreement for Lease.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Council has actively engaged with PCYC NSW in relation to consultation undertaken by PCYC NSW as part of the establishment of a PCYC NSW in the Hawkesbury Indoor Stadium.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Directions and Strategies within the CSP.

Our Leadership

- 1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.
 - 1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.
 - 1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.

FINANCIAL IMPACT

The matters raised in this report have direct financial impacts. The establishment of a PCYC NSW in the Hawkesbury Indoor Stadium is provided for in the Draft 2020/2021 Operational Plan.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The subject of this report is aligned with Council's long-term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 30 June 2020

Item: 120 **SS - Lease of Childcare Centres - (95495)**

Previous Item: 69 Ordinary (30 April 2019)
 259 Ordinary (30 October 2018)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide an update to Council on the progression of formalising lease arrangements with the nine childcare centres that operate from Council-owned buildings. The report provides Council with details of the work that has been undertaken to develop the leases and an update on the outcome of the most recent negotiations with the childcare centres.

EXECUTIVE SUMMARY:

Council's adopted Fit for the Future Plan includes a strategy that proposed the introduction of a building renewal charge to be levied on nine child care services operating from Council owned buildings.

This matter was last reported to Council on 30 April 2019, with Council resolving to approve the execution of leases with the childcare centres.

This report provides a summary of the work that has been undertaken to progress the leases. The report also describes the impact that the COVID-19 pandemic has had on the childcare centres and the subsequent progress regarding the execution of the leases in accordance with the implementation date previously adopted by Council.

The report advises Council of the most recent requests from the childcare centres with regard to the implementation date of the leases and asks that Council consider this request to enable Council staff to proceed with final lease negotiations.

RECOMMENDATION:

That

1. Council approve the execution of three year leases with the Golden Valley Children's Centre, Greenhills Child Care Centre, Hobartville Long Day Pre-School, McGraths Hill Children's Centre, Elizabeth St Extended Hours Pre-School, Richmond Preschool Kindergarten, Wilberforce Early Learning Centre, Windsor Pre-School, and Wilberforce Pre-School, in accordance with the proposed lease conditions outlined within this report including amendment of the commencement date of the leases with the nine childcare centres and the associated financial contributions to 1 July 2020.
2. Authority be given for the leases and any other documentation in association with the matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the proposed Lessees, together with the advice that Council is not, and will not, be bound by the terms of the resolution, until such time as appropriate legal documentation to put such resolution into effect has been agreed to and executed by all parties.
4. Request staff to work with any childcare centres operating from Council owned buildings that are experiencing financial hardship to assess their status in relation to Council's (draft) Hardship Policy.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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BACKGROUND

On 8 November 2016, Council endorsed its revised Fit For The Future Proposal. One of the strategies in the Fit for the Future Plan proposed the introduction a building renewal charge to be levied on the nine child care services operating from Council owned buildings.

Initially it was considered important to undertake due diligence analysis of the feasibility and impact of the proposed building renewal charge. Accordingly, an analysis and modelling was undertaken by Council staff as a pre-requisite to negotiations with childcare centres. The detailed information that was sourced on each childcare service and building included:-

- A review of the previous 10 years of maintenance costs for each centre
- A review of the previous 10 years of building renewal costs
- Obtaining and reviewing each childcare centre's audited financial statements from 2015 to 2017
- Asset condition audits
- Analysis of each childcare centre's fee structures, an assessment of the capacity of the centres to meet the cost of the proposed charge and the likely impact of the building renewal charge on the affected childcare centres' fees

The nine childcare centres first received full details of the details of the proposed lease in a briefing paper that was emailed to the childcare centre directors on 23 October 2018. The email notified the childcare centre directors that this matter would be considered at the Council meeting on the 30 October 2018.

At its Ordinary Meeting on the 30 October 2018 Council considered a report regarding the proposed leases of Council owned Childcare centres. The report provided details of the proposed building renewal charge, a value for an expanded capital works program, key elements of a lease arrangement and the childcare affordability impacts of the building renewal charge. The proposed building renewal charge within the report was based on the adopted Fit for the Future Plan.

At this meeting, Council resolved, in part, as follows;

"That

1. *Council proceed to consult with the relevant parties regarding the execution of a lease with child care service providers operating from Council owned building in accordance with the framework outlined in this report*
2. *The outcome of the consultation be further reported to Council in February 2019"*

Following this meeting, Council staff presented the draft lease to the childcare centre directors to commence consultations. The draft lease had been prepared by Council's solicitors and was based on a standard lease instrument.

A meeting was held on 1 November 2018 between the directors of the nine childcare centres, Dr Sebastian Holmes who was representing the nine childcare centres, and Council staff. At this meeting the nine childcare centre directors advised Council staff that they wished to participate in the negotiations and consultations as a collective.

On the 22 February 2019, Council received a proposal from Dr Holmes on behalf of the nine childcare centres that responded to the draft lease and building renewal charges. Of the nine childcare centres, eight were represented in this proposal, with Wilberforce Preschool opting to submit a separate proposal.

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Council received an amended proposal on the 21 March 2019 from Dr Holmes, providing a model developed and agreed to by the eight centres as a collective. Wilberforce Pre-School submitted a separate proposal to Council on the 5 April 2019.

The matter was last reported to Council on 30 April 2019. The report detailed the proposal received from the eight childcare centres and the proposal received from Wilberforce Pre-School.

Based on the outcome of lease negotiations and the revised proposals submitted by the nine child care centres, the report also included the following lease provisions, proposed for adoption by Council to enable the preparation of a revised draft lease.

Proposed Lease Provisions

Lessor:	Hawkesbury City Council (Council)
Lessee:	<i>(each child care to be identified)</i>
Licensed Area:	<i>(Land or part thereof as defined in Lease Plan to be annexed to Lease).</i>
Permitted Use:	Activities related to and incidental to the operation of a licensed child care centre.
Term of Lease:	3 years
Commencement Date:	1 July 2019
Further Term:	Upon execution of lease, Council to enter into discussions with child care centres to negotiate a further term of up to 21 years.
Rental:	\$1 per annum
Insurance:	\$20M Public Liability Insurance, Building and Contents Insurance and Workers Compensation Insurance. All insurance policies should note Council's interest in the property as the Lessor.
Outgoings:	100% payable by Centre.
Maintenance:	<p>The Lessee will, to the satisfaction of the Lessor, maintain the premises in good repair and properly maintained in all respects at their own cost.</p> <p>The Lessee will implement a periodic building testing and maintenance program as devised by the Lessor, and provide evidence to the satisfaction of the Lessor of the completion of the program.</p>
Engagement of Contractors:	<p>The Lessee may, independently of Council, engage contractors to carry out maintenance and repair works on the leased area at their own cost provided that the contractors has:</p> <ul style="list-style-type: none">a. been approved by Council to carry out maintenance and repair works on Council buildings, orb. the Lessee has certified in writing to Council that the contractor is accredited and has the requisite work health and safety systems in place to safely undertake works in the leased area.

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Capital Works The Lessor is responsible for structural and capital works to maintain the structural integrity and safety of the buildings within the Leased Area and for carrying out works in accordance with the annual works schedule.

The Lessee is responsible for structural and capital works, where those works are required for the purpose of the Lessee's licensing and accreditation.

Annual Sinking Fund The Lessee to make following co-contributions to annual sinking fund:

Year 1 *(based on implementation schedule as per Table 1)*
 Year 2 *(based on implementation schedule as per Table 1)*
 Year 3 *(based on implementation schedule as per Table 1)*

Works Program The Lessor will identify an annual works schedule based on the Lessor's Asset Management System and consult with Lessee on the implementation of the works schedule.

Work Health and Safety The Lessee will operate in full accordance with all WHS legislative requirements identified in the WHS Act and WHS Regulations (2017) and associated Codes of Practice and Australian Standards, and will remain responsible for ensuring a safe place of work and safe systems of work as detailed in WHS legislation.

Table 1 summarises the agreed schedule for the staged implementation of the proposed building renewal contribution based on the revised proposals, as negotiated with child care centres.

Child Care Centre	Building Renewal Contribution												
	Annual Deprec.	Annual Charge	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028	2028 - 2029	10 year TOTAL
Golden Valley Childrens Centre	42,083	21,042	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Greenhills Child Care Centre	46,933	23,467	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Hobartville Long Day Pre-School	38,553	19,277	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
McGraths Hill Childrens Centre	40,993	20,497	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Elizabeth St Pre-School	39,902	19,951	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Richmond Preschool Kindergarten	29,110	14,555	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Wilberforce Early Learning Centre	35,131	17,566	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
Wilberforce Pre School	21,938	10,969	2,500	4,000	5,500	7,000	8,500	10,000	11,500	11,788	12,082	12,384	85,254
Windsor Pre-School	33,750	16,875	7,500	9,770	12,040	14,310	16,580	18,850	21,120	21,648	22,189	22,744	166,751
TOTAL	328,393	164,197	62,500	82,160	101,820	121,480	141,140	160,800	180,460	184,972	189,596	194,336	1,419,263

Table 1: Agreed Schedule for Staged Implementation of Building Renewal Contribution

At this meeting, Council resolved as follows:

"That:

1. Council approve the execution of three year leases with the Golden Valley Children's Centre, Greenhills Child Care Centre, Hobartville Long Day Pre-School, McGraths Hill Children's Centre, Elizabeth St Extended Hours Preschool, Richmond Preschool Kindergarten, Wilberforce Early Learning Centre, Windsor Pre-School and Wilberforce Pre-School, in accordance with the proposed lease conditions outlined within this report
2. Authority be given for the lease and any other documentation in association with the matter to be executed under the Seal of Council
3. Details of Council's resolution be conveyed to the proposed Lessees, together with the advice that Council is not, and will not, be bound by the terms of the resolution, until such time as appropriate legal documentation to put such resolution into effect has been agreed to and executed by all parties"

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Following this meeting, staff undertook further work to progress development of a lease agreement in accordance with Council's resolution, including the following:-

- Council's Solicitors prepared the lease agreements with the childcare centres in accordance with Council's resolution.
- In accordance with the public notice requirements under Section 47A of the Local Government Act 1993, regarding leases of Council land classified as "Community Land" under the Act, Council carried out public notification of a "Proposed 3 year lease agreement" with Windsor Preschool Association, Greenhills Child Care Centre and Golden Valley Children's Learning Centre.
- Amendments to the draft lease agreements as prepared by Council's Solicitors regarding various issues including property title details and licenced childcare numbers.
- A change of name on the certificate of title for Elizabeth Street Extended Hours Pre-School from the registered owner name of 'Colo Shire Council' to 'Hawkesbury City Council'

CURRENT SITUATION

Council received the final version of the leases from its solicitor on 11 November 2019. This enabled staff to commence preparation of the maintenance schedules in accordance with the final draft lease conditions. The draft of maintenance schedules and procedures were finalised on 20 March 2020.

