



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 10 October 2017
location: council chambers
time: 6:30 p.m.



mission
statement

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

How Council Operates

Hawkesbury City Council supports and encourages the involvement and participation of local residents in issues that affect the City.

The 12 Councillors who represent Hawkesbury City Council are elected at Local Government elections, held every four years. Voting at these elections is compulsory for residents who are aged 18 years and over and who reside permanently in the City.

Ordinary Meetings of Council are generally held on the second Tuesday of each month (except January), and the last Tuesday of each month (except December), meeting dates are listed on Council's website. The meetings start at 6:30pm and are scheduled to conclude by 11pm. These meetings are open to the public.

When an Extraordinary Meeting of Council is held, it will usually also be held on a Tuesday and start at 6:30pm. These meetings are also open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the items to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager by 3pm on the day of the meeting, of those items they wish to discuss. A list of items for discussion will be displayed at the meeting for the public to view.

At the appropriate stage of the meeting, the Chairperson will move for all those items which have not been listed for discussion (or have registered speakers from the public) to be adopted on block. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public may address Council on any items in the business paper other than the Confirmation of Minutes; Responses to Questions from Previous Meeting; Mayoral Elections; Deputy Mayoral Elections and Committee Elections.

To register, please lodge an application form with Council prior to 3pm on the day of the meeting. The application form is available on Council's website, from the Customer Service Branch or by contacting the Corporate Services and Governance Manager on (02) 4560 4444 or by email at council@hawkesbury.nsw.gov.au

The Chairperson will invite registered persons to address Council when the relevant item is being considered. Speakers have a maximum of five minutes to present their views. The Code of Meeting Practice allows for three speakers 'for' a recommendation (i.e. in support), and three speakers 'against' a recommendation (i.e. in opposition).

All speakers must state their name, organisation if applicable (after producing written authorisation from that organisation) and their interest in the matter before speaking.

Voting

The motion for each item listed for discussion will be displayed for Councillors and public viewing, if it is different to the recommendation in the business paper. The Chairperson will then ask the Councillors to vote, generally by a show of hands or voices. Depending on the vote, a motion will be 'Carried' (passed) or 'Lost'.

Planning Decision

Under Section 375A of the Local Government Act 1993, voting for all Planning Decisions must be recorded individually. Hence, the Chairperson will ask Councillors to vote with their electronic controls on planning items and the result will be displayed on a board located above the Minute Secretary.

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.

Business Papers

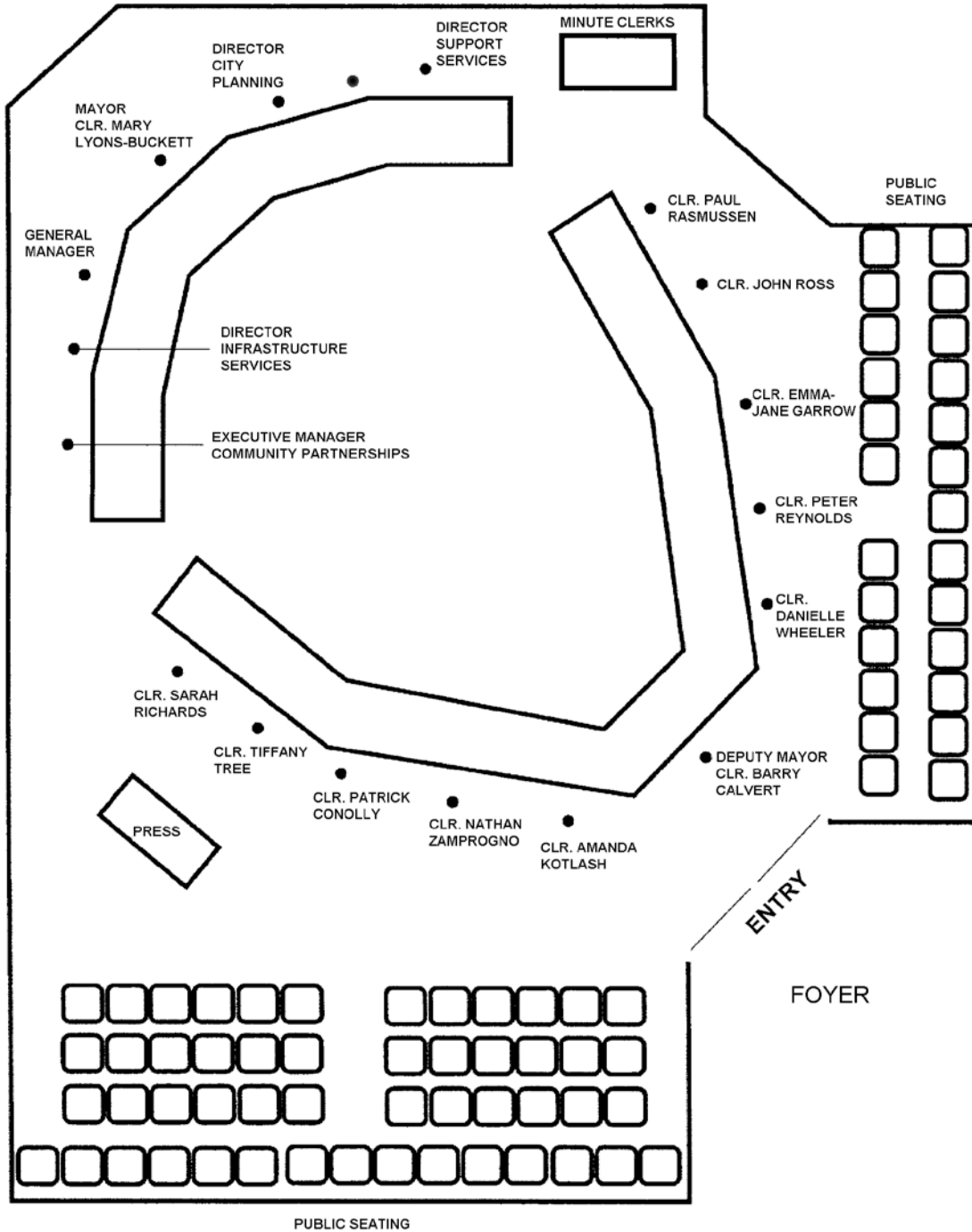
Business papers can be viewed online from 12pm on the Friday before the meeting on Council's website <http://www.hawkesbury.nsw.gov.au>

Hard copies of the business paper can be viewed at Council's Administration Building and Libraries after 12pm on the Friday before the meeting. The business paper can also be viewed on the public computers in the foyer of Council's Administration Building.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Corporate Services and Governance Manager on (02) 4560 4444.

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- **ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL**
- **AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**
- **SECTION 2 - Mayoral Minutes**
- **EXCEPTION REPORT - Adoption of Items Not Identified for Discussion and Decision**
- **SECTION 3 - Reports for Determination**
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SECTION 3 - Reports for Determination

GENERAL MANAGER

Item: 185

GM - Executive Certificate for Elected Members - (79351, 79633)

REPORT:

Executive Summary

Local Government NSW has joined with the University of Technology (Centre for Local Government) and TAFE NSW to provide an accredited training program for councillors called the Executive Certificate for Elected Members. The course is conducted over five days with the next program being held in Sydney during November and December 2017.

Consultation

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

Background

Local Government NSW (LGNSW) has joined with the University of Technology (Centre for Local Government) and TAFE NSW to provide an accredited training program for councillors called the Executive Certificate for Elected Members. The course is conducted over five days and participants will have the opportunity to acquire skills and knowledge to improve their effectiveness as a leader in their council and local community. This course will help to better understand their legislative responsibilities, and build their skills and capacity to have a positive and well informed impact on council decision-making.

