



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 31 March 2020

location: council chambers

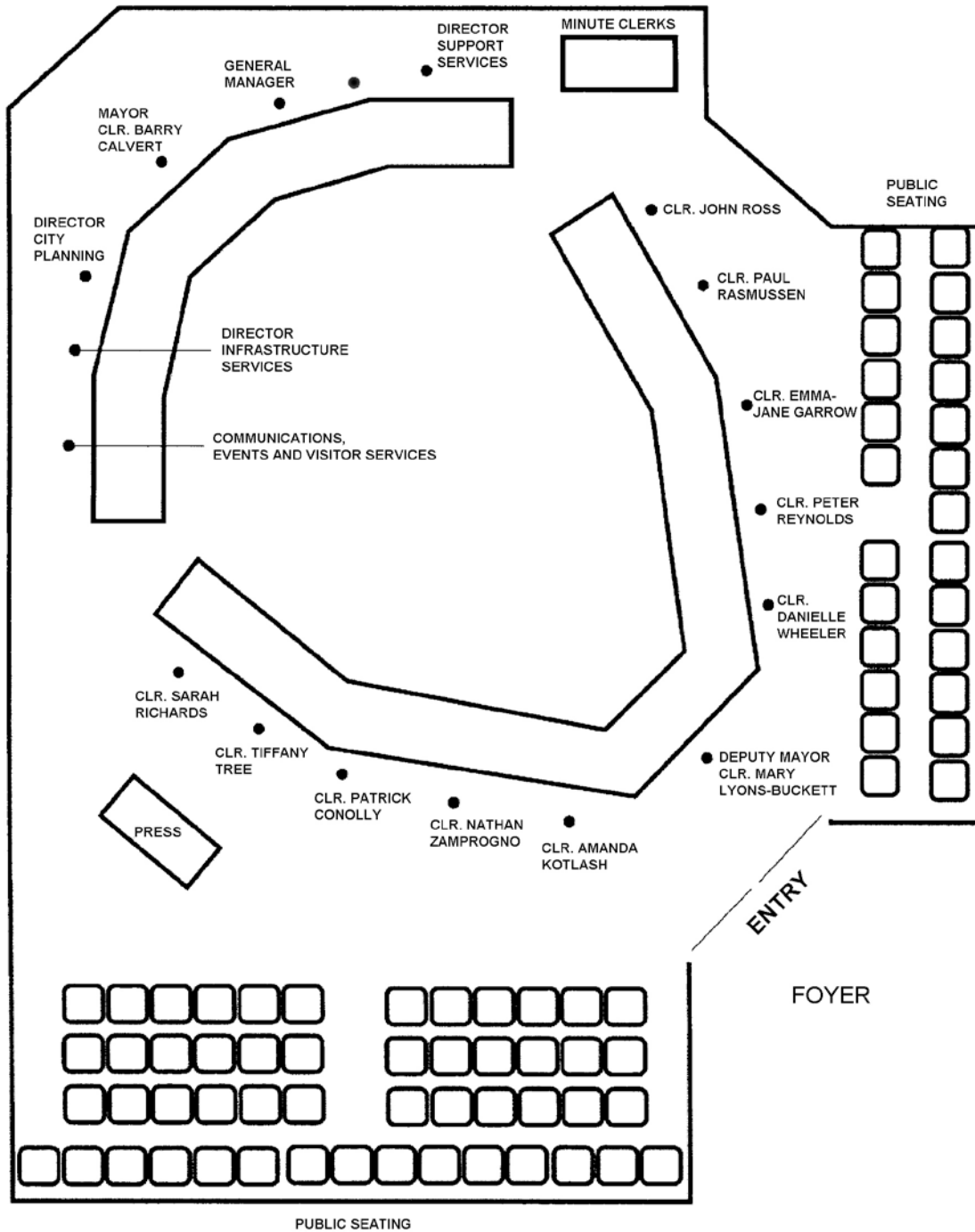
time: 6:30 p.m.



mission statement

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

Hawkesbury City Council



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ordinary

section 1

confirmation of minutes

ORDINARY MEETING

SECTION 1 - Confirmation of Minutes

Meeting Date: 31 March 2020

SECTION 1 - Confirmation of Minutes



Hawkesbury City Council

ordinary meeting minutes

date of meeting: 10 March 2020

location: council chambers

time: 6:30 p.m.

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ORDINARY MEETING

Minutes: 10 March 2020

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 10 March 2020, commencing at 6:33pm.

Welcome

The Mayor, Councillor Barry Calvert acknowledged the Indigenous Heritage.

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, Paul Rasmussen, 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, Strategic Planning Manager - Andrew Kearns, Communications, Events and Visitor Services - Suzanne Stuart, Chief Financial Officer - Emma Galea, Acting Property and Strategy Manager - Linda Hewitt, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE

Apologies of absence were received from Councillor Amanda Kotlash and Councillor Peter Reynolds.

42 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Zamprogno that the apologies be accepted.

Councillor Conolly arrived at the meeting at 6:40pm.
Councillor Tree left the meeting at 7:58pm.

DECLARATIONS OF INTEREST

Councillor Richards declared an interest on Item 045.
Councillor Wheeler declared an interest on Item 042.

Acknowledgement of Official Visitors to the Council

There were no official visitors to the Council.

ORDINARY MEETING

Minutes: 10 March 2020

SECTION 1 - Confirmation of Minutes

43 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Garrow that the Minutes of the Extraordinary Meeting held on Tuesday, 18 February 2020, be confirmed, subject to the reconvened meeting attendance on page 14 of the Minutes correctly recording that Councillor Paul Rasmussen was in attendance.

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

Against the Motion: Councillor Ross.

Absent: Councillors Conolly, Kotlash and Reynolds.

44 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Zamprogno that the Minutes of the Ordinary Meeting held on the Tuesday, 25 February 2020, be confirmed.

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

Against the Motion: Councillor Ross.

Absent: Councillors Conolly, Kotlash and Reynolds.

ORDINARY MEETING

Minutes: 10 March 2020

SECTION 3 – Reports for Determination

PLANNING DECISIONS

Item: 038 CP - Planning Proposal to Amend Hawkesbury Local Environment Plan 2012 - 9 Industry Road, Vineyard, 312 Windsor Road, Vineyard, 7 Fernadell Drive, Pitt Town - (95498, 124414)

Previous Item: 221, Ordinary (11 September 2018)
251, Ordinary (30 October 2018)
027, Ordinary, (25 February 2020)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

45 RESOLUTION:

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

That:

1. Council support the recommendation of the Hawkesbury Local Planning Panel dated 21 November 2019.
2. Council support the preparation of a Planning Proposal to:
 - (a) With respect to 9 Industry Road and 312 Windsor Road, Vineyard
 - (i) Reclassify Lot 9 DP 1149340, 9 Industry Road, and Lot 13 DP 815849 and Lot 6 DP 777933, 312 Windsor Road, Vineyard to 'Operational' land;
 - (ii) Include Council's intention to protect the vegetation on the site.
 - (b) With respect to 7 Fernadell Drive, Pitt Town (Fernadell Park)
 - (i) Reclassify part of Lot 6028 DP 1169449, 7 Fernadell Drive, Pitt Town to 'Operational' land;
 - (ii) Rezone part of Lot 6028 DP 1169449, 7 Fernadell Drive, Pitt Town to RE1 Public Recreation;
 - (iii) Amend the minimum lot size for subdivision of Lot 6028 DP 1169449, 7 Fernadell Drive, Pitt Town to part 4,000m² and part no minimum lot size.
 - (iv) Amend the maximum height of buildings on part of Lot 6028 DP 1169449, 7 Fernadell Drive, Pitt Town so that there is no restriction on the height of buildings.

and that the Planning Proposal be forwarded to the Department of Planning, Industry and Environment for a 'Gateway' determination.

3. The Department of Planning, Industry and Environment be advised that Council wishes to request a Written Authorisation to Exercise Delegation to make the Plan.

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In accordance with Section 375A of the Local Government Act 1993 a division is required to be called whenever a planning decision is put at a council or committee meeting. Accordingly, the Chairperson called for a division in respect of the motion, the results of which were as follows:

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

CITY PLANNING

Item: 039 CP - Strategic Conversation Management Plan of the Hawkesbury City Council Historic Cemeteries - (95498, 124414)

Previous Item: 7 - HAC (23 February 2017)
2 - HAC (2 August 2018)
3 – HAC (7 March 2019)
3 – HAC (13 June 2019)
2 – HAC (1 August 2019)
4 - HAC (21 October 2019)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

46 RESOLUTION:

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

That Council endorse the Hawkesbury City Council Cemeteries Strategic Conservation Management Plan January 2020 prepared by GML Heritage Pty Ltd.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

SUPPORT SERVICES

Item: 040 **SS - Monthly Investments Report - January 2020 - (95496)**

Previous Item: 150, Ordinary (26 June 2018)
 032, Ordinary (25 February 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

47 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 041 **SS - Land Revaluation - (95496)**

Previous Item: 027, Ordinary (25 February 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

48 RESOLUTION:

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

That the information concerning the valuation of properties within the Hawkesbury City Council Local Government Area be received and noted.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 042 **SS - State Government Funding for NSW Public Libraries - (79351, 80248, 95496, 82780)**

Previous Item: 166, Ordinary (10 July 2018)
 186, Ordinary (31 July 2018)
 034, Ordinary (25 February 2020)

Directorate: Support Services

Councillor Wheeler declared a pecuniary interest in this matter as her husband is employed by Hawkesbury City Council in Windsor and Richmond Libraries. She left the Chamber and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

49 RESOLUTION:

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

That Council:

1. Make representation to the local State Member, in relation to the need for a sustainable State funding model for the ongoing provision of public library services.
2. Write to the Minister for the Arts and the Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of State funding for NSW public libraries, as well as legislation of all elements of the 2019/2020 to 2022/2023 NSW State funding model.
3. Take a leading role in lobbying for sustainable State government funding for libraries.
4. Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council's libraries, as well as involvement in any actions proposed by the Association.

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

Against the Motion: Councillors Conolly, Richards and Zamprogno.

Absent: Councillors Kotlash, Reynolds, Tree and Wheeler.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 043 **SS - Review of Council's Investment Policy - (95496)**

Previous Item: 150, Ordinary (28 June 2018)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

50 RESOLUTION:

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

That:

1. Council adopt the Investment Policy, as amended and attached as Attachment 1 to this report.
2. A further report be provided to Council on the implementation of Clause 11.4 of the Investment Policy and the divestment of funds.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 044 **SS - Pecuniary Interest Return - Designated Person - (95496, 96333)**

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

51 RESOLUTION:

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

That the Clause 4.21(a) Pecuniary Interest Return 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 Kotlash and Reynolds.

ORDINARY MEETING

Minutes: 10 March 2020

SECTION 4 – Reports of Committees

Item: 045 **ROC - Floodplain Risk Management Advisory Committee - 5 December 2019 - (86589, 124414)**

Previous Items: 016, Extraordinary (18 February 2020)

Directorate: City Planning

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as she announced the funding for the third crossing, duplication of North Richmond Bridge in her Federal Election Campaign. She left the Chamber and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

52 RESOLUTION:

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

That:

1. The Minutes of the Floodplain Risk Management Advisory Committee held on 5 December 2019 be received and noted.
2. In relation to Item 2 of the Minutes, that Council:
 - a) Thank and congratulate staff on the successful grant applications.
 - b) Officers seek details of any current flood studies of South Creek undertaken by Blacktown and Penrith Council's.
 - c) Engage in ongoing communication with other Councils in the Hawkesbury Nepean Valley with regard to Floodplain management.
3. In relation to Item D in General Business, that:
 - a) Infrastructure Committee members be invited to attend the next Flood Risk Management Advisory Committee in order to discuss the need for evacuation to be supported by appropriate infrastructure, and whether Council should consider recommending a higher flood immunity for the Richmond Bridge Duplication Project to ensure that the roads and access to the bridge are trafficable in a 1:100 level flood.

ORDINARY MEETING

Minutes: 10 March 2020

4. In relation to Item F in General Business, Council endorse the recommendation of the Floodplain Risk Management Committee, namely that:
 - a) Council send a letter to the SES seeking clarification on their communications with the community regarding evacuation west of the river in the event of flooding, including an impact statement for loss of power.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds, Richards and Tree.

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 March 2020

SECTION 5 – Notices of Motion

Item: 046 **NM1 - Ferry Closure Information - (79351, 125612)**

MOTION:

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

Refer to RESOLUTION

53 RESOLUTION:

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

That Council:

1. Seek clarification from the RMS regarding their established procedure for issuing community information about ferry closures and reopening, and
2. Request the RMS;
 - a) Provide Council with all information related to the three ferries within the Hawkesbury LGA but operated by RMS, as soon as such information is available, and
 - b) Expand the level of detail of information issued about ferry closures to include relevant information about any repairs or clean ups required, and an approximate time of reopening, and
3. Include, in the upcoming review of emergency management plans, a component investigating the adequacy of guidelines of communication, of information from agencies (RMS, RFS, SES, Police, Council) to the public, about road, bridge and ferry closures.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 March 2020

Item: 047 **NM2 - Request for a report regarding Council's spending during the current term of Council - (79351, 138879)**

Mr John Cupit and Mr Matthew Bennett addressed Council speaking for the recommendation.

MOTION:

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

Refer to RESOLUTION

54 RESOLUTION:

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

That Council prepare a report for Council's consideration prior to the end of April 2020 providing further information regarding Council finances, specifically:

1. Details of all transfers to and from Council's contingency reserve for the last 6 years;
2. The number of Full Time Equivalent staff and the vacancies and cost of those employees for the last 6 years;
3. The total cost of all external consultants used for the last 6 years and itemised by matter and cost.
4. A comparison of the total cost of legal advice incurred annually for the last 6 years, and the total cost of legal advice provided for in the original budgets adopted by Council. The report to include case-by-case commentary for any variances;
5. Estimates of the total income to be generated through biodiversity offsets in the current and future financial years, an explanation of how this income will be generated, and why this wasn't included in the original budget adopted by Council;
6. Estimates of the total additional income to be generated through property-related activities in the current financial year, an explanation of how this income will be generated, and why this wasn't included in the original budget adopted by Council.
7. Details of the Audit Committee's considerations of Council's December 2019 Quarterly Report.
8. Details of prepayments received over the last 6 years, and the impacts they have had on Council's final financial position.
9. Details of carryovers over the last 6 years, and the impacts they have had on Council's final financial position.
10. Comparison of infrastructure backlog, maintenance and capital works over the last 6 years.
11. Details of the 2019/2020 Works Program specifically the following;
 - Works completed to date
 - Works expected to be completed by 30 June 2020
 - Works that are expected not to be completed by 30 June 2020.
12. All information in the report be provided in a manner that rate payers can understand and be transparent.

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 March 2020

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

Against the Motion: Nil.

Absent: Councillors Kotlash and Reynolds.

ORDINARY MEETING

Minutes: 10 March 2020

CONFIDENTIAL REPORTS

55 RESOLUTION:

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

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 Council Chambers during consideration of the following items:

Item: 048 SS - License Agreements - 1 Dight Street, Windsor - (126231, 138919, 136331, 133248, 136756, 136338, 95496, 112016)

*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 they 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: 049 SS - Acquisition of Crown Land under Council' Management by Roads and Maritime Services - Part of Lot 7008 in DP 1029964 (now Lot 71 in DP 1238663) and Lot 34 in DP 752061, Bridge Street, Windsor - (14893, 100920, 95496)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(g) of the Local Government Act, 1993 as it relates to legal advice concerning ongoing Class 3 legal proceedings in the Land and Environment Court and the information is regarded as advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

Item: 050 SS - Property Matter - Lease to Upper Hawkesbury Power Boat Club - Club House - Governor Phillip Park, Windsor - (95496, 73829, 112106)

*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 they 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: 051 SS - Lease to Blefari Holdings Pty Ltd - Shop 6, Glossodia Shopping Village - (126147, 95496, 112106)Heading

*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 they 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.*

ORDINARY MEETING

Minutes: 10 March 2020

Item: 052 IS - Tender No. T00056 - Maintenance and Repair of SCADA and PLC Communications System - (95495, 112179)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d) of the Local Government Act, 1993 as it relates to details concerning tenders for the supply of goods and/or services to Council and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret 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.

The Mayor asked for representation from members of the public as to why Council should not go into closed Council to deal with these confidential matters.

There was no response, therefore, the Press and the public left the Council Chambers.

56 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Richards that open meeting be resumed.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 048 **SS - License Agreements - 1 Dight Street, Windsor - (126231, 138919, 136331, 133248, 136756, 136338, 95496, 112106)**

Previous Item: 022, Ordinary, (30 January 2018)
 026, Special, (18 February 2020)
 037, Ordinary, (25 February 2020)

Directorate: Support Services

MOTION:

The Director of Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Wheeler.

Refer to RESOLUTION

57 RESOLUTION:

The Director of Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Wheeler.

That:

1. Council agree to enter into new licence agreements with the existing tenants of the property known as Hawkesbury Professional Business Chambers, 1 Dight Street, Windsor, as outlined in this report, as well as any new tenants that are secured.
2. The General Manager be authorised to approve minor amendments to the licence agreements if necessary.
3. Authority be given for the licence agreements and any other relevant documentation in association with this matter to be executed under the Seal of Council.
4. Details of Council's resolution be conveyed to the proposed tenants, 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, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 049 **SS - Acquisition of Crown Land under Council's Management by Roads and Maritime Services - Part of Lot 7008 in DP 1029964 (now Lot 71 in DP 1238663) and Lot 345 in DP 752061, Bridge Street, Windsor - (14893, 100920, 95496)**

Previous Item: 32, Ordinary (23 February 2016)
 302, Ordinary (11 December 2018)
 210, Ordinary (12 November 2019)
 036, Ordinary (25 February 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

58 RESOLUTION:

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

That:

1. Council agree to enter into a Deed of Settlement with Transport for New South Wales ("TfNSW") for the Windsor Bridge Replacement Project.
2. In conjunction with part 1 above, Council agree to discontinue the Class 3 proceedings by instructing Council's Solicitor to complete and file a Notice of Discontinuance.
3. Authority be given for the Deed of Settlement and any other relevant documentation in association with this matter to be executed under the Seal of Council.
4. Authority be given for a copy of Council's resolution to be provided by Council's Solicitor to TfNSW, together with the advice that no binding agreement exists between the parties until the Deed of Settlement has been finalised and signed by both parties.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 050 **SS - Property Matter - Lease to Upper Hawkesbury Power Boat Club - Club House - Governor Phillip Park, Windsor - (95496, 73829, 112106)**

Previous Item: Ordinary, (13 December 2011)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

59 RESOLUTION:

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

That:

1. Council proceed to publicly exhibit and notify of the proposed lease to the Upper Hawkesbury Power Boat Club for the Clubhouse located at Governor Phillip Park, 1 Livingston Street, Windsor, 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 Upper Hawkesbury Power Boat Club for the Clubhouse located at Governor Phillip Park, 1 Livingston Street, Windsor, a further report be submitted to Council, or
 - b)
 - (i) Should no submissions be received, Council enter into a new lease with Upper Hawkesbury Power Boat Club for the Clubhouse located at Governor Phillip Park, 1 Livingston Street, Windsor, 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, Conolly, Garrow, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Kotlash, Lyons-Buckett, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 051 **SS - Lease to Blefari Holdings Pty Ltd - Shop 6, Glossodia Shopping Village - (126147, 95496, 112106) CONFIDENTIAL**

Previous Item: 165, Ordinary (12 September 2017)

Directorate: Support Services

MOTION:

The Director of Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Wheeler.

Refer to RESOLUTION

60 RESOLUTION:

The Director of Support Services advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Wheeler.

That:

1. Council agree to enter into a new lease with Blefari Holdings Pty Ltd for the property known as Shop 6, Glossodia Shopping Village, 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 Lessee, 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, Rasmussen, Richards, Ross, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillors Kotlash, Reynolds and Tree.

ORDINARY MEETING

Minutes: 10 March 2020

Item: 052 **IS - Tender No. T00056 - Maintenance and Repair of SCADA and PLC Communications System - (95495, 112179)**

Previous Item: 99, Ordinary (30 May 2017)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

61 RESOLUTION:

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

That:

1. The current contract for the "Maintenance and Repair of SCADA and PLC Communications System - Contract No T00056" between Council and ITECH Corporation and SAGE Automation be extended until midnight on 5 June, 2022 based on the existing terms and conditions of the contract.
2. The Seal of Council be affixed to any necessary documentation.

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

Against the Motion: Nil.

Absent: Councillors Kotlash, Lyons-Buckett, Reynolds and Tree.

The meeting terminated at 9:18pm.

Submitted to and confirmed at the Ordinary meeting held on 31 March 2020.

.....
Mayor

ordinary

section 2

mayoral minutes

ORDINARY MEETING
SECTION 2 – Mayoral Minute
Meeting Date: 31 March 2020

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

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 31 March 2020

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 31 March 2020

SECTION 3 – Reports for Determination

CITY PLANNING

Item: 053 **CP - Bushfire Recovery - (95498, 124414)**

Previous Item: 008, Extraordinary (18 February 2020)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to update Council regarding the planned bushfire recovery initiatives and seek Council's endorsement for expending the recently increased \$1.3 million Commonwealth Government bushfire recovery grant funds.

EXECUTIVE SUMMARY:

On 9 January 2020 the Commonwealth Government provided an initial allocation of \$1 million to 42 bushfire impacted councils, including Hawkesbury City Council. Council then considered a report in relation to this matter at its Extraordinary meeting held on 18 February 2020 – refer Item 008 https://www.hawkesbury.nsw.gov.au/data/assets/pdf_file/0017/143711/20200218Agenda.pdf

In doing so Council noted that a further report would be submitted in March 2020.

By way of letter dated 12 February 2020 the Commonwealth Government confirmed an additional allocation of \$300,000 to support recovery from the bushfires – a copy of which is attached to this report – Refer Attachment 1.

The original program of bushfire recovery initiatives has now been further developed, based on:

- The \$1.3 million Commonwealth Government bushfire recovery grant
- Potential additional funds from the Commonwealth Government
- Potential additional funds from the NSW State Government
- Additional council financial support / works in kind.

Council is required to provide a 'Program of Works' within three months and a progress report after 12 months. These reports are to be provided to the Office of Local Government which will be coordinating the response to the Commonwealth.

This report outlines the proposed updated bushfire recovery initiatives and expenditure of the \$1.3 million Commonwealth grant funds across the areas of:

- a) **Infrastructure** – \$220,000 in total, comprising \$85,000 from the Commonwealth and \$135,200 from other known sources
- b) **Waste, Environment and Planning** - \$500,200 in total comprising \$420,000 from the Commonwealth and \$80,200 from other known sources
- c) **Health and Wellbeing** - \$660,200 in total comprising \$560,000 from the Commonwealth and \$100,200 from other known sources
- d) **Business, Tourism and Industry** - \$505,200 in total comprising \$85,000 from the Commonwealth and \$420,200 from other known sources
- e) **Disaster Recovery Officer** - \$150,000 in total comprising \$150,000 from the Commonwealth.

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The total value of the recovery and renewal program at this point is \$2,035,800 comprising \$1.3 million from the Commonwealth Grant funds and a further \$735,800 from other sources.

Finally, it is important to note that this is not the total value of all recovery activities underway or proposed. Other Commonwealth and State Government initiatives are being delivered independently of Local Government oversight. As such it is not always possible to outline the details of the activities or the funds being allocated. Furthermore, the recovery program is still evolving and grants and other support programs continue to be released on a regular basis.

RECOMMENDATION:

That Council:

1. Endorse the proposed bushfire recovery and renewal program as outlined in the report indicating how the \$1.3 million Commonwealth grant funds will be expended.
2. Authorise works and expenditure on private properties impacted by the bushfires.
3. Note the General Manager's delegations and authority to waive fees, in this instance the delegation will be used in relation to matters involving the bushfire recovery and bushfire affected properties.
4. Note that further progress reports will be submitted to Council over coming months.

BACKGROUND

Council previously considered this matter at its Extraordinary meeting held on 18 February 2020.

As Council has previously noted, in the case of the Hawkesbury Local Government Area, the Gaspers Mountain and Grose Valley fires resulted in :

- 24 destroyed and 13 damaged homes
- One destroyed and 4 damaged facilities
- 65 destroyed and 30 damaged outbuildings
- 540 impacted rural landholders

By way of letter dated 12 February 2020 the Commonwealth Government confirmed an additional allocation of \$300,000 to support recovery from the bushfires. A program of bushfire recovery initiatives has now been developed, based on:

- the \$1.3 million Commonwealth Government bushfire recovery grant
- potential additional funds from the Commonwealth Government
- potential additional funds from the NSW State Government
- additional council financial support / works in kind.

The total value of the recovery and renewal program at this point is \$2,035,800 comprising \$1.3 million from the Commonwealth Grant funds and a further \$735,800 from other sources. The structure of the program of actions reflects the structure adopted by the NSW Government Regional Recovery program and can be summarised as follows:

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Program Area	Total	Commonwealth	State	Local
Infrastructure	\$220,200	\$85,000	\$125,000	\$10,200
<ul style="list-style-type: none"> Dangerous Trees on Council Roads, for example: Settlers Road, St Albans Road and Wollemi Road, Bulgamatta Road, Cnr Johnston, Pup Road, Ghost Hill Road Replacement Road Signs /' Direction Signs, in particular in the vicinity of St Albans and Upper MacDonald Improve performance of Telecommunications Towers in lead up to and post a fire/flood event Explore water infrastructure / tanks at fire sheds, boars / water resilience / stand pipes etc. Communications – sourcing information and linking it up into clearer and more direct messaging and communications back into the community 				

ORDINARY MEETING
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Program Area	Total	Commonwealth	State	Local
Waste, Environment & Planning	\$500,200	\$420,000		\$80,200
<ul style="list-style-type: none"> • Inspection of properties to ascertain post fire conditions – Council staff seconded to new role – in particular Trees and Buildings • Trees on private land near dwellings, associated dwelling fences, outbuildings and vehicular access thereto – Outside scope of NSW Public Works and Laing O'Rourke • Fire damaged vegetation waste • Planning Consultant – to assist / provide expert planning advice to prospective applicants • Broader "Place Based Planning Studies e.g. flora and fauna studies, that applicants can use • Free pre-lodgment meetings • Waive application fees • Waive contribution fees • Dedicated staff to support applicants – backfilled by other staff • Waive onsite sewerage fees • Remove illegally dumped rubbish and contaminated waste • Communications – sourcing information and linking it up into clearer and more direct messaging and communications back into the community 				

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Program Area	Total	Commonwealth	State	Local
Health and Well Being	\$660,200	\$560,000	\$50,000	\$50,200
<ul style="list-style-type: none"> • Recovery Project / Activities Colo – community resilience • Recovery Project / Activities Bilpin – community resilience • Recovery Project / Activities St Albans – community resilience • Community Support Meetings – Colo, Bilpin, St Albans • Community Recovery Workshops – end 2020 – Colo, Bilpin & St Albans • RFS Volunteers • Acknowledgment event/s • Free entry to pools – Free entry to camping grounds • Psychological Support and Counselling • Step by Step – 1 person 16 hrs per day until February 2021 • Step by Step – extension 1 person 16 hrs per day for 6 months until August 2021 • Additional outreach worker to support Step by Step Program until August 2021 • Community Development Worker – Recovery & Resilience – convene Wellbeing Committee and Identify Grass Roots initiatives that support Community Recovery until August 2021 • Funding for Grass Roots Initiatives administered by Wellbeing Committee • Additional Recovery & Resilience Projects administered by Council Staff • Additional / replacement waste collection services • Deferral of rates for fire affected residents in accordance with State Government Program • Deferral of rates for fire affected residents – outside scope of State Government program - in accordance with hardship policy – Council to pay the interest • Communications – sourcing information and linking it up into clearer and more direct messaging and communications back into the community 				

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Program Area	Total	Commonwealth	State	Local
Tourism and Business	\$505,200	\$85,000	\$200,000	\$220,200
<ul style="list-style-type: none"> • Re-filling dams • Re-filling potable water tanks for individual dwellings • Use local business and contractors to supply goods and services • Silage bails for fire impacted farmers • Promotion of local businesses and contractors to buy goods and services • Hawkesbury Community Resilience and Economic Recovery Actions – pursuant to Grant Application: • RSA signage and way finding • Business Recovery Co-Ordination of Agencies and Activities • Business Recovery – One on One Support for Tourism and other Businesses impacted by Fires • Grant Applications • Communications – sourcing information and linking it up into clearer and more direct messaging and communications back into the community 				
Proposed Expenditure	Total	Commonwealth	State	Local
Disaster Recovery Officer	\$150,000	\$150,000		
<ul style="list-style-type: none"> • Contract Position in accordance with LG Act – 12 – 18 months 				

COMMUNITY ENGAGEMENT

Whilst no consultation is required, the details of the proposed \$2,035,800 bushfire recovery and renewal program can be circulated within the community for information.