On 9 April 2020, Council staff emailed childcare centre directors an invitation to meet to discuss the childcare lease for the purpose of finalising the lease agreements. However, this meeting was not held as all childcare centre directors could not attend. Following this time, Council staff made direct contact with each childcare centre director to better understand the current situation, offer the opportunity for them to discuss one on one any issues they may have and to better inform Council's approach to progressing the lease.

The issues that the childcare centres outlined during these phone calls can be described as:

- The childcare centres had experienced a drop of an average of 35% in attendance rates from early March 2020
- All of the childcare centres had encouraged parents to maintain enrolment, and offered parents experiencing financial hardship the option of to not pay their contribution. This resulted in an income loss of less than 35% which was the drop in attendance rate for the period January to March 2020.
- As free childcare was announced, the Federal Government ceased to pay ChildCare Benefit subsidies to childcare providers. Childcare services were encouraged to apply for JobKeeper to offset the income loss. As the childcare centres had encouraged parents to maintain enrolments throughout March 2020, none of the childcare centres could demonstrate a 30% loss in income in the JobKeeper snapshot period (being January – March 2020) and were therefore ineligible for the JobKeeper payments
- All of the childcare centre directors had indicated that staff uncertainty, significant funding changes and working with the children (and parents) through this time was challenging

No childcare centre directors indicated that they had any queries relating to the lease conditions. The childcare centre directors attended a meeting on the 14 May 2020. All of the childcare centre directors declined signing the lease at the meeting and have since requested the date of implementation be pushed back to 1 July 2020 and maintenance roles and responsibilities be clarified.

DISCUSSION

Whilst the proposed building renewal charge was included in Council's initial Fit for the Future Plan in July 2015 its implementation was pushed back due to a number of factors that include:-

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- The Council merger enquiry
- The preparation of a revised Fit For the Future proposal
- The implementation of a revised rating structure
- An application for a Special Rate Variation.

In addition to the matters identified in this report, the fire events of late 2019 to early 2020 and the subsequent flood and COVID-19 pandemic has required the redeployment of staff resources. Staffs primary efforts during this time has been to assist external community support agencies to coordinate and respond to the needs of vulnerable community members and ensure service continuity.

The most recent correspondence from the childcare centres indicates their preference for moving the levy and the associated program of renewal works by one year to commence from 1 July 2020. This proposal has no financial impact on the 2019/2020 budget; as no income is received and no programmed works are undertaken.

This approach is likely to gain support from the childcare centres and their boards as they will be afforded some additional time for final lease review prior to its execution and an opportunity to consider (and apply under) Council's Hardship Policy to make an appropriate pay arrangement for fee contribution if required.

Actions required to give effect to this strategy include:-

- (Projected) income and (scheduled) expenditure on capital renewal works be moved to 2020/2021 and funding in subsequent years financial estimates and Operational Plans
- Further consultations to finalise lease agreements
- Gain agreement from centres to a draft works program and schedule works for 2020/2021

This strategy would realise the full financial contribution and see scheduled building renewal works completed by June 2023, with nil impact on Fit for the Future financial estimates.

It is proposed that Council approve the execution of three year leases with the childcare centres in accordance with the proposed lease conditions outlined earlier in the report with the commencement date and financial contribution being amended to 1 July 2020.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not necessarily constitute a trigger for Community Engagement under Council's Community Engagement Policy as they relate to the negotiation of a lease between Council and other parties.

This matter was however presented to the Councillor Briefing Session held on 16 October 2018. At that time, it was suggested that given that the proposed lease constituted a significant change to Council's long standing tenant relationship with the operators of child care service, it would be appropriate for Council to distribute the draft lease and information about the proposed building renewal charge prior to Council's consideration of the matter at the 30 October 2018 Council Meeting.

Council endorsed this approach. The required documentation has been distributed to the nine child care service operators, together with an invitation for Council staff to meet with representative of each of the centres to clarify the terms of the draft lease as a prelude to formal negotiations.

It should be noted that the proposal for the introduction of a building renewal charge has been included in a number of documents which have been placed on public exhibition.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Direction and Strategies within the CSP.

Our Leadership

- 1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.
- 1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.
- 1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.
- 1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.

FINANCIAL IMPACT

Income

- The projected income for 2019/2020 of \$62,500 derived of contributions from the childcare centres, will not be received due to COVID-19.

Maintenance expenditure

- No maintenance costs have been passed on to the childcare centres since 1 July 2019 as it was anticipated that the leases would be finalised early in the 2019/2020 financial year
- Maintenance for 2019/2020 has been carried out to the value of \$59,755.93, \$13,080.80 of which would be passed on to centres and \$46,675.13 which is funded by Council
- Council will invoice the nine childcare centres for the \$13,080.80 maintenance works in the 2019/2020 financial year – ranging from \$840 to \$2,081 per centre

Building renewal works expenditure

- Building renewal works are programmed on an annual basis according to the budget available, and prioritised through the asset maintenance system
- The works programmed for 2019/2020 relate principally to renewal and upgrade of facilities (eg floor coverings, roof renewals)
- The cost of programmed renewal building works for 2019/2020 is \$171,535 and was to be funded through \$109,035 of Council funds and \$62,500 contribution from the childcare centres
- As leases have not been signed, the programmed building renewal works have not been carried out
- Whilst these works will provide a benefit to users of the childcare centres, deferral of these works will have no long term financial impact to Council in maintaining its asset

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal will enable Council to continue to provide and maintain service levels to meet established community expectations as budgeted for in the Long-Term Financial Plan.

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The proposal has been identified as a strategy within Council's adopted Fit for the Future Plan to direct the additional resources to infrastructure renewal required to stabilise and address Council's infrastructure backlog.

The recommendations in this report do not impact on Fit for the Future financial estimates. This recommendation will realise the full financial contribution from the nine childcare centres and see scheduled building renewal works completed by June 2023.

ATTACHMENTS:

There are no supporting documents for this report.

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ordinary

section 4

reports
of committees

ORDINARY MEETING
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SECTION 4 – Reports of Committees

Item: 121 **ROC - Infrastructure Committee - 22 April 2020 - (95495, 143704)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Infrastructure Committee, held on 22 April 2020.

One matter - Item 3 contained within the minutes of the Infrastructure Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

In relation to items 1, 2 and general business, as they have no policy or financial implications for Council they are presented for information only.

RECOMMENDATION:

That in relation to the Minutes of the Infrastructure Committee Meeting held on 22 April 2020:

1. In relation to Items 1, 2 and General Business, as they have no policy or financial implications for Council, they are presented for information only.
2. Council endorse the Committee Recommendations in respect of Item 3 (Bushfire Related Infrastructure Topics), namely

"That Council:

1. *Write to the Transport NSW requesting that investigations be carried out for the feasibility of constructing a bridge at Webb Creek and sealing of Settlers Road to assist with access to remote communities in the Macdonald Valley during fire and flood events.*
 2. *Undertake further discussion with NSW RFS and NPWS in relation to provision of additional water storage facilities preferably underground tanks.*
 3. *Lobby the Federal Communications Minister for more Communications Towers in the Hawkesbury LGA to improve our telecommunications and internet which is critical in the event of Natural disasters."*
-

DISCUSSION

The Committee considered staff reports on a range of matters as shown in the attached minutes (Attachment 1). The following items require specific consideration by Council.

Item 3, contained within the minutes of the Infrastructure Committee requires specific consideration by Council, the details of which are discussed in the report below:

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SECTION 4 – Reports of Committees
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Item: 3 INFC - Bushfire Related Infrastructure Topics - (95495, 143704)

Directorate: Infrastructure Services

OFFICER'S RECOMMENDATION:

That the Infrastructure Committee, recommend to Council.

DISCUSSION:

This item was put on the agenda to start the discussion regarding the recent bushfire related infrastructure topics, there are two particular projects that have been proposed:

1. Replacing the Webbs Creek Ferry with a bridge which would provide the McDonald Valley community within the event of both fires and floods.
2. Water storage during bushfires either at RFS stations or in key areas.

During the recent bushfires there was an increased demand in the use of the Council operated domestic water supply points as well as use of nominated hydrant points at those locations. This was due to the community wanting to use them to fill up tanks for the purpose of their own firefighting needs as well as water supply due to drought, therefore creating issues for the RFS and the water carting businesses. The Committee discussed the possibility of lobbying Sydney Water to install a high-volume standpipe to help alleviate the matter of getting people out quickly especially during drought or fires should this issue arise in the future. This could be operated by Council for fill up or by a contractor Council would engage. The Director Infrastructure Services said Council would need to investigate possible locations for these standpipes/ high flow standpipes.

The Committee also highlighted other options for firefighting needs such as taking water from the river, and possibly installing bores at key locations such as RFS facilities and fire trails. The Director Infrastructure Services advised that the Commonwealth Government has recently provided some funding to Council which would be used to explore the opportunities for additional water storage for firefighting purpose and resilience. Council would need to determine if land is available at these sites and if there is sufficient catchment of water to store in a tank (preferably underground) or if a bore could possibly be installed. The sites for these possible water storage areas would have to be identified by not only Council but in consultation with the RFS and National Parks. Council would also have to identify possible sources of funding for these projects.

It was suggested that Council put forward the proposal of the Webbs Creek Bridge and the sealing of Settlers Road to the State Government, noting that the cost of the bridge had previously been rejected on the basis of cost comparison with the ferry operation and the opportunity cost of a bridge compared to ferry operations. The point was made that the community cost during emergency and disaster events should also be considered and valued.

The Committee also suggested that adequate signage be erected for the purpose of out of area firefighters. The Director Infrastructure advised that Council is aware of some signage that is missing and Council will address that issue.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Ross.

That Council:

1. Write to the Transport NSW requesting that investigations be carried out for the feasibility of constructing a bridge at Webb Creek and sealing of Settlers Road to assist with access to remote communities in the Macdonald Valley during fire and flood events.

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2. Undertake further discussion with NSW RFS and NPWS in relation to provision of additional water storage facilities preferably underground tanks.
3. Lobby the Federal Communications Minister for more Communications Towers in the Hawkesbury LGA to improve our telecommunications and internet which is critical in the event of Natural disasters.

