



Hawkesbury City Council

ordinary  
meeting  
minutes

date of meeting: 31 March 2020

location: council chambers and by  
audio visual link

time: 6:30 p.m.



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## ORDINARY MEETING

Minutes: 31 March 2020

Minutes of the Ordinary Meeting held at the Council Chambers and by audio visual link, Windsor, on 31 March 2020, commencing at 6:49pm.

### 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, Amanda Kotlash, Paul Rasmussen, Peter Reynolds, Sarah Richards, John Ross, 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, Manager Communications, Events and Visitor Services - Suzanne Stuart, Chief Financial Officer - Emma Galea, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

### APOLOGIES AND LEAVE OF ABSENCE

An apology for absence was received from Councillor Tiffany Tree.

### 62 RESOLUTION:

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Zamprogno that the apology be accepted.

### DECLARATIONS OF INTEREST

Councillor Conolly declared an interest on Item 069.

Councillor Garrow declared an interest on Item 068.

### Acknowledgement of Official Visitors to the Council

There were no official visitors to Council.

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**Minutes: 31 March 2020**

**SECTION 1 - Confirmation of Minutes**

**63 RESOLUTION:**

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Rasmussen that the Minutes of the Ordinary Meeting held on Tuesday, 10 March 2020, be confirmed.

**ORDINARY MEETING**

**Minutes: 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

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**MOTION:**

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

*Refer to RESOLUTION*

**64 RESOLUTION:**

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

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.

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

**Against the Motion:**        Councillor Ross.

**Absent:**                        Councillor Tree.

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**Minutes:** 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

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**MOTION:**

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

*Refer to RESOLUTION*

**65 RESOLUTION:**

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

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

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

**Against the Motion:**        Councillor Ross.

**Absent:**                        Councillor Tree.



**ORDINARY MEETING**

**Minutes: 31 March 2020**

**INFRASTRUCTURE SERVICES**

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

**Directorate:**                Infrastructure Services

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**MOTION:**

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

***Refer to RESOLUTION***

**66 RESOLUTION:**

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

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.
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, 16 and Sunday, 17 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.

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

**Against the Motion:** Councillor Ross.

**Absent:** Councillor Tree.

**SUPPORT SERVICES**

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

**Previous Item:**        150, Ordinary (26 June 2018)

**Directorate:**            Support Services

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**MOTION:**

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

*Refer to RESOLUTION*

**67 RESOLUTION:**

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

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

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

**Against the Motion:**        Nil.

**Absent:**                    Councillor Tree.

**ORDINARY MEETING**

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

**Previous Item:**        027, Ordinary (25 February 2020)

**Directorate:**            Support Services

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**MOTION:**

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

*Refer to RESOLUTION*

**68 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, and the impact on Rates payable be received and noted.

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

**Against the Motion:**        Nil.

**Absent:**                      Councillor Tree.

**ORDINARY MEETING**

**Minutes: 31 March 2020**

**SECTION 4 – Reports of Committees**

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

**Directorate:**                City Planning

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**MOTION:**

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

*Refer to RESOLUTION*

**69 RESOLUTION:**

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

That:

1. The Minutes of the Environmental Sustainability Advisory Committee held on 17 February 2020 be received and noted, subject to David Gregory's name being removed from apologies as he is mentioned twice.
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.

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

**Against the Motion:**        Nil.

**Absent:**                            Councillor Tree.

**ORDINARY MEETING**

**Minutes: 31 March 2020**

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

**Directorate:**                City Planning

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**MOTION:**

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

*Refer to RESOLUTION*

**70 RESOLUTION:**

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

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.

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

**Against the Motion:**        Nil.

**Absent:**                            Councillor Tree.

**ORDINARY MEETING**

**Minutes: 31 March 2020**

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

**Directorate:**                City Planning

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**MOTION:**

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

***Refer to RESOLUTION***

**71 RESOLUTION:**

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

That:

1. The Minutes of the Waste Management Advisory Committee held on 26 February 2020 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.
5. The Working Group continue the work of the Waste Management Advisory Committee.
6. Another meeting of the Waste Management Advisory Committee be scheduled for early July 2020, and the Working Group be notified of the date of the meeting.

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

**Against the Motion:**            Nil.

**Absent:**                            Councillor Tree.

**ORDINARY MEETING**

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

**Directorate:**                City Planning

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**MOTION:**

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

*Refer to RESOLUTION*

**72 RESOLUTION:**

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

That:

1. The Minutes of the Floodplain Risk Management Advisory Committee held on 27 February 2020 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, and notes these are a compliance issue.
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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**For the Motion:** Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Reynolds, Richards, Ross, Wheeler and Zamprogno.

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

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

**Directorate:** Support Services

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**MOTION:**

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

*Refer to RESOLUTION*

**73 RESOLUTION:**

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

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

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

**Against the Motion:** Nil.

**Absent:** Councillor Tree.



**ORDINARY MEETING**

**Minutes: 31 March 2020**

**Item: 063**                    **ROC - Heritage Advisory Committee - 5 March 2020 - (80242, 124414, 95498)**

**Directorate:**            City Planning

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**MOTION:**

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

*Refer to RESOLUTION*

**74 RESOLUTION:**

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

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.