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.
 - 1.1.1 Council's elected leaders will actively connect and collaborate with the community.
- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
 - 1.4.1 Foster positive relationships with all tiers of government and peak bodies to ensure a thorough understanding of the challenges and local requirements of the Hawkesbury.
 - 1.4.2 Achieve higher strategic capacity through strategic alliances and partnerships.

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Our Community

- 2.1 Community safety is improved - Enable a shared responsibility for community safety and disaster management
 - 2.1.1 Meet the needs of our community through effective flood, fire and other natural disaster management plans that promote the protection of life, property and infrastructure.

Our Environment

- 3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment
 - 3.1.2 Act to protect and improve the natural environment including working with key agency partners.

DISCUSSION

The Bushfire Recovery Action Plan is an evolving document and has been developed to give attention to immediate recovery needs with work also identified for longer term recovery.

Council is cognisant that there have been various announcements regarding funding and needs to maximise the benefits of every available funding source. Council is also keen to work with local businesses and residents to carry out recovery actions where possible.

It is also proposed that a further reports be submitted to Council over the coming months.

FINANCIAL IMPACT

At this point in time there are no financial implications arising from this report. All initiatives in the proposed bushfire recovery and renewal program are funded from the \$1.3 million Commonwealth Government grant, within Council or other State and Commonwealth opportunities that have been identified to complement the \$1.3 million Commonwealth Government grant.

FIT FOR THE FUTURE STRATEGY CONSIDERATION

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:

- AT - 1** Correspondence dated 12 February 2020 regarding the payment of \$300,000 to further assist recovery.

ORDINARY MEETING
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AT - 1 Correspondence dated 12 February 2020 regarding the payment of \$300,000 to further assist recovery.



Australian Government
National Bushfire Recovery Agency

Cr Barry Calvert
Mayor
Hawkesbury City Council
PO Box 146
WINDSOR NSW 2756
council@hawkesbury.nsw.gov.au

Dear Cr Barry Calvert

I am writing to advise you of the Australian Government's decision to provide the Hawkesbury City Council with an additional payment of \$300,000 to support recovery from the Black Summer bushfire season.

It builds on the \$1 million Australian Government payment to your Council last month. The severity of the impact of the bushfires on the Hawkesbury City Council has been considered in determining the quantum of this payment.

This assistance will assist you lead local recovery efforts as you see fit.

Consistent with the previous payment to your Council, I request that a Program of Works for the allocation of this assistance be developed within three months and that you inform the National Bushfire Recovery Agency in 12 months' time on how the funding was used.

This assistance supplements the range of other support measures that are being provided by the Australian and State Governments, including but not limited to direct financial grants and concessional loans to fire affected small businesses and primary producers.

Should you require further information, please contact the National Bushfire Recovery Agency's NSW Liaison Officer, Jennifer Vinton, on Contact@bushfirerecovery.gov.au.

I trust this assistance is welcome and I wish you and your community all the best for its recovery.

Yours sincerely,


Andrew Colvin APM OAM
National Bushfire Recovery Coordinator

12 February 2020

Postal Address: PO Box 6500, CANBERRA ACT 2600
Telephone: +61 2 6271 5085 Fax: +61 2 6271 1234 www.bushfirerecovery.gov.au ABN: 18 108 001 191

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 31 March 2020

Item: 054 **CP - Exhibition of On-Site Sewage Management Policy - (95498, 96330)**

Previous Item: 234, Ordinary (10 December 2019)
 31, Ordinary (11 March 2003)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the outcome of the public exhibition of the Draft On-Site Sewage Management Policy and to seek Council's endorsement to adopt the On-site Sewage Management Policy.

EXECUTIVE SUMMARY:

The Draft On-site Sewage Management Policy was placed on public exhibition for a period of two months as a result of Council resolution on 10 December 2019. No submissions were received.

RECOMMENDATION:

That Council adopt the On-site Sewage Management Policy attached as Attachment 1 to the report.

REPORT:

BACKGROUND

On 10 December 2019, Council considered a report that proposed the public exhibition of the Draft On-site Sewage Management Policy. It was subsequently resolved:

"That:

- 1. Council receive and note the report.*
- 2. Council place the Draft On-Site Sewerage Management Policy on public exhibition for two months.*
- 3. Following the public exhibition of the draft On-Site Sewerage Management Policy, a further report be prepared for Council's consideration."*

Relevant Legislation

- Local Government Act 1993 (NSW)
- Protection of the Environment and Operations Act 1997 (NSW)
- Water Industry Competition Act 2006 (NSW)

DISCUSSION

The effective and successful management of domestic, commercial and industrial wastewater systems within the un-sewered areas of Hawkesbury is a non-discretionary role of Council. The aim of the draft

ORDINARY MEETING
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Policy is to guide the management of on-site sewage facilities and to protect and enhance public health and the environment. The draft Policy also ensures accountability by owners and operators for the correct operation and maintenance of on-site sewage management systems.

If adopted, the draft Policy will replace the Septic Safe Program - Sewage Management Facilities - Procedures for On-site Inspections, adopted at Council on 11 March 2003. The key difference between the two policies is that the draft Policy includes a risk classification that provides a mechanism for determining inspection frequency and the potential health and environmental risks.

COMMUNITY ENGAGEMENT

The Draft On-site Sewage Management Policy was publicly exhibited from 10 January 2020 to 28 February 2020 to cater for the Christmas/New Year holiday period.

The public exhibition was advertised in the Courier newspaper publication, and placed on Council's Website, Facebook Page and 'Your Hawkesbury Your Say' online engagement. Hard copies of the exhibition material were also placed at Council's Administration Building. No submissions were received.

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

- 1.2 Communication and engagement - Encourage an informed community and enable meaningful engagement.
 - 1.2.1 Provide open and clear lines of communication with the community that use the most current forms of digital technology.
 - 1.2.2 Council's communication will be enhanced to ensure community awareness and understanding of the role Council plays in everyday life in the Hawkesbury.

Our Environment

- 3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment
 - 3.1.2 Act to protect and improve the natural environment including working with key agency partners.
 - 3.1.4 Use a range of compliance measures to protect the natural environment.

FINANCIAL IMPACT

There are no financial implications arising from 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 benchmarks.

ATTACHMENTS:

AT - 1 On-Site Sewage Management Policy.

AT - 1 On-Site Sewage Management Policy



Hawkesbury City Council
Policy

On-Site Sewage
Management
Policy

Hawkesbury City Council

Adopted by Council at the
Ordinary Meeting Held on
<<Insert Date and Resolution Number>>

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 31 March 2020

Division:	City Planning	Policy Number:	Enter No
Branch:	Regulatory Services	Adopted Date:	Enter Date
Responsible Officer:	Manager - Regulatory Services	Next Review Date:	Enter Date
Director:	City Planning	Version:	Enter No

ORDINARY MEETING
SECTION 3 – Reports for Determination
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HAWKESBURY CITY COUNCIL POLICY
On-Site Sewage Management Policy

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HAWKESBURY CITY COUNCIL POLICY
On-Site Sewage Management Policy

1.0 TITLE

On-site Sewage Management Policy

2.0 PURPOSE

The purpose of this policy is define Council's role in the effective regulation of on-site sewage management systems in the Hawkesbury Local Government Area in order to preserve the waterways, community health and the environment.

3.0 SCOPE

This policy applies to:

- All existing and proposed domestic on-site sewage management facilities (SMFs)
- Commercial On-site Sewage Management Facilities
- Greywater reuse
- Unsewered properties in the Hawkesbury City LGA.

4.0 OBJECTIVE

The objectives of the Policy are aligned with the on-site sewage performance standards that are set out in the Local Government (General) Regulation 2005 which provides that a system of sewage management must be operated in a manner that achieves the following performance standards:

- (a) The prevention of the spread of disease by micro-organisms
- (b) The prevention of the spread of foul odours
- (c) The prevention of contamination of water
- (d) The prevention of degradation of soil and vegetation
- (e) The discouragement of insects and vermin
- (f) Ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned
- (g) The minimisation of any adverse impacts on the amenity of the premises and surrounding lands
- (h) If appropriate, provision for the re-use of resources (including nutrients, organic matter and water)

5.0 ROLES AND RESPONSIBILITY

Authorised Officer	Roles & Responsibilities
Responsible Officer or Staff member	Conducting inspections on the various types of on-site sewage management systems throughout the LGA
SMF Program Coordinator / Environmental Health Coordinator	Co-ordinating the day to day inspection activities / maintaining budget and ensuring Program is on target
Manager	Oversee Sewage Management Facilities program

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HAWKESBURY CITY COUNCIL POLICY
On-Site Sewage Management Policy

6.0 DEFINITIONS

Glossary of Terms

LGA	Local Government Area
Policy	A plan or course of action, as of a government, political party, or business, intended to influence and determine decisions, actions, and other matters
SMF	(On-site) Sewage management facility

7.0 RELATED DOCUMENTS

Legislation

The Local Government Act 1993 (NSW) and the Local Government (General) Regulation 2005 (NSW) require an approval to install/alter an on-site sewage management system and a separate approval to operate a system of sewage management.

For the purposes of an approval to operate a system of sewage management, Section 103 of the *Local Government Act* states that an approval is to expire after five years from the date of approval. Council can choose to vary the period of the approval based on environmental risk, which in turn will influence the frequency of renewal.

Additional legislative instruments and guidance documents include:

- *Protection of the Environment and Operations Act, 1997 (NSW)*
- *Water Industry Competition Act, 2006 (NSW)*

The standards and guidelines indicated within the plan/policy should be read in conjunction with the requirements of:

- AS/NZS 1547 – “On-site domestic wastewater management”
- Environment and Health Protection Guidelines (1998)

These documents provide information for the assessment and evaluation of land suitability for effluent disposal.

Related Safe Work Method Statements (SWMS)

SWMS – EHO-001 – General Duties for Environmental Health Officers
SWMS – SMF-001 – Lifting Inspection Lids Using Swift Lifts

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HAWKESBURY CITY COUNCIL POLICY
On-Site Sewage Management Policy

Procedures

Item	Criteria
Which on-site sewage management systems?	<ul style="list-style-type: none">• All domestic and commercial on-site sewage management systems
When are inspections undertaken?	<ul style="list-style-type: none">• In accordance with risk classifications (High – 1 year; Medium – 3 years; & Low – 5 years)• If complaints are received• If requested by owner/operator• Pre-purchase inspection (impending a sale of a property)
Who performs the inspection?	<ul style="list-style-type: none">• Sewage Management Facility Program Co-ordinator• Council's Sewage Management Facility Technical Officers
Why inspect on-site sewage management systems?	<ul style="list-style-type: none">• To determine operating status and compliance with standards and guidelines
Fees charged	<ul style="list-style-type: none">• The fees which are charged are updated annually in accordance with Hawkesbury City Council's Annual Fees and Charges Policy
Records	<ul style="list-style-type: none">• Audit sheets are maintained electronically• Approval to Operate is sent to owner• Pre-purchase inspection report is sent to applicant

SPECIFIC REQUIREMENTS FOR SPECIAL CIRCUMSTANCES

Applications that require a wastewater report

A wastewater report is required to be provided for any application for On-site Sewage Management Systems for properties sizes of 4000 square meters or less. A wastewater report will need to demonstrate that the property taking into account the disposal area, size of the disposal area, soil type and environmental conditions will allow the wastewater to be appropriately disposed of without harm to the environment or impact to adjoining properties.

Dual Occupancies

For applications of an on-site sewage management system where an attached or detached dual occupancy or where a separate dwelling is proposed, two applications will be required for two independent systems.

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HAWKESBURY CITY COUNCIL POLICY
On-Site Sewage Management Policy

RISK CATEGORIES & INSPECTION FREQUENCY

All existing systems are risk classified according to specific criteria. The risk classification provides a mechanism for determining inspection frequency and the potential health and environmental risks. Three risk classifications are identified in table 1 and risk classifications are explained in table 2 below.

Table 1

On Site Sewage Management System Risk Categories	Risk Classification	Indicative Inspection Frequency
High	High	1 year
Medium	Medium	3 years
Low	Low	5 years

In some circumstances, not ALL criteria within a particular category may apply to either the system or location. In this instance, the officer performing the inspection must make a discretionary decision whether there is sufficient reason to move the system into a higher or lower risk category. Generally though, classifying a system to a higher or lower risk category based on one non-complying criterion would not be warranted.

Table 2
On Site Sewage Management System Risk Classification Criteria

Indicative Criteria	High Risk	Medium Risk	Low Risk
Land Area	<1000m ²	1000 – 4000m ²	>4000m ²
Soil type	Clay or Sand	Loam	Loam
Soil Structure	Weak/massive	Moderate structure	Good structure
Flooding	Flood prone	Flood prone/Not flood prone	Not flood prone
System Type	Primary	Primary Secondary	Secondary or better Primary that complies with today's standards
Depth to Groundwater or Hardpan	<0.6 metre	0.6 – 1.0 metres	>1 metres
Slope	>20%	10 – 20%	<10%
Drinking Water Catchment	Yes	Yes/No	No
Buffer distances	Not comply	Partial compliance	Comply
Property Type	Commercial (>10kL/day) Residential	Commercial (<10kL/day) Residential	Residential
Hydraulic Load	High	Medium	Low
Maintenance regime	Poor maintenance	Regular maintenance eg. Servicing and desludging records	Regular maintenance eg. Servicing and desludging records
Occupancy	Lower occupancy may justify a reduction in the risk level.		
Locality (suburb) influence	Waterway proximity Flood prone High groundwater Topography Drinking water catchment Suburb population OSMS density		

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 055 **IS - Hawkesbury Boating Events - Governor Phillip Park Exclusive Use Approval - (95495, 79354, 73829, 74204, 92138)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is, in accordance with Council Policy, to seek Council approval for a number of boating events to be held at Governor Phillip Park.

EXECUTIVE SUMMARY:

The Upper Hawkesbury Power Boat Club, Ski Racing NSW Inc. and NSW Waterski Federation Ltd had sought exclusive use of Governor Phillip Park for a number of race events for the 2020/2021 season. Subsequent to those applications, a number of the events have been cancelled or potentially postponed due to COVID-19.

The events include:

- Double Dash – Sunday, 3 May 2020 (this event has since been cancelled)
- The Bridge to Bridge Water Ski Classic – Saturday, 23 and Sunday, 24 May 2020 (rescheduled date for 2019 event) (this event has since been cancelled)
- Hawkesbury 120 Ski Race Classic' – to be held over a Saturday and Sunday (date to be determined) (this event has since been cancelled)
- The Boat Races Spectacular – Saturday, 19 and Sunday, 20 September 2020
- The Bridge to Bridge Water Ski Classic – Saturday, 28 and Sunday, 29 November 2020
- USA vs. America - Saturday, 15 and Sunday, 16 January 2021

Races have been conducted annually over many years, attract visitors and contribute to the local economy in addition to providing high profile sporting events for the area. As further events may be cancelled/postponed it is recommended the General Manager should be given authority to negotiate exclusive use on an alternative date, if required by the applicant.

RECOMMENDATION:

That:

1. Council note the cancellation of the Upper Hawkesbury Power Boat Club Double Dash event.
2. Council note the cancellation of the NSW Waterski Federation Ltd Bridge to Bridge Water Ski Classic event.
3. Approval be granted to Upper Hawkesbury Power Boat Club for 'exclusive use' of Governor Phillip Park for the Boat Races Spectacular to be held on Saturday, 19 and Sunday, 20 November 2020.
4. Approval be granted to Ski Racing NSW Inc for 'exclusive use' of Governor Phillip Park for the Hawkesbury 120 Ski Race Classic' to be held on a Saturday and Sunday in August/September 2020.

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5. Approval be granted to NSW Waterski Federation Ltd for 'exclusive use' of Governor Phillip Park for the Bridge to Bridge Water Ski Classic to be held on Saturday, 28 and Sunday, 29 November 2020.
6. Approval be granted to Upper Hawkesbury Power Boat Club for 'exclusive use' of Governor Phillip Park for the USA vs America to be held on Saturday, 15 and Sunday, 16 January 2021.
7. The approvals be subject to the following conditions/documents:
 - a) Council's general park conditions
 - b) Council's Fees and Charges
 - c) The Windsor Foreshore Plan of Management
 - d) The Governor Phillip Exclusive Use Policy
 - e) The Governor Phillip Noise Policy
8. A Traffic Management Plan which has been approved as part of the Special Event Application.
9. As the applicants have not advised alternative dates in the event of inclement weather or other circumstances, the General Manager be given authority to negotiate exclusive use on an alternative date, if required by the applicant.

BACKGROUND

The Upper Hawkesbury Power Boat Club, Ski Racing NSW Inc and NSW Waterski Federation Ltd had sought exclusive use of Governor Phillip Park for a number of race events for the 2020/2021 season.

The Upper Hawkesbury Power Boat Club requested exclusive use of Governor Phillip Park for three events. These include:

- Double Dash to be held on Sunday, 3 May 2020 from 9am to 7pm. The event will attract up to 200 visitors. (this event has since been cancelled in response to COVID-19).
- The Boat Races Spectacular to be held on Saturday, 19 and Sunday, 20 September 2020 from 9am to 7pm. Up to five hundred people are expected to attend this event. The event requires non-exclusive use for set up on Friday, 18 November 2020.
- USA vs America event to be held on Saturday, 15 and Sunday, 16 January 2021. The event requires non-exclusive use for set up and take down either side of these two days. The event will run from 9am to 7pm each day and expects to attract up to 1,000 visitors.

NSW Waterski Federation Ltd have requested exclusive use of Governor Phillip Park for the 'Bridge to Bridge Water Ski Classic' on Saturday, 23 and Sunday, 24 May 2020 (rescheduled date for 2019 event - this event has since been cancelled in response to COVID-19) and Saturday, 28 and Sunday, 29 November 2020 for this year's event.

Ski Racing NSW Inc have requested exclusive use of Governor Phillip Park for the 'Hawkesbury 120 Ski Race Classic' on a Saturday and Sunday in August/September 2020. The organisers are yet to finalise their dates. The event generally runs from 8am to 5pm and attracts around 2,000 visitors.

These events are regular fixtures at Governor Phillip Park. They are well coordinated, receive good attendance, and are considered to provide positive benefits to both the community and local businesses as well as providing a high profile sporting events for the area.

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Separately to the exclusive use applications the events will also be required to obtain approval for traffic management, which is undertaken as part of the Special Event Application. A number of the events have also applied for sponsorship under the Round 1 of the Event Sponsorship Program 2020/2021. A separate Event Sponsorship report will be prepared for a future meeting, to enable Council to make a decision about any financial and in-kind sponsorship that may be provided for the events.

As the current COVID-19 situation may require postponement, the delegation to the General Manager to approve the actual dates is proposed.

Location Plan

Government Phillip Park



DISCUSSION

The use of Governor Phillip Park is directed by the Windsor Foreshore Plan of Management, councils Fees and Charges, the Governor Phillip Exclusive Use Policy and the Governor Phillip Noise Policy. All these documents support events within Governor Phillip Park with certain restrictions such as noise limits and not having events too close to one another that would affect local residents and users of the Reserve.

The Exclusive Use Policy requires the matter to be approved by Council.

COMMUNITY ENGAGEMENT

The event organisers are required to letter box drop all affected residents prior to the event, outlining the activity and providing a contact to resolve any issues.

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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.

4.3 Places and Spaces - Provide the right places and spaces to serve our community

4.3.1 Provide a variety of quality passive recreation spaces including river foreshores, parks, bushland reserves and civic spaces to enhance our community's health and lifestyle.

4.3.2 Provide a variety of quality active recreation spaces including playgrounds, sporting fields, pool, stadium and multipurpose centres to enhance our community's health and lifestyle.

4.3.3 Provide a variety of quality shared spaces including meeting spaces accommodating public art, cultural and environmental amenity to enhance our community's health and lifestyle.

4.3.4 Manage commercial spaces available for business and investment across the Hawkesbury's local centres.

FINANCIAL IMPACT

Council has a fee and charge for exclusive use events for set up, event days and clean up (post event). These events thus generate income for Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 056 **SS - Monthly Investment Report - February 2020 - (95496)**

Previous Item: 150, Ordinary (26 June 2018)

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 \$58.44 million in investments at 29 February 2020 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION:

It is recommended that the Monthly Investments Report for February 2020 be received and noted.

BACKGROUND

The following table indicates that Council held \$58.44 million in investments as at 29 February 2020.

Details of 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, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
On Call								
CBA	A1+	AA-			0.75%	5,200,000	8.90%	
Tcorp*					1.07%	2,120,174	3.63%	
Total On-call Investments								7,320,174
Term Investments								
ANZ	A1+	AA-	17-Apr-19	17-Apr-20	2.35%	1,500,000	2.57%	
ANZ	A1+	AA-	24-Apr-19	06-May-20	2.35%	1,000,000	1.71%	
ANZ	A1+	AA-	03-May-19	06-May-20	2.25%	2,000,000	3.42%	
ANZ	A1+	AA-	15-May-19	25-May-20	2.25%	1,000,000	1.71%	
ANZ	A1+	AA-	19-Jun-19	18-Jun-20	1.90%	1,000,000	1.71%	
ANZ	A1+	AA-	07-Feb-20	04-Nov-20	1.50%	2,000,000	3.42%	
ANZ	A1+	AA-	15-Jan-20	09-Dec-20	1.50%	2,000,000	3.42%	
CBA	A1+	AA-	02-Mar-18	04-Mar-20	2.79%	1,000,000	1.71%	
CBA	A1+	AA-	04-Apr-18	03-Apr-20	2.85%	1,000,000	1.71%	

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Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
CBA	A1+	AA-	23-Aug-19	08-Jul-20	1.63%	1,000,000	1.71%	
NAB	A1+	AA-	06-Mar-19	05-Mar-20	2.65%	1,000,000	1.71%	
NAB	A1+	AA-	26-Jun-19	25-Mar-20	1.97%	1,000,000	1.71%	
NAB	A1+	AA-	23-Oct-19	25-Mar-20	1.60%	1,000,000	1.71%	
NAB	A1+	AA-	31-May-19	29-Apr-20	2.20%	1,000,000	1.71%	
NAB	A1+	AA-	30-Oct-19	25-May-20	1.53%	1,000,000	1.71%	
NAB	A1+	AA-	21-Nov-19	25-May-20	1.50%	1,500,000	2.57%	
NAB	A1+	AA-	06-Nov-19	08-Jul-20	1.53%	1,500,000	2.57%	
NAB	A1+	AA-	09-Aug-19	12-Aug-20	1.70%	1,000,000	1.71%	
NAB	A1+	AA-	10-Sep-19	12-Aug-20	1.66%	3,500,000	5.99%	
NAB	A1+	AA-	30-Oct-19	23-Sep-20	1.47%	1,000,000	1.71%	
NAB	A1+	AA-	18-Dec-19	14-Oct-20	1.52%	2,000,000	3.42%	
NAB	A1+	AA-	19-Feb-20	14-Oct-20	1.51%	1,000,000	1.71%	
NAB (SIRA cash deposit)	A1+	AA-	22-Jan-20	22-Oct-20	1.53%	620,000	1.06%	
NAB	A1+	AA-	21-Nov-19	20-Nov-20	1.45%	1,500,000	2.57%	
NAB	A1+	AA-	15-Jan-20	12-Jan-21	1.55%	1,500,000	2.57%	
NAB	A1+	AA-	07-Feb-20	10-Feb-21	1.53%	1,000,000	1.71%	
NAB	A1+	AA-	19-Feb-20	19-Feb-21	1.50%	1,000,000	1.71%	
Westpac	A1+	AA-	14-Mar-18	13-Mar-20	2.81%	500,000	0.86%	
Westpac	A1+	AA-	04-Apr-19	03-Apr-20	2.41%	2,500,000	4.28%	
Westpac	A1+	AA-	18-Apr-18	17-Apr-20	2.93%	500,000	0.86%	
Westpac	A1+	AA-	31-May-19	03-Jun-20	2.07%	1,000,000	1.71%	
Westpac	A1+	AA-	19-Jun-19	18-Jun-20	1.90%	1,500,000	2.57%	
Westpac	A1+	AA-	26-Jun-19	24-Jun-20	1.83%	1,000,000	1.71%	
Westpac	A1+	AA-	09-Oct-19	08-Jul-20	1.60%	3,500,000	5.99%	
Westpac	A1+	AA-	06-Dec-19	23-Sep-20	1.53%	4,000,000	6.84%	
Westpac	A1+	AA-	20-Feb-20	22-Feb-21	1.50%	1,000,000	1.71%	
Total Term Investments								51,120,000
TOTAL INVESTMENT AS AT 29 February 2020								58,440,174

*Tcorp is wholly owned by the NSW State Government

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	7,320,174	0.84%	Reserve Bank Cash Reference Rate	0.75%	0.09%
Term Deposit	51,120,000	1.82%	UBS 90 Day Bank Bill Rate	0.88%	0.94%
Total	58,440,174	1.70%			

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Restricted/Unrestricted Funds

Restriction Type	Amount \$
External Restrictions –S7.11 and S7.12	14,436,898
External Restrictions - Other	14,748,447
Internal Restrictions	13,998,173
Unrestricted	15,256,656
Total	58,440,174

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 sufficient 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.

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 or not investments have been made in accordance with the Act, the Regulation and the Council's Investment Policy.

DISCUSSION

During the reporting period, the investment portfolio increased by \$1.6 million reflecting funds received, payments made, and redemption of invested funds and lodging of new term deposits, which is driven by cash flow requirements.

The investment portfolio currently involves a number of term deposits and on-call accounts. Council's current investment portfolio is not subject to share market volatility.

As at 29 February 2020, Council's investment portfolio is all invested with major Australian trading banks and in line with Council's Investment Policy.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Independent advice is sought on new investment opportunities, and Council's investment portfolio is independently reviewed on a regular basis by Council's investment advisor.

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Potential Impact of Coronavirus (COVID-19)

Council's Investment Advisor is providing regular advice to Council during the evolving situation regarding the Coronavirus (COVID-19). This advice is guiding Council's current investment strategy. In summary Council was advised to:

- **Be Conservative:** The advice is for any monies from term deposits or securities that are maturing be either kept in cash or re-invested in major bank term deposits to match anticipated cash outflows going forward.
- **Maintain Liquidity in the Portfolio:** The advice is that Council plan its cash flows to meet both anticipated (and also some unanticipated) net outflows as they arise.
- **The risk is that risks will emerge:** The most likely risks are short term liquidity and long term solvency for Banks. However, it is unlikely that any bank will fail due to liquidity issues as the Reserve Bank is the lender of last resort. At this point it would be prudent to invest with major Banks.

Council, guided by its Investment Advisor, will continue to review the investment strategy as the situation evolves. Reporting to Council is also being reviewed to ensure Council and the community remain informed on Council's investing activities and performance.

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.

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. It is to be noted that income earned from investments is starting to track slightly below budget. This is due to:

- Lower than anticipated interest rates being achieved on Investments as they mature
- Council using its working capital (available cash) in lieu of borrowing externally for its Infrastructure Program earmarked to be funded through borrowings. This strategy is being applied as the interest payable on external borrowings is higher than the interest rates being achieved when investing funds.

