



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 08 June 2021

location: council chambers and
by audio-visual

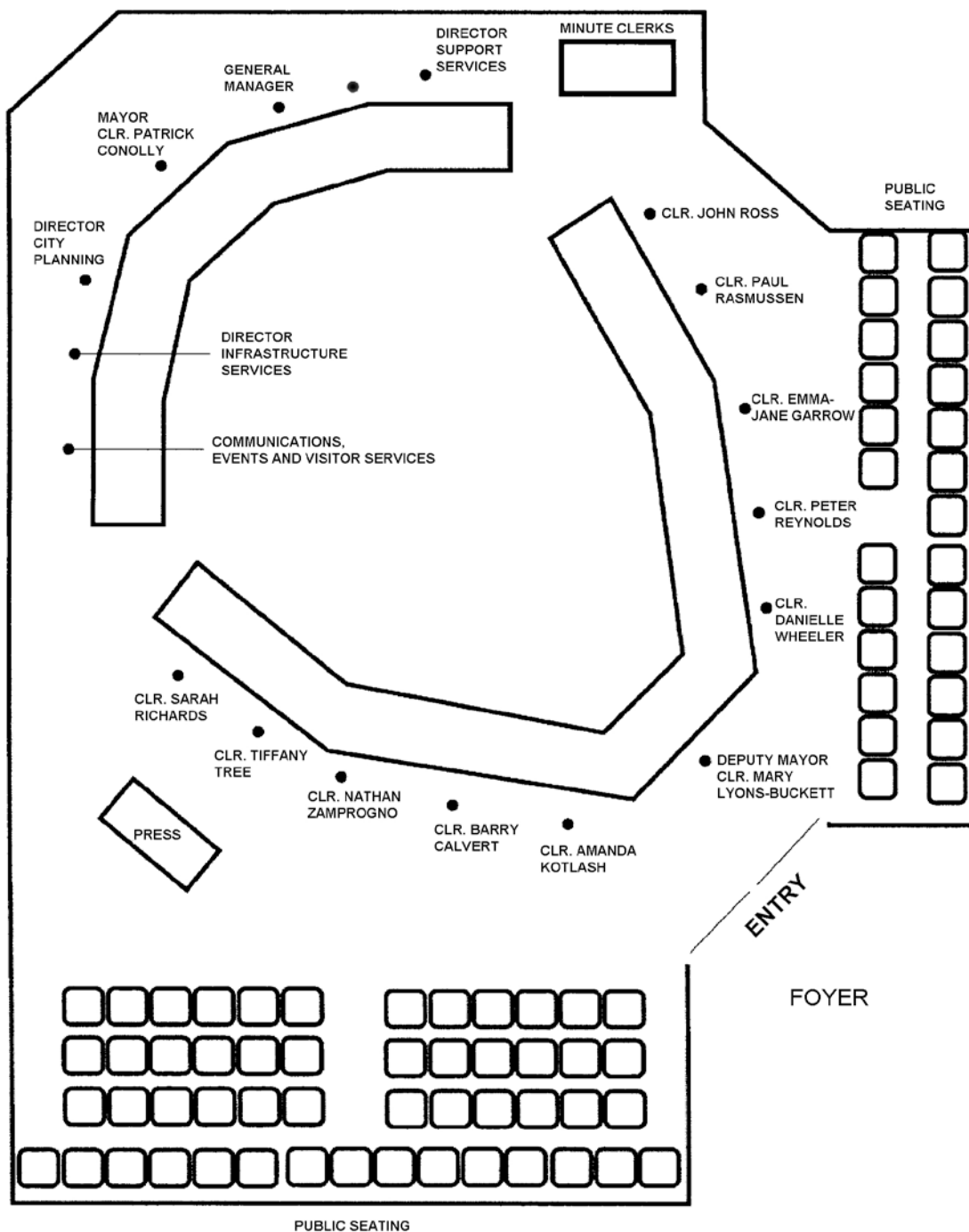
time: 6:30 p.m.



mission statement

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

Hawkesbury City Council



ORDINARY MEETING**Table of Contents****Meeting Date:** 08 June 2021**TABLE OF CONTENTS**