All participants will receive a LGNSW Certificate of Attendance as well as a TAFE Statement of Attendance for the five day program. Participants will engage in a range of discussions, problem-solving tasks and activities through the course that will enable assessment of their achievement of course competencies and learning solutions.

On successful completion of the Elected Member National Skill Set assessment, participants will receive a TAFE NSW Statement of Attainment. The three units of competency in Skills Set can be credited toward a number of Vocational Education and Training (VET) qualifications, including the Diploma of Local Government.

On successful completion of the University of Technology assessment activities, participants will receive a University of Technology Executive Certificate for Elected Members. This can be used to apply for one subject credit towards University of Technology postgraduate qualifications, including the Graduate Certificate, Graduate Diploma and Masters of Local Government.

The next Executive Certificate for Elected Members Program will be held in Sydney in over five days, in two block periods. The first block will be conducted on 3, 4 and 5 November 2017 and the second block on 2 and 3 December 2017.

There are limited places available in the Program with the costs being \$3,500 for LGNSW Members. Councillor Ross has expressed an interest in undertaking the Executive Certificate for Elected Members program and seeks Council's endorsement.

Conformance to the Hawkesbury Community Strategic Plan 2017-2036

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

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Our Leadership

1.1 Local Leadership and effective governance - Provide representative, responsive and accountable governance.

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

Financial Implications

Funding of the cost of attendance at this Course will be provided from the Elected Members Training Allocation within the Adopted 2017/2018 Operational Plan.

RECOMMENDATION:

That attendance of nominated Councillors at the Executive Certificate for Elected Members at a cost of \$3,500, plus travel expenses per delegate be approved.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 186 **GM - Supplementary Draft Resourcing Strategy and Supplementary Draft Delivery Program - (79351, 124414)**

Previous Item: 170, Ordinary (26 September 2017)
 159, Ordinary (12 September 2017)
 60, Ordinary (28 March 2018)
 273, Ordinary (13 December 2016)
 241, Ordinary (8 November 2016)
 211, Ordinary (11 October 2016)
 146, Ordinary (26 July 2016)
 138, Ordinary (12 July 2016)
 4, Ordinary (02 February 2016)
 85, Extraordinary (23 June 2015)
 RM, Ordinary (30 June 2015)
 MM, Ordinary (27 October 2015)

REPORT:

Executive Summary

At its meeting on 12 September 2017, Council resolved to prepare supplementary documentation under Council's Fit for the Future community engagement program to seek further community comment on three options for resourcing the implementation of the Hawkesbury Community Strategic Plan 2017-2026 and the Hawkesbury City Council Delivery Program 2017-2021. Two of the options involve proposals for special rate increases.

At its meeting on 26 September 2017 Council considered an independent report prepared by Morrison Low Consultants who reviewed Council's Fit For the Future Improvement Plan, including the proposal for special rate increases, as part of a broader assessment of Council's long term financial sustainability. In considering this report Council resolved to include a number of asset management matters highlighted by Morrison Low within the supplementary documentation.

This report has been prepared to seek Council approval to place the Draft Supplementary Resourcing Strategy 2017- 2027 and Draft Supplementary Delivery Program 2017-2021 on public exhibition and to seek submissions on these documents.

Consultation

The issues raised in this report concern matters which require community consultation under Council's Community Engagement Policy. It is proposed that Council place the Draft Supplementary Resourcing Strategy 2017-2027 and Draft Supplementary Delivery Program 2017-2021 on public exhibition as part of its Fit For the Future Community Engagement Program. It is also proposed that information about the opportunities to review these documents be included in Council's rate instalment notice and emailed to Council's contact list.

This Program which has been conducted in three stages over the past 12 months, has involved Council talking with residents about service levels, the future of the Hawkesbury and more recently investment options, including proposal for special rate increases, for resourcing this future.

Background

At its Ordinary Meeting of 12 September 2017, Council considered a report on the outcomes of the 'Investing in Your Future' community consultations conducted between 10 July and 12 August 2017.

In considering this report, Council resolved:

"That:

1. *Council receive and acknowledge the substantial community responses to the community engagement and public exhibition on options for Investing In Your Future and notes the results of this engagement.*
2. *Council confirm ongoing commitment to building a successful future for the Hawkesbury, and delivering, within available funding, the best possible service outcomes including the continuous review of service provision in line with Council's Fit for the Future Improvement Plan.*
3. *Based on the outcomes of the 'Investing in Your Future' consultations, and the information presented in this report, Council confirm Option 3 as its preferred 'Investing in Your Future' investment option.*
4. *Council staff prepare a Draft Supplementary Resourcing Strategy 2017-2037 and a Draft Supplementary Delivery Program 2017-2021 to advise the community of the outcomes of the 'Investing in Your Future' consultations and Council's preferred investment option for further community engagement. These documents to provide further details to residents on the impact of the three investment options on long-term service provision, the capacity to maintain, renew and upgrade community assets, and the resourcing of the key activity areas in the Delivery Program including an assessment of the affordability and rating impacts of its preferred resourcing option.*
5. *The Draft Supplementary Resourcing Strategy 2017-2027 and a Draft Supplementary Delivery Program 2017-2021 be reported to Council prior to their public exhibition."*

At its meeting on 26 September 2017, Council considered an independent report prepared by Morrison Low Consultants who reviewed Council's Fit For the Future Improvement Plan, including the proposal for special rate increases, as part of a broader assessment of Council's long term financial sustainability.

In considering this report, Council resolved in part to include appropriate wording within the Supplementary Resourcing Strategy 2017-2027 on the following matters identified in the report:

- (a) asset capitalisation policies and practices
- (b) approach to asset management

Draft Supplementary Resourcing Strategy 2017-2027 and a Draft Supplementary Delivery Program 2017-2021

In response to the Council resolutions of 12 September 2017 and 26 September 2017, Council staff have prepared additional documentation to give effect to Council's resolutions.

The Draft Supplementary Resourcing Strategy and Draft Supplementary Delivery Program are an addendum to the Resourcing Strategy and Delivery Program adopted by Council in June 2017. They have been prepared to specifically advise residents of the results of the 'Investing in Your Future' community consultations and provide further information to residents on the projected service level outcomes of Council's preferred investment option relative to the other options.

These supplementary documents highlight relative outcomes on long-term service provision, the capacity to maintain, renew and upgrade community assets, and the resourcing of the directions within the Hawkesbury Community Strategic Plan and the key activity areas in the Delivery Program. They also incorporate an assessment of the affordability and rating impacts of its preferred resourcing option.

As supplementary documents, the Draft Supplementary Resourcing Strategy and Draft Supplementary Delivery Program include links to Council's adopted Resourcing Strategy and Delivery Program, and should be considered in conjunction with these adopted documents. For brevity and clarity, information contained in the adopted documents has not been reproduced in the supplementary documentation.

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In the report to Council on 12 September 2017, it was envisaged that two separate supplementary documents would be drafted. However in preparing the draft supplementary documentation, it was determined that they could be included in the one document, but in two parts, separately titled.

Next Steps and Time Line

It is proposed that the Draft Supplementary Resourcing Strategy 2017-2027, incorporating the Draft Supplementary Delivery Program 2017-2021 be placed on public exhibition with the outcomes and submissions of the public exhibition to be further reported to Council at its Ordinary Meeting to be held on 28 November 2017 to enable Council to determine its final position on proceeding with a Special Rate Variation application.

Should Council determine to proceed with a special rate increase, it will need to advise the Independent Pricing and Regulatory Tribunal of its intention to do so in early December 2017.