The lower income on investments is, however offset by savings in interest on borrowings.

The impact of the Coronavirus (COVID-19) on future interest earnings is at this stage unknown. Accordingly, a conservative approach has been taken when estimating this source of income for the 2020/2021 financial year.

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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

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Item: 057 **SS - Land Revaluation Distribution of Rates - (95496)**

Previous Item: 027, Ordinary (25 February 2020)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide an overview of the outcome of the Valuer General's land valuations within the Hawkesbury City Council Local Government Area undertaken in late 2019. Council considered a report regarding this matter at its meeting on 10 March 2020. This report provides further details regarding the impact on Rates for the different Rating Categories and suburbs.

EXECUTIVE SUMMARY:

The Office of the New South Wales Valuer General (Valuer General) conducts a valuation of each Local Government Area approximately every three years. In accordance with the valuation cycle, the Valuer General has undertaken a valuation of each Local Government Area, including the Hawkesbury Local Government Area.

The land values arising from this valuation will be used for rating purposes, commencing in the 2020/2021 financial year and then until the next valuation.

The 2019 valuation has resulted in the total rateable land valuations increasing from \$12.64 billion to \$14.14 billion, an average increase of 11.87% across all rating categories and sub-categories. This increase was primarily influenced by slight increases in residential and strong increases in industrial and commercial land values.

Residential land values increased by 11%; however the market has slowed down in the past 12 months. There has been only a slight increase of 8% in the rural market.

There has been a strong overall increase of 23% in commercial land values, and a very strong increase of 79% in industrial land values. These increases have particularly impacted properties rated as Business in the areas of Vineyard, McGraths Hill, Mulgrave and South Windsor.

The increase in land values will not result in any increase in rating income. The current total level of rating income is capped by the NSW State Government. The changes in valuation are used to determine how rate are distributed across properties based on the 2019 valuation.

It should be noted that the values quoted in this report are based on the valuation figures received from the Valuer General. These values may be subject to further change prior to use in the 2020/2021 rates levy, as a result of any objections by owners and subsequent reviews by the Valuer General.

The matters discussed within this report were presented to the Councillors at the Councillor Briefing Session on 24 March 2020.

RECOMMENDATION:

That the information concerning the valuation of properties within the Hawkesbury City Council Local Government Area, and the impact on Rates payable be received and noted.

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BACKGROUND

The Valuer General conducts a valuation of each Local Government Area approximately every three years. A valuation of the Hawkesbury Local Government Area was previously undertaken in 2016. These land values currently have been used for rating purposes since the 2017/2018 rates levy.

In accordance with the Valuer General valuation cycle, a valuation of the Hawkesbury City Council Local Government Area was undertaken in late 2019.

The Valuer General bases its land valuations on a range of factors, including, but not limited to, property sales data in the area and restrictions on the property.

The Land Value for each property, as determined by the Valuer General, is used by Council to determine the general rates applicable to the property in accordance with the rating structure applicable to the respective rating categories and sub-categories thereof.

1. Recent Developments and Important Points to Note

At a recent Rates conference a representative of the NSW Valuer General verbally advised that councils affected by bush fires and drought may have the opportunity to apply for a full revaluation of their area. At this late stage the full details of the process and the associated implications is not known. This recent development could mean the land values and associated impacts that have been modelled at this stage, could change over time.

Valuations for all properties in the area are issued to Council for the purpose of levying Rates. Whilst the land valuations issued will be used by Council for rating purposes, these values are subject to objection by the owners. Land Valuations will be posted to land owners in the Hawkesbury in May 2020. Land owners will have 60 days from the date on the Notice of Valuation to object their land valuation. If an objection is upheld, a new land value will be issued by the NSW Valuer General and the Rates adjusted accordingly.

Amounts reported in this document are based on Averages. These amounts are intended for Council to get a general indication only of the impact of land valuations on the various suburbs. Accordingly, they are only indicative of the likely amounts applicable to individual properties. Within each suburb there are outliers that could vary from the 'Average'. Further statistical measures are being calculated and will be forwarded to Council in due course.

It is understood that Land owners will be forwarded their Notice of Land Valuation in May 2020.

Covid – 19

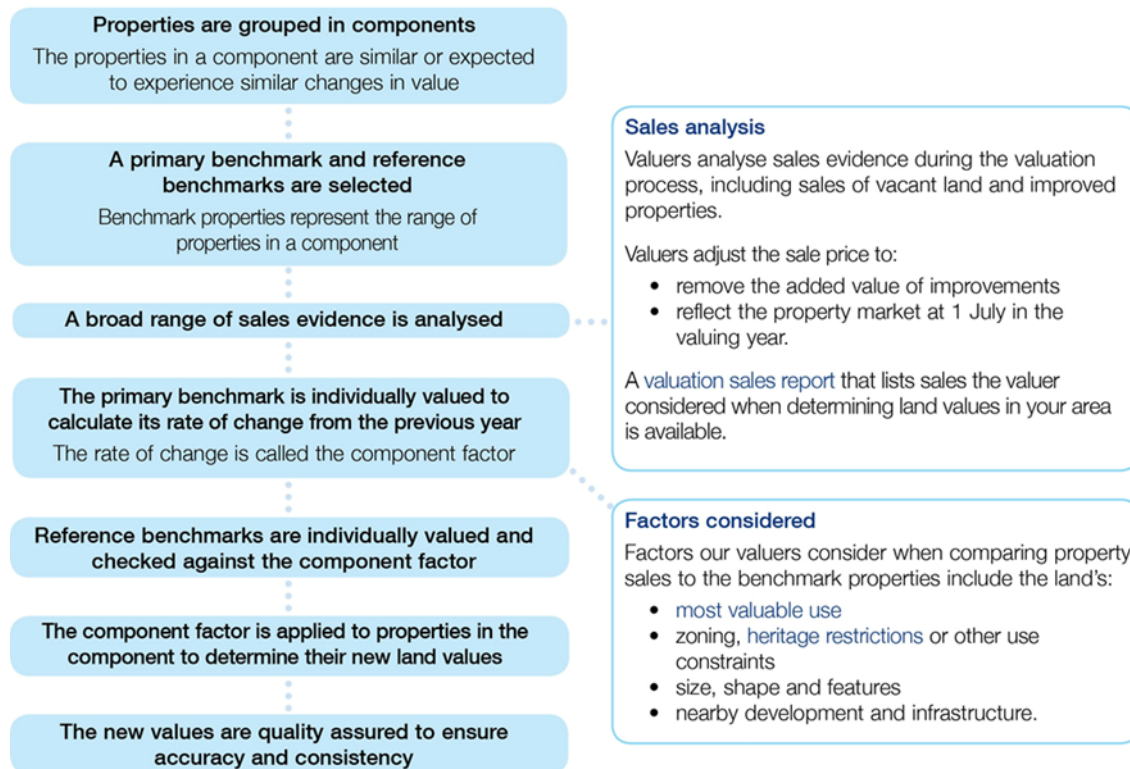
Council is conscious that some of its ratepayers may be experiencing a difficult time due to the impact of Covid – 19. Residential ratepayers may be experiencing unemployment and for sole traders, a significant loss in income, whilst businesses and farmland property owners may be facing the prospect of closing down. Accordingly, the Hardship Policy is being reviewed and avenues to assist all ratepayers experiencing difficulties are being explored.

2. Valuation Methodology

The Land Value for each property, as determined by the Valuer General, is used by Council to determine the general rates applicable to the property in accordance with the rating structure applicable to the respective rating categories and sub-categories thereof.

The image below summarises the valuation methodology used by the NSW Valuer General.

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3. Valuation Outcome

The 2019 valuation has resulted in the total rateable land valuations increasing from \$12.64 billion to \$14.14 billion, an average increase of 11.87% across all rating categories and sub-categories.

Overall land values increased by 12%, primarily influenced by slight increases in residential and strong increases in industrial and commercial land values. Residential land values increased by 11%; however the market has slowed down in the past 12 months. There has been a strong increase overall of 23% in commercial land values and a very strong increase of 79% in industrial land values. These increases have particularly impacted properties rated as Business in the areas of Vineyard, McGraths Hill, Mulgrave and South Windsor.

There has been a slight increase of 8% in the rural market.

Relevant Legislation

In accordance with Section 498 of the Local Government Act 1993, land valuations provided by the Valuer General are used for rating purposes.

DISCUSSION

The 2019 valuation has resulted in the total rateable land valuations increasing from \$12.64 billion to \$14.14 billion, an average increase of 11.87% across all rating categories and sub-categories.

As a result of the 2019 land valuations, there is a shift of 2% of the Notional Yield from the Residential category to the Business category as shown in Table 1:

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Table 1 – Distribution of the Notional Yield

Category	2020/2021 Notional Yield based on 2016 Valuations (\$)	2020/2021 Notional Yield based on 2016 Valuations (%)	2020/2021 Notional Yield based on 2019 Valuations (\$)	2020/2021 Notional Yield based on 2019 Valuations (%)	Change (%)
Residential	\$36M	85%	\$35M	83%	-2%
Business	\$4.4M	11%	\$5.3M	13%	+2%
Farmland	\$1.7M	4%	\$1.8M	4%	Nil
Total	\$42.1M	100%	\$42.1M	100%	

Table 2 provides a summary of the overall effects of the valuation on land values in each rating category and sub-category.

Table 2 - Land Values Summary

Category	No. of Rateable Properties	2016 Total Land Value	2016 Average Land Value	2019 Total Land Value	2019 Average Land Value	Change in Average Land Value \$	Change in Average Land Value %	Change in CPI
Residential	24,330	\$11,109,235,292	\$456,606	\$12,160,084,221	\$499,798	\$43,192	9.5%	5%
Business	1,560	\$813,605,791	\$521,542	\$1,135,873,196	\$728,124	\$206,582	39.6%	5%
Farmland	605	\$721,017,000	\$1,191,764	\$847,931,100	\$1,401,539	\$209,775	17.6%	5%
Total	26,495	\$12,643,858,083		\$14,143,888,517				

1. Impact on Rates

The impact of the 2019 land valuations on the average rates for each respective rating category is summarised in Table 3:

Table 3 – Impact on Rates

Category	Average Rates based on 2016 Land values	Average Rates based on 2019 Land values	Change in Average Rates due to land valuation
Residential	\$1,478	\$1,440	-\$38
Business	\$2,824	\$3,374	+\$550
Farmland	\$2,891	\$2,980	+\$89

The increase in land values will not result in an increase in rating income. The rating income for 2020/2021 will be based on the 2019/2020 rating income increased by the allowable rates increase and the impact of growth. The land valuation process merely redistributes the total rates income amongst the different rating categories and properties therein. The total “pool” of rates that Council will levy in 2020/2021 is capped by the NSW State Government and is not increased as a result of a Land valuation.

The impact on rates payable by each property will, to varying extents, be impacted as follows:

- The change in the relative proportion of the Notional Yield between the different rating categories
- The movement in the land value of the property relative to the average movement in land value within the applicable rating category
- The land value of each individual property
- The level of the Base Amount

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As shown in Table 1 above, the 2019 land valuations have resulted in a shift of the proportion of the Notional Yield collected from each respective Rating category. For 2020/2021, an additional 2% of the Notional Yield will be collected from the Business Rating category, offset with a corresponding 2% reduction in the amount collected from the Residential Rating category. This shift has resulted in changes to the average rates applicable to each respective Rating category.

The impact on rates payable by each respective property will depend on the increase or decrease in land value relative to other properties. Generally, if the land value of a property has increased by more than the average increase across the rating category, that property will experience an increase in rates payable. On the other hand if a property experiences an increase lower than the average increase, that property will experience a decrease in rates payable.

The impact of changes in land values is also partly driven by the extent of reliance on land value in the rating structure. The higher the proportion of rates revenue a council collects through the ad valorem rate, the higher the impact of a land revaluation on rates payable.

Where a council has a rating structure based solely on an ad valorem rate, properties are impacted to the full extent with the applicable land valuation changes. Where a rating structure has a reduced reliance on the ad valorem rate, such as structures including Base Amounts, the impact of a land valuation is reduced to some extent. This applies to both increases and decreases in property land values. Council's current rating structure includes a Base Rate of 30% for the Residential category, with the Residential category Base Amount being applicable to the Business and Farmland categories all the rating categories.

The value of the property also plays a part, with lower valued properties such as units being less impacted by changes in land valuations due to the relatively larger proportion of the applicable Rates being made up of the fixed Base Amount.

Tables 4 to 15 provide detail of the impact of the land valuations on the different Rating Categories and Suburbs within the Hawkesbury area. The Tables display information on selected suburbs. The selection has been based on number of ratepayers within the respective suburbs and the extent of the impact of changes in land values on Rates payable for 2020/2021. A full list of suburbs and the relevant information is attached as Attachment 1 to this report.

2. The Residential Category

Table 4 relates to Changes in Land Values. The Table indicates the likely changes, subject to any objections, in the average land values in the most populated suburbs within the Residential Rating Category. The suburbs shown in Table 4 have been selected, and ordered, based on the number of properties, and therefore indicates the number of ratepayers impacted.

The Table compares the Average Land Value in 2016 (previous Land Valuation) and the Average Land Value in 2019 (latest Land Valuation). The Table shows the change in \$ value and what this change is as a % of the Average Land Value in 2016.

Whilst the majority of the suburbs listed have been impacted by an increase in land value, due to the shift in total land value between the Residential Category and the Business category as referred to earlier, these increases will not necessarily result in an increase in Rates arising from the land valuation process.

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Table 4 – Residential Category – Changes in Average Land Value

Suburb	No. of properties	Average Land Value 2016	Average Land Value 2019	Change in Average Land Value (\$)	Change in Average Land Values (%)
NORTH RICHMOND	2,453	\$360,505	\$387,259	\$26,754	7.42%
SOUTH WINDSOR	2,306	\$295,800	\$333,254	\$37,454	12.66%
BLIGH PARK	2,246	\$290,364	\$324,626	\$34,262	11.80%
RICHMOND	2,172	\$281,267	\$311,661	\$30,394	10.81%
PITT TOWN	1,247	\$686,915	\$725,367	\$38,452	5.60%
KURRAJONG	1,121	\$528,439	\$566,053	\$37,614	7.12%
HOBARTVILLE	1,082	\$371,750	\$354,881	-\$16,869	-4.54%
WILBERFORCE	977	\$511,912	\$592,669	\$80,757	15.78%
GLOSSODIA	949	\$396,199	\$493,891	\$97,692	24.66%
MCGRATHS HILL	894	\$367,803	\$402,123	\$34,320	9.33%
WINDSOR	729	\$331,630	\$397,346	\$65,716	19.82%
EAST KURRAJONG	663	\$596,414	\$631,993	\$35,579	5.97%
FREEMANS REACH	639	\$468,273	\$559,796	\$91,524	19.54%
BOWEN MOUNTAIN	587	\$253,017	\$269,985	\$16,968	6.71%
OAKVILLE	561	\$1,689,812	\$1,567,186	-\$122,626	-7.26%
KURRAJONG HEIGHTS	538	\$320,936	\$334,224	\$13,288	4.14%

Table 5 shows the impact on average Rates arising from the 2019 land valuations in the most populated suburbs within the Residential Rating Category. The suburbs shown in Table 5 have been selected, and ordered, based on the number of properties, and therefore indicates the number of ratepayers impacted.

The Table compares the 2019/2020 (current) Average Rates against what the Average Rates would have been based on the 2016 land values and what they will be based on the 2019 land values.

As can be seen from the Table, the most populated suburbs, have in the majority, been impacted favourably by the land valuation process.

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Table 5 – Residential Category – Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based on 2019 Land Values	Average Change based on 2016 Land Values	Average Change based on 2019 Land Values	Average Impact of Land Valuations
NORTH RICHMOND	2,453	\$1,152	\$1,257	\$1,213	\$106	\$61	-\$45
SOUTH WINDSOR	2,306	\$1,018	\$1,109	\$1,104	\$91	\$86	-\$5
BLIGH PARK	2,246	\$1,006	\$1,096	\$1,086	\$90	\$80	-\$10
RICHMOND	2,172	\$988	\$1,075	\$1,060	\$88	\$72	-\$16
PITT TOWN	1,247	\$1,828	\$2,006	\$1,896	\$178	\$68	-\$110
KURRAJONG	1,121	\$1,500	\$1,643	\$1,574	\$143	\$75	-\$68
HOBARTVILLE	1,082	\$1,175	\$1,283	\$1,147	\$108	-\$28	-\$136
WILBERFORCE	977	\$1,465	\$1,605	\$1,628	\$139	\$163	\$24
GLOSSODIA	949	\$1,226	\$1,339	\$1,428	\$114	\$203	\$89
MCGRATHS HILL	894	\$1,167	\$1,274	\$1,243	\$107	\$76	-\$31
WINDSOR	729	\$1,092	\$1,191	\$1,233	\$99	\$141	\$42
EAST KURRAJONG	663	\$1,640	\$1,799	\$1,708	\$158	\$67	-\$91
FREEMANS REACH	639	\$1,375	\$1,505	\$1,562	\$130	\$187	\$57
BOWEN MOUNTAIN	587	\$929	\$1,011	\$976	\$82	\$47	-\$35
OAKVILLE	561	\$3,905	\$4,308	\$3,598	\$403	-\$307	-\$710
KURRAJONG HEIGHTS	538	\$1,070	\$1,166	\$1,106	\$97	\$36	-\$61

Table 6 shows the most significant impacts of changes in Land Value on the 2020/2021 average Rates for properties within the Residential Rating Category. The Table focuses on the impact on Rates arising from the Land Valuation, based on the extent of the impact.

The suburb impacted most favourably is Oakville, with an average impact of a reduction of \$710. At the other end of the scale 1 property in Scheyville has been impacted with an increase of \$173, and 23 properties in Mulgrave have been impacted with an increase of \$178.

It is to be noted that the increases/ decreases quoted only reflect the impact of the land valuation. They do not reflect the total average change from the 2019/2020 Average Rates to the 2020/2021 Average Rates.

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Table 6 – Residential Category – Most significant Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based On 2019 Land Values	Average Change based on 2016 Land Values	Average Change based on 2019 Land Values	Average Impact of Land Valuations
OAKVILLE	561	\$3,905	\$4,308	\$3,598	\$403	-\$307	-\$710
RICHMOND LOWLANDS	19	\$3,790	\$4,180	\$3,883	\$390	\$93	-\$297
MELLONG	8	\$1,307	\$1,429	\$1,218	\$122	-\$89	-\$211
PUTTY	7	\$1,143	\$1,247	\$1,102	\$105	-\$41	-\$146
HOBARTVILLE	1,082	\$1,175	\$1,283	\$1,147	\$108	-\$28	-\$136
PITT TOWN BOTTOMS	32	\$1,769	\$1,942	\$1,811	\$172	\$41	-\$131
PITT TOWN	1,247	\$1,828	\$2,006	\$1,896	\$178	\$68	-\$110
EAST KURRAJONG	663	\$1,640	\$1,799	\$1,708	\$158	\$67	-\$91
MOGO CREEK	9	\$650	\$701	\$766	\$51	\$116	\$65
MARAYLYA	244	\$2,387	\$2,625	\$2,691	\$239	\$304	\$65
CATTAL	155	\$2,295	\$2,524	\$2,593	\$229	\$298	\$69
GLOSSODIA	949	\$1,226	\$1,339	\$1,428	\$114	\$203	\$89
FERNANCES	17	\$627	\$676	\$772	\$49	\$145	\$96
SCHEYVILLE	1	\$2,621	\$2,885	\$3,058	\$264	\$437	\$173
MULGRAVE	23	\$1,570	\$1,721	\$1,899	\$151	\$329	\$178
VINEYARD	361	\$2,225	\$2,446	\$2,788	\$221	\$564	\$343

Table 7 shows changes in land values and average Rates over time for properties within the Residential Rating Category. The Table compares the Average Land Values between the previous land valuation and the most recent valuation, and the associated Rates.

Table 7 – Residential Category – Changes in Land Values and Average Rates over time

Suburb	No. of properties	2016 Average Land Value	2019 Average Land Value	2017/2018 Average Rates	2019/20 Average Rates	2020/2021 Average Rates with 2.6% Increase (Rate –Peg only)	2020/2021 Average Rates with 9.5% Increase (SRV)
NORTH RICHMOND	2,453	360,505	387,259	\$938	\$1,152	\$1,137	\$1,213
SOUTH WINDSOR	2,306	295,800	333,254	\$850	\$1,018	\$1,035	\$1,104
BLIGH PARK	2,246	290,364	324,626	\$841	\$1,006	\$1,019	\$1,086
RICHMOND	2,172	281,267	311,661	\$832	\$988	\$994	\$1,060
PITT TOWN	1,247	686,915	725,367	\$1,540	\$1,828	\$1,776	\$1,896
KURRAJONG	1,121	528,439	566,053	\$1,261	\$1,500	\$1,475	\$1,574
HOBARTVILLE	1,082	371,750	354,881	\$981	\$1,175	\$1,075	\$1,147
WILBERFORCE	977	511,912	592,669	\$1,224	\$1,465	\$1,525	\$1,628
GLOSSODIA	949	396,199	493,891	\$1,025	\$1,226	\$1,338	\$1,428
MCGRATHS HILL	894	367,803	402,123	\$975	\$1,167	\$1,165	\$1,243
WINDSOR	729	331,630	397,346	\$923	\$1,092	\$1,156	\$1,233
EAST KURRAJONG	663	596,414	631,993	\$1,360	\$1,640	\$1,600	\$1,708
FREEMANS REACH	639	468,273	559,796	\$1,154	\$1,375	\$1,463	\$1,562
BOWEN MOUNTAIN	587	253,017	269,985	\$777	\$929	\$915	\$976
OAKVILLE	561	1,689,812	1,567,186	\$3,114	\$3,905	\$3,368	\$3,598
KURRAJONG HEIGHTS	538	320,936	334,224	\$893	\$1,070	\$1,037	\$1,106

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3. The Business Category

Table 8 relates to changes in land values. The Table indicates the likely changes in the average land values in the most populated suburbs within the Business Rating Category. The suburbs shown in Table 8 have been selected, and ordered, based on the number of properties, and therefore indicates the number of ratepayers impacted.

The Table compares the Average Land Value in 2016 (previous Land Valuation) and the Average Land Value in 2019 (latest Land Valuation). The Table shows the change in \$ value and what this change is as a % of the Average Land Value in 2016.

Generally properties in the Business Rating Category have experienced a significant increase in land value. These increases are attributed to strong increases in commercial and industrial land values, being 23% and 79% respectively based on sales. It is to be further noted that all sales in these categories have been taken into account in the valuation process by the NSW Valuer General.

Table 8 – Business Category – Changes in Average Land Value

Suburb	No. of properties	Average Land Value 2016	Average Land Value 2019	Change in Average Land Value (\$)	Change in Average Land Values (%)
SOUTH WINDSOR	344	\$453,215	\$875,360	\$422,145	93.14%
RICHMOND	277	\$465,949	\$553,682	\$87,732	18.83%
WINDSOR	245	\$476,658	\$596,063	\$119,405	25.05%
MULGRAVE	244	\$481,893	\$773,496	\$291,602	60.51%
NORTH RICHMOND	104	\$512,418	\$585,755	\$73,337	14.31%
VINEYARD	74	\$993,784	\$1,284,568	\$290,784	29.26%
WILBERFORCE	58	\$412,962	\$464,602	\$51,640	12.50%
KURRAJONG	31	\$562,784	\$685,990	\$123,206	21.89%
KURRAJONG HEIGHTS	18	\$471,233	\$505,778	\$34,544	7.33%
PITT TOWN	16	\$1,112,500	\$1,242,250	\$129,750	11.66%
CLARENDON	14	\$670,014	\$756,557	\$86,543	12.92%
KURMOND	12	\$610,833	\$677,250	\$66,417	10.87%
MCGRATHS HILL	11	\$943,818	\$1,290,182	\$346,364	36.70%
EBENEZER	9	\$808,357	\$920,483	\$112,127	13.87%

Table 9 shows the impact on average Rates arising from the 2019 land valuations on the 2020/2021 average Rates for the most populated suburbs properties within the Business Rating Category.

The Table compares the 2019/2020 (current) Average Rates against what the Average Rates would have been based on the 2016 land values and what they will be based on the 2019 land values.

As can be seen from the Table, the most populated suburbs, have in the majority, been impacted unfavourably by the land valuations process.

As referred to earlier, due to the significant increase in land values in the Business Category there is a shift in rating income that will be collected from the Residential Category to the Business Rating Category. This shift exacerbates the impact of the changes in land valuations on Rates.

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Table 9 – Business Category – Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based On 2019 Land Values	Average Increase based on 2016 Land Values	Average Increase based on 2019 Land Values	Average Impact of Land Valuations
SOUTH WINDSOR	344	\$2,283	\$2,510	\$3,969	\$228	\$1,687	\$1,459
RICHMOND	277	\$2,335	\$2,569	\$2,669	\$233	\$333	\$100
WINDSOR	245	\$2,380	\$2,618	\$2,840	\$238	\$460	\$222
MULGRAVE	244	\$2,401	\$2,642	\$3,557	\$240	\$1,156	\$916
NORTH RICHMOND	104	\$2,528	\$2,782	\$2,798	\$254	\$270	\$16
VINEYARD	74	\$4,522	\$4,991	\$5,624	\$469	\$1,102	\$633
WILBERFORCE	58	\$2,116	\$2,325	\$2,308	\$210	\$193	-\$17
KURRAJONG	31	\$2,737	\$3,013	\$3,204	\$277	\$467	\$190
KURRAJONG HEIGHTS	18	\$2,357	\$2,593	\$2,475	\$236	\$118	-\$118
PITT TOWN	16	\$5,014	\$5,536	\$5,453	\$522	\$439	-\$83
CLARENDON	14	\$3,181	\$3,505	\$3,489	\$324	\$308	-\$16
KURMOND	12	\$2,936	\$3,234	\$3,168	\$298	\$233	-\$65
MCGRATHS HILL	11	\$4,315	\$4,762	\$5,646	\$447	\$1,331	\$884
EBENEZER	9	\$3,754	\$4,140	\$4,152	\$386	\$398	\$12

Table 10 shows the most significant impacts of changes in Land Value on the 2020/2021 average Rates for properties within the Business Rating Category. The Table focuses on the impact on Rates arising from the land valuation based on the extent of the impact.

Table 10 shows the most significant impacts of changes in Land Value on the 2020/2021 Average Rates for properties within the Business Rating Category.

Attention is drawn to the areas of Vineyard, McGraths Hill, Mulgrave and South Windsor, which have experienced a significant negative impact arising from the land valuations.

It is to be noted that the increases/ decreases quoted only reflect the impact of the land valuation. They do not reflect the total average change from the 2019/2020 Average Rates to the 2020/2021 Average Rates.

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Table 10 – Business Category – Most significant Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based on 2019 Land Values	Average Increase based on 2016 Land Values	Average Increase based on 2019 Land Values	Average Impact of Land Valuations
CORNWALLIS	1	\$8,359	\$9,242	\$7,222	\$883	-\$1,137	-\$2,020
OAKVILLE	7	\$5,342	\$5,900	\$5,125	\$558	-\$217	-\$775
CATTAI	1	\$3,181	\$3,505	\$2,735	\$324	-\$446	-\$770
SACKVILLE	2	\$3,740	\$4,125	\$3,715	\$385	-\$25	-\$410
EAST KURRAJONG	3	\$3,435	\$3,787	\$3,447	\$352	\$12	-\$340
GROSE WOLD	4	\$6,113	\$6,753	\$6,426	\$641	\$313	-\$328
KURRAJONG HILLS	4	\$2,744	\$3,021	\$2,731	\$277	-\$13	-\$290
FREEMANS REACH	8	\$3,065	\$3,377	\$3,637	\$312	\$572	\$260
CUMBERLAND REACH	1	\$1,971	\$2,165	\$2,504	\$194	\$533	\$339
VINEYARD	74	\$4,522	\$4,991	\$5,624	\$469	\$1,102	\$633
MCGRATHS HILL	11	\$4,315	\$4,762	\$5,646	\$447	\$1,331	\$884
MULGRAVE	244	\$2,401	\$2,642	\$3,557	\$240	\$1,156	\$916
SOUTH WINDSOR	344	\$2,283	\$2,510	\$3,969	\$228	\$1,687	\$1,459
MELLONG	1	\$4,548	\$5,020	\$7,303	\$472	\$2,755	\$2,283

Table 11 shows Changes in Land Values and average Rates over time for properties within the Business Rating Category.