ITEM	SUBJECT	PAGE
	PROCEDURAL MATTERS	3
	SECTION 1 - Confirmation of Minutes	6
	SECTION 2 – Mayoral Minutes	8
	SECTION 3 – Reports for Determination	11
	GENERAL MANAGER	11
Item: 102	GM - Adoption of 2021/2022 Operational Plan, and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2021 to 30 June 2022 - (79351, 95496, 96332)	11
	CITY PLANNING	23
Item: 103	CP - Water Management and Quality - (95498, 151938)	23
	INFRASTRUCTURE SERVICES	30
Item: 104	IS - Draft Woodbury Reserve Masterplan and Plan of Management - (95495, 79354)	30
	SUPPORT SERVICES	38
Item: 105	SS - 2021/2022 Remuneration for Mayor and Councillors - (95496, 96332)	38
Item: 106	SS - Administration of the September 2021 Hawkesbury City Council Local Government Elections - (95496)	42
	SECTION 4 – Reports of Committees	47
Item: 107	ROC - Heritage Committee - 11 March 2021 - (80242, 95498, 124414)	47
Item: 108	ROC - Environment Committee - 13 April 2021 - (151938, 95498)	60
	SECTION 5 – Notices of Motion	68

ORDINARY MEETING

Minutes: 08 June 2021

ORDINARY MEETING
Procedural Matters
Meeting Date: 08 June 2021

PROCEDURAL MATTERS

Welcome

The Mayor, Councillor Patrick Conolly will acknowledge the Indigenous Heritage.

The General Manager will address the Council meeting, mentioning:

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

Attendance

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

Apologies and Leave of Absence

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

Declaration of Interest

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

Acknowledgement of Official Visitors to the Council

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

ORDINARY MEETING

Procedural Matters

Meeting Date: 08 June 2021

ordinary

section 1

confirmation of minutes

ORDINARY MEETING
SECTION 1 - Confirmation of Minutes
Meeting Date: 08 June 2021

SECTION 1 - Confirmation of Minutes



Hawkesbury City Council

ordinary meeting minutes

date of meeting: 25 May 2021

location: council chambers and
by audio-visual link

time: 6:30 p.m.

ORDINARY MEETING**Table of Contents****Minutes: 25 May 2021****TABLE OF CONTENTS**

ITEM	SUBJECT	PAGE
	ATTENDANCE	3
	APOLOGIES AND LEAVE OF ABSENCE	3
	DECLARATIONS OF INTEREST	4
	SECTION 1 - Confirmation of Minutes	4
	SECTION 2 – Mayoral Minutes	5
	LATE SUPPLEMENTARY REPORT	5
Item: 101	MM - Closure of Greens Road and Upper Colo Bridge - (125610)	5
	SECTION 3 – Reports for Determination	6
	INFRASTRUCTURE SERVICES	6
Item: 093	IS - Management of Council Parks and Reserves on Weekends and Public Holidays - (95495, 79351, 125612, 79354)	6
Item: 094	IS - Hawkesbury Events - Governor Phillip Park Exclusive Use Approval - (95495, 79354, 147051)	7
	SUPPORT SERVICES	8
Item: 095	SS - Investment Report - April 2021 - (95496, 96332)	8
Item: 096	SS - March 2021 Quarterly Budget Review Statement - (65496)	9
Item: 097	SS - Review of Council's Investment Policy - (95496)	10
Item: 098	SS - Procurement Policy - (96332, 95496)	11
	SECTION 4 – Reports of Committees	12
Item: 099	ROC - Local Traffic Committee - 10 May 2021 - (80245, 95495)	12
	QUESTIONS FOR NEXT MEETING	13
Item: 100	Responses to Councillor Questions Taken On Notice at the Council Meeting - 11 May 2021 - (79351)	13

ORDINARY MEETING

Table of Contents

Minutes: 25 May 2021

ORDINARY MEETING

Minutes: 25 May 2021

Minutes of the Ordinary Meeting held at the Council Chambers and by Audio-Visual Link, Windsor, on 25 May 2021, commencing at 6:31pm.

Welcome

The Mayor, Councillor Patrick Conolly acknowledged the Indigenous Heritage.

The Acting General Manager addressed the Council meeting, mentioning:

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

ATTENDANCE

PRESENT:

At Council Chambers: Councillor Patrick Conolly, Mayor, Councillor Mary Lyons-Buckett, Deputy Mayor and Councillors Barry Calvert, Emma-Jane Garrow, Peter Reynolds, Sarah Richards, John Ross, Tiffany Tree, Danielle Wheeler and Nathan Zamprogno.

By Audio-Visual Link: Councillors Amanda Kotlash and Paul Rasmussen.