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 Implications

The report proposes that Council place documents on public exhibition which outline the resources available, in revenue, people and assets, under three different financial scenarios, to achieve the priorities and aspirations of the community for the City of Hawkesbury as set out in the Hawkesbury Community Strategic Plan 2017-2036.

The draft supplementary documentation has been prepared to provide further information to residents on the relative impacts of the three different financial scenarios on Council's long term service provision and financial sustainability. The outcomes of the public exhibition are to be further reported to Council to inform Council's decision making on resourcing the future.

RECOMMENDATION:

That the Draft Supplementary Resourcing Strategy 2017-2027 incorporating the Draft Supplementary Delivery Program 2017-2021 be placed on public exhibition with the outcomes to be reported to Council.

ATTACHMENTS:

- AT - 1 Draft Supplementary Resourcing Strategy 2017-2027 incorporating Draft Supplementary Delivery Program 2017-2021 (distributed under separate cover).

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 187 **IS - Establishment of an Infrastructure Committee - (79351, 95495, 105109)**

Previous Item: 80, Ordinary (9 May 2017)
 NM4, Ordinary (25 October 2016)

REPORT:

Executive Summary

Council has previously resolved to establish an Infrastructure Committee, to both lobby and influence other tiers of government as well as consider strategic positioning relating to infrastructure provision.

Council subsequently established a Working Party with a view to consider the formal objectives of such a Committee.

This report outlines the proposed Terms of Reference for the Infrastructure Committee.

Consultation

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

Background

Following Council's consideration of a Notice of Motion regarding the establishment of a Committee to support and advance the planning of key infrastructure, Council at its meeting of 9 May 2017 resolved as follows:

"That:-

1. *Council establish a Working Party consisting of the Mayor and three Councillors, General Manager and Director Infrastructure Services, to determine a detailed charter and objectives and actions for an Infrastructure Committee.*
2. *Council nominate three Councillors to the Working Party, being Councillor Rasmussen, Councillor Reynolds and Councillor Zamprongo.*
3. *The Working Party report back to Council with the recommended charter, structure and actions for Council's consideration."*

Following a meeting of the Working Party, the following proposed Terms of Reference was prepared and considered.

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**Infrastructure Committee
Proposed Terms of Reference**

1. Name

Infrastructure Committee (Committee)

2. Objectives

- a) To provide advice and recommendation to Council on strategic infrastructure projects and policies.
- b) To act as a vehicle to lobby and engage with stakeholders and agencies to secure infrastructure investment.
- c) To act as a reference body to assist staff in managing strategic responses to policy relating to infrastructure provision.

3. Role and Authorities

The Committee shall have the following authorities:

- a) To consider key/strategic infrastructure projects to meet the needs of the Hawkesbury community.
- b) To determine and recommend to Council appropriate methodology to engage with and lobby all levels of government, agencies and service providers to facilitate infrastructure provision.
- c) To consider issues and policy matters related to infrastructure that may be referred to the Committee by Council or staff.
- d) The Council retains the responsibilities for all budgetary considerations.
- e) The General Manager (or his/her delegate) retains all responsibility for the direction of any staff member.

4. Term

The Committee term will be for the term of the Council.

5. Structure and Membership

- a) The Committee will be comprised of the Mayor and three appointed Councillors and the General Manager (or his/her delegate). Council staff may attend in an advisory capacity at the General Manager's direction.
- b) The Mayor will be the Chairperson of the Committee.
- c) The Committee will, at its first meeting, elect a Deputy Chairperson. In the absence of the Mayor the Deputy Chairperson will assume all rights of the Chairperson.
- d) No staff member will be elected as Deputy Chairperson.
- e) Each member of the Committee will have only one vote, except in the event of an equality of votes in which event the Chairperson will have a casting vote.

6. Appointment and Election of Members

Three Councillors will be appointed to the Committee in accordance with the practices and procedures of Council.

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7. Procedures and General

- a) The Committee will meet no less than three times per year, with additional meetings convened at the discretion of the Chairperson.
- b) The General Manager will nominate appropriate administrative staff to prepare reports, correspondence and record minutes.
- c) Meetings of the Committee will only be held after a minimum of three working days' notice has been given to all members.
- d) The Committee will be governed at all times by Council's Code of Conduct and Council's Code of Meeting Practice as adopted by Council at any time.
- e) A quorum of the Committee will be three members being present at meetings.
- f) The Committee may make recommendations to Council, however any such recommendations shall have no effect unless and until adopted by Council.

Following the circulation of the draft Terms of Reference, comments were received from members of the Working Party in relation to meeting frequency. The draft Terms of Reference suggested a meeting frequency of no less than three times per year and suggestions were made that this be changed to four times per year. As the requirement was for a minimum of three meetings per year, it will remain open for the Committee to determine a meeting frequency in excess of that.

Conclusion

It is considered appropriate that Council establish an Infrastructure Committee in order to provide a strategic focus on infrastructure provision by both Council and other tiers of government and their agencies.

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 Assets

4.1 Transport infrastructure and transport connections.

- 4.1.3 Have a comprehensive transport system of well maintained local and regional linkages that are financially and environmentally sustainable and respond to community safety, priorities and expectations.

4.2 Utilities

- 4.2.1 Our community's current and future utility infrastructure needs (water, sewer, waste, stormwater, gas, electricity and telecommunications) are identified and delivered.

Financial Implications

There are no direct financial implications applicable to this report. The costs applicable to the management of the committee will predominantly be in the form of staff time.

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RECOMMENDATION:

That:

1. Council establish the Infrastructure Committee as a new Committee of Council with delegations under Section 377 of the Local Government Act 1993.
2. Council adopt the draft Terms of Reference for the Infrastructure Committee as outlined in the report.
3. The four Councillors of the Infrastructure Working Party be re-appointed to the Infrastructure Committee, being Mayor Councillor Lyons-Buckett, Councillor Rasmussen, Councillor Reynolds and Councillor Zamprogno.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 188 **SS - Pecuniary Interest Returns - Councillors and Designated Persons - (95496, 96333)**

REPORT:

Executive Summary

The Local Government Act, 1993 details the statutory requirements in respect of the lodgement of Disclosure of Pecuniary Interests and Other Matters Returns by Councillors and Designated Persons. This report provides information regarding Returns recently lodged with the General Manager by Councillors and Designated Persons. It is recommended that Council note that the Disclosures of Pecuniary Interests and Other Matters Returns, lodged with the General Manager, have been tabled.

Consultation

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

Background

Section 450A of the Local Government Act, 1993 (the Act) relates to the register of Pecuniary Interest Returns and the tabling of these Returns, which have been lodged by Councillors and Designated Persons. Section 450A of the Act is as follows:

- "1. *The General Manager must keep a register of returns required to be lodged with the General Manager under section 449.*

2. *Returns required to be lodged with the General Manager under section 449 must be tabled at a meeting of the council, being:*
 - (a) *In the case of a return lodged in accordance with section 449 (1)—the first meeting held after the last day for lodgement under that subsection, or*
 - (b) *In the case of a return lodged in accordance with section 449 (3)—the first meeting held after the last day for lodgement under that subsection, or*
 - (c) *In the case of a return otherwise lodged with the general manager—the first meeting after lodgement."*

With regard to Section 450A(1), a register of all Returns lodged by Councillors and Designated Persons, in accordance with Section 449 of the Act, is currently kept by Council as required by this part of the Act.

With regard to Section 450A(2), all Returns lodged by Councillors and Designated Persons, under Section 449 of the Act, must be tabled at a Council Meeting as outlined in subsections (a), (b) and (c).