Table 11 compares the Average Land Values between the previous land valuation and the most recent valuation, and the associated Rates. It shows Changes in Average Land Values and Average Rates over time for properties within the Business Rating Category.

Table 11 – Business Category – Changes in Land Values and Average Rates over time

Suburb	No. of properties	2016 Average Land Value	2019 Average Land Value	2017/2018 Average Rates	2019/20 Average Rates	2020/2021 Average Rates with 2.6% Increase (Rate –Peg only)	2020/2021 Average Rates with 9.5% Increase (SRV)
SOUTH WINDSOR	344	453,215	875,360	\$2,090	\$2,283	\$3,715	\$3,969
RICHMOND	277	465,949	553,682	\$1,946	\$2,335	\$2,498	\$2,669
WINDSOR	245	476,658	596,063	\$2,010	\$2,380	\$2,659	\$2,840
MULGRAVE	244	481,893	773,496	\$2,167	\$2,401	\$3,330	\$3,557
NORTH RICHMOND	104	512,418	585,755	\$2,096	\$2,528	\$2,620	\$2,798
VINEYARD	74	993,784	1,284,568	\$3,706	\$4,522	\$5,262	\$5,624
WILBERFORCE	58	412,962	464,602	\$1,799	\$2,116	\$2,162	\$2,308
KURRAJONG	31	562,784	685,990	\$2,359	\$2,737	\$2,999	\$3,204
KURRAJONG HEIGHTS	18	471,233	505,778	\$2,043	\$2,357	\$2,317	\$2,475
PITT TOWN	16	1,112,500	1,242,250	\$4,174	\$5,014	\$5,102	\$5,453
CLARENDON	14	670,014	756,557	\$2,649	\$3,181	\$3,266	\$3,489
KURMOND	12	610,833	677,250	\$2,722	\$2,936	\$2,966	\$3,168
MCGRATHS HILL	11	943,818	1,290,182	\$3,593	\$4,315	\$5,283	\$5,646
EBENEZER	9	808,357	920,483	\$3,126	\$3,754	\$3,885	\$4,152

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4. The Farmland Category

Table 12 relates to changes in land values. The Table indicates the likely changes, subject to any objections, in the average land values in the most populated suburbs within the Farmland Rating Category. The suburbs shown in Table 12 have been selected, and ordered, based on the number of properties, and therefore indicates the number of ratepayers impacted.

The Table compares the Average Land Value in 2016 (previous Land Valuation) and the Average land value in 2019 (latest Land Valuation). The Table shows the change in \$ value and what this change is as a % of the Average Land Value in 2016.

Properties in the Farmland Category have generally experienced an increase in Land Value.

Table 12 – Farmland Category – Changes in Average Land Value

Suburb	No. of properties	Average Land Value 2016	Average Land Value 2019	Change in Average Land Value (\$)	Change in Average Land Values (%)
FREEMANS REACH	95	\$1,035,242	\$1,404,621	\$369,379	35.68%
WILBERFORCE	60	\$977,933	\$1,182,550	\$204,617	20.92%
PITT TOWN BOTTOMS	36	\$734,556	\$812,917	\$78,361	10.67%
BILPIN	31	\$673,032	\$790,258	\$117,226	17.42%
OAKVILLE	26	\$1,763,846	\$1,533,846	-\$230,000	-13.04%
NORTH RICHMOND	25	\$2,441,000	\$2,838,880	\$397,880	16.30%
AGNES BANKS	24	\$1,225,125	\$1,343,383	\$118,258	9.65%
CORNWALLIS	22	\$1,368,045	\$1,423,182	\$55,136	4.03%
VINEYARD	21	\$1,635,905	\$2,576,381	\$940,476	57.49%
GLOSSODIA	19	\$1,104,421	\$1,392,053	\$287,632	26.04%
EBENEZER	18	\$1,055,500	\$1,274,722	\$219,222	20.77%
KURMOND	14	\$1,036,643	\$1,202,714	\$166,071	16.02%
RICHMOND	13	\$3,151,308	\$2,911,308	-\$240,000	-7.62%

Table 13 shows the impacts of changes in Land Value on the 2020/2021 average Rates for the most populated suburbs properties within the Business Rating Category. The Table focuses on the impact on Rates arising from the Land Valuation.

The Table compares the 2019/2020 (current) Average Rates against what the Average Rates would have been based on the 2016 land values and what they will be based on the 2019 land values.

As can be seen from the Table, the most populated suburbs, have in the majority, been impacted negatively by the land valuations process.

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Table 13 – Farmland Category – Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based On 2019 Land Values	Average Increase based on 2016 Land Values	Average Increase based on 2019 Land Values	Average Impact of Land Valuations
FREEMANS REACH	95	\$2,335	\$2,568	\$2,986	\$233	\$651	\$418
WILBERFORCE	60	\$2,228	\$2,450	\$2,582	\$222	\$353	\$131
PITT TOWN BOTTOMS	36	\$1,774	\$1,947	\$1,909	\$173	\$135	-\$38
BILPIN	31	\$1,660	\$1,820	\$1,868	\$160	\$208	\$48
OAKVILLE	26	\$3,693	\$4,073	\$3,221	\$380	-\$473	-\$853
NORTH RICHMOND	25	\$4,956	\$5,472	\$5,595	\$516	\$639	\$123
AGNES BANKS	24	\$2,689	\$2,960	\$2,874	\$271	\$185	-\$86
CORNWALLIS	22	\$2,955	\$3,256	\$3,019	\$300	\$64	-\$236
VINEYARD	21	\$3,455	\$3,809	\$5,117	\$354	\$1,663	\$1,309
GLOSSODIA	19	\$2,464	\$2,711	\$2,963	\$247	\$499	\$252
EBENEZER	18	\$2,373	\$2,610	\$2,749	\$237	\$377	\$140
KURMOND	14	\$2,338	\$2,571	\$2,618	\$233	\$281	\$48
RICHMOND	13	\$6,280	\$6,939	\$5,727	\$659	-\$553	-\$1,212

Table 14 shows the most significant impacts of changes in Land Value on the 2020/2021 average Rates for properties within the Farmland Rating Category. The Table focuses on the impact on Rates arising from the land valuation based on the extent of the impact.

Table 14 shows the most significant impacts of changes in Land Value on the 2020/2021 Average Rates for properties within the Farmland Rating Category.

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Table 14 – Farmland Category – Most significant Impact of changes in Land Value on the 2020/2021 Average Rates

Suburb	No. of properties	2019/20 Average Rates	2020/21 Average Rates based on 2016 Land Values	2020/21 Average Rates based On 2019 Land Values	Average Increase based on 2016 Land Values	Average Increase based on 2019 Land Values	Average Impact of Land Valuations
RICHMOND	13	\$6,280	\$6,939	\$5,727	\$659	-\$553	-\$1,212
OAKVILLE	26	\$3,693	\$4,073	\$3,221	\$380	-\$473	-\$853
RICHMOND LOWLANDS	11	\$4,135	\$4,563	\$4,209	\$427	\$74	-\$353
CORNWALLIS	22	\$2,955	\$3,256	\$3,019	\$300	\$64	-\$236
YARRAMUNDI	7	\$2,044	\$2,246	\$2,061	\$202	\$17	-\$185
PITT TOWN	5	\$3,171	\$3,494	\$3,337	\$323	\$166	-\$157
GLOSSODIA	19	\$2,464	\$2,711	\$2,963	\$247	\$499	\$252
FREEMANS REACH	95	\$2,335	\$2,568	\$2,986	\$233	\$651	\$418
MULGRAVE	4	\$3,418	\$3,768	\$4,206	\$350	\$788	\$438
MARAYLYA	6	\$4,358	\$4,810	\$5,379	\$451	\$1,020	\$569
VINEYARD	21	\$3,455	\$3,809	\$5,117	\$354	\$1,663	\$1,309
THE SLOPES	2	\$5,979	\$6,605	\$7,922	\$626	\$1,943	\$1,317
SOUTH WINDSOR	5	\$3,062	\$3,374	\$5,224	\$312	\$2,162	\$1,850

Table 15 shows Changes in Land Values and average Rates over time for properties within the Farmland Rating Category.

The Table compares the Average Land Values between the previous land valuation and the most recent valuation, and the associated Rates. It shows Changes in Average Land Values and Average Rates over time for properties within the Farmland Rating Category.

Table 15 – Farmland Category – Changes in Land Values and Average Rates over time

Suburb	No. of properties	2016 Average Land Value	2019 Average Land Value	2017/2018 Average Rates	2019/20 Average Rates	2020/2021 Average Rates with 2.6% Increase (Rate –Peg only)	2020/2021 Average Rates with 9.5% Increase (SRV)
FREEMANS REACH	95	1,035,242	1,404,621	\$1,997	\$2,335	\$2,795	\$2,986
WILBERFORCE	60	977,933	1,182,550	\$1,863	\$2,228	\$2,417	\$2,582
PITT TOWN BOTTOMS	36	734,556	812,917	\$1,458	\$1,774	\$1,788	\$1,909
BILPIN	31	673,032	790,258	\$1,371	\$1,660	\$1,750	\$1,868
OAKVILLE	26	1,763,846	1,533,846	\$3,253	\$3,693	\$3,015	\$3,220
NORTH RICHMOND	25	2,441,000	2,838,880	\$7,581	\$4,956	\$5,235	\$5,595
AGNES BANKS	24	1,225,125	1,343,383	\$2,203	\$2,689	\$2,691	\$2,784
CORNWALLIS	22	1,368,045	1,423,182	\$2,486	\$2,955	\$2,826	\$3,019
VINEYARD	21	1,635,905	2,576,381	\$2,853	\$3,455	\$4,789	\$5,117
GLOSSODIA	19	1,104,421	1,392,053	\$2,057	\$2,464	\$2,774	\$2,963
EBENEZER	18	1,055,500	1,274,722	\$1,983	\$2,373	\$2,574	\$2,749
KURMOND	14	1,036,643	1,202,714	\$2,145	\$2,338	\$2,451	\$2,618
RICHMOND	13	3,151,308	2,911,308	\$5,012	\$6,280	\$5,358	\$5,726

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5. Summary

The 2019 land valuation has resulted in the following impact on Rates, noting that the annual allowable increase will be applied to the 2020/2021 Rates:

- Residential Properties – 15,781 properties have been impacted favourably while 8,549 properties were impacted unfavourably.
- Business Properties – 221 properties have been impacted favourably while 1,339 properties were impacted unfavourably.
- Farmland Properties - 272 properties have been impacted favourably while 333 properties were impacted unfavourably.

It is to be noted that a favourable impact on Rates arising from the land valuation process will not necessarily result in a reduction in Rates payable. It is most likely Rates payable will increase over the 2019/2020 Rates, with the increase being less than what it would have been had the land valuation not occurred.

Table 16 summarises the range of changes experienced by properties, and how many properties fall within each respective range of increase or decrease in Rates payable arising from the land valuation process.

Table 16 – Ranges and Number of Properties within the range

Range	Residential	Business	Farmland
> -\$4,001	2	2	1
-\$2,001 to -\$4,000	7	7	4
-\$1,001 to -\$2,000	335	5	25
-\$501 to -\$1,000	173	14	13
-\$301 to -\$500	187	23	18
-\$101 to -\$300	4,776	87	87
\$0 to -\$100	10,301	83	124
\$0 to \$100	6,535	487	97
\$101 to \$300	1,589	352	92
\$301 - \$500	213	134	71
\$501 to \$1,000	152	143	50
\$1,001 to \$2,000	37	110	14
\$2,001 to \$4,000	16	64	7
> \$4,001	7	49	2
Total	24,330	1,560	605

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 Strategy within the CSP.

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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.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications.

Land valuations are used to determine the proportion of rates by each individual property.

There is no increase in the total rates income for Council. The income is capped by the NSW State Government. The changes in valuation are used to determine how rates are distributed.

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:

AT - 1 Full Suburb Listing - Land Values and Rates Information (*Distributed under separate cover*).

oooO END OF REPORT Oooo

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section 4

reports
of committees

ORDINARY MEETING

SECTION 4 – Reports of Committees

Meeting Date: 31 March 2020

ORDINARY MEETING
SECTION 4 – Reports of Committees
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SECTION 4 – Reports of Committees

Item: 058 **ROC - Environmental Sustainability Advisory Committee - 17 February 2020 - (126363, 124414, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Environmental Sustainability Advisory Committee, held on 17 February 2020.

RECOMMENDATION:

That:

1. The Minutes of the Environmental Sustainability Advisory Committee held on 17 February 2020 be received and noted.
 2. In relation to Item 1 of the Minutes, Council receive a report for consideration regarding the establishment of a Sustainability Revolving Fund in which any income from cash flow positive sustainability initiatives over and above capital expenses can be pooled and be put towards future sustainability projects.
 3. In relation to Item 3 of the Minutes, Council endorse the recommendation of the Environmental Sustainability Advisory Committee, namely:
 - a) That Council continues its involvement with all projects listed by WSROC as part of the Western Sydney Energy Program.
 4. In relation to Item A in General Business, Council receives and notes the information and in particular, the importance of sharing achievements relating to Sustainability with the community on a regular basis.
-

REPORT:

DISCUSSION

The Environmental Sustainability Advisory Committee met on 17 February 2020 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

Items 1 and 3 and Item A in General Business contained within the attached Minutes of the Environmental Sustainability Advisory Committee held on 17 February 2020, have policy or financial implications to Council, and as such require specific consideration by Council.

All other items raised in the Minutes of the Environmental Sustainability Advisory Committee have no policy or financial implications for Council, and are presented for information only.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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The following item requires specific consideration by Council:

1. Council Energy, Water and Emissions Data Monitoring

The Committee was presented with an overview of Council's energy, water and emissions data monitoring, which highlighted that emissions stayed steady in 2014-2018 with a noticeable spike in 2017/2018 due to new wells being installed at the landfill to capture methane.

The potential of starting a Sustainability Revolving Fund was discussed, in which any income from cash flow positive sustainability initiatives over and above capital expenses can be pooled and be put towards future sustainability projects.

Following discussion and consideration of the matter, the Environmental Sustainability Advisory Committee resolved:

"That Council consider the establishment of a Sustainability Revolving Fund in which any income from cash flow positive sustainability initiatives over and above capital expenses can be pooled and be put towards future sustainability projects."

OFFICER'S COMMENT:

The matter of creating a Sustainability Revolving Fund is a complex issue and will need more in depth consideration by Council. As such, a recommendation has been made for Council to receive a separate report with respect to this matter.

2. Western Sydney Energy Program – WSROC

An overview of the Western Sydney Energy Program coordinated by Western Sydney Regional Organisation of Councils (WSROC) was presented to the Committee, highlighting that the NSW Government has a target for net zero emissions by 2050.

Continuing with participation in all four key areas of the Western Sydney Energy Program which aims to create a low cost and low emission energy future for Western Sydney were discussed, including:

- Renewable energy transformation – installation of low cost, low emission energy generation and storage
- Transport infrastructure – transport infrastructure that enables an innovative and low emissions future
- Supporting our community – helping the community access services to reduce energy costs
- Facilities and precincts – implementing best practice in energy planning and design for key precincts and facilities

Committee Members agreed that Council should proceed with all projects listed by WSROC.

The Committee were advised that enquiries are underway regarding the possibility of an Electric Vehicle charging station being installed at the Hawkesbury Visitor Information Centre carpark.

It was discussed whether the Visitor Information Centre is the ideal location for the Electric Vehicle charging station to be installed as it is isolated and there isn't a lot for visitors to do there whilst their vehicle charges compared to a location within or in close proximity to a town centre. Suggestions were made to consider placing the charging station in one of the Town Centres, which is actually included as part of the Town Centres Masterplan work. The ability to utilise renewable energy as part of an Electric Vehicle charging station should also be considered.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Following discussion and consideration of the matter, the Environmental Sustainability Advisory Committee resolved:

"That the Environmental Sustainability Advisory Committee recommends Council proceeds with all projects listed by WSROC as part of the Western Sydney Energy Program."

OFFICER'S COMMENTS:

Continuing with projects auspiced by WSROC is considered an appropriate option given the resources available.

3. General Business Item A – Power Purchasing Agreement

Council's Manager Building Services explained that all utilities including electricity were previously purchased through Origin Energy with a new tender every three years. Council has now entered into a new Power Purchasing Agreement with Simply Energy which will dissect power arrangements for street lighting, small sites and large sites. It was noted that the new Power Purchasing Agreement has a fixed price over ten years.

It was highlighted that no other Council has entered into a Power Purchasing Agreement similar to this with 100% renewable energy.

Committee members were pleased with the updates provided and expressed the importance of sharing these achievements with the community on a regular basis via media release, social media advertising, campaigning and attending conferences.

OFFICER'S COMMENT:

A media release with respect to Council's move towards zero carbon emissions, including the new electricity supply agreement was issued in December 2019. However, keeping the community informed of Council's achievements is considered to be essential, and further opportunities will be explored to share these achievements with the community.

ATTACHMENTS:

AT - 1 Minutes - Environmental Sustainability Advisory Committee - 17 February 2020.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes - Environmental Sustainability Advisory Committee - 17 February 2020

Minutes of the Meeting of the Environmental Sustainability Advisory Committee held in Council Committee Rooms, Windsor, on 17 February 2020 commencing at 4:14pm.

Present: Ms Olivia Leal-Walker, Community Representative, Chairperson
 Councillor Amanda Kotlash, Hawkesbury City Council, Deputy Chairperson
 Councillor Danielle Wheeler, Hawkesbury City Council
 Mr Eric Brocken, Community Representative

Apologies: Mr David Gregory, Community Representative
 Ms Jennifer Moses, Community Representative
 Ms Danielle Wolf, WSU Student Representative
 Mr David Gregory, Community Representative

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
 Mr Justin Murphy, Hawkesbury City Council
 Mr Lachlan McClure, Hawkesbury City Council
 Ms Megan Berrell, Hawkesbury City Council

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

Member	04/02/2019	13/05/2019	16/09/2019	09/12/2019	17/02/2020
Ms Olivia Leal-Walker	✓	✓	✓	A	✓
Councillor Amanda Kotlash	✓	✓	A	✓	✓
Councillor Danielle Wheeler	✓	✓	✓	✓	✓
Councillor John Ross	✓	✓	✓	✓	X
Mr David Gregory	✓	A	✓	✓	A
Ms Jennifer Moses	✓	✓	✓	✓	A
Dr Jane De Gabriel	✓	A	Maternity Leave	Maternity Leave	Maternity Leave
Mr Eric Brocken	✓	✓	X	✓	✓
Ms Danielle Wolf	-	✓	X	✓	A

Key: A = Formal Apology

✓ = Present

x = Absent - No Apology

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Kotlash and seconded by Councillor Wheeler that the Minutes of the Environmental Sustainability Advisory Committee held on the 9 December 2019 be confirmed.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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SECTION 3 - Reports for Determination

Item: 1 **ESAC - Council Energy, Water and Emissions Data Monitoring - (126363, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That having reviewed Hawkesbury City Council's Water, Energy and Emission Monitoring for 2018-2019 that the Environmental Sustainability Advisory Committee provide advice to Council on potential areas to target.

DISCUSSION:

- Council's Manager Building Services was introduced to the Committee.
- Officers provided the Committee with an overview of Council's energy, water and emissions data monitoring, highlighting that emissions stayed steady in 2014-2018 with a noticeable spike in 2017-2018 due to new wells being installed at the landfill to capture methane.
- Officers noted that Council's aim is to reduce emissions by up to 50% by 2021 and that there is a new feature available called Business as Usual.
- Committee members discussed the possibility of commencing a Sustainability Revolving Fund in which any income from cash flow positive sustainability initiatives over and above capital expenses can be pooled to be put towards future sustainability projects.
- Committee members also highlighted that carbon costs would have to be factored in as well as Council would need offsets if targets were not met.
- Committee members stated that the information is useful but not on a granular level, which would assist. The data was too high level to make informed decisions and Officers clarified that further details can be located on the Planet Footprint website including a list of projects and the savings generated from these projects.
- Committee members discussed the top ten electricity increases shown in the report, highlighting the Richmond Library had significantly increased its power usage which seemed to be significant for such a small site.
- Council's Manager Building Services indicated that there was a new air conditioning unit installed at the Richmond Library as the previous unit was no longer operating, and due to using the existing infrastructure, there were limitations to implementing a new design or system.

COMMITTEE RECOMMENDATION:

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

That Council consider the establishment of a Sustainability Revolving Fund in which any income from cash flow positive sustainability initiatives over and above capital expenses can be pooled and be put towards future sustainability projects.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 2 **ESAC - Increasing Resilience to Climate Change Community Grants - (126363, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Environmental Sustainability Advisory Committee provide input and identify any potential projects, community groups and organisations that should consider applying for the Increasing Resilience to Climate Change Community Grants.

DISCUSSION:

- Officers provided an overview of the Increasing Resilience to Climate Change Community Grants and sought suggestions from the Committee in regards to any potential projects, community groups and organisations that should consider applying for these grants.
- Committee members suggested:
 - Hawkesbury Environment Network (HEN),
 - Western Sydney University Students Association,
 - Penrith-Hawkesbury Environmental Educators Network (PHEEN),
 - Hawkesbury EarthCare and Landcare Network,
 - Tree Planting Groups,
 - Phils Forest Bushcare Group,
 - Permaculture Sydney West (PSW),
 - The Secret Garden, Northwest Disability Services,
 - Amateur Bee Groups,
 - Brewongle Environmental Education Centre, and
 - The Australian Pioneer Village.

COMMITTEE RECOMMENDATION:

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

That the Environmental Sustainability Advisory Committee provide input and identify any potential projects, community groups and organisations that should consider applying for the Increasing Resilience to Climate Change Community Grants.

Item: 3 **ESAC - Western Sydney Energy Program - WSROC - (126363, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That Environmental Sustainability Advisory Committee members provide input and feedback on the Western Sydney Energy Program and provide advice regarding Council's response.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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DISCUSSION:

- Officers provided an overview of the Western Sydney Energy Program coordinated by Western Sydney Regional Organisation of Councils (WSROC), highlighting that the NSW Government has a target for net zero emissions by 2050.
- Council's Manager Building Services advised that there are inquiries underway regarding the possibility of an Electric Vehicle charging station being installed at the Hawkesbury Visitor Information Centre carpark.
- Committee members discussed whether the Visitor Information Centre is the ideal location for this to be installed as it is isolated and there is not a lot for visitors to do there whilst their vehicle charges. Suggestions were made to consider placing the charging station in one of the Town Centres.
- Officers noted that the intention is to use the Electric Vehicle charging station as a promotional awareness tool, as the Visitor Information Centre is a high traffic area for visitors. Electronic signage will be used in conjunction with the charging station.
- Discussion commenced regarding the financial cost to Council to enable participation in all four key areas of the Western Sydney Energy Program. Committee members agreed it was best to have minimum standards in place and that it was preferred to have to opt out rather than opt in, and negotiate by exception.

COMMITTEE RECOMMENDATION:

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

That the Environmental Sustainability Advisory Committee recommends Council proceeds with all projects listed by WSROC as part of the Western Sydney Energy Program.

SECTION 5 - General Business

A. Power Purchasing Agreement

- Council's Manager Building Services explained that all utilities including electricity were previously purchased through Origin Energy with a new tender every three years. Council has now entered into a new Power Purchasing Agreement with Simply Energy which will dissect power arrangements for street lighting, small sites and large sites. It was noted that the new Power Purchasing Agreement has a fixed price over ten years.
- Officers highlighted that no other Council has entered into a Power Purchasing Agreement similar to this with 100% renewable energy.
- Committee members were pleased with the updates provided and expressed the importance of sharing these achievements with the community on a regular basis via media releases, social media posts, promotional campaigns and attending conferences to highlight achievements on a regular basis.
- LED Program is finalised now with all 80W MV lamps replaced. Again, the Committee highlighted the importance of letting the community know about this.

B. New Biodiversity Offsets Scheme

- Officers provided an overview on the New Biodiversity Offsets Scheme, highlighting that this has now come into effect.

ORDINARY MEETING
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- Committee members noted that this scheme claims to be science-based although science does not necessarily back it, and on a large scale represents a poor outcome.
- C. Cooling the City Masterclass, Penrith City Council, 18 February, 2020**
- Officers advised that various Council Officers will be attending the Cooling the City Masterclass on 18 February 2020, and that further information will be provided to the Committee presenting the learnings obtained from the Masterclass, at the next Committee Meeting.
- D. Community Engagement – Net Zero Emissions – Monthly Campaign**
- Officers provided an overview of the proposed Community Engagement – Net Zero Emissions Monthly Campaign, stating that this will involve Council posting one tip per month on Council's Facebook page.
 - Committee members suggested incorporating relatable content talking in the context of the Hawkesbury, in the monthly tip including photos from the community, as well as directing people to the appropriate places to seek further information on the subject if they wish to do so.
 - Committee members emphasised the necessity of Council setting a strong example by also participating and delivering on the campaign material such as ensuring the lights are switched off at Council's building after hours, as part of the 'Lights Off' initiative.
- E. Sustainability Advantage – Bronze Accreditation**
- Officers provided an update on Council's application for Bronze Accreditation as part of the Sustainability Advantage Program to the NSW Department of Planning, Industry and Environment and sought feedback from the Committee on the draft application.
 - Committee members indicated support for the draft application, and had no further comments.
- F. Climate Educators Working Group - Western Sydney University's Regional Centre of Expertise – Greater Western Sydney**
- Officers advised that following the successful Hawkesbury Climate Forum held in 2019, a Climate Educators Working Group has been formed who are taking the next steps in engagement and connecting with the community regarding climate awareness.
 - Committee members suggested Council contacts the Macquarie Electorate Student Activists (MESCA) in relation to applying for the NSW Department of Planning, Industry and Environment's Increasing Resilience to Climate Change Community Grants.
- G. ADAPT NSW – Hawkesbury Future Project Climate Changes**
- Officers advised that Council has worked with Adapt NSW to collate Hawkesbury specific climate projections for Richmond, as per the Committee's discussions in relation to this matter at the previous Committee Meeting held on 9 December 2019.
 - Committee members expressed the importance of sharing this information with the community and suggested incorporating a human aspect to connect people with the relevance of Climate Change.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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H. Successful Grant Submissions Update:

- Officers provided the Committee with an update and key points regarding the successful grant submissions, highlighting that Council has been successful in obtaining a \$30,000 grant to build a Disaster and Emergency Dashboard which will collate accurate information into one location, rather than being spread between Council's website, social media pages and various other sources.
- It was also noted that Council is part of the WSROC grant program for a project involving developing Urban Heat Clauses for Council Development Control Plans (DCPs) and Local Environment Plans (LEPs). Officers explained that this will involve implementing clauses for new Development Applications regarding increasing tree canopies and light coloured roofs on buildings, for example.

I. Cumberland Plain Conservation Plan – NSW Department of Industry, Planning and Environment

- Officers highlighted Council's role in the preparation of the Cumberland Plain Conversation Plan as part of the Western Parkland City, with the objective to protect the environment and connected communities, green space and resilient places.

J. Energy Efficient Communities Program

- Officers provided an overview on the Commonwealth Government's Energy Efficient Communities Program, highlighting that Council buildings will be eligible to apply.
- Officers informed the Committee that Council has identified 56 eligible sites, and that a package will be sent out to community groups to assist them with their application. It was noted that the maximum grant available is \$12,000.