ATTACHMENTS:

AT - 1 Minutes of the Infrastructure Committee held on 22 April 2020

ORDINARY MEETING
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AT - 1 Minutes of the Infrastructure Committee held on 22 April 2020

Minutes of the Meeting of the Infrastructure Committee held by audio visual link, on 22 April 2020, commencing at 2:30pm.

ATTENDANCE

Present: Councillor Barry Calvert, Mayor, Chairperson
Councillor Peter Reynolds
Councillor Paul Rasmussen
Councillor John Ross
Councillor Nathan Zamprogno

In Attendance: Mr Peter Conroy, General Manager
Mr Jeff Organ, Director Infrastructure Services
Mrs Jodie Tillinghast, Administration Support Officer

Councillor Paul Rasmussen joined the meeting at 2:37pm

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Reynolds and seconded by Councillor Zamprogno that the Minutes of the Infrastructure Committee held on the 24 July 2019, be confirmed.

SECTION 2 - Reports

Item: 1 **INFC - Draft Transport Policy - (143704, 95495)**

Previous Item: Item 4, Infrastructure Committee Meeting – 24 July 2019
 Item 2, Infrastructure Committee Meeting – 06 November 2019

Directorate: Infrastructure Services

OFFICER'S RECOMMENDATION:

That:

1. Feedback regarding the Draft Transport Policy be minuted and incorporated into the Draft Policy
2. The updated Draft Transport Policy be reviewed and approved at the next Infrastructure Committee
3. The approved Draft Transport Policy be submitted to an Ordinary Council meeting for adoption.

DISCUSSION:

In relation to the third river crossing the Committee discussed the possibility of changing the 1 in 100 year flood bridge down to a 1 in 20 year flood bridge. It was agreed by the Committee that it should stay as a 1 in 100 year flood bridge as it is to the benefit of Hawkesbury residents both now and in the future.

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A proposal for some amendments to the policy was considered by the committee and it was agreed that the Policy should be worded to say “establish an additional crossing of the Hawkesbury River at a level above the one in 100 year flood Level including approach roads which will provide certainty for residents on the East and West sides of the Hawkesbury River in the event of a flood”. Also in relation to the point relating to longer term options this should be expanded to include the words “by pass option”.

On page 5, of the draft Policy it was agreed by the Committee that a sentence needs to be included regarding council’s desire to preserve the economic vitality of townships and villages. The Director Infrastructure Services advised that the amendments suggested by the Committee would be incorporated into to the policy prior to it being considered by Council.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Reynolds, seconded by Councillor Rasmussen.

That:

1. Feedback regarding the Draft Transport Policy be minuted and incorporated into the Draft Policy.
2. The updated Draft Transport Policy be reviewed and approved at the next Infrastructure Committee.
3. The approved Draft Transport Policy be submitted to an Ordinary Council meeting for adoption.

Item: 2 **INFC - Hawkesbury Traffic Model - (95495, 143704)**

Previous Item: Item 4, Infrastructure Committee Meeting - 18 April 2018
 Item 2, Infrastructure Committee Meeting - 18 July 2018
 Item 3, Infrastructure Committee Meeting - 6 November 2019

Directorate: Infrastructure Services

OFFICER’S RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

The Director Infrastructure Services informed the Committee that following discussions with Mr Chris Hallam and meetings with Councils traffic consultants, a sensitivity analysis had been undertaken on traffic generation rates and using the higher figures in the RMS technical direction for metropolitan areas to confirm the modelling outputs and clarify the modelling approach. This was in reference to the assessment of impacts from possible development in the Kurrajong Kurmond area and other approved development. The traffic model indicates that using the higher rate an extra 28 vehicles during peak hour would be added if a nominal 200 lots in the Kurmond/Kurrajong investigation area were developed. This results in marginal impacts at the Grose Vale Road / Bells Line of Road intersection. It was also advised that the proposed crossing of the Grose River is a critical network improvement element, ensuring that the impact of the Redbank development is mitigated, and without that crossing of the river the Grose Vale Rd intersection would experience an unsatisfactory level of service without other works or network improvements. This was identified by the T-Map for Redbank and confirmed by Council’s study.

The Committee discussed the use of the model as tool. It was outlined and agreed that the modelling should be used as a tool to support the management of any significant new development and to support

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Council in lobbying and influencing the necessary improvements to the State road network. This would apply particularly to roads that have construction and maintenance needs impacted by State road activity or congestion such as Yarramundi Lane. It was noted that the modelling can also be supported by the use of actual traffic counts and historical trend increases to demonstrate impacts. The Committee asked if whether Council has sufficient and reliable data in the model to give us a strong case to build on the roads infrastructure that the Council would like to complete. It was advised that Council also undertakes various traffic counts across the LGA each year and that these are recorded and stored for future use. And can be used to confirm modelling outputs.

It was also suggested by the Committee that committee members make a “wish list” of projects to help make a business case for shovel ready projects and submit these to the Director Infrastructure as soon as possible. Settlers Rd and Brennans Dam Rd were suggested as typical projects that currently have no identified funding but provide a support role to the State road network.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Reynolds.

1. That the information be received and noted.
2. The Committee Members identify particular traffic and transport related matters such as Settlers Road and Brennans Dam Road that might be assessed for further discussion with the NSW State Government.
3. A letter of appreciation is sent to Chris Hallam for his assistance in this matter and ask if he is willing to assist Council with any further traffic matters.

Item: 3 **INFC - Bushfire Related Infrastructure Topics - (95495, 143704)**

Directorate: Infrastructure Services

OFFICER’S RECOMMENDATION:

That the Infrastructure Committee, recommend to Council.

DISCUSSION:

This item was put on the agenda to start the discussion regarding the recent bushfire related infrastructure topics, there are two particular projects that have been proposed:

1. Replacing the Webbs Creek Ferry with a bridge which would provide the McDonald Valley community within the event of both fires and floods.
2. Water storage during bushfires either at RFS stations or in key areas.

During the recent bushfires there was an increased demand in the use of the Council operated domestic water supply points as well as use of nominated hydrant points at those locations. This was due to the community wanting to use them to fill up tanks for the purpose of their own firefighting needs as well as water supply due to drought, therefore creating issues for the RFS and the water carting businesses. The Committee discussed the possibility of lobbying Sydney Water to install a high-volume standpipe to help alleviate the matter of getting people out quickly especially during drought or fires should this issue arise in the future. This could be operated by Council for fill up or by a contractor Council would engage. The Director Infrastructure Services said Council would need to investigate possible locations for these standpipes/ high flow standpipes.

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The Committee also highlighted other options for firefighting needs such as taking water from the river, and possibly installing bores at key locations such as RFS facilities and fire trails. The Director Infrastructure Services advised that the Commonwealth Government has recently provided some funding to Council which would be used to explore the opportunities for additional water storage for firefighting purpose and resilience. Council would need to determine if land is available at these sites and if there is sufficient catchment of water to store in a tank (preferably underground) or if a bore could possibly be installed. The sites for these possible water storage areas would have to be identified by not only Council but in consultation with the RFS and National Parks. Council would also have to identify possible sources of funding for these projects.

It was suggested that Council put forward the proposal of the Webbs Creek Bridge and the sealing of Settlers Road to the State Government, noting that the cost of the bridge had previously been rejected on the basis of cost comparison with the ferry operation and the opportunity cost of a bridge compared to ferry operations. The point was made that the community cost during emergency and disaster events should also be considered and valued.

The Committee also suggested that adequate signage be erected for the purpose of out of area firefighters. The Director Infrastructure advised that Council is aware of some signage that is missing and Council will address that issue.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Ross.

That Council:

1. Write to the Transport NSW requesting that investigations be carried out for the feasibility of constructing a bridge at Webb Creek and sealing of Settlers Road to assist with access to remote communities in the Macdonald Valley during fire and flood events.
2. Undertake further discussion with NSW RFS and NPWS in relation to provision of additional water storage facilities preferably underground tanks.
3. Lobby the Federal Communications Minister for more Communications Towers in the Hawkesbury LGA to improve our telecommunications and internet which is critical in the event of Natural disasters.

SECTION 3 - General Business

1. In relation to the improvements of Brennans Dam Road, Oakville does the plan include the replacement of the weir with a bridge or a viaduct, the road is currently single lane and the guard rail is not in good condition. The Director Infrastructure services advised that there is funding included in next year's draft budget for the installation of gates, some road sealing and improvements to the culvert which will the road in weather conditions other than flooding. No significant increase in culvert capacity is proposed on the current alignment.
2. The committee structure was discussed, and the General Manager advised that the new structure will be brought back to the next committee meeting for discussion and there is no change to the current structure at this time.
3. The next Infrastructure committee meeting is proposed to be on the Wednesday, 24th of June 2020 at 2:30pm. This is a tentative date as it needs to be confirmed that there are no other committees being held at that time. If the North Richmond bridge options come out before that date, they may need to be an informal meeting with a small agenda regarding the infrastructure components of the options.

The meeting terminated at 4:49pm

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

Item: 122 **ROC - Heritage Advisory Committee Meeting - 21 May 2020 - (80242, 124414, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Heritage Advisory Committee, held on 21 May 2020.

One matter - Item 1 contained within the minutes of the Heritage Advisory Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

In relation general business items A, B, D, E, F, G and I, as they have no policy or financial implications for Council they are presented for information only.

RECOMMENDATION:

That in relation to the Minutes of the Heritage Advisory Committee Meeting held on 21 May 2020:

1. Council receive and note the Heritage Advisory Committee Minutes in respect to General Business Items A, B, D, E, F, G and I.
2. Council endorse the Committee Recommendation in respect of Item 1 (Richmond Bridge Duplication Project), namely:

"That:

Council does not endorse any option that significantly impacts on Heritage properties and the cultural landscapes and notes that the yellow option will have a significant adverse impact on Durham Bowes, an extremely rare State Listed Heritage item and the green option has a significant adverse impact on Bronte, a locally listed Heritage property."