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With regard to Section 450(2)(b), the following Section 449(3) Returns have been lodged:

Councillor	Return Period	Date Lodged
Councillor Barry Calvert	1 July 2016 – 30 June 2017	22 August 2017
Councillor Patrick Connolly	1 July 2016 – 30 June 2017	25 July 2017
Councillor Emma-Jane Garrow	18 September 2016 – 30 June 2017	25 July 2017
Councillor Amanda Kotlash	18 September 2016 – 30 June 2017	29 August 2017
Councillor Mary Lyons-Buckett	1 July 2016 – 30 June 2017	4 August 2017
Councillor Paul Rasmussen	1 July 2016 – 30 June 2017	5 September 2017
Councillor Peter Reynolds	18 September 2016 – 30 June 2017	19 August 2017
Councillor Sarah Richards	18 September 2016 – 30 June 2017	29 August 2017
Councillor John Ross	18 September 2016 – 30 June 2017	24 July 2017
Councillor Tiffany Tree	1 July 2016 – 30 June 2017	29 August 2017
Councillor Danielle Wheeler	18 September 2016 – 30 June 2017	29 August 2017
Councillor Nathan Zamprogno	18 September 2016 – 30 June 2017	29 August 2017

Position	Return Period	Date Lodged
General Manager	2 May 2017 – 30 June 2017	26 September 2017
Human Resources Manager	1 July 2016 – 30 June 2017	4 August 2017
Human Resources Coordinator	1 July 2016 – 30 June 2017	2 August 2017
Manager Corporate Communications	1 July 2016 – 30 June 2017	14 August 2017
Manager Risk Management	1 July 2016 – 30 June 2017	31 July 2017
Strategic Activities Planner	1 July 2016 – 30 June 2017	12 July 2017
Director City Planning	1 July 2016 – 30 June 2017	7 July 2017
Manager Development Services	1 July 2016 – 30 June 2017	18 August 2017
Manager Strategic Planning	1 July 2016 – 30 June 2017	31 July 2017
Senior Strategic Land Use Planner	1 July 2016 – 30 June 2017	25 August 2017
Senior Strategic Planner	1 July 2016 – 30 June 2017	1 August 2017
Senior Strategic Asset Planner	1 July 2016 – 30 June 2017	21 August 2017
Subdivision and Development Engineer	1 July 2016 – 30 June 2017	31 July 2017
Senior Subdivision Engineer	1 July 2016 – 30 June 2017	3 August 2017

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Position	Return Period	Date Lodged
Town Planning Coordinator	1 July 2016 – 30 June 2017	5 August 2017
Development Services Support Officer	1 July 2016 – 30 June 2017	26 July 2017
Senior Town Planner	1 July 2016 – 30 June 2017	22 August 2017
Senior Town Planner	1 July 2016 – 30 June 2017	9 August 2017
Town Planner	20 February 2017 – 30 June 2017	9 August 2017
Town Planner	1 July 2016 – 30 June 2017	17 July 2017
Town Planner	1 July 2016 – 30 June 2017	12 July 2017
Duty Officer	18 October 2016 – 30 June 2017	31 July 2017
Building Coordinator	1 July 2016 – 30 June 2017	5 July 2017
Senior Building and Development Engineer	1 July 2016 – 30 June 2017	4 September 2017
Senior Building and Development Engineer	1 July 2016 – 30 June 2017	16 August 2017
Building and Development Officer	1 July 2016 – 30 June 2017	5 July 2017
Manager Environment and Regulatory Services	1 July 2016 – 30 June 2017	21 August 2017
Environmental Health Coordinator	1 July 2016 – 30 June 2017	31 July 2017
Environmental Health Officer	1 July 2016 – 30 June 2017	2 August 2017
Environmental Health Officer	1 July 2016 – 30 June 2017	1 August 2017
Environmental Health Officer	1 July 2016 – 30 June 2017	11 August 2017
Environmental Health Officer	16 August 2016 – 30 June 2017	9 August 2017
Sewerage Management Facility Coordinator	1 July 2016 – 30 June 2017	18 August 2017
Technical Officer SMF	1 July 2016 – 30 June 2017	10 August 2017
Technical Officer SMF	1 July 2016 – 30 June 2017	19 August 2017
Companion Animals Coordinator	1 July 2016 – 30 June 2017	3 August 2017
Companion Animals Controller	1 July 2016 – 30 June 2017	3 August 2017
Companion Animals Controller	1 July 2016 – 30 June 2017	3 August 2017
Administration Officer	1 July 2016 – 30 June 2017	3 August 2017
Compliance Enforcement Coordinator	1 July 2016 – 30 June 2017	16 August 2017
Compliance Enforcement Officer	1 July 2016 – 30 June 2017	16 August 2017
Compliance Enforcement Officer	1 July 2016 – 30 June 2017	10 August 2017
Parking Patrol Officer	1 July 2016 – 30 June 2017	25 August 2017
Parking Patrol Officer	1 July 2016 – 30 June 2017	25 August 2017
Director Infrastructure Services	1 July 2016 – 30 June 2017	1 August 2017
Manager Building and Associated Services	1 July 2016 – 30 June 2017	30 August 2017

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Position	Return Period	Date Lodged
Building Services Coordinator	1 July 2016 – 30 June 2017	29 August 2017
Building Services Officer	27 March 2017 – 30 June 2017	8 August 2017
Building Services Officer	1 July 2016 – 30 June 2017	18 August 2017
Manager Construction and Maintenance	1 July 2016 – 30 June 2017	8 August 2017
Construction and Maintenance Engineer	1 July 2016 – 30 June 2017	27 August 2017
Asset Management Systems Engineer	1 July 2016 – 30 June 2017	5 July 2017
Project Engineer	1 July 2016 – 30 June 2017	1 August 2017
Manager Parks and Recreation	1 July 2016 – 30 June 2017	5 August 2017
Land Management Officer	1 July 2016 – 30 June 2017	2 August 2017
Parks Project Officer	1 July 2016 – 30 June 2017	6 July 2017
Parks Supervisor	1 July 2016 – 30 June 2017	3 August 2017
Richmond Swimming Pool Superintendent	1 July 2016 – 30 June 2017	11 September 2017
Manager Waste Management	1 July 2016 – 30 June 2017	5 July 2017
Project Engineer	1 July 2016 – 30 June 2017	10 August 2017
Trade Waste and Technical Officer	1 July 2016 – 30 June 2017	10 July 2017
Wastewater Maintenance and Project Engineer	1 July 2016 – 30 June 2017	31 August 2017
Waste Management Coordinator	1 July 2016 – 30 June 2017	31 July 2017
Manager Design and Mapping Services	1 July 2016 – 30 June 2017	18 August 2017
Design Investigation Coordinator	10 April 2017 – 30 June 2017	3 August 2017
Design Engineer	1 July 2016 – 30 June 2017	15 September 2017
Spatial Information Coordinator	1 July 2016 – 30 June 2017	31 July 2017
Director Support Services	1 July 2016 – 30 June 2017	5 July 2017
Manager Corporate Services and Governance	25 April 2017 – 30 June 2017	3 July 2017
Property Services Coordinator	1 July 2016 – 30 June 2017	3 July 2017
Property Officer	2 August 2016 – 30 June 2017	3 July 2017
Publishing Manager	1 July 2016 – 30 June 2017	1 August 2017
Chief Financial Officer	1 July 2016 – 30 June 2017	28 August 2017
Deputy Chief Financial Officer	1 July 2016 – 30 June 2017	1 August 2017
Financial Accountant	16 May 2017 – 30 June 2017	10 August 2017
Rates and Revenue Coordinator	1 July 2016 – 30 June 2017	13 July 2017