MOVED by Councillor Kotlash and seconded by Councillor Wheeler.

The meeting terminated at 5:53pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 059 **ROC - Human Services Advisory Committee - 20 February 2020 - (123486, 124414, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Human Services Advisory Committee, held on 20 February 2020.

RECOMMENDATION:

That in relation to the Minutes of the Human Services Advisory Committee Meeting held on the 20 February 2020:

1. The Minutes of the Human Services Advisory Committee held on 20 February 2020 be received and noted.
2. In relation to Item 1 of the Minutes, Council endorse the recommendation of the Human Services Advisory Committee, namely:
 - a) That the Human Services Advisory Committee endorses the establishment of a community driven Hawkesbury collaborative group with respect to the provision of Tiny Homes with Council to play an advisory role to the Group.
3. In relation to Item 2 of the Minutes, Council endorse the recommendation of the Human Services Advisory Committee, namely:
 - a) That the Human Services Advisory Committee recommends that Council organise a formal presentation once the final report on community led resilience and the StreetConnect Project is available and that Council acts as a conduit between the Local Emergency Management Committee and community.

DISCUSSION

The Human Services Advisory Committee met on 20 February 2020 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

Items 1 and 2 contained within the attached Minutes of the Human Services Advisory Committee held on 20 February 2020, have policy or financial implications to Council, and as such require specific consideration by Council.

All other items raised in the Minutes of the Human Services Advisory Committee have no policy or financial implications for Council, and are presented for information only.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

The following items require specific consideration by Council:

1. Item 1 - Tiny Homes Information Session - The Secret Garden and Nursery, Western Sydney University, Richmond

Representatives from North West Disability Services and Wentworth Housing provided an outline of the Tiny Homes Project to the Human Services Advisory Committee.

The Tiny Homes Project at the Secret Garden is a pilot project working within the existing State framework on how to build a 30-60m² dwelling and also showcasing how Earth Building and sustainable products can be utilised to provide a higher fire resistance and BAL rating and more sustainable buildings.

During discussion on the matter, the following was highlighted:

- What can Council do?
 - Promote the idea/concept.
 - Incentives through planning processes.
 - Affordable Housing SEPP.
- Proposed actions discussed:
 - Collaboration of interested parties to make it happen in the community, including technical/planning staff to discuss.
 - Grass roots community driven but with checks and balances along the way and Council to play a facilitating role.
 - Call for interest meeting to set up a collaborated model to start.

Following discussion and consideration of the matter, the Human Services Advisory Committee resolved:

"That the Human Services Advisory Committee endorses the establishment of a community driven Hawkesbury collaborative group with respect to the provision of Tiny Homes with Council to play an advisory role to the Group."

OFFICER'S COMMENT:

The concept of a community led approach to the provision of Tiny Homes, with Council providing advice to that group is supported, particularly given the resources available.

2. Item 2 - StreetConnect Project

Amanda Howard (University of Sydney) presented to the Human Services Advisory Committee on community led resilience projects and the StreetConnect Project at North Richmond/West of the river.

Of the three pilot projects that are underway in NSW, the North Richmond/West of the river project is the most advanced.

Additionally Councillor Mary Lyons-Buckett as Chair of the StreetConnect Project, highlighted key points of the Project.

Following discussion and consideration of the matter, the Human Services Advisory Committee resolved:

"That the Human Services Advisory Committee recommends that Council organise a formal presentation once the final report on community led resilience and the StreetConnect Project is available and that Council acts as a conduit between the Local Emergency Management Committee and community."

ORDINARY MEETING
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OFFICER'S COMMENT:

The importance of community led resilience was clearly articulated in the presentation provided by Amanda Howard (University of Sydney). As such, once the final report is received it is considered appropriate to arrange a presentation to Council on the outcomes and learnings with respect to community led resilience.

ATTACHMENTS:

AT - 1 Minutes - Human Services Advisory Committee - 20 February 2020.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

AT - 1 Minutes - Human Services Advisory Committee - 20 February 2020

Minutes of the Meeting of the Human Services Advisory Committee held at the Secret Garden - Northwest Disability Services, Western Sydney University Campus, Richmond, on 20 February 2020 commencing at 9:30am.

Present: Councillor Barry Calvert, Chairperson
Councillor Emma-Jane Garrow, Hawkesbury City Council
Councillor Sarah Richards, Hawkesbury City Council
Mr Simon Griffin, Community Representative
Mr Ben Jackson, Community Representative
Ms Vickie Shackley, Community Representative
Mr Peter Webb, Community Representative
Ms Kerry Dolaghan, Wentworth, Deputy Chairperson

Apologies: Ms Birgit Walter, Community Representative

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Ms Meagan Ang, Hawkesbury City Council
Ms Amy Bond, Hawkesbury City Council
Mr Michael Laing, Peppercorn Services
Councillor Mary Lyons-Buckett, Hawkesbury City Council
Ms Amanda Howard, Western Sydney University
Ms Deborah Gersbach, North West Disability Services
Mr Ray Trappel, Earth Building Association of Australia
Ms Eva Gerencer, Wentworth Community Housing
Ms Melissa Barry, Hawkesbury City Council
Ms Kaysie Cordi, Hawkesbury City Council

RESOLVED on the motion of Ms Shackley and seconded by Councillor Richards that the apology be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Richards and seconded by Ms Dolaghan that the Minutes of the Human Services Advisory Committee held on the 21 November 2019, be confirmed.

Mr Webb advised that he had contacted Councils Acting Manager Corporate Governance and Risk and that he still had unresolved questions. He had made a formal request for an explanation in November 2019, but has been denied. The Chair advised that this matter would be followed up.

SECTION 3 - Reports for Determination

Item: 1 **HSAC - Tiny Homes Information Session - The Secret Garden and Nursery, Western Sydney University, Richmond - (123486, 124414, 95498)**

Previous Item: 3, HSAC (21 November 2019)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Human Services Advisory Committee consider the matter of Tiny Homes following the presentation and site visit to the Secret Garden.

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DISCUSSION:

- Ms Gersbach welcomed the Committee to the Secret Garden and provided an outline in terms of the North West Disability Services, the Secret Garden, and the Tiny Homes Project. The Project had grown out of a desire to help and provide a more efficient model. The Project involved the use of different materials and it was highlighted that others can be involved in the project. The idea was to build a model. A number of workshops were conducted and people came from far and wide.
- It was highlighted that there are opportunities to work with Council on a project and also the opportunity to pre-fabricate materials which could involve volunteers, the disabled and prison workers.
- Eva Gerencer (Wentworth Housing) provided an update to the Committee in terms of Wentworth Housing's Garden Flats Project. This included the Springwood Expo which included Council representatives and showcased various products and building suppliers. Of the 500 attendees to the expo, 80 submitted an expression of interest.
- An outline of Wentworth's Garden Flats Incentives was provided which included:
 - Tenancy support and sourcing of tenants.
 - Wrap around support.
 - A number of barriers were identified including financing up front.
 - Not being eligible for complying development provisions.
- Wentworth Build Model
 - Pilot two sites.
 - Manage DA and build process.
 - Five to eight year payback period.
 - Targeted at Centrelink recipients at around \$150 per week.
 - Longer rental for people who are homeless.
- What can Council do?
 - Promote the idea/concept.
 - Incentives through planning processes.
 - Affordable Housing SEPP.
- The Tiny Homes Project at the Secret Garden is piloting working within the existing State framework on how to build a 30-60m² dwelling and also to showcase how Earth building and sustainable products can be utilised to provide a higher fire resistance and BAL rating and more sustainable building.
- Budget for Tiny House is \$50,000 including \$7,000 - \$8,000 builders margin (60m²). \$80,000 will allow for a double 60 m² dwelling produce. Three week build period and with volunteers even cheaper.
- Garden House Concept proposed in order to match into existing development.
- The Chair indicated that Council is very keen to make this happen quickly and helping people to see that they can live in that type of space. Also interested in connecting the Earth Building Association with fire affected residents.

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- Proposed actions discussed:
 - Collaboration of interested parties to make it happen in the community, including technical/planning staff to discuss.
 - Grass roots community driven but with checks and balances along the way with Council to play an advisory role.
 - Call for interest meeting to set up a collaborated model to start.

COMMITTEE RECOMMENDATION:

MOVED by Mr Webb and seconded by Ms Shackley.

That the Human Services Advisory Committee endorses the establishment of a community driven Hawkesbury collaborative group with respect to the provision of Tiny Homes with Council to play an advisory role to the Group.

Item: 2 **HSAC - StreetConnect Project - (123486, 124414, 95498)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Human Services Advisory Committee receive the presentation in respect of the StreetConnect Project, and discuss potential learnings and future projects.

DISCUSSION:

- The Committee received a presentation from Amanda Howard (University of Sydney) on community led resilience projects and the StreetConnect Project.
- The presentation highlighted the following:
 - The West of the river project started two years ago.
 - Disaster management in Australia is about shared responsibility, but what does that look like?
 - The Foundation for Rural and Regional Renewal (FRRR) partnered with the Office of Emergency Management in order to understand holistic planning for disasters.
 - Of the three pilot projects in NSW, the North Richmond project is the most advanced. A number of potential projects were identified, including:
 1. Fire stations, hospital infrastructure related project. No room for community involvement in such projects.
 2. Share knowledge around disasters.
 3. How do people connect?
 - If you know someone else you are in a better place.
 - Low socio economic and isolation a big problem.
- Project morphed into the StreetConnect Project, which involves:
 - Street by street local community building is the basis for building resilience.
 - Supporting school leaders to lead (but how much?)

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- Project used school community to connect with the wider community
- About people and actions - people making positive and responsible decisions.
- Opposite of command and control system.
- People know how to act spontaneously and organise during disasters.
- Command and control model treats people as passive, model doesn't work as there is not enough resources and capacity.
- Communities do stuff for themselves.
- Not either/or need to invest in communities.
- Cannot make someone do something.
- Social media can be a very effective way to communicate.
- Project demonstrates that there is no need to command and control but instead invest in locally based relationship building.
- Council can play a leading role and communities supported by Council are in a much better place.
- North Richmond school relationship based approach with School Principal.

Councillor Richards left the meeting at 11:38am

- Councillor Mary Lyons-Buckett as Chair of the StreetConnect Project Working Group, highlighted the following key points:
 - Going back to the school, resourced through their media room
 - Children know best in terms of the modes of communication that connects them
 - Also included Grose View School
 - Enthusiasm of children, they acknowledge they are responsible for the world
 - Floods and horse floats on the lowlands, people need to be ready.
 - Combined with Get Ready campaign.
 - If did on own, not much engagement, but with children made a difference.
 - Coming from a positive way rather than negative (messaging).
 - Having conversations makes the community stronger and recover quicker i.e. more resilience.
 - Would work well for community engagement as well.
 - Stage One - \$45,000 is research through Peppercorn Services. Stage Two funding to come from Office of Emergency Management.
 - Different approach for each school, key is to let them take ownership.
 - Think, Share, Act.
 - Children aren't limited and have very sophisticated views.
 - Once report comes out, there will be opportunities to share that thinking in the community.

COMMITTEE RECOMMENDATION:

MOVED by Mr Webb and seconded by Mr Griffin.

That the Human Services Advisory Committee recommends that Council organise a formal presentation once the final report on community led resilience and the StreetConnect Project is available and that Council acts as a conduit between the Local Emergency Management Committee and community.

SECTION 5 - General Business

Community Engagement

Mr Webb raised a number of questions regarding community consultation and in particular the issue of consultation associated with the upgrades to the PCYC.

The meeting terminated at 12:14pm.

oooO END OF REPORT Oooo

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Item: 060 **ROC - Waste Management Advisory Committee - 26 February 2020 - (95249, 95495, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Waste Management Advisory Committee, held on 26 February 2020.

RECOMMENDATION:

That:

1. The Minutes of the Waste Management Advisory Committee held on 26 February be received and noted.
2. In relation to Item 2 of the Minutes, Council endorse the recommendation of the Waste Management Advisory Committee, namely:
 - a) that an informal Working Group of interested Committee members be established to:
 - i. discuss food waste composted locally,
 - ii. collate relevant information including Councils current resources and
 - iii. develop a proposal to be presented to Council for consideration regarding a proposed pilot program.
3. In relation to Item 3 of the Minutes, Council endorse the recommendation of the Waste Management Advisory Committee, namely:
 - a) That Council receive and note this information and congratulate Council's staff for their achievements.
4. In relation to the General Business item - presentation by Ms Sharon Grech titled "*The Hawkesbury Remakery – One Year On*", Council endorse the recommendation of the Waste Management Advisory Committee, namely:
 - a) That Council formally congratulates the Hawkesbury Remakery for its work connecting makers, reducing landfill, enhancing creativity and helping to revitalise the Windsor Mall.

DISCUSSION

The Waste Management Advisory Committee met on 26 February 2020 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

Items 2 and 3 and an item in General Business contained within the attached Minutes of the Waste Management Advisory Committee held on 26 February 2020, have policy or financial implications to Council, and as such require specific consideration by Council.

All other items raised in the Minutes of the Waste Management Advisory Committee have no policy or financial implications for Council, and are presented for information only.

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The following item requires specific consideration by Council:

1. Item 2 - Draft Waste Management Strategy - Focus Group

Officers provided an update on the Draft Waste Management Strategy Focus Group (29 November 2019) conducted to help inform preparation of the Draft Waste Strategy. The Focus Group was open to all interested residents and groups, with an open invite extended to the community through various means including Media Release, Facebook Post, and direct email to all community members who have previously attended Council Engagement Meetings in 2019, in addition to community representatives on Council Committee's. In total, 44 residents attended along with Council Officers and Consultants. Further discussion with respect to the matter included:

- The Committee discussed Business Waste which is increasingly growing in importance.
- Committee members discussed avenues to broadcast the message regarding business waste, via the Chamber of Commerce, Windsor Business Group or possibly a Council Meet and Greet.
- Composting programs at Cooma (Snowy Monaro Regional Council) and Bega Councils were discussed.
- Discussion commenced regarding the possibility of securing a land parcel from Council to run a composting trial. A suggestion was also made to implement a Town Centre Digester to collect food scraps and assist with the process for local businesses. Officers noted that there are approximately 1,700 businesses that use a Council waste service.
- Committee members agreed that it would be beneficial to start with a small pilot for composting similar to the Newtown community. It was suggested that interested Committee members form an informal Working Group to discuss composting food waste locally, collate relevant information and develop a proposal to be presented to Council for consideration regarding a proposed pilot program.
- A recent Waste Audit at Western Sydney University was highlighted which showed that the type of waste has to be dealt with daily and that a solution needs to be easy and get the waste out of the restaurants as soon as possible.
- Officers highlighted that the Draft Waste Strategy is expected to be completed by April 2020 before Public Exhibition and adopted and finalised between June to July 2020.

Following discussion and consideration of the matter, the Waste Management Advisory Committee resolved:

"That the Waste Management Advisory Committee recommend that an informal Working Group of interested Committee members be established to discuss food waste composted locally, collate relevant information and develop a proposal to be presented to Council for consideration regarding a proposed pilot program."

OFFICER'S COMMENT:

It is understood from discussion at the Meeting that at that stage it was uncertain as to what was actually being requested of Council with respect to composting of food waste locally. The informal Working Group of interested Committee members will essentially meet in order to establish what it actually is that the group is requesting Council's consideration of.

Once the informal Working Group establishes the proposal, this can be put to Council for consideration following a detailed assessment of the implications of the request.

2. Item 3 - Updates on Waste Education Projects

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Updates on the various Waste Education Projects were presented to the Waste Management Advisory Committee, including:

- Highlighting that the War on Waste Workshops are now being conducted as afternoon and evening sessions based on feedback from previous workshop participants.
- That this year's Bin Inspection Program will be the largest one yet, with 2,500 households being inspected via an observation inspection, which will be conducted through Council's recycling contractor, JJ Richards and their consultancy group, EnviroCom.
- Information was provided that there were 21 sites registered for the 30th anniversary of Clean Up Australia Day on Sunday, 1 March 2020.
- It was advised that although Second Hand Saturday was held during the catastrophic bushfire period, there were 60 garage sales registered and many buyers attended this event.
- A featured project was the trial of the St Albans Household Problem Waste Collection Event, which had 20 residents registered and 1.2 tonnes of problem waste collected. Due to the success of this event, investigations are being made to hold this event on a 6 monthly basis.

Following discussion and consideration of the matter, the Waste Management Advisory Committee resolved:

"That the Waste Management Advisory Committee receive and note this information and congratulate Council's staff for their achievements."

OFFICER'S COMMENT:

The results from the Waste Education Projects have been successful, and Officers appreciate the positive comments and feedback from the Waste Management Advisory Committee.

3. General Business - Presentation by Ms Sharon Grech titled "The Hawkesbury Remakery – One Year On"

Ms Sharon Grech, one of the founders of the Hawkesbury Remakery presented to the Waste Management Advisory Committee on *"The Hawkesbury Remakery - One Year On"*. The Hawkesbury Remakery is a member-based community makers-space that provides a location for a wide range of creative and sustainable practices. The presentation highlighted the key achievements of the Hawkesbury Remakery since being established 12 months ago, and particularly since opening its premises in Loder House in the Windsor Mall four months.

Committee members were pleased to hear about the success of the Remakery and reported that the feedback from the community has been positive.

Following discussion and consideration of the matter, the Waste Management Advisory Committee resolved:

"That the Waste Management Advisory Committee recommends that Council formally congratulates the Hawkesbury Remakery for its work connecting makers, reducing landfill, enhancing creativity and helping to revitalise Windsor Mall."

OFFICER'S COMMENT:

The initial outcomes since the commencement of the Hawkesbury Remakery are very encouraging and are having a positive impact on the community. As such, the offer of congratulations from Council is considered appropriate.

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ATTACHMENTS:

AT - 1 Minutes – Waste Management Advisory Committee – 26 February 2020.

AT - 1 Minutes – Waste Management Advisory Committee – 26 February 2020

Minutes of the Meeting of the Waste Management Advisory Committee held in Council Committee Rooms, Windsor, on 26 February 2020 at 4:02pm.

Present: Councillor Mary Lyons-Buckett, Chairperson
 Councillor Danielle Wheeler, Deputy Chairperson
 Councillor Paul Rasmussen, Hawkesbury City Council
 Councillor John Ross, Hawkesbury City Council
 Mr Eric Brocken, Community Representative
 Mr William Sneddon, Community Representative
 Ms Sally-Ann Eather, Western Sydney University Representative
 Ms Courtney McGregor, Community Representative

Apologies: Professor Basant Maheshwari, Western Sydney University
 Mr Jeff Organ, Hawkesbury City Council
 Ms Linda Perrine, Hawkesbury City Council

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
 Mr Ramiz Younan, Hawkesbury City Council
 Mr Justin Murphy, Hawkesbury City Council
 Mr Rod Williams, Hawkesbury City Council
 Ms Megan Berrell, Hawkesbury City Council
 Ms Sharon Grech, Hawkesbury Remakery

RESOLVED on the motion of Ms McGregor and seconded by Mr Brocken that the apologies be accepted.

Member	27/02/2019	2/10/2019	26/02/2020
Councillor Mary Lyons-Buckett - Chair	✓	✓	✓
Councillor Danielle Wheeler - Deputy Chair	✓	✓	✓
Councillor Paul Rasmussen	A	A	✓
Councillor John Ross	A	✓	✓
Mr Bill Sneddon	✓	✓	✓
Mr Eric Brocken	✓	✓	✓
Prof. Basant Maheshwari	A	✓	A
Ms Sally-Ann Eather	✓	✓	✓
Ms Courtney McGregor	-	✓	✓

A = Formal Apology

✓ = Present

X = Absent - no apology

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Sneddon and seconded by Councillor Ross that the Minutes of the Waste Management Advisory Committee held on the 2 October 2019, be confirmed.

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Presentation: **The Hawkesbury Remakery – “One Year On”**
 Sharon Grech

- Ms Sharon Grech presented to the Committee regarding the Hawkesbury Remakery - *"One Year On"*, highlighting the key achievements of the Remakery since opening.
- Committee members were pleased to hear about the success of the Remakery and reported that the feedback from the community has been positive.
- Committee members enquired whether there are many items that get thrown away. Ms Grech advised that the only items being thrown away or passed onto op shops are generally water damaged.
- A copy of Ms Sharon Grech's notes are attached, as well as copies of the flyers which were presented to the Committee.

COMMITTEE RECOMMENDATION:

MOVED by Councillor Wheeler and seconded by Ms Eather.

That the Waste Management Advisory Committee recommends that Council formally congratulates the Hawkesbury Remakery for its work in connecting makers, reducing landfill, enhancing creativity and helping to revitalise the Windsor Mall.

All in favour.

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Hawkesbury Remakery Presentation to Waste Management Meeting

By Ms Sharon Grech

- We received a grant from Create NSW to open a makerspace, which we combined with a sustainable community in mind.
- We have now been opened for 4 months.
- We have 10 regular volunteers, who attend on various days and times.
- We use TerraCycle to recycle Burts Bees products, coffee pods and oral care and have metal buckets in a stand at the side of the building for the community to drop off their items, such as return and earn, soft plastics, bread tags, bottle tops, light globes, CD/DVD, e-waste, batteries and small objects, which we send off to the correct recycling channels.
- We send bread tags to the Aussie bread tag project who is using them for her art project then sending them to be used for a wheelchair.
- We will be sending the bottle caps, we have 10000's to the lids for kids group that will then send them onto envision when required.
- We have been lucky to be well supported by the community who donate regularly the items we then sell in the shop.
- Fabric, party supplies, craft, guitars, small furniture, chairs, books, wool, vintage and metal items.
- The events we have had are – twilight makers markets in Oct 2019, May 2020, Oct 2020.
- A pickers market – vintage, second-hand items, Second hand Saturday. A fabric destash and a clothes swap.
- Our 1st repair cafe saw 12 items come in to be repaired, sewing, jewellery, electrical, small furniture, remote control car.
- We regularly visit the reuse shed and obtain items from there to re-use.
- We pass materials onto makers who upcycle them like e waste to baskets and chairs.
- We let the community know of many local events, shows and opportunities for them to attend.
- We have a street library to make use of the books we get donated.
- We have received a grant from the PHN to support us in a program for the fire affected communities.
- We hold home school lessons and craft activities on Tuesdays and hold school holiday activities.
- We are working with Jim, who has opened a second-hand building supplies shop next to Fitzgerald Mowers in Windsor and can store large furniture.
- A common statement we hear is 'what do I do with all of mums/dads stuff'.
- We would like the reuse shed to expand and be advertised for the community to use as happens in other council areas.

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**Community
MAKERSPACE**

Use the space to find the 'Maker' in you



Resource Pantry

Endless room full of recycled materials



Repair Cafe

Bring your broken things to our volunteer fixers



Workshops

Learn and play ...many classes coming!

Makers-in-residence, Recycle stations,
Retail space, Exhibitions, Social groups
Donations accepted of reusable clean waste
and unwanted goods



@hawkesburyremakery



@hawkesbury_remakery



info@hawkesburyremakery.com.au



www.hawkesburyremakery.com.au



126 George st Windsor. Ph:0245878958

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ORDINARY MEETING
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**Shop. Create. Local. Art. Craft.
Upcycle. Recycle. Sustainable**

Upcoming Events and Workshops

Regular and social groups

Wednesday - boomerang bag making bee 10-1

Thursday - stitching social group 10-1

Social Saturdays - craft group 10-1

Repair cafe - 1st Saturday of each month 10-1

Upcoming workshops

Mar 8 Coil with Raffia- basketry SUN 10-1

Mar 14 Beginners mosaic workshop SAT 10-1pm

Mar 21 Mindful alcohol ink workshop SAT 1.30-4

Mar 22 Chalk painting SUN 10-1

Mar 27 Intro to working with wood FRI 10.30-1

Mar 28 Sewing classes - projects half done SAT 10-1

Mar 29 Macrame Wall Hanging SUN 11-3pm

Apr 12 Power Up- Basketry SUN 10-1

May 3 Random Weave Sculpture SUN 1-4

Events

May 9 Hawkesbury Made - Twilight Market Sat 3-7

Oct 17 Hawkesbury Made - Twilight Market Sat 5-9

Book: www.hawkesburyremakery.com.au
OR call Ph: 0245 878 958

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What is a repair cafe?

A repair cafe is run by volunteers who can help you learn the skills to fix your broken items.

Repaired items are saved from landfill and the skill share is invaluable to the community.

Date Saturday February 1

Time 10am - 1pm

Place Hawkesbury Remakery,
Loder House,
126 George St, Windsor

Bring small broken items and we can help you repair them.

We can fix -

- Clothing
- Small furniture
- Electrical items
- Toys
- Bicycles
- Jewellery
- Test and tag service available
- JP service available

Get involved - Volunteers needed

Let us know if you have repairing skills

Repairers are volunteers.

Repairs are subject to volunteer available on the day

Contact us

Hawkesbury Remakery
Loder House
126 George St
Windsor NSW 2756
Phone 45878958

info@hawkesburyremakery.com.au

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SECTION 4 - Reports for Information

Item 1: WMAC - Waste Management Facility and Bushfire Waste Disposal - (95249, 95495)

Directorate: Infrastructure Services

OFFICER'S RECOMMENDATION:

That this information be received and noted.

DISCUSSION:

- Officers provided an overview of the different ways Council has been providing support to residents during the bushfire season.
- Committee members enquired about the asbestos disposal for individuals, seeking explanation regarding the sorting process of asbestos material coming into the Waste Management Facility. Officers explained that any item likely to be asbestos is automatically rejected.
- Officers noted that individuals are able to dispose of asbestos material themselves if it is less than 10m³, and that residents are advised to engage a contractor to dispose of the material.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Sneddon seconded by Councillor Rasmussen.

That this information be received and noted.

Item 2: WMAC - Draft Waste Management Strategy - Focus Group - (95249, 95495, 95498)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That this information be received and noted.

DISCUSSION:

- Officers provided an update on the Draft Waste Management Strategy Focus Group (29 November 2019) conducted to help inform preparation of the Draft Waste Strategy. The Focus Group was open to all interested residents and groups, with an open invite extended to the community through various means including Media Release, Facebook Post, and direct email to all community members who have previously attended Council Engagement Meetings in addition to community representatives on Council Committees. In total, 44 residents attended along with Council Officers and Consultants.
- Officers highlighted the key points raised by residents in attendance at the Focus Group, noting that many residents were surprised to hear that the waste levy charges do not go back to the waste facilities or to Council.

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- A key point raised by the residents in attendance was that very remote areas in the Hawkesbury are currently not receiving a household garbage service. Officers noted that this will be considered as part of the new waste contract and waste strategy.
- Committee members enquired about the advertising of this Focus Group. Officers advised that the community was invited via a post on Council's Facebook page, and that approximately 400 people who had previously attended town meetings were contacted directly via email.
- A committee member who attended the Focus Group reported that the residents were environmentally conscious, engaged and appreciative of the session.
- The Committee discussed Business Waste which is increasingly growing in importance. Examples such as the 'Wet Your Whistle' bar and kitchen which has recently opened in Windsor and has a net zero waste target were highlighted and whether such business operators could be used to help educate other businesses. Committee members discussed ceasing use of plastic straws, and replacing these with metal straws or requesting customers bring their own straw. It was noted that there are disadvantages to metal straws, such as injury and hygiene.
- Committee members discussed avenues to broadcast the message regarding business waste, via the Chamber of Commerce, Windsor Business Group or possibly a Council Meet and Greet.
- Composting programs at Cooma (Snowy Monaro Regional Council) and Bega Councils were discussed.
- Discussion commenced regarding the possibility of securing a land parcel from Council to run a composting trial. A suggestion was also made to implement a Town Centre Digester to collect food scraps and assist with the process for local businesses. Officers noted that there are approximately 1,700 businesses that use a Council waste service.
- Committee members agreed that it would be beneficial to start with a small pilot for composting similar to the Newtown community. It was suggested that interested Committee members form an informal Working Group to discuss composting food waste locally, collate relevant information and develop a proposal to be presented to Council for consideration regarding a proposed pilot program.
- A recent Waste Audit at Western Sydney University was highlighted which showed that the type of waste has to be dealt with daily and that a solution needs to be easy and get the waste out of the restaurants as soon as possible.
- Officers highlighted that the Draft Waste Strategy is expected to be completed by April 2020 before Public Exhibition and adopted and finalised between June to July 2020.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen seconded by Councillor Ross.