3. Council endorse the Committee Recommendations in respect of Item 2 (Local Heritage Assistance Fund 2019/2020 Outcomes), namely:

"That:

- a. *Recommend the report on this matter be received by Council including the attached images highlighting the various works undertaken.*
- b. *Recommend Council publicise via social media the outcomes of the Local Heritage Assistance Fund 2019/2020 Program and use this as an outlet to advertise next year's program.*
- c. *Notes that the use of site signage was a success and generated a positive sentiment towards Heritage items within the community, and prompted meaningful conversations of positive interest and awareness."*

4. Council endorse the Committee Recommendations in respect of Item C in General Business (Windsor Bridge Replacement Project), namely:

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"That:

- a. *The use of hard surfaces are minimised and the natural and cultural landscape is maintained and that any and all works consider the heritage and archaeological significance of the fact that the site was the former Government Domain and Andrew Thompson's lease.*
 - b. *Council Expresses concerns in relation to the disabled parking being located at the bottom of a significant slope and whilst this does allow access to the Wharf, it does not allow access to Thompson Square."*
5. Council endorse the Committee Recommendations in respect of General Business Item H (Existing Windsor Bridge) namely:
- "That based on the structural engineer's report provided by the Defenders of Thompson Square, the Windsor Bridge is structurally stable and can be conserved quite easily and Council should contact Transport for NSW as there is no justification for the bridge's removal based on structural failure, and there is a lot of justification to retain the bridge on heritage grounds."*

DISCUSSION

The Committee considered staff reports on a range of matters as shown in the attached minutes (Attachment 1). The following items require specific consideration by Council.

Four items - Items 1, 2 and General Business Items C and H, contained within the minutes of the Heritage Advisory Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

In relation to General Business Items A, B, D, E, F, G and I, as they have no policy or financial implications for Council, they are presented for information only.

Item 1 - Richmond Bridge Duplication Program

Officers advised the Committee of recent updates associated with the Richmond Bridge Duplication Project and outlined the Transport for NSW Traffic Study – Modelled Options. The Committee was asked to provide input in terms of the impacts to the Richmond Lowlands and for individual heritage listed properties in the vicinity of proposed corridor options.

Committee members discussed the options presented in the Transport for NSW Traffic Study, noting that the proposed corridor options were not considered to be a bypass and that the project is being referred to as a duplication. It was also noted that there will not be a significant raising of roads, and that it is simply too costly to build much improved flood immunity. The proposal will involve a 1:5 year flood immunity across the Richmond Lowlands and maximum 1:20 year flood immunity for the new bridge.

The Committee also expressed concerns regarding the impacts depending on the selected corridor on two very significant Heritage properties in particular, being Mountain View (Durham Bowes) on Inalls Lane and Bronte, at Agnes Banks.

Following consideration of the matter, the Committee resolved:

That the Heritage Advisory Committee:

1. *Does not endorse any option that significantly impacts on Heritage properties and the cultural landscapes and notes that the yellow option will have a significant adverse impact on Durham Bowes, an extremely rare State Listed Heritage item and the green option has a significant adverse impact on Bronte, a locally listed Heritage property.*

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Officers Comment

The Committee raised a number of relevant matters for consideration, and with significant heritage experience on the Committee the views are supported. For reference purposes Figure 1 provides an indication of the corridor options being considered by Transport for NSW as detailed in their Community Update – Route Investigation (November 2019).

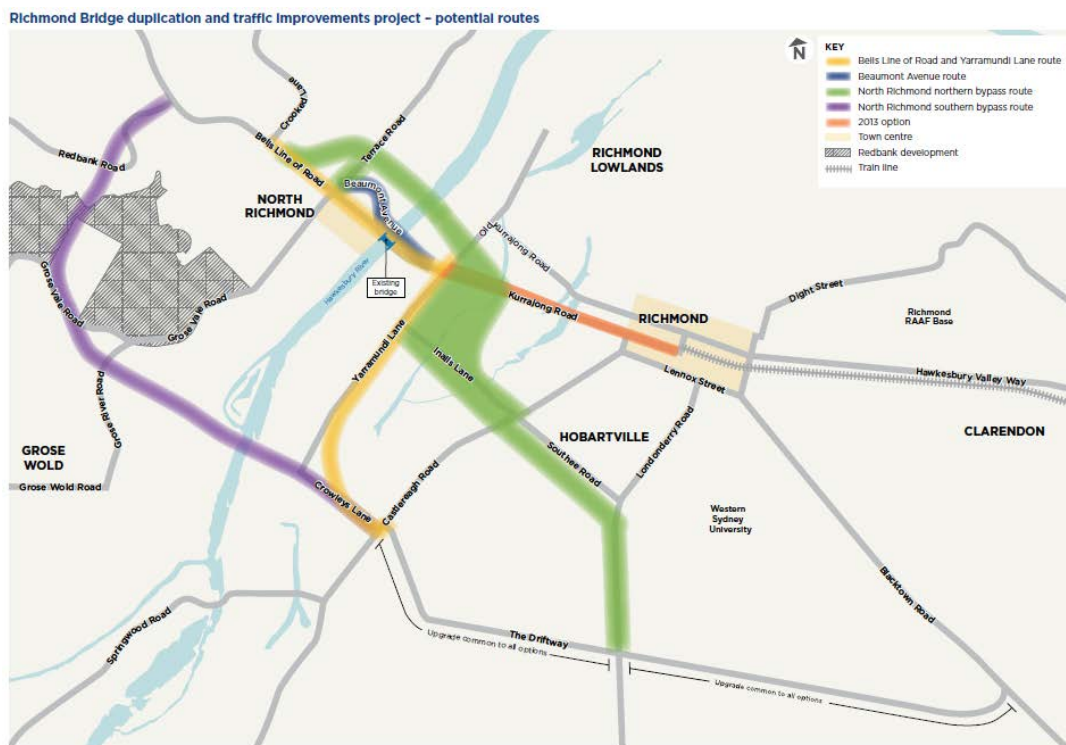


Figure 1 – Potential Route Options Under Consideration by Transport for NSW (Community Update November 2019)

Subsequent to the Meeting, further information was provided by Committee members relating to the history and significance of the two very significant heritage properties Mountain View (Durham Bowes) on Inalls Lane and Bronte, at Agnes Banks. This additional information is contained in Attachments 2, and 3 for reference purposes.

Item 2 - Local Heritage Assistance Fund 2019/2020 Outcomes

The Local Heritage Assistance Fund is jointly funded each year by Council (\$19,500) and the NSW State Government (\$5,500). The Local Heritage Assistance Fund 2019/2020 focused on minor Improvements/Conservation works to locally listed heritage properties within the Macquarie Towns of Windsor, Richmond, Pitt Town and Wilberforce.

Council received a total of 28 applications for funding as part of the program, and following assessment 14 projects were approved.

During the program period three funded projects were withdrawn by the property owners due to time constraints and unavailability of building contractors resulting in 11 projects being completed.

Officers presented the Committee with before and after images of projects undertaken as part of the 2019/2020 Local Heritage Assistance Fund.

Committee members highlighted that the before and after images show what is possible under the Program.

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Committee members discussed the importance of publicising the positive outcomes using Council's social media and the necessity for this matter and the attached images to be presented to Council.

It was highlighted that the signage placed outside the participating properties which had been suggested by the Committee was well received by participants and the community, and sparked an interest in the Heritage significance of the Hawkesbury.
Following consideration of the matter, the Committee resolved:

That the Heritage Advisory Committee:

1. *Recommend the report on this matter be received by Council including the attached images highlighting the various works undertaken.*
2. *Recommend Council publicise via social media the outcomes of the Local Heritage Assistance Fund 2019/2020 Program and use this as an outlet to advertise next year's program.*
3. *Notes that the use of site signage was a success and generated a positive sentiment towards Heritage items within the community, and prompted meaningful conversations of positive interest and awareness.*

Officers Comment

The importance and profile of Council's Local Heritage Assistance Fund has in recent years been growing each year through promotion, awareness and improvement to the Program as recommended by the Heritage Advisory Committee. The Committee had requested that the Before and After Photos from the 2019/2020 Program be included as an attachment to the Report of Committee (Attachment 4) in order to clearly highlight the types of works that are possible under the Program.

As such the recommendation of the Heritage Advisory Committee is supported.

General Business Item C. Windsor Bridge Replacement Project - Approval of Modification

Officers highlighted that Council had received advice that the application by Transport for NSW for a modification to the approved project, being the construction of the merge lane at the intersection of Bridge and George Streets and the associated line marking on the approach lanes has been approved by the NSW State Government.

The Committee considered the draft plans and provided a number of comments.

Following consideration of the matter, the Committee resolved:

That the Heritage Advisory Committee:

1. *Recommends that the use of hard surfaces are minimised and the natural and cultural landscape is maintained and that any and all works consider the heritage and archaeological significance of the fact that the site was the former Government Domain and Andrew Thompson's lease.*
2. *Expresses concerns in relation to the disabled parking being located at the bottom of a significant slope and whilst this does allow access to the Wharf, it does not allow access to Thompson Square.*

Officers Comment

Subsequent to the Meeting, further information was provided by Committee members relating to the Government Domain and Andrew Thompson's Lease. This additional information is contained in Attachment 5 for reference purposes.

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Based on discussion with the Committee the recommendation is supported.

General Business Item H - Existing Windsor Bridge – Report on 11 March 2020 Inspection

The Deputy Chairperson provided the Committee with a Structural Engineers report (Attachment 6) forwarded from the Defenders of Thompson Square, presenting an account of visual observations of the existing Windsor Bridge.

Committee members discussed and agreed on a recommendation that based on the Structural Engineer's report provided by the Defenders of Thompson Square, the Windsor Bridge is structurally stable and can be conserved quite easily and Council should contact Transport for NSW as there is no justification for the bridge's removal based on structural failure, and there is a lot of justification to retain the bridge on heritage grounds.

Following consideration of the matter the Committee resolved:

That the Heritage Advisory Committee:

1. *Recommends that based on the structural engineer's report provided by the Defenders of Thompson Square, the Windsor Bridge is structurally stable and can be conserved quite easily and Council should contact Transport for NSW as there is no justification for the bridges removal based on structural failure, and there is a lot of justification to retain the bridge on heritage grounds.*

Officers Comment

The recommendation of the Committee is supported.

ATTACHMENTS:

- AT - 1** Minutes of the Heritage Advisory Committee held on 21 May 2020.
- AT - 2** Historical Information About Mountain View *(Distributed under separate cover)*.
- AT - 3** History Relating to Inalls Lane *(Distributed under separate cover)*.
- AT - 4** Before and After Photos of Local Heritage Assistance Fund 2019/2020 *(Distributed under separate cover)*.
- AT - 5** Information on the Government Domain and Andrew Thompson's Lease *(Distributed under separate cover)*.
- AT - 6** Structural Engineer's Report Supplied by the Defenders of Thompson Square *(Distributed under separate cover)*.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 30 June 2020

AT - 1 Minutes of the Heritage Advisory Committee held on 21 May 2020

Minutes of the Meeting of the Heritage Advisory Committee held via Audio Visual link, on Thursday, 21 May 2020, commencing at 5:05pm.