ALSO PRESENT:

At Council Chambers: Acting General Manager - Laurie Mifsud, Director Infrastructure Services - Jeff Organ, Acting Director Support Services - Emma Galea, Manager Corporate Communication - Suzanne Stuart, Acting Chief Financial Officer - Vanessa Browning, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE

No apologies for absence were received from Councillors.

The Acting General Manager advised that at the Council Meeting on 20 April 2021, Council resolved to grant approval for Councillor Rasmussen to attend the Council Meeting of 25 May 2021 by audio-visual link.

The Acting General Manager advised that a request was received from Councillor Amanda Kotlash to attend the Council Meeting on 25 May 2021 by audio-visual link due to prior work commitments.

133 RESOLUTION:

RESOLVED on the motion of Councillor Richards and seconded by Councillor Zamprogno that approval be granted for Councillor Kotlash to attend the Council Meeting of 25 May 2021 by audio-visual link due to prior work commitments.

Councillor Kotlash entered the meeting at 6:33pm.

Councillor Kotlash left the meeting at 7:14pm.

ORDINARY MEETING

Minutes: 25 May 2021

DECLARATIONS OF INTEREST

Councillor Lyons-Buckett declared an interest on Item 099.

Acknowledgement of Official Visitors to the Council

There were no official visitors.

SECTION 1 - Confirmation of Minutes

134 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Zamprogno that the Minutes of the Ordinary Meeting held on the 11 May 2021, be confirmed.

ORDINARY MEETING

Minutes: 25 May 2021

SECTION 2 – Mayoral Minutes

LATE SUPPLEMENTARY REPORT

Item: 101 **MM - Closure of Greens Road and Upper Colo Bridge - (125610)**

MOTION:

RESOLVED on the motion of the Mayor, Councillor Conolly.

Refer to RESOLUTION

135 RESOLUTION:

RESOLVED on the motion of the Mayor, Councillor Conolly.

That Council:

1. Notes that the closure of Greens Road and the Upper Colo Bridge are having a significant impact on the lives of residents.
2. Assures the community it is committed to reopening both Greens Road, and the Upper Colo Bridge as soon as is safely possible.
3. Provide regular weekly updates on both projects, by email, social media and through the recovery hub.
4. Write to each affected residence to advise the current status of both projects, and to provide directions to register for the weekly email updates.
5. Provide the weekly updates to local members of the NSW and Commonwealth Parliaments, so they can support our applications for natural disaster funding, when they are made.
6. Write to Robyn Preston MP to request the NSW Government lodge a request for the assistance of the Australian Defence Force to provide any temporary solutions, and inform Susan Templeman MP Federal Member for Macquarie of the request.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 25 May 2021

SECTION 3 – Reports for Determination

INFRASTRUCTURE SERVICES

Item: 093 **IS - Management of Council Parks and Reserves on Weekends and Public Holidays - (95495, 79351, 125612, 79354)**

Previous Item: 250, Ordinary (8 December 2020)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

136 RESOLUTION:

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

That Council note that funding has been allocated in the Draft 2021/2022 Operational Plan to allow a roving crew to do additional cleaning in summer and on public holidays (excluding Christmas).

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

Against the Motion: Nil.

Absent: Councillor Kotlash.

ORDINARY MEETING

Minutes: 25 May 2021

Item: 094 **IS - Hawkesbury Events - Governor Phillip Park Exclusive Use Approval - (95495, 79354, 147051)**

Previous Item: 076, Ordinary (27 April 2021)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

137 RESOLUTION:

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

That:

1. Approval be granted to Utopian Touring to start set up in Governor Phillip Park from Tuesday 1 June 2021. The additional to previously granted approvals is not to give rise to “exclusive use” of the area other than for safe work and security is subject to the following conditions:
 - Waiving of fees for the Hawkesbury Flood Relief Concert set up and pack down from Tuesday, 1 June 2021 to Tuesday, 8 June 2021
 - Compliance with The Governor Phillip Exclusive Use Policy
 - Payment of a bond for exclusive use of the venue
 - Modification of the existing Dinner by the River 2019 Traffic Management Plan
 - Preparation of the COVID-19 Safe Plan for the event
 - Provision of the Event Liquor License
 - Provision of Event Approval by Hawkesbury Local Area Command
 - Event Food vendors to be registered under Council's Temporary Food Premises and Food Vendor Application
 - Adherence to the Protection of the Environment Operations General Regulations noise guidelines for Large Outdoor Activities
 - Preparation of a flyer distributed to surrounding landowners/residents notifying of the event, traffic and noise impacts
 - Provision of, within one month of the Hawkesbury Flood Relief Concert, a copy of the financial statement from the event.
 - Provision of scheduled fireworks checklist, Roads and Maritime Services aquatic license and risk assessment.
 - Approval of Safe Work firework checklist
2. As the applicant has 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 alternate dates, if required by the applicant.