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Position	Return Period	Date Lodged
Procurement Coordinator	1 July 2016 – 30 June 2017	10 July 2017
Tendering and Contracts Officer	1 July 2016 – 30 June 2017	7 July 2017
Procurement Officer	1 July 2016 – 30 June 2017	14 July 2017
Procurement Officer	1 July 2016 – 30 June 2017	14 August 2017
Information Services Manager	1 July 2016 – 30 June 2017	15 August 2017
Corporate Systems and Database Administrator	23 August 2016 – 30 June 2017	15 August 2017
Senior Network Administrator	1 July 2016 – 30 June 2017	28 July 2017
Manager Cultural Services	1 July 2016 – 30 June 2017	23 August 2017
Library Coordinator	1 July 2016 – 30 June 2017	9 August 2017
Community History Librarian	1 July 2016 – 30 June 2017	25 August 2017
Customer Service Librarian	1 July 2016 – 30 June 2017	15 August 2017
Museum and Gallery Director	1 July 2016 – 30 June 2017	16 August 2017
Gallery Curator	1 July 2016 – 30 June 2017	15 August 2017
Visitor Information Coordinator	1 July 2016 – 30 June 2017	28 July 2017
Executive Manager Community Partnerships	1 July 2016 – 30 June 2017	31 July 2017
Customer Service Manager	1 July 2016 – 30 June 2017	25 July 2017
Customer Services Team Leader	1 July 2016 – 30 June 2017	18 August 2017
Community Program Coordinator	1 July 2016 – 30 June 2017	31 July 2017

The above Councillors and Designated Persons have lodged their Section 449(3) Returns prior to the due date of 30 September 2017, as required by the Act for the receipt of the Returns.

The above details are now tabled in accordance with Section 450A(2)(b) of the Act, and the abovementioned Returns are available for inspection if requested.

Conformance to the Hawkesbury Community Strategic Plan 2017-2036

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

Our Leadership

1.5 Regulation and Compliance - Encourage a shared responsibility for effective local compliance.

1.5.2 Best practice, sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

Financial Implications

No financial implications applicable to this report.

ORDINARY MEETING

Meeting Date: 10 October 2017

RECOMMENDATION:

That the information be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 October 2017

ordinary

section 4

reports
of committees

ORDINARY MEETING
Reports of Committees

ORDINARY MEETING
Reports of Committees

SECTION 4 - Reports of Committees

ROC **Floodplain Risk Management Advisory Committee - 31 August 2017 - (86589, 124414)**

The meeting commenced at 4:10pm in Council Committee Rooms.

Present: Councillor Mary Lyons-Buckett, Hawkesbury City Council
 Councillor Amanda Kotlash, Hawkesbury City Council
 Councillor Peter Reynolds, Hawkesbury City Council
 Councillor Danielle Wheeler, Hawkesbury City Council
 Mr Kim Ford, Community Representative
 Mr Harry Terry, Community Representative
 Mr Harry Panagopoulos, Office of Environment and Heritage

Apologies: Councillor Paul Rasmussen, Hawkesbury City Council
 Ms Margaret Mackisack, Community Representative
 Snr Inspector, Robert Bowman, Department Primary Industries

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
 Ms Colleen Haron, Hawkesbury City Council
 Ms Natasha Martin - Minute Secretary, Hawkesbury City Council

REPORT:

The Chair acknowledged and welcomed Mr Harry Panagopoulos who is replacing Mr Kris Grbevski of the Office of Environment and Heritage.

RESOLVED on the motion of Mr Harry Terry and seconded by Councillor Peter Reynolds that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Harry Terry and seconded by Councillor Peter Reynolds that the Minutes of the Floodplain Risk Management Advisory Committee held on the 20 April 2017, be confirmed.

ORDINARY MEETING
Reports of Committees

Attendance Register of Floodplain Risk Management Advisory Committee

Member	16.02.17	20.04.17	31.08.17		
Councillor Mary Lyons-Buckett	✓	✓	✓		
Councillor Amanda Kotlash	A	A	✓		
Councillor Paul Rasmussen	✓	✓	A		
Councillor Danielle Wheeler	✓	✓	✓		
Councillor Peter Reynolds	✓	✓	✓		
Ms Carol Edds	✓	✓	X		
Mr Harry Terry	✓	✓	✓		
Ms Margaret Mackisack	✓	✓	A		
Mr Kim Ford	✓	✓	✓		
Mr Maurice Smith	✓	A	X		
Snr Inspector Robert Bowman - (Dept. Primary Industries)	A	A	A		
Mr Kevin Jones - (SES Headquarters)	A	✓	X		
Mr Peter Cinque OAM - (SES Sydney Western Division)	A	✓	X		
Mr Kris Grbevski - (Office of Environment & Heritage) - in lieu of Harry Panagopoulos whilst on leave	✓	A	✓		
Harry Panagopoulos resumed 31.08.17					

Key: A = Formal Apology

✓ = Present

X = Absent - no apology

SECTION 3 - Reports for Determination

ITEM: 1 FRMAC - Declarations of Interest - (85689, 124414)

RECOMMENDATION TO COMMITTEE:

That:

1. General disclosures of interest listed in this report be received.
2. Other specific disclosures of interest be declared if deemed appropriate.

MOTION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Councillor Danielle Wheeler.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Councillor Danielle Wheeler.

That:

1. General disclosures of interest listed in this report be received.
2. Other specific disclosures of interest be declared if deemed appropriate.

ORDINARY MEETING
Reports of Committees

ITEM: 2 **FRMAC - Review of Council's Floodplain Risk Management Advisory Committee Objectives for 2017-2021 - (86589, 124414)**

Previous Item: 2, FRMAC (20 April 2017)
 2, FRMAC (16 February 2017)

DISCUSSION

- Mr Kearns noted that the report had been put to the Committee with the objectives to be reported to Council for the report on constitutional review.
- Mr Panagopoulos recommended that a point (j) be added, which provides the opportunity for the Committee to advise Council in respect of funding opportunities and potential partnerships in respect of Floodplain Risk Management.
- Mr Kearns noted that the words 'Resilient Valley, Resilient Communities' are to be included in part (f).

RECOMMENDATION TO COMMITTEE:

That:

1. The report on the Review of Council's Floodplain Risk Management Advisory Committee Objectives be received and noted.
2. A report be prepared for endorsement by Council of the amended Floodplain Risk Management Advisory Committee Objectives based on previous discussion by the Committee being:
 - a) To advise Council about information, research and analysis required to understand the nature and degree of flood risk in Hawkesbury LGA generally and in particular localities.
 - b) To advise Council about town planning measures and standards considered necessary to minimise risk to life and property in Hawkesbury LGA.
 - c) To advise Council about road and drainage infrastructure and other physical works required to minimise risk to life and property in Hawkesbury LGA.
 - d) To advise Council about education and public awareness strategies associated with floodplain management and to act on Council's behalf to implement these Council adopted strategies as required.
 - e) To recommend to Council measures to reduce flood risk to Council's infrastructure and buildings.
 - f) To assist the Council in advocating, consideration of, and implementing the strategies contained within the Hawkesbury Nepean Floodplain Review Taskforce report in partnership with relevant state agencies and stakeholders.
 - g) To advise Council in relation to representations to other levels of government in support of initiatives to reduce flood risk to life and property in Hawkesbury LGA.
 - h) To assist the Council in the development and implementation of a Flood Risk Management Plan to increase the Hawkesbury community's resilience in responding to flood events.

ORDINARY MEETING
Reports of Committees

- i) To advise the Council on the implementation of strategies associated with floodplain management contained within the Hawkesbury Community Strategic Plan 2017-2036.