Present: Councillor Danielle Wheeler, Chairperson, Hawkesbury City Council
Mr Graham Edds, Deputy Chairperson, Community Representative
Councillor Peter Reynolds, Hawkesbury City Council
Councillor Nathan Zamprogno, Hawkesbury City Council
Ms Abigail Ball, Community Representative
Mr Michael Edwards, Community Representative
Ms Janice Hart, Community Representative
Ms Helen Mackay, Community Representative
Ms Michelle Nichols, Community Representative
Mr Steve Rawling, Community Representative
Ms Venecia Wilson, Community Representative
Ms Jan Barkley-Jack, Community Representative
Ms Deborah Hallam, Community Representative

Apologies: Ms Judy Newland, Community Representative

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Mr Craig Johnson, Hawkesbury City Council
Ms Megan Berrell, Hawkesbury City Council
Mr Otto Cserhalmi, Heritage Advisor, Hawkesbury City Council

REPORT:

Member	13/06/2019	01/08/2019	31/10/2019	05/03/2020	21/05/2020
Councillor Danielle Wheeler, Chairperson	✓	✓	✓	✓	✓
Mr Graham Edds, Deputy Chairperson	✓	✓	✓	✓	✓
Councillor Peter Reynolds	✓	✓	A	✓	✓
Councillor Nathan Zamprogno	A	✓	✓	A	✓
Ms Abigail Ball	✓	✓	A	✓	✓
Mr Michael Edwards	✓	✓	✓	✓	✓
Ms Helen Mackay	✓	✓	✓	✓	✓
Ms Judy Newland	✓	✓	✓	✓	A
Ms Michelle Nichols	✓	✓	✓	✓	✓
Mr Steve Rawling AM	✓	✓	✓	✓	✓
Ms Venecia Wilson	✓	✓	A	✓	✓
Ms Janice Hart	✓	✓	✓	✓	✓
Ms Deborah Hallam	A	✓	✓	A	✓
Ms Jan Barkley-Jack	-	-	-	✓	✓

Key: A = Formal Apology ✓ = Present X = Absent - no apology

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Reynolds and seconded by Ms Wilson that the Minutes of the Heritage Advisory Committee held on the 5 March 2020, be confirmed with the amendment of the following point in Item 1:

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- *“Committee members firmly expressed that the Windsor Bridge Replacement Project had caused a significant effect on the community, dividing the community, and ultimately turning one side against another and that it was felt the division is irreparable. The Committee felt that the community should not need to accommodate for space in the Hawkesbury Regional Museum for the interpretation of the Windsor Bridge Replacement, which a large part of the community was against.”*

To be amended to:

- *“Committee members firmly expressed that the Windsor Bridge Replacement Project had caused a significant effect on the community by dividing the community and ultimately turning one side against another, and the Committee felt that the division is irreparable. The Committee expressed that the community should not need to accommodate for extra space in the Hawkesbury Regional Museum for the interpretation of the Windsor Bridge Replacement, as a large part of the community was against this Project.”*

SECTION 2 - Reports for Determination

ITEM: 1 HAC - Richmond Bridge Duplication Program - (80242, 124414, 95498)

Previous Item: Item 2 – HAC, General Business (7 March 2019)
 Item 8 – HAC, General Business (23 May 2019)

Directorate: City Planning

OFFICERS RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

- Officers advised the Committee of recent updates associated with the Richmond Bridge Duplication Project and outlined the Transport for NSW Traffic Study – Modelled Options. The Committee was asked to provide input in terms of the impacts to the Richmond Lowlands and for individual heritage listed properties in the vicinity of proposed corridor options.
- Committee members discussed the options presented in the Transport for NSW Traffic Study, noting that the proposed corridor options were not considered to be a bypass and that the project is being referred to as a duplication. It was also noted that there will not be a significant raising of roads, and that it is simply too costly to build much improved flood immunity. The proposal will involve a 1:5 year flood immunity across the Richmond Lowlands and maximum 1:20 year flood immunity for the new bridge.
- Discussion took place regarding the impacts on properties on Southee Road, Richmond, particularly the impact on landscape and views across to the Lower Blue Mountains and heritage vistas.
- The Committee stated that it is important to take lessons learned from the Windsor Bridge Proposal to avoid division of the community, and it is also important for Council to have a preferred option.
- Committee members expressed a concern in relation to the impact on the Richmond Lowlands which are classified as a cultural landscape by the National Trust since 1979. It was highlighted that a cultural landscape, is defined by the World Heritage Committee, as *“cultural properties [that] represent the combined works of nature and of man”*.

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- The Committee recognised that any option would have to carefully balance providing a bridge and approaches at higher flood immunity versus the significant impacts on individual heritage items and cultural landscape.
- The Committee also expressed concerns regarding the impacts depending on the selected corridor on two very significant Heritage properties, being Mountain View (Durham Bowes) on Inalls Lane and Bronte, at Agnes Banks.
- Committee members highlighted that Mountain View (Durham Bowes) is a property with such high significance and connects with so many elements:
 - First settlers
 - 1806 flooding event
 - Front section constructed in 1812 then three stages of additions in the 1820's
 - Sight lines across escarpment included in its State Heritage Listing:

"A well sited homestead on Dight's Hill overlooking the Richmond Lowlands and is an integral part of the historic escarpment."
- The Committee acknowledged that the location of the corridor will be controversial regardless; due to the Hawkesbury being a Floodplain and Heritage rich area, and that the Committee ultimately cannot support or endorse any plan that will impact upon the Heritage items and cultural landscape.
- Subsequent to the meeting, Committee members provided additional information on these matters, which have been included as an Attachment to these minutes.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Zamprogno, seconded by Ms Hart.

That the Heritage Advisory Committee:

1. Does not endorse any option that significantly impacts on Heritage properties and the cultural landscapes and notes that the yellow option will have a significant adverse impact on Durham Bowes, an extremely rare State Listed Heritage item and the green option has a significant adverse impact on Bronte, a locally listed Heritage property.

Unanimously in favour.

SECTION 3 - Reports for Information

ITEM: 2 **HAC - Local Heritage Assistance Fund 2019/2020 Outcomes - (80242, 124414, 95498)**

Previous Item: 5, HAC (May 2017)
 3, HAC (November 2017)
 2, HAC (May 2018)
 2, HAC (March 2019)
 2, HAC (May 2019)
 3, HAC (October 2019)

Directorate: City Planning

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

OFFICERS RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

Mr Edwards and Mr Edds declared an interest with respect to this item.

- Officers presented the Committee with before and after images of projects undertaken as part of the 2019/2020 Local Heritage Assistance Fund.
- Committee members highlighted that the before and after images show what is possible under the Program.
- Committee members discussed the importance of publicising the positive outcomes using Council's social media and the necessity for this matter and the attached images to be presented to Council.
- It was highlighted that the signage placed outside the participating properties which had been suggested by the Committee was well received by participants and the community, and sparked an interest in the Heritage significance of the Hawkesbury.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Mackay, seconded by Ms Nichols.

That the Heritage Advisory Committee:

1. Recommend the report on this matter be received by Council including the attached images highlighting the various works undertaken.
2. Recommend Council publicise via social media the outcomes of the Local Heritage Assistance Fund 2019/2020 Program and use this as an outlet to advertise next year's program.
3. Notes that the use of site signage was a success and generated a positive sentiment towards Heritage items within the community, and prompted meaningful conversations of positive interest and awareness.

SECTION 4 - General Business

A. ICOMOS General Assembly 2020

- Officers advised the Committee that the ICOMOS General Assembly 2020 scheduled to take place in Sydney in October has been cancelled due to the COVID-19 pandemic, and will now be held in 2023.

B. NSW Government's Community Memorials Fund 2020/2021

- Officers advised that Council was recently notified of an opportunity to apply for grant funding under the NSW Government's Community Memorials Fund 2020/2021 and input from the Committee on suggested projects was encouraged.

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C. Windsor Bridge Replacement Project - Approval of Modification

- Officers highlighted that Council had received advice that the application by Transport for NSW for a modification to the approved project, being the construction of the merge lane at the intersection of Bridge and George Streets and the associated line marking on the approach lanes has been approved by the NSW State Government.
- The Committee considered the draft plans and provided a number of comments including:
 - Committee members expressed concerns regarding the location of disabled parking spaces, being at the bottom of a steep slope and not allowing access to Thompson Square.
 - Discussion occurred in relation to the importance of the cultural landscape and keeping a natural look and feel to the embankment. Committee members stated that there needs to be more of a natural feel and character surrounding the precinct and that hard surfaces should be avoided.
 - The Committee agreed that heavy consideration of archaeology, heritage significance and history of the site should be given to any and all works completed in the space around the wharf, including the location of the Government House and Andrew Thompson's Lease. This location should not be an active playground.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Barkley-Jack, seconded by Mr Edwards.

That the Heritage Advisory Committee:

1. Recommends that the use of hard surfaces are minimised and the natural and cultural landscape is maintained and that any and all works consider the heritage and archaeological significance of the fact that the site was the former Government Domain and Andrew Thompson's lease.
2. Expresses concerns in relation to the disabled parking being located at the bottom of a significant slope and whilst this does allow access to the Wharf, it does not allow access to Thompson Square.

D. Verbal updates to be provided on various projects including:

- Officers provided the Committee with updates on the following:
 - Hawkesbury Heritage Study
 - Hawkesbury Aboriginal Cultural Heritage Study
 - Heritage Near Me Projects including:
 - o Cemeteries
 - o Works to Individual Properties
 - Heritage Awards (Photography)
- A request was made for a follow up meeting with the State Member regarding heritage funding.

E. Historical Mile Markers

- Following discussion from the previous Heritage Advisory Committee meeting, a Committee member advised that the Hawkesbury Regional Museum has two wooden mile markers and a cement mile marker, and that when the museum opens, further information will be gathered about these.

F. Town Centres Revitalisation Master Planning

- A Committee member, who is also a member of the Town Centres Master Plan Working Group, mentioned the suggestions put forward by Urbis in relation to creating a more interactive space near

ORDINARY MEETING
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the Cemetery at South Windsor, and noted that there needs to be consideration of archaeology before any plans are developed for this location and also that consideration be given to an Archaeology in the Community Program should any works be planned.

G. Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project

- Committee members were disappointed that there has been no further advice from Wolfpeak or Transport for NSW in relation to the Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project and suggestions were made to follow this up with Transport for NSW, Heritage Office and Local Member.