That the Waste Management Advisory Committee recommend that an informal Working Group of interested Committee members be established to discuss food waste composted locally, collate relevant information and develop a proposal to be presented to Council for consideration regarding a proposed pilot program.

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Item 3: WMAC - Updates on Waste Education Projects - (95249, 95495, 95498)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Waste Management Advisory Committee receive and note this information.

DISCUSSION:

Councillor Lyons-Buckett (Chairperson) and Councillor Wheeler (Deputy Chairperson) left the meeting and passed the Chair position to Councillor Rasmussen at 5:08pm.

- Officers provided updates on the various Waste Education Projects, highlighting that the War on Waste Workshops are now being conducted as afternoon and evening sessions based on previous feedback.
- Officers also advised that this year's Bin Inspection Program will be the largest one yet, with 2,500 households being inspected via an observation audit, which will be conducted through Council's recycling contractor, JJ Richards and their consultancy group, EnviroCom. The possibility of a domestic waste kerbside audit is being considered.
- Committee members enquired whether there are consequences for residents who do not dispose of their household waste appropriately. Officers advised that Council sends correspondence to the residents, but that it can be a difficult compliance matter, as there is no evidence of the resident contaminating the bin themselves.
- Officers stated that at that stage there were 21 sites registered for the 30th anniversary of Clean Up Australia Day on Sunday, 1 March 2020. Committee members enquired about the cost to Council for this event, and were advised that there is a waste levy exemption for this day, and that staff and resources are the only costs involved.
- Officers highlighted that although Second Hand Saturday was held during the catastrophic bushfire period, there were 60 garage sales registered and many buyers attended.
- A featured project was the first time trial of the St Albans Household Problem Waste Collection Event, which had 20 residents registered and 1.2 tonnes of waste collected. Due to the success of this event, investigations are being made to hold this event on a 6 monthly basis.
- Committee members enquired about the cost to Council for this event, and were advised that there was no cost for disposal, and the hire of the specialised truck with two staff was approximately \$2,000. The event was greatly appreciated and has potentially reduced illegal dumping.
- A suggestion was made to consider displaying entries to the Recycled Art Competition as part of the Town Centres Revitalisation Project.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Ross seconded by Mr Sneddon.

That the Waste Management Advisory Committee receive and note this information and congratulate Council's staff for their achievements.

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SECTION 5 - General Business

ADDITIONAL GENERAL BUSINESS

- Committee members discussed a recent fatality in Sydney involving a waste truck driver and pedestrian, and emphasised the importance of ensuring truck drivers have regular mental health checks and are being offered avenues of support when needed. This advice was provided to the relevant Manager.
- Committee members enquired whether the destination for yellow-topped recycling bins has been affected due to the industry being in flux and noted that Polytrade Recycling's plant in Rydalmere has announced it is closing down due to market conditions.
- Officers clarified that JJ Richards is aware of Polytrade's closure but that indications are that Visy has not been affected at this stage.
- An enquiry was made regarding recycling for the 2020 Hawkesbury Show, and Officers advised that the logistics of this has not been determined yet. Discussion commenced regarding the reusable beer cup (Wise Cup) which was offered at the Bushfire Relief Concert.
- Discussion commenced regarding Return and Earn Program, and Officers highlighted that Council is in negotiations with Visy regarding refunds for products received through the recycling program.
- A query was also raised regarding the use of glass in bitumen. Officers advised that the RMS had recently revised their specifications to include recycled glass.

The meeting terminated at 5:58 pm.

oooO END OF REPORT Oooo

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Item: 061 **ROC - Floodplain Risk Management Advisory Committee - 27 February 2020 - (86589, 124414, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Floodplain Risk Management Advisory Committee, held on 27 February 2020.

RECOMMENDATION:

That:

1. The Minutes of the Floodplain Risk Management Advisory Committee held on 27 February be received and noted.
 2. In relation to Confirmation of Minutes from the meeting held on 5 December 2019, Council endorse the recommendation of the Floodplain Risk Management Advisory Committee, namely:
 - a) That the draft minutes are distributed to the Committee and confirmed by the Chairperson before being submitted to Council.
 3. In relation to Item 1 of the Minutes, Council endorse the recommendation of the Floodplain Risk Management Advisory Committee, namely:
 - a) Council write to the Member for Hawkesbury to raise the issues of power supply West of the river and processes around the closure of bridges in flood events.
 - b) That the representatives on the Committee from the SES and Infrastructure NSW be forwarded the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project for input and feedback on proposed flood interpretation.
 - c) Council advocate for the placement of a river heights gauge in South Creek within the Hawkesbury Local Government Area.
 - d) Council advises Sydney Water of the issues associated with sewerage connections in Wilberforce, Freemans Reach and Glossodia during the February 2020 flood event.
 4. In relation to Item 2 of the Minutes, Council endorse the recommendation of the Floodplain Risk Management Advisory Committee, namely:
 - a) Council proceeds with applying for grant funding for Profiling vulnerability of the Hawkesbury Local Government Area, Disaster Recovery and insurance premiums and the Grose River Study Plan.
 - b) In relation to Item 3 of the Minutes, Council receive a separate report considering the withdrawal of Policy - Regional Flood Mitigation in the Hawkesbury-Nepean Valley policy from Councils website.
-

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DISCUSSION

The Floodplain Risk Management Advisory Committee met on 27 February 2020 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

Confirmation of Minutes from the 5 December 2019 Meeting, and items 1, 2 and 3 contained within the attached Minutes of the Floodplain Risk Management Advisory Committee held on 27 February 2020, have policy or financial implications to Council, and as such require specific consideration by Council.

All other items raised in the Minutes of the Floodplain Risk Management Advisory Committee have no policy or financial implications for Council, and are presented for information only.

The following items require specific consideration by Council:

1. Confirmation of Minutes - 5 December 2019

Following discussion of this matter, the Committee resolved

"That the Floodplain Risk Management Advisory Committee recommend that the draft minutes are distributed to the Committee and confirmed by the Chairperson before being submitted to Council."

OFFICER'S COMMENT:

Draft Minutes of Committee meetings are already distributed to Committee members prior to reporting the matter to Council. Receiving confirmation from the Chair of the Committee prior to reporting to Council is considered appropriate.

2. Item 1 - February 2020 Flooding in the Hawkesbury Local Government Area

An overview of the recent flooding in the Hawkesbury was provided to the Floodplain Risk Management Advisory Committee.

Mr Stephen Yeo from Infrastructure NSW presented to the Committee on the Infrastructure NSW Hawkesbury-Nepean Valley Flood Risk Management Strategy Update, and advised that Infrastructure NSW is engaging consultants to review lessons learned from the recent flood event.

As detailed in the attached Minutes, there was considerable discussion by the Committee.

Following discussion and consideration of the matter, the Floodplain Risk Management Advisory Committee resolved:

"That the Floodplain Risk Management Advisory Committee recommends:

- 1. That Council write to the Member for Hawkesbury to raise the issues of power supply West of the river and processes around the closure of bridges in flood events.*
- 2. That the representatives on the Committee from the SES and Infrastructure NSW be forwarded the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project for input and feedback on proposed flood interpretation.*
- 3. That Council advocate for the placement of a river heights gauge in South Creek within the Hawkesbury Local Government Area.*
- 4. That Council advises Sydney Water of the issues associated with sewerage connections in Wilberforce, Freemans Reach and Glossodia during the flood."*

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OFFICER'S COMMENT:

The issue of power supply West of the river during flood events and bridge closures has been a matter that has been raised by the Committee on an ongoing basis. Other matters are reflective of observations during the February 2020 flood event and are considered appropriate to action.

3. Item 2 - Office of Environment and Heritage, NSW Government Floodplain Management Grants Program 2020/2021

An overview was provided to the Floodplain Risk Management Advisory Committee of the new funding round of the Office of Environment & Heritage, NSW Government Floodplain Management Grants Program 2020 - 2021 and Officers sought feedback from the Committee, in order to prioritise potential projects to submit applications for funding.

Following discussion and consideration of the matter, the Floodplain Risk Management Advisory Committee resolved:

"That the Floodplain Risk Management Advisory Committee recommend that Council proceeds with applying for grant funding for Profiling vulnerability of the Hawkesbury Local Government Area, Disaster Recovery and insurance premiums and the Grose River Study Plan."

OFFICER'S COMMENT:

The identification of potential projects as part of the 2020/2021 Floodplain Management Grants Program 2020/2021 is supported.

4. Item 3 - Update on the Progress of the Revised 'Development of Flood Liable Lands Policy'

An update was provided to the Floodplain Risk Management Advisory Committee on the review of the Hawkesbury Development of Flood Liable Land Policy.

Committee members highlighted that the Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy - policy number PEL0005Z, located on Council's website appears to be incorrect and outdated and should be removed.

Following discussion and consideration of the matter, the Floodplain Risk Management Advisory Committee resolved:

- "1. That the information be received and noted.*
- 2. That the Floodplain Risk Management Advisory Committee recommend that Council withdraw the Policy - Regional Flood Mitigation in the Hawkesbury-Nepean Valley policy from Councils website."*

OFFICER'S COMMENT:

This matter requires further consideration by Officers and as such, a separate report will be prepared for Council's consideration.

ATTACHMENTS:

AT - 1 Minutes - Floodplain Risk Management Advisory Committee - 27 February 2020.

ORDINARY MEETING
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AT - 1 Minutes - Floodplain Risk Management Advisory Committee - 27 February 2020

Minutes of the Meeting of the Floodplain Risk Management Advisory Committee held in Council Committee Rooms, Windsor, on 27 February 2020 commencing at 4:04pm.

Present: Councillor Mary Lyons-Buckett, Chairperson
 Councillor Amanda Kotlash, Hawkesbury City Council
 Councillor Danielle Wheeler, Hawkesbury City Council
 Councillor Peter Reynolds, Hawkesbury City Council
 Ms Carol Edds, Community Representative
 Mr Peter Cinque (OAM), SES
 Mr Kevin Jones, SES
 Ms Margaret Mackisack, Community Representative
 Mr Maurice Smith, Community Representative
 Mr Harry Terry, Community Representative
 Mr Sadeq Zaman, Office of Environment and Heritage
 Mr Kim Ford, Community Representative

Apologies: Ms Sue Ribbons, Infrastructure NSW

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
 Mr Chris Amit, Hawkesbury City Council
 Ms Megan Berrell, Hawkesbury City Council
 Mr Stephen Yeo, Infrastructure NSW
 Ms Virginia Ellis, Representative of Member for Hawkesbury

Member	14/2/2019	18/04/2019	27/06/2019	26/09/2019	05/12/2019	27/02/2020
Councillor Mary Lyons-Buckett	✓	✓	✓	✓	✓	✓
Councillor Amanda Kotlash	✓	A	✓	A	✓	✓
Councillor Paul Rasmussen	✓	A	✓	A	✓	X
Councillor Danielle Wheeler	✓	✓	✓	A	✓	✓
Councillor Peter Reynolds	A	✓	✓	✓	✓	✓
Ms Carol Edds	✓	✓	✓	✓	✓	✓
Mr Harry Terry	✓	A	✓	✓	✓	✓
Ms Margaret Mackisack	✓	✓	✓	✓	✓	✓
Mr Kim Ford	✓	A	A	✓	✓	✓
Mr Maurice Smith	✓	A	A	✓	✓	✓
Mr Kevin Jones – (SES Headquarters)	A	✓	A	✓	X	✓
Mr Peter Cinque OAM – (SES Sydney Western Division)	X	X	X	X	X	✓
Ms Robyn Preston, Member for Hawkesbury (or Representative)		✓	✓	✓	✓	✓
Mr Sadeq Zaman – (Office of Environment & Heritage)	✓	✓	✓	✓	X	✓

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

Mr Cinque arrived at 4:15pm.

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CONFIRMATION OF MINUTES

- Committee members discussed the importance of confirming minutes before they go to Council and a recommendation was made in relation this.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Edds and seconded by Mr Terry.

1. That the Minutes of the Floodplain Risk Management Advisory Committee held on 5 December 2019, be confirmed.
2. That the Floodplain Risk Management Advisory Committee recommend that the draft minutes are distributed to the Committee and confirmed by the Chairperson before being submitted to Council.

SECTION 4 - Reports for Information

ITEM: 1 **FRMAC - February 2020 Flooding in the Hawkesbury Local Government Area - (86589, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

- Officers provided the Committee with an overview of the recent flooding in the Hawkesbury, including a display of images taken throughout this period. Officers advised the Committee that Council and Infrastructure NSW were seeking feedback regarding any particular observations or learnings from the event.
- Committee members expressed concerns that the flood ratings; minor, moderate and major are confusing to the community and the references to 1 in 5, 1 in 20 etc. are also hard to understand.
- SES representatives acknowledged that their task is to determine what all the information means and express it in plain English. They also acknowledged issues with the Evacuation Orders.
- Discussion commenced regarding the benefits of having representatives from the Floodplain Risk Management Committee provide feedback to the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project, including flood signage and whether this should be shown by year or percentage to be used as part of education/awareness.
- Clarification was provided by SES representatives regarding the different advice generated from the Bureau of Meteorology and the SES. The Bureau of Meteorology predicts vertical flood heights at different locations on the river, whereas the SES takes that information and describes the horizontal effects of the flood.
- It was highlighted that the effects of the Grose River flood was unprecedented with extremely fast rates of rise which were 1 metre an hour for 4-5 hours at North Richmond.

ORDINARY MEETING
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- SES representatives highlighted that the flood was 28 years to the day since the last in the Hawkesbury River.
- Committee members enquired with SES Representatives regarding the closure of the bridges, and communication to the public in relation to this. SES Representatives advised that the asset owner of the bridges at North Richmond and Windsor is Transport for NSW, and that Transport for NSW therefore have control over the bridges and are responsible for deciding when to close the bridges.
- SES Representatives highlighted that the closure of the bridges is not a simple decision and is determined by the level of the soffit, located approximately 1 to 1.5 metres on the underside of the bridge. It was clarified that the SES only advise the likelihood of the bridges closing, and that the closure can be difficult to predict due to contributing factors such as the age and condition of the bridge and debris load which are all taken into account and which varies between floods.
- Committee members believed that there was water over the North Richmond Bridge before it was closed (unconfirmed), so therefore the process of monitoring the soffit level may not be efficient.
- Committee members enquired whether a response has been received from the letters sent to Endeavour Energy and the RMS regarding the bridge closure levels. Officers stated that no response has been received, which prompted Committee members to recommend that correspondence be forwarded to the Member for Hawkesbury regarding these matters.
- It was mentioned that the SES feeds information into the 'Floods Near Me' app but Committee members highlighted that this app is not well known to the public compared to the well-known and utilised 'Fires Near Me' app.
- Committee members reported that the set up for the evacuation centres was markedly different to the recent fires. However, SES Representatives reported that no people registered for the North Richmond evacuation centre, and 15 people registered for the Windsor evacuation centre.
- Discussion commenced relating to the location of gauges on the Hawkesbury River. Committee members noted that it would be beneficial to place a gauge on South Creek, closer to the Hawkesbury.
- Subsequent to the meeting, a Committee member also provided a photo of a sand bar that had been formed downstream of the new bridge at Windsor.

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Presentation: Infrastructure NSW Hawkesbury-Nepean Valley Flood Risk Management Strategy Update
Stephen Yeo, Infrastructure NSW

Mr Stephen Yeo from Infrastructure NSW presented to the Committee on the Infrastructure NSW Hawkesbury-Nepean Valley Flood Risk Management Strategy Update, and advised that Infrastructure NSW is engaging consultants to review lessons learned from the recent flood event.

A copy of the presentation is attached.

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28/02/2020

Hawkesbury-Nepean Valley Flood Risk Management Strategy

Update

Hawkesbury Floodplain Risk Management Committee meeting
27th February 2020



Hawkesbury-Nepean River Flood Study

- Building on the HNV Regional Flood Study finalised July 2019
- Contract awarded to Rhelm/Catchment Simulation Solutions
- Commenced data collection and model builds – request Council's assistance is providing structure plans etc
- Council invited to join a Technical Working Group

Infrastructure NSW | 2

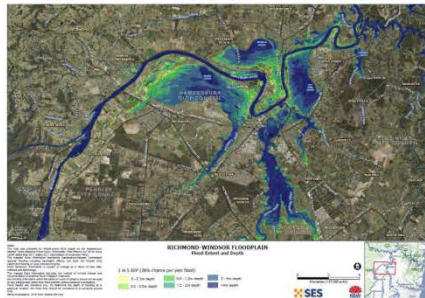
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ORDINARY MEETING
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28/02/2020

February 2020 flood

- Highest since 1992
- Mostly moderate/minor range
- About 1 in 5 chance per year at North Richmond/Windsor



Infrastructure NSW | 3

February 2020 flood

- Data collection for flood model calibration/verification



Infrastructure NSW | 4

ORDINARY MEETING
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28/02/2020

February 2020 flood

- Interested in post-flood learnings e.g. effectiveness of comms and evacuation? resilience to isolation?



Infrastructure NSW | 5

Get Ready for Flood Hawkesbury-Nepean campaign

- September - November 2019
- Evaluation almost complete – indications are campaign was a success
- Direct mail component delayed due to significant bushfires in Hawkesbury – seeking opportunity soon



Infrastructure NSW | 6

3

ORDINARY MEETING
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28/02/2020

‘Water in the World’ – Geography Curriculum Resource

- Stage 4 (years 7-8) launched October 2019
- Close to finalising Primary School product



Infrastructure NSW | 7

Communities of Concern Program

1. Residential aged care facilities and their residents

2. Home based aged care/disability (NDIS) service providers and their clients

3. Tenants in social housing (and their providers)

4. Families with young children/single parent families/ disadvantaged families/carers

5. Early childcare providers and their families

6. Landholders with animals (horses and other stock)

7. CALD community – especially newly arrived and people with low English language proficiency

8. Areas of highest geographical risk (hot spots)

Infrastructure NSW | 8

ORDINARY MEETING
SECTION 4 – Reports of Committees
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28/02/2020

Communities of Concern Program

Continuing in 2020 with focus on:

- Social housing

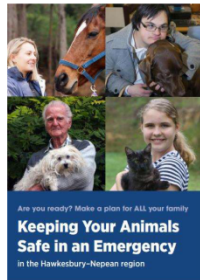


Infrastructure NSW | 9

Communities of Concern Program

Continuing in 2020 with focus on:

- Animals Get Ready



Infrastructure NSW | 10

5

ORDINARY MEETING
SECTION 4 – Reports of Committees
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28/02/2020

Communities of Concern Program

Continuing in 2020 with focus on:

- CALD communities



Infrastructure NSW | 11

Communities of Concern Program

Continuing in 2020 with focus on:

- Caravan parks



Infrastructure NSW | 12

ORDINARY MEETING
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Observations from the February 2020 Flood Event by Committee Members

- People were panic buying groceries in North Richmond especially.
- Wilberforce was not affected by flood but was cut off for several days including power and internet. Most of Wilberforce was without a sewer connection as the sewer system had failed as pumps had blown given they were unable to cope with the large volume of stormwater. Pumps blew and required a technician to reset them before they could be operated. There potentially needs to be an Audit of illegal stormwater connections. The sewer issue may have been the same at Freemans Reach and Glossodia.
- People had considerable angst that they could not get to work, especially the self-employed who rely heavily on working.
- Children were unable to get to school.
- Examples of resilience:
 - Neighbours having street barbeques together and shared resources (Grono's Point).
 - Residents using canoes to bring back milk for people.
 - Local grocer in Wilberforce travelled via Katoomba every day to supply food.
 - Baker in Wilberforce worked tirelessly to keep the community supplied.
- Negatives:
 - People surfing in flood waters and unaware of danger.
 - Community and Council unprepared for the clean up after floods.
 - Complaints regarding bad smells following the floods.
- The homeless population living along riverbanks as well as people residing in caravan parks should be directed to local community groups, as they do not have access to communication devices.
- Live Traffic NSW app was slow and inaccurate, and alternate routes were not necessarily available.
- The Downer Michelle crew responsible for removing the fencing and closing the bridges appeared to not be well trained or equipped for road closures and that instead this could be handled better by the SES or appropriately trained people.
- There are insufficient flood signs and markers.
- Categorising floods e.g. 1:100 doesn't mean anything to the community.
- Language around communication of risk was confusing.
- It was considered to be lucky that the flood peak occurred on a Sunday.
- More river height gauges would be better, especially along South Creek.
- Evacuation routes are no good if people can't access them.
- Locations of where roads were closed was not helpful e.g. people allowed to travel along certain roads only to have to turn around.
- 'Animals Get Ready' program was not effective, with a number of properties with large numbers of animals at houses impacted.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Wheeler and seconded by Ms Mackisack.

All in favour.

That the Floodplain Risk Management Advisory Committee recommends:

1. That Council write to the Member for Hawkesbury to raise the issues of power supply West of the river and processes around the closure of bridges in flood events.
2. That the representatives on the Committee from the SES and Infrastructure NSW be forwarded the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project for input and feedback on proposed flood interpretation.
3. That Council advocate for the placement of a river heights gauge in South Creek within the Hawkesbury Local Government Area.
4. That Council advises Sydney Water of the issues associated with sewerage connections in Wilberforce, Freemans Reach and Glossodia during the flood.

ITEM: 2 **FRMAC - Office of Environment and Heritage, NSW Government Floodplain Management Grants Program 2020 - (86589, 124414)**

Previous Item: 1, FRMAC (15 February 2018)
 5, FRMAC (31 August 2017)
 4, FRMAC (20 April 2017)
 5, FRMAC (16 February 2017)
 2, FRMAC (18 February 2016)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Floodplain Risk Management Advisory Committee makes recommendations for priority projects for proposed grant funding applications to the Office of Environment & Heritage, NSW Government Floodplain Management Grants Program 2020-2021.

DISCUSSION:

- Officers provided an overview of the new funding round of the Office of Environment & Heritage, NSW Government Floodplain Management Grants Program 2020 - 2021 and sought feedback from the Committee, in order to prioritise potential projects to submit applications for funding.
- Committee members believed that the project that focused on the power supply West of the Hawkesbury River issue should be addressed by Endeavour Energy, but that there may be some space for a project.
- The Maitland Council program for flood preparation was highlighted and their program for heritage buildings in flood affected residential areas and the insurance council which is getting people flood prepped and may provide a good resilience model.
- Committee members felt that the Insurance Premiums Project by focussing in on one area was too narrow a focus.

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- A query was raised with respect to the Grose River and the number of properties along it and whether there was value in undertaking it. Council Officers will discuss the Grose River with Infrastructure NSW representatives in regard to works associated with the Regional Flood Study which may provide information.
- The Office of Environment and Heritage representative explained that a pilot project looking at the flood impacts on heritage and other properties could be spread across 50-100 properties over the floodplain catchment, capturing different types of materials could be explored.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Smith and seconded by Mr Ford.

That the Floodplain Risk Management Advisory Committee recommend that Council proceeds with applying for grant funding for Profiling vulnerability of the Hawkesbury Local Government Area, Disaster Recovery and insurance premiums and the Grose River Study Plan.

ITEM: 3 **FRMAC - Update on the Progress of the Revised 'Development of Flood Liable Lands Policy' - (86589, 124414)**

Previous Item: 4. FRMAC (31 August 2017)
 3. FRMAC (19 April 2018)
 3. FRMAC (25 October 208
 1. FRMAC (18 April 2019)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

- Officers provided the Committee with an update on the review of the Hawkesbury Development of Flood Liable Land Policy.
- Committee members mentioned that the Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy - policy number PEL0005Z, located on Council's website appears to be incorrect and outdated and should be removed.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Kotlash and seconded by Councillor Reynolds.

1. That the information be received and noted.
2. That the Floodplain Risk Management Advisory Committee recommend that Council withdraw the Policy - Regional Flood Mitigation in the Hawkesbury-Nepean Valley policy from Councils website.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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ITEM: 4 **FRMAC - Murwillumbah Land Swap - Providing a Flood Free Future for Industry - "The Industry Central Land Swap Project" - (86589, 124414)**

Previous Item: Item 5 – FRMAC (5 December 2019)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

- Officers provided an overview on Tweed Shire's Murwillumbah Industrial Land Swap – Providing a Flood Free Future for Industry Program, known as "The Industry Central Land Swap Project", following a request from the Committee for further information on this at a previous meeting.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Mackisack and seconded by Councillor Reynolds.

That the information be received and noted.

SECTION 5 - General Business

A. Presentations to the Floodplain Management Australia – NSW/ACT Chapter Meeting in Sydney on 21 November 2019

- Officers provided an overview of the various presentations that were presented at the Floodplain Management Australia – NSW/ACT Chapter meeting on 21 November 2019, following a request from the Committee for this at a previous meeting.
- Committee members highlighted the significant number of projects that the Central Coast Council is undertaking.

B. Floodplain Management Australia – Business Papers for NSW/ACT Chapter Meeting on 20 February 2020 in Sydney

- Officers advised the Committee that Council Officers would present learnings from the Floodplain Management Australia Chapter Meeting on 20 February 2020, at the next meeting.
- It was also noted that Council is presenting at the 2020 Floodplain Management Australia National Conference in Toowoomba on 19 - 22 May 2020.
- Committee members congratulated Council staff for their representation at the upcoming conference.

ORDINARY MEETING
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C. Follow Up Action List

- Officers advised that this will be finalised and included in the next meeting's Agenda.

MOVED by Mr Terry and seconded by Ms Mackisack.

That the information presented in General Business is received and noted.

ADDITIONAL GENERAL BUSINESS

Flood Markers

- Committee members mentioned the possibility of flood markers displaying the actual flood height depth on either the top or the bottom so that people can relate these to the information they receive in terms of floods.

Redbank Bridge

- It was noted by Committee members that the proposed Redbank Bridge across the Navua Reserve had been moved further upstream in order to provide a 1:100 road across to Springwood Road.

The meeting terminated at 6:16pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 062 **ROC - Audit Committee - 4 March 2020 - (95496, 91369, 79351)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Audit Committee, held on 4 March 2020.

RECOMMENDATION:

That the Minutes of the Audit Committee Meeting held on 4 March 2020 be received and noted.

DISCUSSION

The Audit Committee met on 4 March 2020 and considered reports on the following matters, as shown in the attached minutes (Attachment 1).

Report

Item: 1 2018/2019 and 2019/2020 Internal Audit Programs Update
Item: 2 Status of Internal Audit Management Actions as at 7 February 2020
Item: 3 Review of Council's Investment Policy - Draft Report
Item: 4 Finance Reports

General Business

A: Payroll

The above items do not have any policy or financial implications to Council, and therefore, are presented to Council to receive and note.

ATTACHMENTS:

AT - 1 Minutes - Audit Committee - 4 March 2020.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes - Audit Committee - 4 March 2020

Minutes of the Meeting of the Audit Committee held in Council Committee Rooms, Windsor, on 4 March 2020 commencing at 4:07pm.

Present: Councillor Paul Rasmussen, Hawkesbury City Council
 Councillor John Ross, Hawkesbury City Council
 Ms Ellen Hegarty, Community Representative
 Ms Nisha Maheshwari, Chairperson, Community Representative

Apologies: Mr Craig Bennett, Community Representative

In Attendance: Mr James Winter, Grant Thornton - Teleconference
 Mr Kenneth Leung, NSW Audit Office - Teleconference
 Mr Peter Conroy, Hawkesbury City Council
 Mr Laurie Mifsud, Hawkesbury City Council
 Ms Vanessa Browning, Hawkesbury City Council
 Mr Mario Robles, Hawkesbury City Council
 Mr Charles McElroy, Hawkesbury City Council
 Ms Jodie Tillinghast, Hawkesbury City Council

REPORT:

In the absence of the Chairperson, Ms Nisha Maheshwari, the Deputy Chairperson, Mr Craig Bennett chaired the meeting.