For the Motion: Councillors Conolly, Calvert, Garrow, Kotlash, Rasmussen, Reynolds, Richards, Ross, Tree, Wheeler and Zamprognio.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING

Minutes: 25 May 2021

SUPPORT SERVICES

Item: 095 **SS - Investment Report - April 2021 - (95496, 96332)**

Previous Item: 150, Ordinary (10 March 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

138 RESOLUTION:

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

That the Monthly Investments Report for April 2021 be received and noted.

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

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING

Minutes: 25 May 2021

Item: 096 **SS - March 2021 Quarterly Budget Review Statement - (65496)**

Previous Item: 112, Ordinary (30 June 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

139 RESOLUTION:

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

That:

1. Council receive the information contained in this report and that the Budget adjustments, as summarised in the report and detailed in Attachment 1 to the report, be adopted.
2. The budgeted surplus of \$548K is transferred to the Multi-Year Reserve.

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

Against the Motion: Councillor Ross.

Absent: Councillor Kotlash.

ORDINARY MEETING

Minutes: 25 May 2021

Item: 097 **SS - Review of Council's Investment Policy - (95496)**

Previous Item: 43, Ordinary (10 March 2020)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

140 RESOLUTION:

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

That Council:

1. Adopt the Draft Investment Policy attached as Attachment 1 to this report.
2. Receive and note the information outlined in the report regarding divestment of funds.

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

Against the Motion: Nil.

Absent: Councillor Kotlash.

ORDINARY MEETING

Minutes: 25 May 2021

Item: 098 **SS - Procurement Policy - (96332, 95496)**

Previous Item: 062, Ordinary (30 March 2021)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

141 RESOLUTION:

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

That Council adopt the Procurement Policy attached as Attachment 1 to this report with the following amended wording to the first dot point on page 4 of the Policy:

- Sourcing a minimum of one quotation from suppliers within the Hawkesbury local government area for goods, services and works with a value of less than \$50,000 except where the goods, services or works from local suppliers cannot meet quality, time or cost requirements.

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

Against the Motion: Nil.

Absent: Councillor Kotlash.

ORDINARY MEETING

Minutes: 25 May 2021

SECTION 4 – Reports of Committees

Item: 099 **ROC - Local Traffic Committee - 10 May 2021 - (80245, 95495)**

Directorate: Infrastructure Services

Councillor Lyons-Buckett declared a significant non-pecuniary conflict of interest in this matter due to owning property in the areas identified for road upgrades in Kurrajong. She left the Meeting and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

142 RESOLUTION:

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

That Council receive and note the Minutes of the Local Traffic Committee Meeting held on the 10 May 2021.

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

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING

Minutes: 25 May 2021

QUESTIONS FOR NEXT MEETING

Item: 100 **Responses to Councillor Questions Taken On Notice at the Council Meeting -
11 May 2021 - (79351)**

Comments to Questions Taken On Notice at the Council Meeting on 11 May 2021 were provided.

The meeting terminated at 7:37pm.

Submitted to and confirmed at the Ordinary meeting held on 8 June 2021.

.....
Mayor

ordinary

section 2

mayoral minutes

ORDINARY MEETING
SECTION 2 – Mayoral Minute
Meeting Date: 08 June 2021

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: 08 June 2021

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

SECTION 3 – Reports for Determination

GENERAL MANAGER

Item: 102 **GM - Adoption of 2021/2022 Operational Plan, and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2021 to 30 June 2022 - (79351, 95496, 96332)**

Previous Item: 069, Ordinary (20 April 2021)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider submissions received in regard to the exhibited Draft 2021/2022 Operational Plan and to make and fix rates and charges for the year ending 30 June 2022.

EXECUTIVE SUMMARY:

At the Ordinary Meeting of Council held on 20 April 2021, consideration was given to a report in relation to the Draft 2021/2022 Operational Plan.

At that meeting, Council resolved that the report be received and that the Draft 2021/2022 Operational Plan be adopted for exhibition purposes and be advertised in accordance with the Local Government Act 1993.

In addition, Council resolved that the Draft 2021/2022 Operational Plan be reported back to Council post the public exhibition period to consider:

- Public submissions received,
- The adoption of Draft 2021/2022 Operational Plan,
- The making and fixing of the rates and charges for the 2021/2022 financial year.