H. Existing Windsor Bridge – Report on 11 March 2020 Inspection

- The Deputy Chairperson provided the Committee with a structural engineers report forwarded from the Defenders of Thompson Square, presenting an account of visual observations of the existing Windsor Bridge.
- Committee members discussed and agreed on a recommendation in relation to this, as outlined below.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edds, seconded by Ms Mackay.

That the Heritage Advisory Committee:

1. Recommends that based on the structural engineer's report provided by the Defenders of Thompson Square, the Windsor Bridge is structurally stable and can be conserved quite easily and Council should contact Transport for NSW as there is no justification for the bridges removal based on structural failure, and there is a lot of justification to retain the bridge on heritage grounds.

I. Missing Historical Sign in Pitt Town

- A Committee member advised that a sign relating to historical matters in Pitt Town has been removed, and that contact was made with the Transport for NSW contractors undertaking the roadworks in this location, but no response has been received.

The meeting terminated at 7:17pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

Item: 123 **ROC - Local Traffic Committee - 15 June 2020 - (80245, 95495)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 15 June 2020. The Local Traffic Committee is not a Committee of Council but a Statutory Committee.

RECOMMENDATION:

That the Minutes of the Local Traffic Committee meeting held on 15 June 2020 be received and noted.

REPORT:

DISCUSSION

The matters contained within the Minutes attached as Attachment 1 of this report of the Local Traffic Committee have no policy or financial implications to Council.

The Committee considered staff reports on a range of matters as shown in the attached minutes (Attachment 1).

- Special Event Traffic – 2020 Bridge to Bridge Water Ski Classic - November 2020
- Special Event Traffic – Ironman 70.3 Western Sydney 2020 – September 2020

ATTACHMENTS:

AT - 1 Minutes of the Local Traffic Committee held on 15 June 2020

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SECTION 4 – Reports of Committees
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AT - 1 Minutes of the Local Traffic Committee held on 15 June 2020

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 15 June 2020, commencing at 3pm.

ATTENDANCE

Present: Councillor Peter Reynolds, Hawkesbury City Council
Mr David Lance, Transport for NSW
Mr Mark Rusev, representing Ms Robyn Preston, MP (Hawkesbury)
Mr Steve Grady, Busways
Inspector Peter Jenkins, NSW Police Force

Apologies: Nil

In Attendance: Mr Christopher Amit, Hawkesbury City Council, (Chair)
Ms Cathy Mills, Hawkesbury City Council

Mr Christopher Amit advised the Committee that the position of Chair is to be undertaken in accordance with Transport for NSW (formerly RMS/RTA) Guidelines "Delegation to Councils for Regulation of Traffic" Section 5.3 which states that the meeting is to be convened by a Council Representative, either voting or non-voting. On this basis Mr Amit is to take up the position of the Chair for this meeting.

SECTION 1 – Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Mr David Lance, seconded by Mr Mark Rusev, that the Minutes from the previous meeting held on Monday, 20 April 2020 be confirmed.

Item 1.2 Business Arising

There was no Business Arising.

SECTION 2 - Reports for Determination

Item: 2.1 LTC - 2020 Bridge to Bridge Water Ski Classic - (Hawkesbury) - (80245, 74204)

REPORT:

Introduction

An application has been received from the NSW Water Ski Federation Ltd, seeking approval (in traffic management terms) to conduct the 2020 Bridge to Bridge Water Ski Classic on Saturday, 28 and Sunday, 29 November 2020.

The event organiser is proceeding with the event based on the current Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), being in place until 14 August 2020.

The event organiser has advised;

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- The Bridge to Bridge Water Ski Classic is an annual water ski racing event along the Hawkesbury River extending from Dangar Island, Brooklyn to Governor Phillip Park, Windsor. The 2019 event was cancelled due to the bushfires in late 2019 and the rescheduled in May 2020 was cancelled due to COVID-19.
- This annual event has been held for over 50 years and is a regular feature of the local community calendar in the Hawkesbury area.
- Event Schedule:
 - Saturday, 28 November 2020: 7am – 5pm.
 - Starting at Sackville Ski Gardens and finishing at Governor Phillip Park, Windsor.
 - Sunday, 29 November 2020: 7am – 5pm.
 - Starting at Danger Island Brooklyn and finishing at Governor Phillip Park, Windsor.
- The suspension of ferry services, controlled by Transport for NSW – TfNSW (formerly RTA/RMS) and Council, is required on Sunday, 29 November 2020:
 - Wisemans Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
 - Webbs Creek Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
 - Lower Portland Ferry (HCC): 8:30am to 3pm
 - Sackville Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 3pm
- The suspension of the ferry services is required for safety reasons. Emergency vehicles will be allowed access at all times. The ferries will operate in the event of an emergency and competitors will be stopped to ensure the safety of all.
- Safety Vessels with crew will be placed downstream from each ferry with suitable equipment to indicate to competitors that a ferry may be operating and with communication between the boat and ferry vessel. Such procedures will be implemented to the satisfaction of Transport for NSW – TfNSW (formerly RTA/RMS) and Hawkesbury City Council.
- Transport for NSW – TfNSW (formerly RTA/RMS) and Hawkesbury City Council will be delegated authority to alter ferry suspension times if necessary.
- The number of participants expected is approximately 500 for the event, which includes 150 to 200 boats as in previous years.
- There will be approximately 2,000 spectators for the event at the finish venue in Windsor.
- Parking will be at Governor Phillip Park with additional parking available off street utilising vacant land adjacent to Governor Phillip Park.
- There will be a rise in pedestrian and vehicle numbers at Governor Phillip Park.
- There will be an increase to traffic flow on roads surrounding Governor Phillip Park; however the effect on traffic is not expected to be significant.
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road, but historically there have been no issues with traffic in these areas.
- Road closures are not required other than the closure of the approach roads to the four ferries along the Hawkesbury River.

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- Advance warning with VMS will be located at;
 - Windsor Road, north of McGraths Road,
 - Macquarie Street between Christie Street and Suffolk Street,
 - Wilberforce Road at Freemans Reach Road.

Discussion

The event organiser is seeking Council and Transport for NSW – TfNSW (formerly RTA/RMS) approval for the suspension of the following Ferry Services on Sunday, 29 November 2020:

- | | |
|---|---------------|
| • Wisemans Ferry (TfNSW (formerly RTA/RMS)): | 8:30am to 1pm |
| • Webbs Creek Ferry (TfNSW (formerly RTA/RMS)): | 8:30am to 1pm |
| • Lower Portland Ferry (HCC): | 8:30am to 3pm |
| • Sackville Ferry (TfNSW (formerly RTA/RMS)): | 8:30am to 3pm |

The total suspension of the ferries will enable a free flow of competitors across the ferry crossings. The four ferries will be suspended generally between 8:30am to 1pm with the Lower Portland Ferry and Sackville Ferry closure times extending to 3pm as these two ferries are further along the course route.

Ferry operations are not affected on Saturday, 28 November 2020, as Wiseman Ferry, Webbs Creek Ferry, Sackville Ferry and Lower Portland Ferry are all located downstream of the Sackville Ski Gardens.

Emergency vehicles will be allowed access onto the ferries. Safety vessels with crew will be placed downstream from each ferry with suitable equipment to indicate to competitors that a ferry may be operating and with communication between the boat and the ferry vessel.

Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. The Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services are the under the care and control of Transport for NSW – TfNSW (formerly RTA/RMS).

The event will be held principally along the Hawkesbury River with the event organiser requesting exclusive use of the River from Transport for NSW – TfNSW (formerly NSW Maritime). The spectators travelling to the event, and in particular to Governor Phillip Park, may impact heavily on the state road network along Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street as well as the local roads such as George Street and Court Street. Furthermore the suspension of the Ferry services and subsequent road closures leading to the ferries (three Transport for NSW ferries and one HCC Ferry) will have an impact on the adjacent road network in the vicinity of the ferries. The suspension of the Transport for NSW ferries is affectively closing three State roads. It would be appropriate to classify the event as a "Class 1" special event under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).

As the event is classified as a "Class 1" event, approval is to be sought directly by the event organiser for any alterations to the operation of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services from Transport for NSW – TfNSW (formerly TMC).

The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCP) are to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the road closures resulting from the suspension of the HCC and TfNSW (formerly RTA/RMS) ferries.

The event organiser is to ensure that Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), as a minimum, is adhered to. If the Public Health Order extends beyond 14 August 2020, the event will need to be cancelled/postponed until 2021

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 6947234):

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1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
4. Risk Assessment
5. Traffic Guidance Plan to access Governor Phillip Park and Traffic Control Plans (TCPs) which refers to previous years,
6. Site Plan and VMS Location Plan.

Council resolved to grant the exclusive use of Governor Phillip Park for the event at its meeting on 31 March 2020.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The 2020 Bridge to Bridge Water Ski Classic event planned for Saturday 28 and Sunday, 29 November 2020 by the NSW Water Ski Federation Ltd, be classified as a "Class 1" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), as a minimum, is adhered to. If the Public Health Order extends beyond 14 August 2020, the event will need to be cancelled/postponed until 2021
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders.

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(information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);

- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event. The event organiser must have a risk assessment that includes COVID risk and must have a COVIDSafe plan developed;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) as this is a "Class 1" event and the road closures resulting from the suspension of the HCC and TfNSW (formerly RTA/RMS) ferries; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route which need to include details such as the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4h. the event organiser is to obtain the relevant approval to conduct the event along the Hawkesbury River from Transport for NSW – TfNSW (formerly NSW Maritime); a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4j. the event organiser is to advise all adjoining Councils such as Central Coast, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4l. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

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- 4m. the event organiser is to directly notify relevant ferry operators, bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4n. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4o. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the Ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4t. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4u. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity,

Ferry Services

- 5. The applicant is to seek approval from Transport for NSW – TfNSW (formerly TMC and RTA/RMS), for the suspension of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

Suspension of the ferry services on Sunday, 29 November 2020 as listed below:

- Wisemans Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
- Webbs Creek Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
- Lower Portland Ferry (HCC): 8:30am to 3pm
- Sackville Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 3pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by Transport for NSW – TfNSW (formerly TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the

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Lower Portland Ferry service maintained by Hawkesbury City Council;

- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to :

- traffic impact and delays,
- exclusive use of Governor Phillip Park,
- timings of suspension/operation of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions outlined in the TMP are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of Transport for NSW – TfNSW (formerly TMC, RTA/RMS and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport for NSW – TfNSW (formerly TMS and RTA/RMS) and Council be authorised to alter ferry suspension/operation times if necessary.