RESOLVED on the motion of Councillor Rasmussen and seconded by Ms Ellen Hegarty that the apology be accepted.

Member	5/12/2018	20/03/2019	19/06/2019	11/09/2019	6/11/2019	04/12/2019	04/03/2020
Councillor Paul Rasmussen	✓	✓	A	A	A	✓	✓
Councillor John Ross	✓	✓	✓	✓	✓	✓	✓
Councillor Patrick Conolly (Alternate)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mr Craig Bennett	A	✓	✓	✓	✓	✓	A
Ms Ellen Hegarty	A	A	✓	✓	A	✓	✓
Ms Nisha Maheshwari (Chairperson)	✓	✓	✓	✓	✓	A	✓

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

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Rasmussen and seconded by Ms Ellen Hegarty that the Minutes of the Audit Committee held on the 4 December 2019, be confirmed subject to minor amendments being made to wording in General Business - Part A - Quarterly Review Reports and Internal Audit Functions as proposed by Ms Ellen Hegarty at the meeting.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

SECTION 3 - Reports for Determination

Item: 1 **AC - 2018/2019 and 2019/2020 Internal Audit Programs Update - (91369, 79351, 12470)**

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That the progress against the 2019/2020 Internal Audit Program as attached in Attachment 1 to this report be received and noted.

DISCUSSION:

- In relation to the 2018/2019 Internal Audit Program, it was noted that three projects have been completed. The fourth project will be completed in the near future.
- In relation to the 2019/2020 Internal Audit Program:
 - It was noted that two projects will be completed by the end of Quarter 3, and the third and last project is scheduled to be completed by the end of Quarter 4.
 - It was noted that the RMS Drives Compliance Audit is scheduled for commencement and completion in Quarter 4, and that the RMS Audits are completed annually.
 - The Customer Service - Standards and Complaints Audit has commenced with a Work Plan currently being developed.

In relation to the City Planning Applications and Certificates Audit and the Customer Service - Standards and Complaints Audit, a request was made for the Work Plans for the Audits to be circulated to Committee members. Staff commented that the Work Plan for these Audits can be circulated to Committee members when they are complete.

Councillor Ross raised concerns regarding the use of the word 'finalised' in the executive summary, describing the 11 projects in the 2017/2018 Internal Audit Program. Council's Director Support Services confirmed that the Audits in the 2017/2018 Internal Audit Program were complete, but acknowledged that not all management actions had been finalised. This point would be taken into account in future reporting.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty.

That the progress against the 2019/2020 Internal Audit Program as attached in Attachment 1 to this report be received and noted.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 2 **AC - Status of Internal Audit Management Actions as at 7 February 2020 - (91369, 79351, 12470)**

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That:

1. The Internal Management Audit Action Summary Report as at 7 February 2020, in Attachment 1 to this report be received and noted.
2. The Uncompleted Internal Audit Management Action Summary Report as at 7 February 2020, in Attachment 2 to this report be received and noted.
3. The Overdue Extreme / High Risk Internal Audit Management Action Report as at 7 February 2020, in Attachment 3 to this report be received and noted.
4. The Extension of Due Dates for Agreed Management Action Report in Attachment 3 to this report be received and noted.
5. The Recently Completed Internal Audit Management Action Report in Attachment 4 to this report be received and noted.

DISCUSSION:

- The Committee commended the Attachments, stating that these were very helpful.

With regard to Attachment 2:

- The Committee queried the repetition in the substance of the comments in relation to work orders in the Accounts Payable Audit. Staff explained that the action relates to two different items. Staff also explained that the work order process referred to relates to maintenance of Council's assets, and the Committee suggested that the items be annotated to make that clear.
- Committee members discussed considering a new column in the spreadsheet that indicates what the initial action due date was for each incomplete management actions. Staff suggested that the "Date Completed" column was not relevant and could be replaced with an "Initial Action Due Date" column. The Committee agreed to this change.
- It was requested that the word uncomplete is changed to incomplete, and that an overall spellcheck be conducted on the tables.
- With regard to Attachment 3, the Committee enquired as to what mitigation strategies Council had put in place pending the completion of the overdue extreme or high risk management actions. Staff explained that the application of the existing property strategy was one such strategy, while it was recognised that it requires updating, a number of business as usual practices and actions have or are already in place, such as the recent appointment of a Managing Agent to manage two of Council's properties and advertise and seek new tenants on realestate.com.au website. A request was made for future summary reports to list mitigation strategies for management action items with an extreme or high risk rating, where there is a lengthy period before anticipated completion.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty

That:

1. The Internal Management Audit Action Summary Report as at 7 February 2020, in Attachment 1 to this report is received and noted.
2. The Uncompleted Internal Audit Management Action Summary Report as at 7 February 2020, in Attachment 2 to this report is received and noted.
3. The Overdue Extreme / High Risk Internal Audit Management Action Report as at 7 February 2020, in Attachment 3 to this report is received and noted.
4. The Extension of Due Dates for Agreed Management Action Report in Attachment 3 to this report is received and noted.
5. The Recently Completed Internal Audit Management Action Report in Attachment 4 to this report is received and noted.

Item: 3 AC - Review of Council's Investment Policy - Draft Report - (91369, 79351, 12470)

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That the Audit Committee receive and note the Draft Council report regarding the review of Council's Investment Policy, attached as Attachment 1 to this report.

DISCUSSION:

- In regard to Council's Draft Investment Policy:
 - Committee members enquired about the effect of the Ministerial Investment Order. Staff clarified that the Ministerial Investment Order prohibits certain classes of investments.
 - Regarding Clause 11.2 of Attachment 1 - Liquidity, an enquiry was made in relation to the amendment of the Investment Policy to reduce from \$3 million to \$2 million Council's available cash, in the context of cash flow requirements. Staff explained that Council's liabilities in relation to Council's projected cash flow requirements were taken into account prior to arriving at the balance of \$2 million.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Ellen Hegarty, seconded by Councillor John Ross

That the Audit Committee receive and note the Draft Council report regarding the review of Council's Investment Policy, attached as Attachment 1 to this report.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 4 **AC - Finance Reports - (91369, 79351, 12470)**

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That the Audit Committee receive and note the report on the December 2019 Quarterly Budget Review Statement and the January 2020 Investment Report.

DISCUSSION:

- Discussion took place concerning the cost of workers compensation claims, and the impact manual labour and an ageing workforce on the incidence of claims.
- Staff explained to the Committee how the prepayment of grant funds impacted on Council's reported financial position, as Accounting Standards in place at the time of the receipt of some funds required Council to recognise the funds at that time. Staff explained that Council was unable to apply the accounting convention described as the "Matching Principle", and this was confirmed by Council's Auditor - NSW Audit Office.
- Committee members emphasised the importance of making it clear that the current Accounting Standards prevents Council from applying the Matching Principle convention.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty.

That:

1. The Audit Committee receive and note the report on the December 2019 Quarterly Budget Review Statement and the January 2020 Investment Report. In doing so the Audit Committee observed:
 - a) The advice received from Council's Auditors - the NSW Audit Office, that Accounting Standards in place at the time of preparing the Financial Statements for the years ended 30 June 2018 and 30 June 2019 required Council to recognise grant funds when received – not when expended, as Council had control over the funds.
 - b) That the application of the Accounting Standards in line with the advice outlined in point 1, currently precludes Council from adopting the "Matching Principle" convention in relation to its financial reporting.
 - c) That when the December 2019 Quarterly Budget Review Statement was considered in the context of Council's financial performance in recent years, the financial results for both the years ended 30 June 2018 and 30 June 2019 were more favourable, due to the pre-payment of government grants.
 - d) Note that the recent change in Accounting Standards will improve Council's ability to adopt the "Matching Principle" convention and in doing so, make further adjustments to Council's financial position and reporting as at the 30 June 2020.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

SECTION 4 - General Business

A. Payroll

Committee members enquired about whether Council should conduct an audit or review of its payroll system, noting that some employers are required to apply multiple awards and other industrial instruments, and the Australian Taxation Office currently has an amnesty in place. Staff advised that Council has one Industrial Award, which is the Local Government (State) Award 2017, and that Council has an active joint Consultative Committee which monitors compliance by Council with salary system provisions in the Award.

The General Manager suggested that it might be possible to conduct an audit of payroll compliance in the 2020/2021 Internal Audit Program.

The meeting terminated at 6:08pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 31 March 2020

Item: 063 **ROC - Heritage Advisory Committee - 5 March 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 5 March 2020.

RECOMMENDATION:

That:

1. The Minutes of the Heritage Advisory Committee held on 5 March 2020 be received and noted.
2. In relation to Item 1 of the Minutes, Council endorse the recommendation of the Heritage Advisory Committee, namely:
 - a) The Heritage Advisory Committee has extensively reviewed the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project and has serious concerns about inconsistencies and inaccuracies and that the document is fundamentally flawed.
 - b) Council note the extensive corrections provided by the Heritage Advisory Committee to the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.
 - c) The Heritage Advisory Committee strongly recommends that the artefacts be interpreted using documentary evidence as well as the archaeological evidence found.
 - d) The Heritage Advisory Committee endorses the housing and display of the artefacts in the Hawkesbury Regional Museum, but has concerns over the loss of the museum exhibition space and recommends that Transport for NSW contribute to the cost of additional display space.
 - e) The story of the European and pre-Macquarie settlement be included as an important part of the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.
 - f) The signage in the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project be further reviewed in light of the Heritage Advisory Committee's comments and be referred back to the Committee.
3. In relation to Item 2 of the Minutes, Council endorse the recommendation of the Heritage Advisory Committee, namely:
 - a) Council runs the Heritage Awards as suggested by the Heritage Advisory Committee in 2020/2021 and request budget allocation for this.
 - b) If the Awards proceed, that Council runs a lead in marketing campaign to promote the Heritage Awards and collect images of Heritage items via social media and to investigate a digital display at the ICOMOS General Assembly, and to liaise with the Hawkesbury Gazette for advertising.
 - c) If the Awards proceed, that Council commence developing a branding and marketing campaign for the Heritage Awards.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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4. In relation to Item 3 of the Minutes, Council endorse the recommendation of the Heritage Advisory Committee, namely:
- a) Council investigate the replication of the missing mile marker from Roadside Reserve outside 54 Windsor Street, East Richmond, as per Council's Heritage Advisor's design.
 - b) Council considers adding the mile marker at the location 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks, and its subsequent inclusion on Schedule 5 of the Hawkesbury LEP 2012 as an item of heritage significance.

DISCUSSION

The Heritage Advisory Committee met on 5 March 2020 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

Items 1, 2 and 3 contained within the attached Minutes of the Heritage Advisory Committee held on 5 March 2020, have policy or financial implications to Council, and as such require specific consideration by Council.

All other items raised in the Minutes of the Heritage Advisory Committee have no policy or financial implications for Council, and are presented for information only.

The following items require specific consideration by Council:

1. Item 1 - Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project

Ms Kylie Christian from Wolfpeak and Mr Graham Standen from Transport for NSW were in attendance at the meeting for the purpose of discussing the Committee's feedback on the Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project.

The Chairperson opened the discussion by providing a summary of key points previously raised by the Heritage Advisory Committee, being:

- Concerns over historical and factual information plus there are more relevant sources that are readily available
- Telling the story – the human experience – no excitement – too shiny – stocks, floggings, Cunningham's hanging - make it engaging – about the life of the place – farmers stories, single punt before the bridge
- Concerns over the loss of the museum's temporary exhibition space
- Longevity and maintenance of signage and vandalism potential (blue poles)
- Images selected – there are better available e.g. Thompson Square Conservation Management Plan
- Accessibility of signage including colours and style
- Information missing e.g. content of digital experience

As detailed in the Minutes there was much discussion on the matter.

Following discussion and consideration of the matter, the Heritage Advisory Committee resolved:

That:

- "1. *The Heritage Advisory Committee has extensively reviewed the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project and has serious concerns about inconsistencies and inaccuracies and that the document is fundamentally flawed.*

ORDINARY MEETING
SECTION 4 – Reports of Committees
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2. *Council note the extensive corrections provided by the Heritage Advisory Committee to the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.*
3. *The Heritage Advisory Committee strongly recommends that the artefacts be interpreted using documentary evidence as well as the archaeological evidence found.*
4. *The Heritage Advisory Committee endorses the housing and display of the artefacts in the Hawkesbury Regional Museum, but has concerns over the loss of the museum exhibition space and recommends that Transport for NSW contribute to the cost of additional display space.*
5. *The story of the European and pre-Macquarie settlement be included as an important part of the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.*
6. *The signage in the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project be further reviewed in light of the Heritage Advisory Committee's comments and be referred back to the Committee."*

OFFICER'S COMMENT:

The Windsor Bridge Replacement Project has been a highly emotive issue for the community. Given this, the need to ensure that the Heritage Interpretation Plan fully reflects the Aboriginal and Colonial Heritage is considered essential. The Committee was unanimous on its thoughts and resolution on the matter.

2. Item 2 - Heritage Awards

An overview of the proposed Heritage Awards as prepared by the Heritage Awards Working Group was provided to the Heritage Advisory Committee.

Committee members stated that the general community is not aware of the upcoming International Council on Monuments and Sites (ICOMOS) visit as part of the 2020 General Assembly in Sydney although this is a very significant conference, and suggested using this visit as an outlet to promote the Heritage Awards by incorporating a digital display at the ICOMOS General Assembly.

Another suggestion was made to run a competition on Councils social media page with the purpose of collecting images of heritage items throughout the Hawkesbury, to be used in the display at the ICOMOS General Assembly, as well as potential advertising via the Hawkesbury Gazette.

Following discussion and consideration of the matter, the Heritage Advisory Committee resolved:

"That the Heritage Advisory Committee recommends:

1. *Council runs the Heritage Awards as suggested by the Heritage Advisory Committee in 2020/2021 and request budget allocation for this.*
2. *If the Awards proceed, that Council runs a lead in marketing campaign to promote the Heritage Awards and collect images of Heritage items via social media and to investigate a digital display at the ICOMOS General Assembly, and to liaise with the Hawkesbury Gazette for advertising.*
3. *If the Awards proceed, that Council commence developing a branding and marketing campaign for the Heritage Awards."*

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OFFICER'S COMMENT:

Consideration of establishing a Heritage Awards Program has been a matter raised by the Heritage Advisory Committee on an ongoing basis. Consideration of a budget allocation in the 2020/2021 budget is being undertaken.

3. Item 3 - Missing Historical Mile Marker from Roadside Reserve Outside 54 Windsor Street, East Richmond

Council's Heritage Advisor explained the process of assessing the significance of the missing historical mile marker from the Roadside Reserve outside 54 Windsor Street, East Richmond. It was noted that the missing mile marker was determined to be from the colonial period, pre-1816 and pre-Macquarie.

Council's Heritage Advisor stated that there is only one timber mile marker left in the field, which is located to the north of Crowleys Lane on Castlereagh Road, Agnes Banks. This remaining mile marker was used for the interpretation design for a possible replacement to the missing mile marker from East Richmond.

Committee members supported the interpretation of the missing mile marker previously located outside of 54 Windsor Street, East Richmond.

Discussion occurred in relation to preservation of the mile marker located to the north of Crowleys Lane on Castlereagh Road, Agnes Banks and the Committee agreed that it is imperative this item be listed as an item of Heritage Significance on Schedule 5 of the Hawkesbury LEP 2012.

Following discussion and consideration of the matter, the Heritage Advisory Committee resolved:

"That the Heritage Advisory Committee recommends:

- 1. Council investigate the replication of the missing mile marker from Roadside Reserve outside 54 Windsor Street, East Richmond, as per Council's Heritage Advisor's design.*
- 2. Council considers adding the mile marker at the location 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks, and its subsequent inclusion on Schedule 5 of the Hawkesbury LEP 2012 as an item of heritage significance."*

OFFICER'S COMMENT:

The significance of the missing mile marker and the last remaining mile marker has been established by Council's Heritage Advisor and supported by the Heritage Advisory Committee. As such, it is considered appropriate to continue with investigations in terms of interpretation of the missing mile marker and preservation of the remaining mile marker.

ATTACHMENTS:

AT - 1 Minutes - Heritage Advisory Committee - 5 March 2020.

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SECTION 4 – Reports of Committees
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AT - 1 Minutes - Heritage Advisory Committee - 5 March 2020

Minutes of the Meeting of the Heritage Advisory Committee held in Council Committee Rooms, Windsor, on 5 March 2020 commencing at 5:03pm.

- Present:** Councillor Danielle Wheeler, Chairperson
 Mr Graham Edds, Deputy Chairperson
 Councillor Peter Reynolds, Hawkesbury City Council
 Ms Abigail Ball, Community Representative
 Mr Michael Edwards, Community Representative
 Ms Janice Hart, Community Representative
 Ms Helen Mackay, Community Representative
 Ms Judy Newland, Community Representative
 Ms Michelle Nichols, Community Representative
 Mr Steve Rawling, Community Representative
 Ms Venecia Wilson, Community Representative
 Ms Jan Barkley-Jack, Community Representative
- Apologies:** Councillor Nathan Zamprogno, Hawkesbury City Council
 Ms Deborah Hallam, 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
 Ms Kylie Christian, Wolfpeak
 Mr Graham Standen, Transport for NSW

Member	23/05/2019	13/06/2019	01/08/2019	31/10/2019	05/03/2020
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	✓	✓	✓	✓	✓
Ms Michelle Nichols	✓	✓	✓	✓	✓
Mr Steve Rawling AM	✓	✓	✓	✓	✓
Ms Venecia Wilson	✓	✓	✓	A	✓
Ms Janice Hart	A	✓	✓	✓	✓
Ms Deborah Hallam	✓	A	✓	✓	A
Ms Jan Barkley-Jack	-	-	-	-	✓

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

The Chairperson commenced the meeting with an acknowledgement of Indigenous Heritage.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Edds and seconded by Ms Hart that the Minutes of the Heritage Advisory Committee held on the 31 October 2019, be confirmed.

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SECTION 3 - Reports for Determination

ITEM: 1 **HAC - Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project - (80242, 95498, 124414, 147666)**

Previous Item: Ordinary (27 June 2017)
 Ordinary (14 September 2010)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That:

1. The Heritage Advisory Committee receive and note the contents of this report.
 2. The Heritage Advisory Committee note that meeting arrangements are being made with Transport for NSW to work through the Committee's comments and feedback.
-

DISCUSSION:

- The Chairperson introduced the representatives, Ms Kylie Christian from Wolfpeak and Mr Graham Standen from Transport for NSW and explained to the Committee that the purpose of their attendance at the meeting was to discuss the Committee's feedback on the Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project.
- The Chairperson opened the discussion by providing a summary of key points previously raised by the Heritage Advisory Committee, being:
 - Concerns over historical and factual information plus there are more relevant sources that are readily available
 - Telling the story – the human experience – no excitement – too shiny – stocks, floggings, Cunningham's hanging - make it engaging – about the life of the place – farmers stories, single punt before the bridge
 - Concerns over the loss of the museum's temporary exhibition space
 - Longevity and maintenance of signage and vandalism potential (blue poles)
 - Images selected – there are better available e.g. Thompson Square Conservation Management Plan
 - Accessibility of signage including colours and style
 - Information missing e.g. content of digital experience
- The Transport for NSW representatives advised that the comments from the Heritage Advisory Committee have been received, and that these will be reviewed. The Chairperson clarified that the Committee were hoping for discussion and compromise around the issues raised, and to come to a resolution instead of going back and forth, given time constraints.
- Committee members enquired about the summary of stakeholder engagement which was meant to be circulated to the Committee following the meeting with Wolfpeak in May 2019. The Transport for NSW representatives believed this had already been sent, but offered to provide a copy. Subsequent to the meeting, the summary of stakeholder engagement document was received from Transport for NSW and distributed to Committee members.

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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.
- The Transport for NSW representatives advised the Committee that although the museum was not originally part of the brief for the Heritage Interpretation Plan, that they are willing to discuss with Council in relation to the display of artefacts and other materials relating to the Windsor Bridge Replacement Project.
- Committee members clarified that the artefacts must remain in the Hawkesbury, but that they felt that Transport for NSW, as the better resourced organisation, should be financially responsible for accommodating extra display space at the museum for these artefacts. It was noted that the museum was built from grant funding, and that Council relies heavily on the museum for tourism with changing displays.
- Some of the Committee identified that there is an over-emphasis on Aboriginal content in the Draft Heritage Interpretation Plan, and that the document is missing the significance of Colonial Heritage. It was suggested to also include a focus on the interesting stories of the Colonial Heritage.
- The Transport for NSW representatives explained that one of the most significant findings in Thompson Square was the Aboriginal artefacts, and that there had been clear direction from the Heritage Council of NSW to ensure this was highly inclusive and balanced. An Aboriginal archaeologist has stressed that the Aboriginal artefacts found reflect a National significance.
- The Committee emphasised that it is not being suggested that Aboriginal interpretation is not important. It is being noted that the Draft Heritage Interpretation Plan lacks balance with significant later happenings that created Thompson Square. A statement was made that archaeology does not stand alone; it is supported by historical documentary evidence. The Committee clearly requested that the Aboriginal story is not contracted, but that the Colonial story is expanded.
- Committee members expressed their dislike of the blue lines around the bridge abutment. The Transport for NSW representatives stated that there was general support for the blue lines through stakeholder engagement and that these have commenced construction and will continue to be built. The Committee were disappointed that works are commencing prior to the Draft Interpretation Plan being finalised and regardless of the Committee's feedback. The Committee stated that the Interpretation Plan is supposed to lead the works rather than stamping what has already been completed.
- The Transport for NSW representatives stated that they were relying on the archaeology findings to inform the Interpretation Strategy, and that it would have been better if archaeology was found before the design, but that these are the consequences of the way this project has progressed.
- It was noted that there is a heavy emphasis on floods in the Draft Heritage Interpretation Plan, and although this element is important, there are a lot of other things to include. There needs to be a balance across all particular history. The Transport for NSW representatives explained that they had a fixed line for the Draft Interpretation Plan, and it is hard to determine where to start and where to stop.
- Concerns were raised regarding the signage colouring being too dark and difficult to read. The Transport for NSW representatives advised that they have used heritage colours that are tonal and less eye catching, as per a recommendation from the Heritage Council of NSW, but that this can be investigated further.

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- The Committee enquired about the longevity of the blue flood pole markers and potential vandalism. The Transport for NSW representatives clarified that the blue flood markings are a timber based pole with aluminium composite three layers thick. The flood markings have a guaranteed life span of ten years and will not be overly expensive to be renewed.
- The Committee asked for clarification regarding the retention of the Windsor Bridge, stating that Nowra Bridge was retained with the State Government funding ongoing maintenance. The Transport for NSW representatives advised that their brief was to deal with the removal of the Windsor Bridge.
- Committee members were confused due to being told different reasons as to why the existing Windsor Bridge cannot be retained. The Transport for NSW representatives advised that the retention of bridges is assessed on the heritage merit of the bridge, and stated that it would be a significant cost to conduct ongoing inspections and maintenance of a retained bridge and that the existing Windsor Bridge is not in good condition.
- The Chairperson highlighted that the RMS was always responsible for the maintenance of the existing Windsor Bridge, that there is a serious traffic problem in Windsor and the retention of the bridge was never discussed or considered. The issue is the constant inconsistent information which is setting one part of the community against the other. It was stressed that people who do not live here do not understand the actual impact on the community, and that the only way forward is through clear information supported by evidence.
- Following this, the Committee requested detail within the Draft Heritage Interpretation Plan regarding the removal of the existing Windsor Bridge and the heritage aspect behind this.
- The Transport for NSW representatives mentioned a recent finding of a sandstone retaining wall, stating that the age was not fully determined and that the Heritage Manager and archaeologist were currently assessing this.
- Subsequent to this meeting, the Transport for NSW representatives advised that:

"The sandstone wall uncovered in The Terrace is being carefully exposed in accordance with the detailed salvage strategy for the project.

An archaeologist and the Project Heritage Manager inspected the wall on Wednesday 4 March 2020. The Heritage Manager has reported that the wall is late 19th Century and appears to have been constructed as a part of the work to formalise The Terrace when the bridge deck was raised in the late 1890s.

At two locations new watermain are required to cross the line of the wall and the Heritage Manager supports the careful removal of the sandstone blocks where necessary. The Heritage Manager also advised that the sandstone blocks, once removed, do not have "heritage significance in its own regards" and these sandstone blocks will be stored and retained as per current site procedures.

Work will continue to uncover more of the sandstone wall, following which an assessment will be made to determine the extent that part of the wall will need to be removed to allow construction of the new road pavement. The construction of the new road pavement in The Terrace will occur during a later stage of the works."

- Committee Members have since undertaken some research into the matter, with the following provided (and attachments included):

"As mentioned the sandstone blocks discovered near Windsor Bridge were thought to be associated with the upgrade of the bridge in the 1890s and possibly recycled.

Research has been undertaken looking for information about the deviation to Punt's Hill and was interested in seeing the discussion by Windsor Borough Council about the upgrade of the road. They

ORDINARY MEETING
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were able to secure some Government funding. In 1903 it was mentioned that there was the possibility that this deviation could make use of the old sandstone blocks associated with Cadell's Brewery built in the 1840s along The Terrace on the site of Sunnybrae, between Kable and Fitzgerald Streets. It was one of the largest brewery's built in the colony at the time but was badly damaged in the 1867 flood. I have attached some relevant articles from 1904. Given time lot more research could be done as there are many mentions about this project. I have also attached two images showing the river in 1879 (including punt house) and Cadell's.

Another article was discovered from the papers dated 1904 which they talk about using the sandstone from the old Punt House which was situated on the riverbanks.

I believe the RMS have archaeologists looking at this project today and will probably start dismantling today or tomorrow. It is a shame that a stay couldn't be put on this so that it can be researched and reviewed."

- As per the Heritage Advisory Committee's request, the above research was forwarded to Transport for NSW including the attachments, and it was enquired whether or not it is considered that there is any ability for works on this part of the Project to be held off until the matter has been fully researched and understood.

I C T O R I A L H I S T O R Y
HAWKESBURY
MICHELLE NICHOLS



ORDINARY MEETING
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SEPTEMBER 1903

PUNT HILL. (1903, September 26). *Windsor and Richmond Gazette* (NSW : 1888 - 1961), p. 4. Retrieved March 9, 2020, from <http://nla.gov.au/nla.news-article86219054>

KEYWORDS "As regarded a retaining wall they had this material — the foundations of the old brewery at their very door, which, no doubt, could be purchased at a reasonable price."

THE GAZETTE, SATURDAY
PUNT HILL.

DEPUTATION TO THE COUNCIL.

On Wednesday evening last, at the ordinary meeting of the Windsor Borough Council, the Mayor and Aldermen received a deputation from several of the Progress Associations of the district, who laid before the Council the urgent necessity for doing something to reduce the grade of **Punt Hill**. The Aldermen were favorably impressed with the request of the deputation, and resolved to ask the Minister for Public Works for a special grant of money wherewith to form a less difficult road leading from the bridge to the town.

There was a full Council, and the following gentlemen formed the deputation:—Messrs G. Nicholls, J. P. (President), J. W. Farlow, J. P. (Vice-president), J. Lines, (hon. sec.), W. Turnbull, Henry Greenree, Herbert Greenree, (Freeman's Reach P.A.), and C. A. Hoerning, (Ebenzer P.A.).