This report considers submissions received and makes the recommendation to adopt the 2021/2022 Operational Plan, subject to budgetary changes and to make and fix rates and charges for the year ending 30 June 2022.

RECOMMENDATION:

That:

1. The report regarding Draft 2021/2022 Operational Plan be noted.
2. The Draft 2021/2022 Operational Plan including the fees and charges, as placed on public exhibition, be adopted incorporating the amendments as outlined in the report including the rates in the dollar for 2021/2022 to incorporate valuation changes up to the final Rating Resolution.
3. Council Make and Levy the following Rates and Fix the following Charges for the 2021/2022 financial period in accordance with Section 535 of the Local Government Act 1993 (Land Values used for calculation of rates have a Base Date of 1 July 2019):

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Residential Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Residential Rate" in accordance with Section 543 (1), of zero point two zero six one seven one (0.206171) cents in the valuation dollar be levied on all properties categorised as Residential in accordance with Section 516. These properties will be subject to an ad valorem rate and a base amount of \$439.00. The levying of the base amount from the Residential Category will generate 29.85% of the notional yield applicable to the Residential Category.

Farmland Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Farmland Rate" in accordance with Section 543 (1), of zero point one eight five five five four (0.185554) cents in the valuation dollar be levied on all properties categorised as Farmland in accordance with Section 515. These properties will be subject to an ad valorem rate and a base amount of \$439.00. The levying of the base amount from the Farmland Category will generate 14.43% of the notional yield applicable to the Farmland Category.

Business Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area 1" in accordance with Section 543 (1), of zero point four one two three four two (0.412342) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 1 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$439.00. The levying of the base amount from the Business Area 1 sub-category will generate 12.86% of the notional yield applicable to the Business Area 1 sub - category.

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area 2" in accordance with Section 543 (1), of zero point four one two three four two (0.412342) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 2 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$439.00. The levying of the base amount from the Business Area 2 sub-category will generate 10.58% of the notional yield applicable to the Business Area 2 sub-category.

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named "Business Area Other" in accordance with Section 543 (1), of zero point four one two three four two (0.412342) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area Other in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$439.00. The levying of the base amount from the Business Area Other sub-category will generate 12.28% of the notional yield applicable to the Business Area Other sub-category.

Domestic Waste Management Service

For 2021/2022, in accordance with Section 496 of the Local Government Act 1993:

- A "Weekly Domestic (Inc. Green) Waste Mgt Charge 240L" annual charge of \$681.75 be made for a 240 litre bin, for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Mgt Charge 240L" annual charge of \$596.37 be made for a 240 litre bin, for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, and one kerbside pickup for the financial year.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

- A "Weekly Domestic (Inc. Green) Waste Mgt Charge 140L" annual charge of \$462.61 be made for a 140 litre bin for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pickup for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Mgt Charge 140L" annual charge of \$377.24 be made for a 140 litre bin for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Mgt Charge 240L" annual charge of \$377.24 be made for a 240 litre bin, for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Mgt Charge 140L" annual charge of \$462.61 be made for a 140 litre bin for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Service Availability" annual charge of \$172.39 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.
- A "Fortnightly Domestic Waste Service Availability" annual charge of \$86.18 be made for parcels of land where a fortnightly domestic waste service is available but the service is not utilised.

Pensioner Rebate

In accordance with Section 575 of the Local Government Act 1993 where a property is owned and occupied by eligible pensioner(s), a rebate amounting to 50% (fifty percent) of the combined rates and domestic waste service charges up to a maximum of \$250.00 (two hundred and fifty dollars) in annual concession will be granted for 2021/2022.

Business Waste Management Service

For 2021/2022, in accordance with Section 501 of the Local Government Act 1993

- A "Weekly Business Waste Management Service 240L" annual charge of \$893.78 be made for a 240 litre bin, for each weekly waste service to a property which is categorised as Business and for which a weekly waste service is utilised.
- A "Weekly Business Waste Management Service 140L" annual charge of \$546.94 be made for a 140 litre bin for each weekly waste service to a property which is categorised as Business and for which a weekly waste service is utilised.
- A "Fortnightly Business Waste Management Service 240L" annual charge of \$625.65 be made for a 240 litre bin, for each fortnightly waste service to a property which is categorised as Business and for which a fortnightly waste service is utilised.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

- A "Fortnightly Business Waste Management Service 140L" annual charge of \$382.86 be made for a 140 litre bin for each fortnightly waste service to a property which is categorised as Business and for which a fortnightly waste service is utilised.