MOTION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

That:

1. The report on the Review of Council's Floodplain Risk Management Advisory Committee Objectives be received and noted.
2. A report be prepared for endorsement by Council of the amended Floodplain Risk Management Advisory Committee Objectives based on previous discussion by the Committee being:
 - a) To advise Council about information, research and analysis required to understand the nature and degree of flood risk in Hawkesbury LGA generally and in particular localities.
 - b) To advise Council about town planning measures and standards considered necessary to minimise risk to life and property in Hawkesbury LGA.
 - c) To advise Council about road and drainage infrastructure and other physical works required to minimise risk to life and property in Hawkesbury LGA.
 - d) To advise Council about education and public awareness strategies associated with floodplain management and to act on Council's behalf to implement these Council adopted strategies as required.
 - e) To recommend to Council measures to reduce flood risk to Council's infrastructure and buildings.
 - f) To assist the Council in advocating, consideration of, and implementing the strategies contained within the Hawkesbury Nepean Floodplain Review Taskforce report, 'Resilient Valley, Resilient Communities' in partnership with relevant state agencies and stakeholders.
 - g) To advise Council in relation to representations to other levels of government in support of initiatives to reduce flood risk to life and property in Hawkesbury LGA.
 - h) To assist the Council in the development and implementation of a Flood Risk Management Plan to increase the Hawkesbury community's resilience in responding to flood events.
 - i) To advise the Council on the implementation of strategies associated with floodplain management contained within the Hawkesbury Community Strategic Plan.
 - j) To advise the Council in respect of funding opportunities and potential partnerships in respect of Floodplain Risk Management.

ITEM: 3 FRMAC - Hawkesbury-Nepean Flood Management Strategy follow up from the Infrastructure NSW presentation on 20 June 2017 - (86589, 12441)

DISCUSSION

- Mr Kearns noted that the Infrastructure NSW Taskforce released its "Resilient Valley, Resilient Communities" Strategy in May 2017, which was presented to the 20 June 2017 Councillor Briefing Session and included the Floodplain Risk Management Advisory Committee. Since that Briefing Session, and the 1867 Flood Event, Council has not received further information relating to actions or directions resulting from the "Resilient Valley, Resilient Communities" Strategy.
- Councillor Lyons-Buckett sought clarification on the allocation of funding and timelines of the Office of Environment and Heritage Flood Grants.
- Mr Panagopoulos noted that the Office of Environment and Heritage Flood Grants for 2016/2017 was recently announced, which was reserve funding and that the 2017/2018 cycle is yet to be determined.
- Councillor Kotlash enquired if a member of the Infrastructure NSW Taskforce could be invited to attend a Committee meeting and offer comment on the "Resilient Valley, Resilient Communities" Strategy.
- Mr Terry commented that impacts on the Colo River are absent from the "Resilient Valley, Resilient Communities" Strategy.
- Councillor Kotlash commented on the presentation from Infrastructure NSW, in particular raising questions on the impacts of flood on the biomass of weeds and the relationship of the RMS to the Infrastructure NSW Taskforce, Council and the Hawkesbury River County Council. Councillor Kotlash also indicated that information on the monitoring and management of weeds in the Hawkesbury-Nepean Catchment would be appreciated.
- Information from Mr Smith that was submitted by the Hawkesbury-Nepean Flood Mitigation Advisory Committee to Infrastructure NSW, requesting clarification of the Hawkesbury-Nepean Valley Flood Risk Management Strategy, was tabled.
- Mr Panagopoulos recommended that the Committee create a register of enquiries made to external bodies, to prevent duplication and improve ease of access for future reference.

RECOMMENDATION TO COMMITTEE:

That:

1. The information contained in this report be received.
2. A request be made to INSW to provide an update and/or information session on any further developments/details connected to the Hawkesbury-Nepean Flood Risk Management Strategy, and in particular a timeline of when implementation will commence.

MOTION:

RESOLVED on the motion of Councillor Amanda Kotlash, seconded by Councillor Peter Reynolds.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Amanda Kotlash, seconded by Councillor Peter Reynolds.

That:

1. The information contained in this report be received.
2. A request be made to INSW to provide an update and/or information session on any further developments/details connected to the Hawkesbury-Nepean Flood Risk Management Strategy, and in particular a timeline of when implementation will commence.
3. The Floodplain Risk Management Advisory Committee invite the Infrastructure NSW Taskforce to nominate a representative to attend the Committee, or to have the Business Papers and resulting Minutes of the Committee provided for information, as is preferred by the Infrastructure NSW Taskforce.
4. The Floodplain Risk Management Advisory Committee submit a letter to the Infrastructure NSW Taskforce enquiring about weed monitoring and management in the Hawkesbury-Nepean Catchment Area.
5. The Committee investigate the means to create a register of questions and subsequent responses submitted to external bodies, for future reference.

ITEM: 4 FRMAC - Implementation of Item 4 - Town Planning of the Hawkesbury Floodplain Risk Management Plan - (86589, 124414)

DISCUSSION

- Ms Haron discussed the application of 'Exceptional Circumstances' in terms of using the Development Control Plan as the enforcement instrument and that the Local Environmental Plan is to be amended, so that houses are not able to be built below the 1:100 flood level.
- Mr Panagopoulos noted that the Department of Planning and Environment will review any application from the required planning instruments.
- Mr Kearns noted the Floodplain Risk Management Advisory Committee can advise Council and that there was no further community consultation planned in respect of the Floodplain Risk Management Plan.
- Mr Panagopoulos commented that given the period of time that had lapsed since the other sections of the Plan had been adopted, Council might consider further community consultation, before adopting Item 4
- Councillor Kotlash commented that if Item 4 is not adopted, the Committee will need to determine which parts are to be placed on exhibition.

Mr Kim Ford arrived at the meeting at 4:55pm.

ORDINARY MEETING
Reports of Committees

- Mr Kearns noted that the Development on Flood Liable Land Policy will be reviewed, amended and placed on exhibition before being adopted by Council.
- Mr Panagopoulos offered to assist Council Officers with the review of the Development on Flood Liable Land Policy and the process associated with an application for Exceptional Circumstances.
- Ms Haron noted that the draft Development Control Plan contained within the Hawkesbury Floodplain Risk Management Plan, is structured to meet the Probable Maximum Flood level.
- Mr Ford raised the issue of the Probable Maximum Flood level and implications for development.

RECOMMENDATION TO COMMITTEE:

That the approach to implementing Item 4 – Town Planning of the Hawkesbury Floodplain Risk Management Plan as described in this Report be supported by Floodplain Risk Management Advisory Committee.

MOTION:

RESOLVED on the motion of Councillor Amanda Kotlash, seconded by Mr Harry Terry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Amanda Kotlash, seconded by Mr Harry Terry.

That:

1. The approach to implementing Item 4 – Town Planning of the Hawkesbury Floodplain Risk Management Plan as described in this Report be supported by the Floodplain Risk Management Advisory Committee.
2. The report to Council in respect of this matter consider the need for further community consultation prior to Council adopting Item 4 of the Hawkesbury Floodplain Risk Management Plan.

SECTION 4 - Reports for Information

ITEM: 5 **FRMAC - Update on 2017 Office of Environment & Heritage Floodplain Management Grants Program - (86589, 124414)**

Previous Item: 4, FRMAC (20 April 2017)
 5, FRMAC (16 February 2017)
 2, FRMAC (18 February 2016)

Ms Haron left the meeting at 5:10pm.

DISCUSSION

- Mr Panagopoulous noted that the Office of Environment & Heritage Floodplain Management Grants announced was for 2016/2017 reserve funding and that the 2017/2018 program is yet to be determined.

RECOMMENDATION TO COMMITTEE:

That the report on the Update of 2017/2018 Office of Environment & Heritage Floodplain Management Grants Program is noted and received.