APPENDICES:

AT - 1 Traffic Guidance Plan to Access Governor Phillip Park, Windsor

AT - 2 Special Event Application - (ECM Document Set ID No. 6947234) - *see attached*

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ATM TRAFFIC MANAGEMENT SERVICES
137 Hoyle Ave, Castle Hill NSW 2154
Email: david@adamstraffic.com.au
David 0415 475 742 | Fax 0899 3304
Kylie 0415 625 8611 | 012 520 184
Ph: 1800 330 378
Website: adamstraffic.com.au

NSW Water Ski Federation
George Street, Windsor

Client: NSW Water Ski Federation
Location: George Street, Windsor

Object: NSW Water Ski Federation
Event: George Street, Windsor

Approach Speeds = up to 20km/h
Day/Night - Class 1 Signs to be used
All Personnel to wear Hi Vis Clothing.
Core Spacing 10m in Delimitation
Vehicle to park within the worksite
RMS certified Traffic Controllers to be employed

NOTE: This Traffic Guidance Scheme (TGS) is drawn to AS 1949 and the RMS worksite manual. It is a control of work sites and it is to be implemented as such. This TGS can be altered on site, & must be dated & signed by an RMS accredited person, who then becomes responsible for the implementation of the changed TGS.

NOT TO SCALE

Drawn by: David Adams
RMS No: 0007584617
Exp Date: 18/10/2020
Signed by: [Signature]
Date: 20/8/18

UBD Ref:
TGS No: 8275-1

Notes:
ALL TRAFFIC GUIDANCE SCHEMES ARE COPYRIGHT & THE PROPERTY OF ADAMS TRAFFIC MANAGEMENT SERVICES PTY LTD. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM ADAMS TRAFFIC MANAGEMENT SERVICES PTY LTD.

Legend:
 = Traffic Direction
 = RMS Authorised traffic controller
 = Barrier Board

Diagram:
 The diagram shows a street layout for George Street, Windsor. It includes a roundabout at the intersection of George Street and Arndell Street. The layout shows the flow of traffic, including a boat ramp area, and the placement of various traffic signs and barriers. Key features include:

- Arndell Street:** Running horizontally across the top of the diagram.
- George Street:** Running vertically down the center of the diagram.
- Court North Street:** Running horizontally across the middle of the diagram.
- Pitt Street:** Running horizontally across the bottom of the diagram.
- Palmer Street:** Running horizontally across the bottom right of the diagram.
- Boat Ramp:** Located at the top left of the diagram, near Arndell Street.
- Boat & Trailer Parking:** Three designated areas along the top of the diagram.
- Signage:** Includes "SPECIAL EVENT AHEAD" signs, "PREPARE TO STOP" signs, and "SPECIAL EVENT AHEAD" signs.
- Barriers:** Indicated by yellow and black striped symbols.
- Directional Arrows:** Show the flow of traffic throughout the network.

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr David Lance, seconded by Councillor Peter Reynolds.

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The 2020 Bridge to Bridge Water Ski Classic event planned for Saturday 28 and Sunday, 29 November 2020 by the NSW Water Ski Federation Ltd, be classified as a "Class 1" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), as a minimum, is adhered to. If the Public Health Order extends beyond 14 August 2020, the event will need to be cancelled/postponed until 2021
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event. The event organiser must have a risk assessment that includes COVID risk and must have a COVIDSafe plan developed;

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- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) as this is a "Class 1" event and the road closures resulting from the suspension of the HCC and TfNSW (formerly RTA/RMS) ferries; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route which need to include details such as the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4h. the event organiser is to obtain the relevant approval to conduct the event along the Hawkesbury River from Transport for NSW – TfNSW (formerly NSW Maritime); a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4j. the event organiser is to advise all adjoining Councils such as Central Coast, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4l. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to directly notify relevant ferry operators, bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4n. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the

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event; a copy of the correspondence to be submitted to Council;

- 4o. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the Ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4t. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4u. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity,

Ferry Services

5. The applicant is to seek approval from Transport for NSW – TfNSW (formerly TMC and RTA/RMS), for the suspension of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

Suspension of the ferry services on Sunday, 29 November 2020 as listed below:

- Wisemans Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
- Webbs Creek Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 1pm
- Lower Portland Ferry (HCC): 8:30am to 3pm
- Sackville Ferry (TfNSW (formerly RTA/RMS)): 8:30am to 3pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by Transport for NSW – TfNSW (formerly TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council;
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to:
- traffic impact and delays,
 - exclusive use of Governor Phillip Park,
 - timings of suspension/operation of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

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- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions outlined in the TMP are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of Transport for NSW – TfNSW (formerly TMC, RTA/RMS and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport for NSW – TfNSW (formerly TMS and RTA/RMS) and Council be authorised to alter ferry suspension/operation times if necessary.

Item: 2.2 LTC - Ironman 70.3 Western Sydney 2020 - Richmond/Agnes Banks - (Hawkesbury) - (80245, 73621, 123265, 128733, 140545)

REPORT:

An application has been received seeking approval (in traffic management terms) to conduct the Ironman 70.3 Western Sydney 2020 event, on Sunday, 27 September 2020.

The event organiser is proceeding with the event based on the current Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), being in place until 14 August 2020.

The event organiser has advised;

- The Ironman 70.3 Western Sydney event is based at the Sydney International Regatta Centre, Penrith.
- The event is being held predominantly within the Penrith Council LGA, with a small section of the Cycling route contained within the Hawkesbury Council LGA.
- This is the seventh year the event is being run. The 2020 course follows the course from the 2019 event which has been in place since 2015.
- The event will be conducted between 6:15am and 3:30pm. The set up and pack down times are between 4:30am and 3:30pm.
- Approximately 1,700 participants are expected for the event.
- Approximately 5,000 spectators are expected.
- The Ironman event is a race and involves participants swimming, cycling and running:
 - Swimming: 1.9 kilometres clockwise lap of the Sydney International Regatta Centre competition lake.
 - Cycling: 90 kilometres (2 laps of 45 kilometres) incorporating the major arterial roads of both Penrith City Council and Hawkesbury City Council from the Sydney International Regatta Centre to McCarthys Lane to Castlereagh Road, Brooks Lane, Wilshire Road, Jockbett Road, The Driftway (Hawkesbury) and returning via Jockbett Road, Wilshire Road, Brooks Lane,

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Castlereagh Road and McCarthys Lane. The course consists of two laps in a clockwise direction with a number of road closures.

- Running: 21.2 kilometres incorporating paths within and out of the Sydney International Regatta Centre. The run course heads out of the Sydney International Regatta Centre along Old Castlereagh Road, turning off Leland Street, Lugard Street, Borec Road and heading to the Great River Walk via Cassola Place before heading back to the Sydney International Regatta Centre and completing 1.5 laps around the competition lake.
- To facilitate the event build and competition a comprehensive schedule of Road Closures has been designed. The majority of road closures are within the Penrith LGA. The only road closure required within the Hawkesbury LGA is The Driftway between Londonderry Road and Castlereagh Road.
- The safety of the event will be improved with the removal of through traffic along the course.
- Authorised Traffic Controllers will be used at all road closure points along the course, with motorists directed around the site.
- Full road closures are implemented restricting access to and from homes which is managed by NSW Police and Who Dares Traffic Management. Emergency Services have priority over the Race and NSW ambulance will be within the Event Operations Command, liaising with Emergency Services.
- Road Closures will be valid during the cycling and running components of the event. In exceptional circumstances, should a resident or emergency service require access to a closed section of road, arrangements will be made to ensure access of the authorised vehicle under escort.
- Residents directly impacted by the road closures will be advised of the traffic conditions. Special arrangements will be in place should a resident require to exit their property under exceptional circumstances.
- The detours will be advertised in advance by Variable Message Boards (VMS). The VMS will be in place in advance to advertise the road closures and applicable detours.
- Parking will be facilitated by the existing parking facilities of the Regatta Centre (southern side) with allowance for overflow parking at the grass field of the Centre (east from the main parking areas – sealed). There is capacity for approximately 1,600 vehicles and parking will be free on a first come-first served basis.
- Special Event Clearways are not required for this event. Existing kerbside parking conditions will be adequate.
- The residents along Hawkesbury roads: The Driftway, Bonner Road and Markwell Place are currently being consulted and as with previous events, the residents have responded in a positive manner and are supportive of the event in a similar manner to the previous events undertaken between 2015 and 2019.

Details of the Event Route and Road Closure Plan and Road Closure Schedule are contained in Attachments 1 and 2.

Discussion:

The event is a cross regional event as it will traverse across two Local Government Areas and cross/traverse classified roads. The majority of the event is being undertaken within the Penrith Local Government Area.

The 2020 course follows the same route as the previous events undertaken from 2015 to 2019. The 2015 event was originally approved by Penrith Council which inadvertently included The Driftway (Hawkesbury),

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as this is a bordering road. Penrith Council classified the event as a Class 2 and this classification was carried through into the 2019 event.

Advice received from Penrith Council is that the 2020 event will be classified as a Class 2 event. To be consistent, the event within the Hawkesbury LGA should also be classified as a Class 2 event, even though there is the proposal to undertake Road Closures and Speed Zone reductions along a State Road within the Penrith Council LGA.

On this basis it would be appropriate to classify the event as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS) as the event may disrupt traffic and transport systems along the specified route, which includes the proposed road closures, and there may be disruptions to the non-event community.

The following details in relation to the proposed road closure, within the Hawkesbury LGA, are listed below;

- Road Closure along The Driftway is proposed for Sunday, 27 September 2020, between 4:30am and 1pm. The overall road closures for the event within the Penrith Council area is until 3pm.
- Road Closure along The Driftway, Richmond/Agnes Banks, is between Castlereagh Road and Londonderry Road; which includes its intersections with Bonner Road, Jockbett Road and Markwell Place, with access provided for residents in Markwell Place from the Castlereagh Road end of The Driftway.
- The length of the road closure along The Driftway is approximately 2,750 metres.
- The speed limit along The Driftway is 80kph, with a road seal width ranging from 10.3 to 11.0 metres.
- Traffic volume recorded in 2001 indicates an ADT=1,635.
- There are approximately 65 properties along the proposed route within the Hawkesbury LGA affected by the Road Closure of The Driftway. These properties are in the vicinity of The Driftway, Bonner Road and Markwell Place. The properties are a mix of residential and rural properties.
- The consultation process is in progress. Based on previous years, the majority of adjoining property owners are supportive of the event and the traffic management measures proposed, in a similar manner to the previous 2015 to 2019 events. Further to this, the residents have been advised that this is a reoccurring event during the same weekend in November each year.