Sewerage Service

For 2021/2022, in accordance with Section 501 of the Local Government Act 1993, the following range of annual charges be made for the provision of sewerage services.

- "Sewer Residential Connected" \$931.02
- "Sewer Residential Unconnected" \$619.97
- "Sewer Business Unconnected" \$624.72
- "Sewer Business Category 1 (<1,000L per day)" \$1,083.66
- "Sewer Business Category 2 (1,001 - 5,000L / day)" \$5,433.53
- "Sewer Business Category 3 (5,001 - 10,000L / day)" \$10,823.88
- "Sewer Business Category 4 (10,001 - 20,000L / day)" \$21,581.65
- "Sewer Business Category 5 (>20,000L / day)" \$21,581.65
- Additionally, a trade waste volume charge of \$3.49 per kilolitre be charged to Business Category 5 properties for each kilolitre in excess of 20,000L.

Pensioner Rebate

Where a residential property receiving this service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, then a rebate amounting to \$465.51 be granted to the owner(s) in annual concession for 2021/2022.

Stormwater Management Charge

For 2021/2022, in accordance with Section 496A of the Local Government Act 1993, the following annual charges be made for stormwater management :

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

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Sullage Pump-Out Services

For 2021/2022:

- In accordance with Section 501 of the Local Government Act 1993, a “Fortnightly Sullage Pump-out Service” annual charge of \$2,605.36 will be made for the provision of a fortnightly sullage pump-out service to residential properties.
- In accordance with Section 501 of the Local Government Act 1993, a “Weekly Sullage Pump-out Service” annual charge of \$5,210.72 will be made for the provision of a weekly sullage pump-out service to residential properties.
- Where a property receiving a sullage pump-out service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, and the property is occupied solely by the eligible pensioner(s), in accordance with Section 577 of the Local Government Act 1993 a rebate amounting to 50% of the applicable charge be granted to the owner(s) in annual concession for 2021/2022.
- In accordance with Section 502 of the Local Government Act 1993, additional pump-outs can be requested at a cost of \$166.94 per extra service.
- In accordance with Section 502 of the Local Government Act 1993, emergency after hours pump-outs be charged at \$209.63 per service.
- In accordance with Section 502 of the Local Government Act 1993, that a charge of \$28.69 be made for each 1,000 (one thousand) litres of effluent pumped out from commercial and industrial properties for services being conducted on request.

Drainage Management Charge

For 2021/2022, in accordance with Section 501 of the Local Government Act 1993, the following annual charges be made for drainage management :

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

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

Interest Charges

In accordance with Section 566 (3) of the Local Government Act 1993, the interest rate charged on overdue rates and charges for 2021/2022 by Council be set at the maximum permitted by the Minister for Local Government. For the 2021/2022 rating year, this will be 6.0% per annum.

5. The persons and/or organisations that made submissions in response to the exhibition of Council's Draft 2021/2022 Operational Plan be advised of Council's decision in this regard and the relevant comments in the report.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

BACKGROUND

At its Meeting of Council held on 20 April 2021, consideration was given to a report regarding the Draft 2021/2022 Operational Plan. Council adopted the following resolution relevant to this report:

"That:

- 1. The report regarding the Draft 2021/2022 Operational Plan be received and noted.*
- 2. The Draft 2021/2022 Operational Plan attached as Attachment 1 to the report, be approved for public exhibition and that Council give public notice of the exhibition of the Draft 2021/2022 Operational Plan for a minimum of 28 days in accordance with Section 405 of the Local Government Act 1993.*
- 3. The Draft 2021/2022 Operational Plan be reported back to Council, post the public exhibition period, to consider any public submissions received and to consider the adoption of this document and to make and fix rates and charges for the year ended 30 June 2022."*

Relevant Legislation

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

DISCUSSION

Public Submissions

The Draft 2021/2022 Operational Plan was advertised and placed on public exhibition for a period of 28 days from Friday, 23 April 2021 until Friday, 21 May 2021 in accordance with legislative requirements.

The draft document was circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal *Your Hawkesbury Your Say*. Hard copies were also made available to the public at Council's Administration Building, Richmond and Windsor libraries and at Council's stall at The Hawkesbury Show. The following table summarises the level of activity in 2020 compared with 2021 as tracked on *Your Hawkesbury Your Say*.

During the exhibition period, 36 submissions were received as detailed in this report. This is in contrast to the 13 submissions we received last year. The submissions have been considered and have not resulted in any amendments being required.