MOTION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

That the report on the Update of 2017/2018 Office of Environment & Heritage Floodplain Management Grants Program is noted and received.

ITEM: 6 **FRMAC - Outcomes of the 1867 Flood Commemoration Events Held 22-25 June 2017 - (86589, 124414)**

Previous Item: 3, FRMAC (20 April 2017)

DISCUSSION

- Mr Kearns noted that the 1867 Flood Commemoration Events Held 22 to 25 June 2017 was well received and increased flood awareness in the local community.
- Councillors Lyons-Buckett and Wheeler also noted that the event was well received, making particular mention of the laser light display, interactive walks and flood markings on relevant buildings.

ORDINARY MEETING
Reports of Committees

- Councillor Lyons-Buckett thanked Council and SES staff for their efforts in putting on the event.
- Councillor Kotlash enquired if it would be possible to hold a regular event similar to a river festival.
- Mr Terry enquired as to what components of the event could be changed or modified in respect to holding a regular event.
- Mr Kearns suggested that given the popularity, the walking tours could be considered. Additionally, despite the extensive advertising and promotion of the event, ways in which to attract a larger crowd should be considered.
- Councillor Kotlash suggested that an event could include emergency action awareness and education programs.

Councillor Lyons-Buckett left the meeting at 5:20pm.

Councillor Wheeler assumed the Chair.

RECOMMENDATION TO COMMITTEE:

That the report regarding the 1867 Flood Commemoration Events Held 22 to 25 June 2017 be received and noted.

MOTION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr Harry Terry.

That the report regarding the 1867 Flood Commemoration Events Held 22 to 25 June 2017 be received and noted.

SECTION 5 - General Business

- Mr Terry referred to the flood evacuation west of the river and the SES recommendation that Springwood Road be used as an evacuation route, which is not feasible if the three nearby creeks flood.
- Mr Ford noted that the planned Navua Reserve Bridge will assist with flood evacuation and that existing flood evacuation plans may not be effective due to the proposed routes becoming blocked with traffic.
- Mr Ford and Councillor Wheeler commented that Council should prepare a community engagement program to raise awareness of flood evacuation requirements, similar to that provided for a fire event.
- Mr Panagopoulos recommended that the Committee invite Maree Abood, Director Infrastructure NSW to address the gaps that exist between Council and Infrastructure NSW actions.

ORDINARY MEETING
Reports of Committees

- Mr Ford noted that the large issues are addressed, while issues relating to power supply are not considered and that Infrastructure NSW could address either a Councillor Briefing Session or a Town Meeting
- The meeting determined that:
 - Infrastructure NSW should be contacted for clarification on the gaps that exist between Council and Infrastructure NSW actions.
 - Additional State agencies should also be contacted to receive details on gaps and overlaps in plans and proposed actions.

TABLED CORRESPONDENCE

1. Incoming email from Mr Maurice Smith relating to questions from the Hawkesbury-Nepean Flood Mitigation Advisory Committee, as submitted to Infrastructure NSW - 27 August 2017.

The meeting terminated at 5:46pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC Sustainability Advisory Committee - 4 September 2017 - (124414, 126363)

The meeting commenced at 5:05pm.

Present: Ms Olivia Leal-Walker, Chairperson
Councillor Amanda Kotlash, Deputy Chairperson
Councillor Danielle Wheeler, Hawkesbury City Council
Mr David Gregory, Community Representative
Ms Jennifer Moses, Community Representative

Apologies: Mr Justin Hechinger, Community Representative
Ms Jane DeGabriel, Office of Environment & Heritage
Mr Matthew Owens, Hawkesbury City Council

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Ms Robyn Kozjak - Minute Secretary, Hawkesbury City Council

REPORT:

RESOLVED on the motion of Councillor Kotlash and seconded by Councillor Wheeler that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Ms Olivia Leal-Walker and seconded by Mr David Gregory that the Minutes of the Sustainability Advisory Committee held on the 15 May 2017, be confirmed.

Attendance Register of Sustainability Advisory Committee

Member	06.03.17	15.05.17	04.09.17	
Councillor Amanda Kotlash	✓	✓	✓	
Councillor Danielle Wheeler	✓	✓	✓	
Ms Olivia Leal-Walker	✓	✓	✓	
Mr David Gregory	✓	✓	✓	
Mr Justin Hechinger	✓	✓	A	
Ms Jennifer Moses	✓	✓	✓	
Janice Bagot (Dr Jane DeGabriel in lieu - joined 10.05.17)	Janice Bagot A	✓	A	

Key: A = Formal Apology ✓ = Present x -= Absent - no apology

SECTION 3 - Reports for Determination

ITEM: 1 **SAC - Review of Council's Sustainability Advisory Committee Objectives for 2017-2021 - (126363, 124414)**

Previous Item: 2, SAC (15 May 2017)
 2, SAC (6 March 2017)

DISCUSSION:

- Mr Gregory queried if 'Roles and Responsibilities' of the Constitution would be reviewed at some stage.

Mr Kearns advised the Objectives of the Committee was the focus of this report.
- Councillor Kotlash commented there was nothing in the Constitution relating to energy efficiency and agreed with Mr Gregory that the Constitution be further reviewed. It was agreed to raise this matter in General Business.

RECOMMENDATION TO COMMITTEE:

1. That the report on the Review of the Sustainability Advisory Committee Objectives be received and noted.
2. That a report be prepared for consideration by Council of the amended SAC Objectives based on previous discussion by the Committee being:
 - a) To support improved environmental sustainability in the Hawkesbury Local Government Area with reference to the key environmental goals in Council's Community Strategic Plan and associated Community Indicators:
 - to facilitate information-sharing, education and support necessary for informed action on sustainability throughout the community
 - to maximise resource reduction, reuse and recycling
 - to establish and maintain natural resources management (NRM) networks
 - to support and progress an active volunteer network for NRM and other sustainable activities
 - to engage the community in the development and implementation of sustainability initiatives and activities.

MOTION:

RESOLVED on the motion of Ms Leal-Walker seconded by Councillor Wheeler.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

1. That the report on the Review of the Sustainability Advisory Committee Objectives be received and noted.
2. That a further report be prepared for consideration by the Committee on the amended Sustainability Advisory Committee Objectives based on discussion at the meeting, including provision for energy efficiency. The further report is to also consider the Roles and Responsibilities of the Sustainability Advisory Committee.

ORDINARY MEETING
Reports of Committees

ITEM: 2 **SAC - Update from the Energy Working Group - (126363, 124414)**

Previous Item: GB, SAC (15 May 2017)

DISCUSSION:

- Councillor Kotlash referred to a discussion with Mr Kearns in relation to holding a further Sustainability Advisory Committee meeting and it was accepted the Sustainability Advisory Committee Constitution does provide for more than two meetings per year. The additional meeting would specifically relate to energy matters including the work undertaken by the Alternative Energy Working Group. Invitations are to be extended to Council's General Manager and Building Services Manager. A date has been tentatively arranged for Monday 27 November 2017 (and has subsequently been confirmed).
- Mr Gregory referred to the Sustainability pages on Council's website and asked if those pages were accessed very often (ie how many 'hits' those pages receive).

It was advised staff would respond to that enquiry once information was sourced.

RECOMMENDATION TO COMMITTEE:

That:

1. The information be received.
2. The Sustainability Advisory Committee - Energy Working Group provide an update of the working group's activities since the last committee meeting.

MOTION:

RESOLVED on the motion of Ms Leal-Walker, seconded by Ms Moses.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

That:

1. The information be received.
2. A further meeting of the Sustainability Advisory Committee occur following the receipt of an update on the Energy Savings Action Plan 2013 as requested by Councillor Kotlash through the Notice of Motion to Council's Ordinary Meeting dated 29 August 2017.