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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.

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

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

**Absent:** Councillor Tree.

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**SECTION 5 – Notices of Motion**

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

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Councillor Richards addressed the meeting and withdrew the Notice of Motion in accordance with Clause 10.3 of the Code of Meeting Practice.

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

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**MOTION:**

A Motion was moved by Councillor Ross.

That:

1. 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.
2. 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).
3. Implementation, commencing with the March 2020, Quarterly Budget Review Statement is sought.

There was no Secunder for the motion and the motion lapsed.

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

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**MOTION:**

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

*Refer to RESOLUTION*

**75 RESOLUTION:**

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

That Council:

1. Note 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:
  - a) 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;
  - b) What capacity Council has to redeploy staff, including casual staff, to other areas of Council operations to avoid job losses;
  - c) 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;
  - d) 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;
  - e) 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;
  - f) 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.
  
2. Staff compile a list of priority projects consistent with the CSP that could be used to provide local employment, ready for stimulus funding from Federal and State governments.

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

**Against the Motion:**                Councillors Calvert, Kotlash and Ross.

**Absent:**                                  Councillor Tree.

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**CONFIDENTIAL REPORTS**

**76 RESOLUTION:**

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

That:

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

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

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act, 1993 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.*

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

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

**Item: 069 SS - Lease to Ashdan Partners Pty Ltd - Reverend Turner Cottage, 360 George Street, Windsor - (140608, 95496, 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 the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

**Item: 070 SS - Lease to Monaghan and Monaghan Perez - Shop 3, Wilberforce Shopping Centre - (127231, 130243, 95496, 122106)**

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

**Item: 071 SS - Lease to Lao and Tran - Shop 10, Wilberforce Shopping Centre - (73565, 76755, 95496, 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 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.*

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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.

**77 RESOLUTION:**

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

**ORDINARY MEETING**

**Minutes:** 31 March 2020

**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

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**MOTION:**

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

***Refer to RESOLUTION***

**78 RESOLUTION:**

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

That:

1. Council extend the JJ Richards & Sons Pty Ltd - Household Kerbside Co-mingled Recycling Collection Service for a period of three years, under the same general terms and conditions as per the current contracts.
2. Council extend the Transpacific Cleanaway Pty Ltd – Kerbside Bulk Waste Collection Service for a period of three years, under the same general terms and conditions as per the current contracts.
3. Council extend the JJ Richards & Sons Pty Ltd – Containerised Garden Organics Collection and Processing Service for a period of three years, under the same general terms and conditions as per the current contracts.
4. Council officers prepare a report to Council expanding on the opportunities and timelines for introducing short term improvements in respect of the existing waste services.

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

**Against the Motion:**        Nil.

**Absent:**                      Councillor Tree.

**ORDINARY MEETING**

**Minutes:** 31 March 2020

**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

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Councillor Garrow declared a pecuniary interest in this matter as she is employed by one of the tenants mentioned. She left the Meeting and did not take part in voting or discussion on the matter.

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**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 Kotlash.

***Refer to RESOLUTION***

**79 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 Kotlash.

That:

1. Council agree to enter into new licence agreements with nine of the existing tenants of the property known as the Old Hawkesbury Hospital, 6 Christie 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, Kotlash, Rasmussen, Reynolds, Richards, Ross, Wheeler and Zamprogno.

**Against the Motion:**        Nil.

**Absent:**                      Councillors Conolly, Garrow and Tree.



**ORDINARY MEETING**

**Minutes:** 31 March 2020

**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

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Councillor Conolly declared a pecuniary interest in this matter as he works for an accounting firm in Windsor which could be perceived as a competitor of Ashdan Partners Pty Ltd. He left the Meeting and did not take part in voting or discussion on the matter.

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**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 Kotlash.

***Refer to RESOLUTION***

**80 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 Kotlash.

That:

1. Council agree to enter into a new lease with Ashdan Partners Pty Ltd for the property known as Reverend Turner Cottage, 360 George Street, Windsor, 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, Kotlash, Rasmussen, Reynolds, Richards, Ross, Wheeler and Zamprogno.

**Against the Motion:**        Nil.

**Absent:**                      Councillors Conolly, Garrow and Tree.

**ORDINARY MEETING**

**Minutes:** 31 March 2020

**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

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**MOTION:**

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

***Refer to RESOLUTION***

**81 RESOLUTION:**

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

That:

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

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

**Against the Motion:**        Nil.

**Absent:**                      Councillor Tree.

**ORDINARY MEETING**

**Minutes: 31 March 2020**

**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

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**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***

**82 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 agree to enter into a new lease with Sai Chong Lao and Yen Sreg Tran for the property known as Shop 10, Wilberforce Shopping Centre, as outlined in the report.
2. Authority be given for the lease and any other relevant documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the proposed Lessees, together with the advice that Council, is not and will not, be bound by the terms of its resolution, until such time as appropriate legal documentation to put such a resolution into effect has been agreed to and executed by all parties.

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

**Against the Motion:**        Nil.

**Absent:**                      Councillor Tree.

The meeting terminated at 9:45pm.

Submitted to and confirmed at the Ordinary meeting held on 28 April 2020.

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Mayor