Castlereagh Road (State Road) within the Penrith LGA is to be closed at its northern point in the vicinity of Springwood Road and Brooks Lane. Traffic within the Hawkesbury LGA will be detoured via Southee Road and Londonderry Road. The event organiser is to ensure that all major traffic routes leading to the road closures are adequately signposted to warn motorists of the road closures and advise them of the available traffic detour routes.

The event organiser is to ensure that Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), as a minimum, is adhered to. If the Public Health Order extends beyond 14 August 2020, the event will need to be cancelled/postponed until 2021.

The event organiser has submitted the following items in relation to the event: Attachment 3 (ECM Document Set ID No: 6973901):

- Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
- Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
- Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW)
- Transport Management Plan – referred to as Traffic Management Plan which needs to be consistent with the information in the application form,
- Copy of Insurance Policy which is valid to 30 June 2020,
- Event Route and Road Closure Plan,
- Copy of Resident Consultation extent for the proposed road closures.

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SECTION 4 – Reports of Committees
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The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCP) are to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed road closures.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Ironman 70.3 Western Sydney 2020 event, which is a cross regional event and will traverse across two Local Government Areas, with the Hawkesbury LGA component being within the Richmond/Agnes Banks area, planned for Sunday, 27 September 2020 between 4am and 3:30pm be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 2) 2020 under the Public Health Act 2010 (NSW), as a minimum, is adhered to. If the Public Health Order extends beyond 14 August 2020, the event will need to be cancelled/postponed until 2021.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following road closures and traffic control measures;
 - Road Closure; The Driftway, Richmond/Agnes Banks, between Castlereagh Road and Londonderry Road; which includes its intersections with Bonner Road, Jockbett Road and Markwell Place, with access provided for residents in Markwell Place from the Castlereagh Road end of The Driftway.
 - Road Closure only permitted for Sunday, 27 September 2020, between 4:30am and 1pm.
 - No other road closures are permitted.
 - Due to the Road Closure of Castlereagh Road (State Road) within the Penrith LGA, Detour Routes and relevant Signage are to be provided within the Hawkesbury LGA and surrounding area to ensure alternate traffic routes are available and signposted.
 - The event organiser is to ensure that all major traffic routes leading to the road closures are adequately signposted to warn motorists of the road closures and advise them of the available traffic detour routes.

and the following conditions:

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event. The event organiser must have a risk assessment that includes COVID risk and must have a COVIDSafe plan developed;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) as road closures are proposed; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) which needs to include details such as the specific position of barriers, signs etc, required for the proposed road closures and traffic diversions to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities
- 4g. as the event involves the closure and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to obtain approval from Penrith Council for the use of their roads and obtain any other necessary approvals from Penrith Council; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closures, detour routes and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);

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- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road closures, detour routes and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road closures, detour routes and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4q. the participants are to be made aware of and are to follow all the general road user rules whilst participating on public roads;
- 4r. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the event and detour route (including the road closure points and detour routes), during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

APPENDICES:

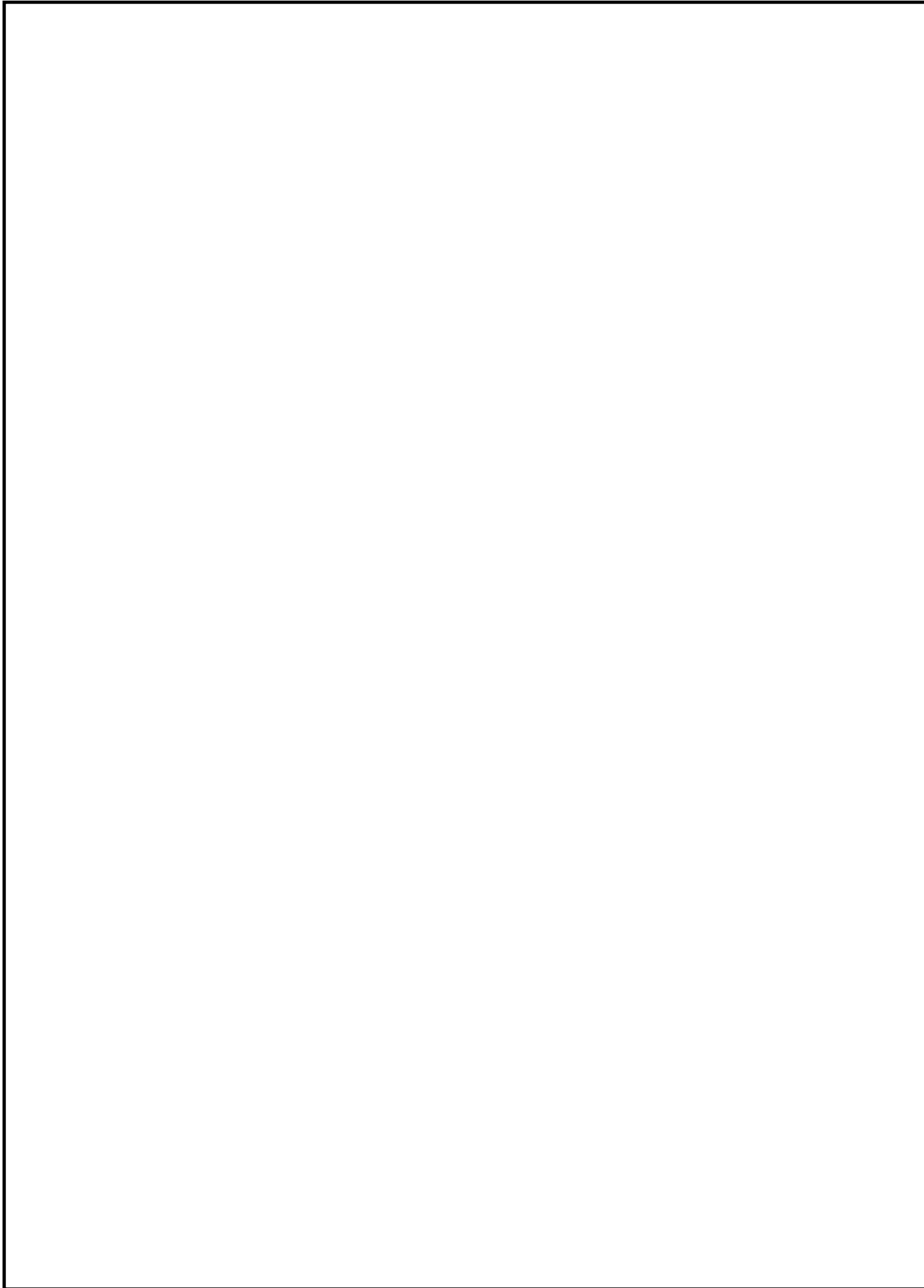
AT – 1 Ironman 70.3 Western Sydney 2020 - Event Route and Road Closure Plan

AT – 2 Ironman 70.3 Western Sydney 2020 - Road Closure Schedule.

AT – 3 Special Event Application - (ECM Document Set ID No: 6973901) - *see attached*

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

AT – 1 Ironman 70.3 Western Sydney 2020 - Event Route and Road Closure Plan



ORDINARY MEETING
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AT – 2 Ironman 70.3 Western Sydney 2020 – Road Closure Schedule

APPENDIX D – ROAD CLOSURE SCHEDULE

Effective: Sunday, 27 September 2020

ROAD CLOSURE	Section	Direction	Start Time	Finish Time	Length of Road (m)
McCarthy Lane	Pipe Gate to Castlereagh Road	Inbound & Outbound	4:30am	1:00pm	1,315
Castlereagh Road	Between Andrews Road and Springwood Road	Inbound & Outbound	4:30am	1:00pm	3,278
Brooks Lane	Between Castlereagh Road and Wilshire Road	Inbound & Outbound	4:30am	1:00pm	14,919
Wilshire Road	Between Brookes Lane and Jockbett Road	Inbound & Outbound	4:30am	1:00pm	450
Jockbett Road	Between Wilshire Road and The Driftway	Inbound & Outbound	4:30am	1:00pm	1,376
The Driftway	Between Castlereagh Road and Londonderry Road	Inbound & Outbound	4:30am	1:00pm	1,193
Old Castlereagh Road	Between SIRC and Castlereagh Road	Inbound & Outbound	6:00am	3:00pm	2,749
Leland Street	Between Lugard Street and Old Castlereagh Road	Inbound & Outbound	6:00am	3:00pm	525
Lugard Street	Between Camden Street and Leland Street	Inbound & Outbound	6:00am	3:00pm	230
Borec Road	Between Cassola Place and Lugard Street	Inbound & Outbound	6:00am	3:00pm	190
Cassola Place	From Borec Road	Inbound & Outbound	6:00am	3:00pm	365

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr David Lance, seconded by Councillor Peter Reynolds.

Support for the Recommendation: Unanimous support

That:

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ORDINARY MEETING
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ORDINARY MEETING
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- 4m. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

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- 4q. the participants are to be made aware of and are to follow all the general road user rules whilst participating on public roads;
- 4r. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the event and detour route (including the road closure points and detour routes), during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

SECTION 3 - Reports for Information

There were no Reports for Information.

SECTION 4 - General Business

There was no General Business.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 30 June 2020

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 13 July 2020 at 3pm in the Small Committee Room.

oooO END OF REPORT Oooo

ordinary

section 5

notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 30 June 2020

SECTION 5 – Notices of Motion

No Notices of Motion.

ORDINARY MEETING
Confidential Reports
Meeting Date: 30 June 2020

CONFIDENTIAL REPORTS

Item: 124 **SS - Management and Operation of the Oasis Aquatic and Leisure Centre - (95496)**

Directorate: Support Services

REASON FOR CONFIDENTIALITY

*This report is **CONFIDENTIAL** in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.*

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the management of a Council facility and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

In accordance with the provisions of Section 11(2) & (3) of the Local Government Act 1993, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.

ORDINARY MEETING
Confidential Reports
Meeting Date: 30 June 2020

Item: 125 **SS - Tender for the Provision of Internal Audit Services - (95496, 79351, 128732)**

Previous Item: 156, Ordinary (29 August 2017)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

*This report is **CONFIDENTIAL** in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.*

Specifically, the matter is to be dealt with pursuant to Section 10A (2) (c) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council and it is considered that the release of information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

In accordance with the provisions of Section 11(2) & (3) of the Local Government Act 1993, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.



ordinary
meeting

end of
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