ITEM: 3 **SAC - Commencement of Discussions Regarding Hawkesbury's Community Strategic Plan 2017-2036 - Community Indicators - (126363, 124414)**

Previous Item: 3, SAC (15 May 2017)

DISCUSSION:

- Mr Kearns advised the new Community Strategic Plan has different themes and therefore all the indicators needed to be reviewed.

ORDINARY MEETING
Reports of Committees

- Councillor Wheeler noted many of the indicators did not have a baseline and made comment baseline data was necessary to measure against.
- Mr Kearns advised he would email to members a spreadsheet he had prepared which contained key directions and strategies from the Community Strategic Plan for members' input in terms of possible indicators.

RECOMMENDATION TO COMMITTEE:

That:

1. The information be received.
2. The Sustainability Advisory Committee commence discussion on the provision of input to Council in the development of Community Indicators to support the Hawkesbury Community Strategic Plan 2017-2036 and Delivery Program 2017-2021.

MOTION:

RESOLVED on the motion of Ms Leal-Walker, seconded by Mr Gregory.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The information be received.
2. The Sustainability Advisory Committee commence discussion on the provision of input to Council in the development of Community Indicators to support the Hawkesbury Community Strategic Plan 2017-2036 and Delivery Program 2017-2021.
3. A spreadsheet containing the Community Strategic Plan Directions and Strategies and Delivery Program Objectives be forwarded to Committee members to commence consideration and input into potential indicators.

ITEM: 4 SAC - Upper Hawkesbury Coastal Zone Management Plan - Implementation and Funding Opportunities/Priorities - (126363, 124414)

DISCUSSION:

Mr Kearns reported he had recently attended a meeting with the Lower Hawkesbury Estuary Management Plan Committee in Brooklyn which, in part, prompted the following discussion.

- It was agreed that water monitoring was a high priority of the Committee and it was suggested existing data be obtained and reviewed by a research person, the result of which would indicate the level of monitoring Council should conduct to obtain useful data.

ORDINARY MEETING
Reports of Committees

The Committee generally agreed the following were priorities in order to source funding as part of the upcoming Office of Environment and Heritage Grants Program:

- Water monitoring
 - Development Control Plan
 - River Keeper/Compliance
 - GPT's (Grose Pollutant Traps)
- Councillor Kotlash advised she did not agree that water monitoring was the highest priority and would only agree to funds being spent on a desk-top assessment of existing monitoring information as a guide to developing management activities, not as a precursor to more monitoring.
 - The Committee agreed to a suggestion to partner with the Hawkesbury Environmental Network (HEN) group as well as the University as both have expertise in water monitoring.
 - Ms Moses asked how many GPT's were located in the Local Government Area and Mr Kearns advised he would get back to the Committee with that information.

Note: It was subsequently established that 21 underground inline GPT's were located in the Hawkesbury City Council LGA.

- It was suggested the Brooklyn group be asked if they could provide any fact sheets they may hold.
- Councillor Wheeler made comment that the Independent Hearing and Assessment Panel commences in March 2018 and it was a matter of urgency that Council's DCP and LEP were reviewed and tidied up.

RECOMMENDATION TO COMMITTEE:

That:

1. The information is noted and received.
2. The content of this report be considered and discussed with a view to developing a suggested list of potential projects based on the high or very high priority actions in the Coastal Zone Management Plan for future Office Environment & Heritage grant application/funding opportunities together with possible partnering opportunities with other agencies or organisations.

MOTION:

RESOLVED on the motion of Ms Leal-Walker, seconded by Ms Moses.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The information is noted and received.
2. The Committee generally agreed the following were priorities in order to source funding as part of the upcoming Office of Environment and Heritage Grants Program:
 - Water monitoring
 - Development Control Plan
 - River Keeper/Compliance
 - GPT's (Grose Pollutant Traps)

SECTION 4 - Reports for Information

ITEM: 5 SAC - New Land Management and Biodiversity Conservation Reforms - (126363, 124414)

DISCUSSION:

- The Committee agreed that Council's Development Control Plan (DCP) should be urgently reviewed and 'tightened up' as much as possible considering the new legislation in relation to removal of vegetation would largely be regulated by a DCP.

The Committee requested that it be included in having input into amendments to the DCP in this respect.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOTION:

RESOLVED on the motion of Ms Leal-Walker, seconded by Councillor Wheeler.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be received.

ITEM: 6 SAC - Progress Report - Urban Food Production - Education Programs - (126363, 124414)

Previous Item: GB, SAC (15 May 2017)

DISCUSSION:

- The Chair suggested the showground (Hawkesbury District Agricultural Association) be approached to ascertain if it would like to become involved in the Grow Our Own Food (GOOF) or other workshops as it encouraged people to grow and show their food.

ORDINARY MEETING
Reports of Committees

- Councillor Wheeler suggested to investigate conducting workshops at the Library (at no cost) or partner with an organisation who may be interested in setting up a community garden.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOTION:

RESOLVED on the motion of Councillor Kotlash, seconded by Ms Leal-Walker.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That Council investigate the potential to conduct workshops on urban food production.

ITEM: 7 **SAC - Progress Report - A Plastic Bag Free Hawkesbury - (126363, 124414)**

Previous Item: GB, SAC (15 May 2017)

DISCUSSION:

- Councillor Wheeler advised the Kurrajong Community Forum would be a good starting point to discuss a campaign for single use plastic bags.
- The Chair commented coffee mugs and plastic straws were also an issue.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOTION:

RESOLVED on the motion of Ms Leal-Walker, seconded by Councillor Kotlash.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be received.

SECTION 5 - General Business

Further Review of Sustainability Advisory Committee Objectives - Roles and Responsibilities

- The Committee sought a further review of the Sustainability Advisory Committee Constitution in relation to its 'Roles and Responsibilities'.
- Councillor Kotlash advised she would commence the review and email her suggestions to members, seeking their input.
- Mr Kearns advised he would bring a further report back to the next meeting (tentatively scheduled for 27 November 2017), taking into consideration members input.
- The Chair asked for information to be brought back to the next meeting in relation to grants under the National Land Care '20 million Trees Program'.
- The Chair referred to the PACE (Professional and Community Engagement) Program for students and suggested a representative be invited to attend a future meeting.

The meeting closed at 7:08pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Questions for Next Meeting

QUESTIONS FOR NEXT MEETING

Councillor Questions from Previous Meetings and Responses - (79351)

REPORT:

Questions - 26 September 2017

#	Councillor	Question	Response
1	Garrow	Enquired if the large sign outside the Windsor Function Centre is allowable and if there are actions that can be taken to make it look better.	The Director City Planning advised that the erection of business identification signage and directional signage are permitted. The legislation also permits some signage as exempt. Some of the signage outside the Windsor Function Centre has not been approved and this matter is being pursued with the operators of the Centre. Should an application be submitted for signage, whilst the content of the sign is not controlled, the aesthetic appearance of the structure is a usual consideration in the assessment of the application.
2	Lyons-Buckett	Requested advice as to who is responsible for regulating the parking of trucks and their trailers on the road side.	The Director City Planning advised that the parking of vehicles and trailers is governed in NSW by the <i>Road Rules 2014</i> . These are based on the <i>Australian Road Rules</i> . The enforcement of these Rules may be undertaken by Council Officers or the Police. The controls for parking of trucks and trailers differ depending on the size of the vehicle, whether the area is lit by streetlights or not, and associated signage in the locality.

oooO END OF REPORT Oooo

ORDINARY MEETING

Questions for Next Meeting



ordinary
meeting

end of
business
paper

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