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

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

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

Submissions referring to roads

There were many submissions referring to improvements to roads. Many submissions named more than one road. The summary below is listed by road, rather than by submission, to provide a clearer report on Council's comments to each road enquiry. Individual submissions are provided verbatim in Attachment 2 to this report.

Road	Number of submissions	Summary of submission	Comment
Packer Road, Lower Portland	2	Sealing Packer Road	This project is listed within the 2021/2022 works program.
Greens Road, Lower Portland	4	Sealing and repair works to Greens Road	Sealing Greens Road from current sealed portion up to South Sydney Guest House is listed in the 2020/2021 works program. However due to damage caused by a landslip, Council has had to delay these works until a geotechnical report is finalised.
Bourke Street, East Richmond	2	Upgrade Bourke Street near Richmond Station	Current section between railway line and Hawkesbury Valley Way is listed in the 2020/2021 works program, and work will commence after Transport for NSW upgrade the concrete dish crossing and the intersection. Upgrade of section from railway line to March Street is listed in the 2021/2022 works program.
"Old" Bells Line of Road, Kurrajong	1	Upgrade section of Bells Line of Road referred to as "Old Bells Line of Road" for use as a detour for congestion on Bellbird Hill	This section of road is currently an unformed road. Given steep topography and other safety considerations, there is no plan to establish this as a road.
Roberts Creek Road, Blaxlands Ridge	1	Seal the unsealed section of this road	This section of road is currently listed in the 2022/2023 works program which will be considered within that years' Operational Plan.
Crooked Lane, North Richmond	1	Crooked Lane and part of Slopes Road between Crooked Lane and Maddens Road to be sealed	This work is currently listed in the 2024/2025 works program and will be considered within that years' Operational Plan.
Crooked Lane Bridge, North Richmond	1	Crooked Lane Bridge to be widened to two lanes	Council is aware of this situation and consideration will be given in future works programs.
Crooked Lane and Bells Line of Road, North Richmond	1	Desire for a roundabout at intersection between Crooked Lane and Bells Line of Road	The matter will need to be referred to Transport for NSW as work on the intersection is under their jurisdiction.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Road	Number of submissions	Summary of submission	Comment
Harris Street, South Windsor	1	Desire for this street to be resealed	The request has been noted and will be taken into consideration for prioritisation in Councils road rehabilitation program.
Mountain Lagoon Road, Bilpin	1	Desire for the unsealed section of this road to be sealed	This has been submitted on a list of works to be completed under the Bushfire Local Economic recovery Program (State Government). Awaiting funding announcement.
Ponderosa Drive, Lower Portland	1	Desire for this road to be sealed	These works are not listed within the current ten-year works program, however the submission has been noted for future consideration.
Settlers Road, Lower Macdonald	1	Desire for this road to be sealed and upgraded	This has been submitted on a list of works to be completed under the Bushfire Local Economic recovery Program (State Government). Awaiting funding announcement.
Wollombi Road from St. Albans to Bucketty	1	Desire for this road to be sealed	These works are not listed within the current ten-year works program, however the submission has been noted for future consideration.
Colo Heights Road, Upper Colo	1	Upgrades to this road for safety	This road will be given additional maintenance to manage traffic safety due to loss of Upper Colo Bridge.
Ham Street, Windsor	1	Issue raised regarding drivers doing burnouts and generally driving unsafely	This matter will be referred to the Police.
South Windsor Roads	1	Details for roads to be sealed in South Windsor, as only high-level in Draft Operational Plan	Rejuvenation works to roads within South Windsor includes: <ul style="list-style-type: none"> • Drummond Street - George Street to Macquarie Street • George Street - Campbell Street to James Street • George Street James Street to Drummond Street.
Bilpin Roads	1	Desire for road works in the Bilpin area	There have been works submitted on the list of works to be completed under the Bushfire Local Economic recovery Program (State Government). Awaiting funding announcement.
Comleroy Road, Kurrajong	1	Desire for this road to be repair at the Bells Line of Road	Repairs will be undertaken.
Golden Valley Drive, Glossodia	1	Desire for this road to be repairs	This matter will be investigated and maintenance undertaken as required.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Road	Number of submissions	Summary of submission	Comment
Mitchell Drive, Glossodia	1	Desire for this road to be repairs	Kerb and drainage works are currently listed in the 2023/2024 and 2026/2027 works program which will be considered within the Operational Plan for these years. Maintenance will be undertaken as required.
Creek Ridge Road, Glossodia	1	Desire for road repair	This work has been completed.
Creek Ridge Road. Glossodia	1	Desire for this road to be widened	The request has been noted and will be taken into consideration for future works programs.
East Kurrajong Road, East Kurrajong	1	Desire for this road to be upgraded	The request has been noted and will be taken into consideration for future works programs.
Upper Colo Road, Upper Colo	1	Desire for this road to be sealed to Comleroy Road	This work is currently listed in the 2022/2023 works program and will be considered within that years' Operational Plan.
Wheelbarrow Ridge Road, Lower Portland	3	Desire for this road to be widened to a two lane road and sealed at Greens Road, Lower Portland end	The request has been noted and will be taken into consideration for future works programs.
Hebron Road, Lower Portland	1	Minor drainage works be undertaken to this road and vegetation near this road be cleared	This matter has been referred for further investigation and undertaking of any maintenance works.
Putty Road, Kurrajong	2	Safety issue at intersection of this road and Teale Road	Council is in active discussion with Transport for NSW in regards to the safety of this intersection.
West Portland Road	1	Minor repair works be undertaken	This matter has been referred for further investigation and maintenance as necessary.