Mr G. Nicholls introduced the subject. He was sure all the aldermen would admit that the people on the other side of the river had a great grievance, and they were there to ask the Council to take the initiatory steps towards trying to have the grade of the hill lessened. The request was that the road was vested in the Borough Council, and unless the aldermen first moved in the matter nothing could be done. No serious attempt to have the hill improved had been made, but they recognised that the Council had kept the road in fairly decent order. Of course it would not be reasonable to expect the Council to undertake the work with the ratepayers' money—he wished it to be understood that the deputation did not expect that; but they would like the Council to try and obtain a special Government grant. If necessary, they would be backed up by the whole of the Progress Associations interested in the matter, and all the people affected. He thought it a matter of very serious moment to the district, and it was a matter for surprise that the second oldest town in the State had not done something to remedy the evil years ago. Various suggestions had been made as to the best thing to be done, and if deemed advisable the delegates could lay the proposals before the Council. No doubt the best thing to do would be to place the matter in the hands of a competent roads engineer, who would be able to decide the best way to overcome the difficulty. If they thought fit to send a deputation to the Minister, and if any outside assistance was required, the most influential people in the district would join them. The great difficulty at present was the sharp turn on the hill. The steepest place was at the turn, and there one horse has to hold the load and either pull it or let it go back, for the leaders could do nothing till the corner was turned. The trouble was they had not the full width of the road at that spot or it would not be quite so bad. He hoped the Council would assist them, for it was a matter which really affected half the growers of the Hawkesbury District.

Mr J. Lines said since their last meeting with the Council a fresh route had been proposed, as the old one—the deviation round the old punt house—seemed too hot for them to touch. It seems that they left the Council on the last occasion with false hopes, for while they were led to believe something was to be done, he had watched the papers in vain to see some steps taken. He believed that if the Council took the matter up they would not have the slightest difficulty in getting an easier grade made; and their worthy member had informed him he would help in every way, and saw no reason why they should not be successful. It was a very serious matter to the farmers on the other side, and he trusted a strong effort would be made to get a special grant.

Mr J W Farlow referred to the great increase of traffic up the hill during the past few years. Land had been taken up every year, and the traffic would continue to increase. He had seen horses assing up at the turn, and they had to be cut down out of the harness, and many a time he had pulled others up the hill when they were stuck there with loads.

Ald Dean and Holland expressed themselves in favor of an effort to get something done, the latter gentleman saying he thought the services of the roads engineer should be obtained to give an expert opinion as to the best route.

Mr Hoerning pointed out that anything which crippled the outlying district must necessarily cripple the town. The farmers should be assisted to get to their markets with as little difficulty as possible. He favored a deviation round the old punt house and along Terrace-street. One had only to go a little way on to the bridge to see that the elevation in that direction was not half what it was on the present road. From the foot to the crown of the hill on the existing road must be about 40 feet; by going round Punt Hill, the hill would not be more than 15 or 20 feet. He regarded it as impossible to get an easier grade up the Punt Hill, for there was not a sufficient length of road over which to distribute the grade. He regarded it as ridiculous to say that by diverting the road round the Terrace road the grade would be taken from the north end of the town. People with a load liked to take it by the shortest road, but when returning they were in no hurry, and would never object to go a mile out of their way, if necessary, to do their business. The present ascent was extremely dangerous, and he regarded it as simply a fluke that a load was not toppled over at the turn on one occasion while he was there.

Ald Hannabus thought that the only thing to do was to ask the Minister to send an officer to report on the suggested road and the best route. He assured Mr. Nicholls that they had more than the full road at the turn, for the road really encroached on property there.

Mr. Lines said the property encroached on, judging by the post on the road.

Ald Hannabus said that post did not define the road, but the whorl reserve.

Ald W Gosper said that some 12 or 15 years ago he got the opinion of Mr John Coleman, and he favoured the deviation along the bank. It was Mr Coleman's opinion that one horse would be able to take as much that way as two could take up the Punt Hill. But the great expense would be a retaining wall, and he (Ald Gosper) was knocked kite high when he brought the matter up in the Council.

Ald Dean said he believed all the Aldermen recognised the importance of easing the ascent to the town from the other side of the river. They had a right to consider the dumb animals, and it was their duty to give the producers as easy access as possible to their produce to their markets. He liked Mr Hoerning's idea best—in fact he did not think a horse-shoe deviation practicable, for the reasons given by Mr Hoerning. As regarded a retaining wall, they had the material—the

door, which, no doubt, could be purchased at a reasonable price. As far as the Progress Associations were concerned, he was in favor of helping them all they could, and he hoped they would approach the Minister unitedly. He moved, "That a deputation of the Council, with representatives of the different Progress Associations, wait on the Minister for Works and ask for a special grant of money to improve the road known as **Punt Hill**." The date could be fixed by their Member, who would be asked to introduce the deputation.

Ald. Holland thought they should first ask the Government to send an engineer up to inspect the place and give an estimate of the cost, so that they could ask for a specific amount.

Ald. Dean said that would be the first thing done after the deputation had made its representations.

Ald. Fitzpatrick seconded the motion, and endorsed Ald. Dean's remarks. He did not think there was much in Ald. Holland's point, for there was little doubt that the first thing the Minister would do would be to get a report on the matter. The Council should assist in every possible way to have the grade of **Punt Hill** made easier. The country people, though not ratepayers in a direct sense, nevertheless in an indirect way contributed to the revenue of the town. They supported the town, and should therefore be given easy access to it.

The Mayor was in cordial sympathy with the movement, and would give it every assistance.

The motion was carried unanimously.

The deputation thanked the Mayor and Aldermen, and withdrew.

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There was a very lengthy discussion over the proposed road improvements leading up from the bridge over the river, for which the Government had granted £200, which sum was to be augmented by the council and by the people on the other side of the river. The Mayor put on a motion asking the Department to officially inform the council which route they were proposing to spend the money on. He understood the route by the punt house was now preferred by the officers; but he thought the council were being treated shabbily in not being made acquainted one way or the other. Personally he would not support any other route.

Aldermen Gosper, Dean, and Taylor were heartily with the Terrace route.

Ald. Gosper spoke of cutting down Holland's hill and filling up the hollow, and thus making a good road to the railway.

Ald. Fitzpatrick was not quite satisfied. It would be necessary to do expensive road work along the Terrace road. Who was going to pay for it? The council had no money!

Ald. Dean: Who has?

Ald. Fitzpatrick: I don't know, unless it is yourself!

Here there was a dialogue between the Mayor and Ald. Fitzpatrick, in which the former took a fatherly and optimistic attitude, and painted quite a glowing and inviting picture of the new road up by the Punt House – when it is finished.

It was pointed out that the deviation would cost only about £140, and the balance could be used on the road along the Terrace.

Motion carried.

MARCH 1904 (see left)

Windsor Borough Council. (1904, March 25). *Hawkesbury Herald (Windsor, NSW : 1902 - 1945)*, p. 6. Retrieved March 9, 2020, from <http://nla.gov.au/nla.news-article66357082>

APRIL 1904 (see below)

WINDSOR BOROUGH COUNCIL. (1904, April 2). *Windsor and Richmond Gazette (NSW : 1888 - 1961)*, p. 1. Retrieved March 9, 2020, from <http://nla.gov.au/nla.news-article85895555>

The Mayor thought a great deal would be saved by relieving George-street of heavy traffic, even from the Royal Hotel corner to Kable-street. With regard to the Punt Hill deviation, the Road Super. had pointed out to him a spot which would require four feet of filling, just at the turn off to the wharf approach. This would cut off the approach to the wharf, and another road would have to be made along the side just below Mrs. Hopkins'. They could procure stone at a reasonable price from Miss Dick, and this, with the bricks from the old punt-house—which unsightly structure would be demolished—would make the retaining walls necessary near the residence of Dr. Callaghan. He did not want to bind the Council to anything, but merely desired the aldermen to express their opinions re the Terrace route, and would like them to affirm a resolution asking the Government to proceed with this route. It would cost £50 less than the cutting down and deviation of Punt Hill, and be £150 better.

JUNE 1904

At the ordinary meeting of the Windsor Borough Council on Wednesday evening the £25 promised by that body some time ago towards the deviation work at Windsor bridge was voted. The Mayor also stated that he had had an interview with the contractor for this work, and had asked him to employ local labor as far as possible. This that gentleman promised to do, and the Mayor has been authorised to receive the names of workmen anxious to secure employment. Therefore those laborers who want work should see the Mayor. Mr. Mortley deserves credit for his action in this matter.

FROM WEEK TO WEEK. (1904, June 4). *Windsor and Richmond Gazette (NSW : 1888 - 1961)*, p. 3. Retrieved March 9, 2020, from <http://nla.gov.au/nla.news-article85891226>

JUNE 1904

List of Subscribers towards Punt Hill Deviation, Windsor. (1904, June 11). *Windsor and Richmond Gazette (NSW : 1888 - 1961)*, p. 8. Retrieved March 9, 2020, from <http://nla.gov.au/nla.news-article85892046>

SEPTEMBER 1904

Mr. L. Pickup was the purchaser of the old punt-house, which until recently stood on the bank of the river over-looking the bridge. An historical land-mark that old punt house undoubtedly was, and could it have but spoken many an interesting and startling tale it might have told of occurrences in the years that have gone. Ald. Primrose, who can truthfully be termed the 'Father of the Council,' saw it erected, and has lived to see it demolished.

FROM WEEK TO WEEK. (1904, September 3). *Windsor and Richmond Gazette* p. 3. Retrieved from <http://nla.gov.au/nla.news-article85892983>

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**INDUSTRIOUS AND
ENTERPRISING**

of Richmond who won the election by one vote. Coincidentally, Thomas Cadell jr. married Bowman's only child Ann Catherine four months after the election. During 1845 to 1848, Cadell was involved with the newly-formed Agricultural Society, the forerunner to the Hawkesbury District Agricultural Association. Cadell constructed several three-storey brick buildings close to the river and Kable Street, and in 1844 it was reported that Cadell's 'very handsome and commodious Brew House and Stores ... nearly completed'.³²

During April 1846 Governor Gipps visited the brewery whilst on a visit to Windsor and he commented on the 'large establishment'. Both Thomas sr. and jr. were reported to be very involved with the Presbyterian Church in Windsor, and when Thomas sr. died on 4 May 1857 he was buried in the Presbyterian Cemetery located near the Windsor Railway Station.

Son Thomas carried on the family business and in 1864 Cadell's Brewery was involved in the celebrations for the establishment of the railway line. On 29 November 1864 the Hawkesbury celebrated in great style when the governor, Sir John Young and officials travelled to Windsor and Richmond.

Cadell's Brewery completed in 1844, located along The Terrace, Windsor between Kable and Fitzgerald Streets, late last century. Photo: Paine family.

THE FLYING PIEMAN

WILLIAM FRANCIS KING (1807-74) migrated to Australia in 1829. Giving up a post as a schoolmaster at Sutton Forest, he became a barman in Sydney. He also worked as a piaman. His nickname "the Flying Piaman" came from "a remarkable series of walking feats, he performed". Twice he beat the coach from Windsor to Sydney by several minutes. On three days running he walked from St. John's Parramatta to St. Matthew's Church Windsor and back, a journey of 43 miles (70 kms). The first trip took 8 hours, the second day 7 hours and the last day it took him 7 hours 25 minutes. Other things he was renowned for was carrying a dog between Campbelltown and Sydney.

Source: Australian Encyclopedia, V, p. 190

The Governor had previously visited in 1861 when Lady Young presented the regimental colours to the Windsor Company. After the formal proceedings a ball was hosted at Cadell's Brewery, the festivities carrying on until the early hours of the next day.

As a result of the disastrous 1867 flood, the brewery was seriously damaged. An eyewitness reported in the *Sydney Morning Herald*, June 1867: 'One end of Cadell's brewery has fallen in'. The brewery never recovered from this calamity and Thomas Cadell's widow Catherine passed away on



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- The Committee noted that they do not endorse the proposed railings around the retained bridge span or the glass panel at the end of the walkway. The Transport for NSW representatives advised that they are waiting on the draft engineering design to be completed, to assess what they are working with and can then make adjustments accordingly.

Ms Kylie Christian from Wolfpeak and Mr Graham Standen from Transport for NSW left the meeting at 6:14pm.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edds, seconded by Ms Wilson.

All in favour.

That:

1. The Heritage Advisory Committee has extensively reviewed the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project and has serious concerns about inconsistencies and inaccuracies and that the document is fundamentally flawed.
2. Council note the extensive corrections provided by the Heritage Advisory Committee to the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.
3. The Heritage Advisory Committee strongly recommends that the artefacts be interpreted using documentary evidence as well as the archaeological evidence found.
4. The Heritage Advisory Committee endorses the housing and display of the artefacts in the Hawkesbury Regional Museum, but has concerns over the loss of the museum exhibition space and recommends that Transport for NSW contribute to the cost of additional display space.
5. The story of the European and pre-Macquarie settlement be included as an important part of the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project.
6. The signage in the Draft Heritage Interpretation Plan for the Windsor Bridge Replacement Project be further reviewed in light of the Heritage Advisory Committee's comments and be referred back to the Committee.

ITEM: 2 HAC - Heritage Awards - (80242, 124414)

Previous Item: 4, HAC (1 November 2018)
 3, HAC (2 August 2018)
 2, HAC (23 November 2017)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That:

1. The report be received and noted.
2. The Heritage Advisory Committee further considers the Annual Heritage Awards Program proposals and provides feedback and comments on the proposals.

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DISCUSSION:

- Officers provided an overview of the proposed Heritage Awards, advising that as per the recommendation of the Committee, the Awards have been included for consideration in the Draft Budget for 2020/2021 and that Council is looking at running these Awards on a two yearly cycle.
- Committee members stated that the general community is not aware of the International Council on Monuments and Sites visit as part of the General Assembly although this is very significant, and suggested using this visit as an outlet to promote the Heritage Awards by incorporating a digital display at the ICOMOS assembly.
- Another suggestion was made to run a competition on Councils social media page with the purpose of collecting images of heritage items throughout the Hawkesbury, to be used in the display at the ICOMOS assembly, as well as potential advertising via the Hawkesbury Gazette.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edwards, seconded by Ms Ball.

That the Heritage Advisory Committee recommends:

1. Council runs the Heritage Awards as suggested by the Heritage Advisory Committee in 2020/2021 and request budget allocation for this.
2. If the Awards proceed, that Council runs a lead in marketing campaign to promote the Heritage Awards and collect images of Heritage items via social media and to investigate a digital display at the ICOMOS General Assembly, and to liaise with the Hawkesbury Gazette for advertising.
3. If the Awards proceed, that Council commence developing a branding and marketing campaign for the Heritage Awards.

ITEM: 3 HAC - Missing Historical Mile Marker From Roadside Reserve Outside 54 Windsor Street, East Richmond - (80242, 124414)

Previous Item: 1, HAC (23 November 2017)
 GB, HAC (8 March 2018)
 GB, HAC (23 May 2018)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That:

1. The Heritage Advisory Committee recommend that Council consider interpretation of the missing mile marker at 54 Windsor Street, East Richmond by Council's Heritage Adviser.
2. The Heritage Advisory Committee discuss the interpretation of the missing mile marker that was previously located outside of 54 Windsor Street, East Richmond.
3. In terms of the remaining mile marker at the location 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks, the Heritage Advisory Committee considers options for the preservation of the mile marker.

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DISCUSSION:

- Council's Heritage Advisor explained the process of assessing the significance of the missing historical mile marker from the Roadside Reserve outside 54 Windsor Street, East Richmond.
- It was noted that the earliest mile markers are made of timber, and the missing mile marker was determined to be from the colonial period, pre-1816 and pre-Macquarie.
- Council's Heritage Advisor stated that there is only one timber mile marker left in the field, which is located 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks. This mile marker was used for the interpretation design for the replacement missing mile marker from East Richmond.
- Committee members supported the interpretation of the missing mile marker that was previously located outside of 54 Windsor Street, East Richmond.
- Discussion occurred in relation to preservation of the mile marker located 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks and the Committee agreed that it is imperative this item be listed as an item of Heritage significance on Schedule 5 of the Hawkesbury LEP 2012.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Wilson, seconded by Ms Mackay.

That the Heritage Advisory Committee recommends:

1. Council investigate the replication of the missing mile marker from Roadside Reserve outside 54 Windsor Street, East Richmond, as per Council's Heritage Advisor's design.
2. Council considers adding the mile marker at the location 400 metres north of Crowleys Lane on Castlereagh Road, Agnes Banks, and its subsequent inclusion on Schedule 5 of the Hawkesbury LEP 2012 as an item of heritage significance.

SECTION 5 - General Business

A. Heritage Study and Inventory Sheets Progress

- Officers provided an update on the progress of the Heritage Study and Inventory Sheets, stating that the aim is for this project to be completed by the third quarter of 2020.
- The Chairperson requested that a list of the potential sites identified for this project be forward to Committee members. Officers advised that this is possible, but noted that due to confidentiality concerns, this list is not for public distribution outside of the Heritage Advisory Committee.

B. Thompson Square Conservation Management Plan – Request for Endorsement by the New South Wales Heritage Council

- Officers advised that the Thompson Square Conservation Management Plan had been adopted by Council and submitted to the NSW Heritage Council for endorsement, noting that the assessment process could take up to 12 months to be completed, given it is assessed by an independent reviewer.

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C. International Council of Monuments and Sites (ICOMOS) – 2020 General Assembly (GA)

- Officers advised the Committee that Council are seeking assistance from the Heritage Advisory Committee to conduct the tours associated with the ICOMOS General Assembly in October 2020, such as tour guides.
- The majority of the Heritage Advisory Committee expressed interest in assisting with this event, and it was decided that it is important all volunteers confer prior to the event, to ensure a consistent script.
- Officers noted that this will be addressed as part of the Agenda for the next Heritage Advisory Committee meeting.

D. Kurrajong Village Historic Signage

- Council's Heritage Advisor notified the Committee that discussions are underway between Hawkesbury, Camden, Liverpool, Penrith, Blue Mountains and Blacktown Councils regarding interpretive/historic signage and that Blue Mountains and Blacktown will include 20 of their heritage items on the Heritage of Western Sydney (HoWS) Group App.
- It was noted that the recent works in Barangaroo has set the benchmark for future interpretative signage projects.
- The Committee discussed the consistency with the Bondi to Manly walk signs which incorporated branding by colour and visual symbols.
- It was also mentioned to ensure the placement of the signs ensures a minimal visual obstruction.

E. Draft Conservation Management Plan and Draft Cemetery Handbooks

- Officers highlighted that the Draft Conservation Management Plan and Draft Cemetery Handbooks have been finalized and were being reporting to Council at its Ordinary Meeting to be held on 10 March 2020, to be adopted.
- Committee members mentioned that Hawkesbury's Conservation Management Plan was positively referenced for another Metropolitan Council.

F. Verbal updates to be provided on various projects including:

• Update on listing of Singleton's Mill

- Officers advised the Committee that the location of the mills is being determined but that the listing application is proceeding.

• Update on listing of Macquarie Towns

- The Committee discussed forming an informal Working Group to assist with progress on the listing of Macquarie Towns. Officers advised that this will be organised.

• Heritage studies

- Officers advised that consultants have been appointed for an Aboriginal Cultural Heritage Study, and that further updates will be provided to the Committee as the Study progresses.

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- **Local Heritage Assistance Fund**

Ms Newland left the meeting at 7:09pm.

Mr Edwards declared a conflict of interest in relation to this matter.

- Officers displayed the signage that was placed at the front of successfully approved properties in the Local Heritage Assistance Fund Project.
- The Committee discussed the reluctance of the community to apply for the Local Heritage Assistance Fund, due to the dollar for dollar basis and not necessarily having immediate access to the funds required.
- Council's Heritage Advisor highlighted the challenges that Penrith Council had with their theme of Maintenance Plans and recommended that next year's theme also allows works to heritage properties as well.

ADDITIONAL GENERAL BUSINESS

Slab Barn in Wilberforce

- The Chairperson raised concerns in relation to a slab barn located on Wilberforce Road, Wilberforce which has had a Stop Work Order placed on it, but that this may need an Interim Heritage Order to prevent any further works.

Howe House Verandah

- Discussion occurred in relation to the verandah for Howe House, noting that a Conservation Management Plan had previously been prepared for the site which included removal of the existing verandah.
- In light of the recent Thompson Square Conservation Management Plan, the Committee agreed that the Conservation Management Plan for Howe House should be revisited and flagged for further consideration.
- Committee members mentioned that the fire escape was removed from Howe House due to a safety issue and therefore there is no public access permitted upstairs. A suggestion was made to look at the Building Code of Australia for access to the upstairs section.

Welcome to Ms Jan Barkley-Jack

- The Chairperson formally welcomed Ms Jan Barkley-Jack to the Heritage Advisory Committee and thanked her for joining the Committee and valuable contributions to the Committee.

The meeting terminated at 7:52pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

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ORDINARY MEETING
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SECTION 5 – Notices of Motion

Item: 064 **NM1 - Waste to Compost Trial - (138879, 79351)**

Submitted by: Councillor Richards

NOTICE OF MOTION:

That Council:

1. Establish a 'Local Waste to Compost Working Group' with the objective of creating a 'Local Waste to Compost Trial / Pilot Program'.
2. Confirm that the aim of this Program will be to encourage less waste and more resource use, saving funds for both Council and residents and demonstrating how a better use of waste products can create a circular economy. It will also review the re-purposing of items and report how Council can better collaborate with relevant sectors and integrate more productively with community and business waste activities.
3. Confirm that this Working Group be made up of five experts in this field and three Councillors and that they present a report to Council by June 2020 to seek approval to kick start this trial / pilot program.
4. Provide the 'Local Waste to Compost Working Group' with a report regarding the current pricing of waste services at the Hawkesbury City Council Waste Management Facility (HCCWMF). Also incorporate into this report the amount of waste and recyclable products disposed of at the HCCWMF each year, broken down into category of product and detailing where it has originated from.
5. Explore any possible funding or grants available from the NSW State or Federal Governments.

BACKGROUND

The collection and disposal of waste is a core function of local Councils. Addressing what Council does with its waste, how/what it recycles and minimising costs whilst maximising environmental outcomes, are paramount considerations.

Presently, there is an increase in public awareness, industry preparedness and government action to address the future of waste management, so it seems timely that Hawkesbury City Council embrace the concept of 'waste to compost' and holistically research ways to capitalise on the changes afoot.

This is Council's opportunity to take a lead and create opportunities that could be beneficial to council, local business and the whole community.

Hawkesbury City Council is in a unique position, as we already have a fully functioning Waste Management Facility in our LGA. We also have willing local residents and businesses who are ready and enthusiastic about working voluntarily on a committee to implement the possible strategies.

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This notice of motion is the idea of Eric Brocken, who has lived in the Hawkesbury since 1984 and is a current community representative of the Hawkesbury City Council Waste Advisory Committee. Eric has qualifications in Organic Horticulture, Social Ecology and a Masters of Environmental Management, all with Western Sydney University.

Eric has worked in education, business, community and for the government at the Royal Botanic Gardens. He is passionate about community development, sustainability, prosperity and indeed, waste management.

FINANCIAL IMPACT

The outputs from any working group need to be reflective of Council's available resources and ability to implement recommendations.

NOTE BY MANAGEMENT

Council is developing a Draft Waste Management Strategy and as part of the process a focus group was used to help identify community views relevant to the development of this strategy.

Following discussion by the Waste Management Advisory Committee it was recommend that an informal Working Group of interested Committee members be established to discuss food waste composted locally, collate relevant information including Council's current resources and develop a proposal to be presented to Council for consideration regarding a proposed pilot program."

It is understood from this Advisory Committee meeting that at this stage it is uncertain as to what might ultimately be being requested of Council with respect to composting of food waste locally as there is a wide range of options available to investigate. An informal Working Group of interested Committee members as proposed at the committee meeting would essentially meet to investigate these options. Once the informal Working Group establishes their proposal, this can be put to the Advisory Committee and Council for consideration.

The Notice of Motion proposes that this arrangement be more formalised at the early stage of the investigations.

Point 4 of the motion requests specific details of materials and origins disposed of at the waste management facility. The volumes of material that are recycled at the facility are known, however for material that is landfilled only estimates can be made and there is no ability to identify the source of materials.

It is relevant to note that to inform the Waste Strategy Council has recently commenced a domestic waste kerbside audit to obtain up to date and reliable data about waste composition, recovery rates and contamination rates. This audit will involve collecting, categorising and analysing 230 households bins. Council has conducted this type of waste audit every three years since 2008 in order to see the trends and changes in the amount and type of waste and recycling being generated.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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Item: 065 **NM2 - Implement QBRs Reporting as per P&C December 2010 Guidelines - (138885, 79351)**

Submitted by: Councillor Ross

NOTICE OF MOTION:

Recent difficulties in interpretation of the December 2019 Quarterly Budget Review Statement and Report by not only Councillors but also interested members of the community requires re-consideration of Council's current reporting practices.

Adoption of the Office of Local Government Guidelines 2010, in all its facets (by fund) will achieve that worthy objective.

The Guidelines are able to be accessed by actioning the link provided, here:

<https://www.olg.nsw.gov.au/wp-content/uploads/Quarterly-Budget-Review-Statement-for-NSW-Local-Government.pdf>

(Reference P&C website).

Implementation, commencing with the March 2020, Quarterly Budget Review Statement is sought.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

NOTE BY MANAGEMENT

Council representatives met with Mr Dennis Banicevic in late 2019 and confirmed that Councils current reporting methodologies comply with the relevant regulations.

In addition, Council officers committed to discuss 'by fund' reporting options and potential items for a councillor Finance Dashboard during the upcoming development of the Draft 2020/2021 Operational Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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Item: 066 **NM3 - COVID-19 Virus - (138882, 79351)**

Submitted by: Councillor Wheeler

NOTICE OF MOTION:

That Council notes that the impact of the Covid-19 virus outbreak is of ongoing concern to the community and Council, and requests an urgent report addressing the following matters:

1. Steps that have been taken to protect staff, including increased options for working from home, and ensuring that staff on casual employment contracts working for Council have access to sick leave and/or other paid leave if they cannot attend work because of Covid-19;
2. What capacity Council has to redeploy staff, including casual staff, to other areas of Council operations to avoid job losses;
3. What, if any, rental relief could be provided to Council tenants, especially any not-for-profit organisations, where Covid-19 has impacted on their ability to pay rent;
4. What, if any, financial or other assistance Council could give to community organisations undertaking essential outreach including assisting elderly or frail residents and providing food delivery services during the outbreak;
5. What policy settings have been put in place to govern public meetings organised by Council or held in Council facilities to best protect public health;
6. Options for reviewing Council's Hardship Policy to make it more user friendly and incorporating additional features to assist rate payers through the current economic conditions.

FINANCIAL IMPACT

This Notice of Motion will incur costs to Council.

NOTE BY MANAGEMENT

Staff may provide commentary on this matter for example, in relation to potential legal issues or constraints of an existing policy.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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CONFIDENTIAL REPORTS

Item: 067 **CP - Request Extension of Waste, Recycling and Containerised Garden Organics Contracts - (95498, 96330) CONFIDENTIAL**

Previous Item: NM1, Ordinary (26 February 2019)
 214, Ordinary (11 October 2016)
 100, Ordinary (12 June 2019)

Directorate: City Planning

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 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
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Item: 068 **SS - Property Matter - Licence Agreements - Old Hawkesbury Hospital - 6
Christie Street, Windsor - (95496, 112106, 79763) CONFIDENTIAL**

Previous Item: 196, Ordinary (31 October 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 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.

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
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Item: 069 **SS - Lease to Ashdan Partners Pty Ltd - Reverend Turner Cottage, 360 George Street, Windsor - (140608, 95496, 112106) CONFIDENTIAL**

Previous Item: 85, Ordinary (9 May 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 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.

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.

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Item: 070 **SS - Lease to Monaghan and Monaghan Perez - Shop 3, Wilberforce Shopping Centre - (127231, 130243, 95496, 112106) CONFIDENTIAL**

Previous Item: 29, Ordinary (14 February 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 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.

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
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Item: 071 **SS - Lease to Lao and Tran - Shop 10, Wilberforce Shopping Centre - (73565, 76755, 95496, 112106) CONFIDENTIAL**

Previous Item: 56, Ordinary (14 March 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 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.

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
business
paper

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