Submissions referring to other matters

Related to rates:

Desire for a combination of the 30% base rate with a centre of population basis, where ratepayers in areas further away from the main centres of Windsor and Richmond are charged a lower rate than ratepayers closer to those centres.

Comment:

Council considers the rates structure to be implemented as part of the preparation of the Draft Operational Plan each year. There were no changes made to the rating structure for the Draft 2021/2022 Operational Plan. The Local Government Amendment Act 2021 was passed in NSW Parliament in May 2021 which will help councils provide more flexible residential rating subcategories that can provide a link between rates paid and access to services and infrastructure. This enhanced flexibility will be considered by Council after the election in September 2021 when determining the appropriate rates structure to be implemented when developing the Draft 2022/2023 Operational Plan.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Related to Upgrade and face lift to North Richmond shopping centre.

Upgrade and face lift to North Richmond shopping centre.

Comment:

Council is currently developing a series of place plans for the towns and villages of the Hawkesbury. North Richmond will be captured within these plans. The North Richmond shopping centre is privately owned, however Council will liaise with centre owner through the development of the place plan.

Related to Thompson Square

Item 1 - Refurbishment of the Phillip Cunningham memorial in Thompson Square. This memorial commemorates an important historical event and should have landmark qualities.

Comment

An investigation has been carried out to inspect the monument and whilst the monument does need cleaning and a re-paint the overall condition is good. Following the completion of the Transport for NSW Windsor Bridge Project, Council is looking to undertake some landscape works and general improvement to Thompson Square and will also look to undertake the minor refurbishments at that time.

Item 2 - Uniform world-class heritage signage in Thompson Square and other significant areas in Windsor. We propose that this signage would welcome visitors to Thompson Square and inform them of its status on the State Heritage Register and its listing by the National Trust. Similar signage addressing Windsor's status in history could also be placed on Windsor Road and Hawkesbury Valley Way.

Comment

Council is currently undertaking a signage and wayfinding project which will look at signage across the entire local government area. Also, as a part of the Windsor Bridge replacement project by Transport for NSW, they have undertaken an interpretative signage project which includes Thompson Square.

Item 3 - Restoration of the remains of the police/military compound in front of the former police station site.

Comment

Council will take this under consideration for future programs relating to heritage conservation.

Item 4 - Development and implementation of a policy on lighting, including the up-lighting of heritage buildings, particularly in Thompson Square, and solar lighting in Howe Park.

Comment

Council will take this under consideration for future programs relating to this area, as it is out of scope of the current Liveability Program.

Item 5 - Refurbishment and activation of gas lamps.

Comment

The refurbishment and activation of the gas lamps are currently being considered as part of the detailed design of Council's Liveability program for the Windsor Town Centre.

Item 6 - Maintenance of Windsor Wharf. Suitable heritage style fencing to keep cars from entering the green space in Thompson Square (bollards would work for this) and along the grass area that connects with George and Bridge Streets (for child protection).

Comment

Bollards have been installed at the Bridge Street side of Thompson Square to stop vehicle access, as part of the Transport for NSW works on the park near Windsor Bridge. Fencing and bollards can be considered for the top of Thompson Square as part of the upgrade of Thompson Square.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Amendments

Listed below are details of amendments proposed to be made to the exhibited Draft 2021/2022 Operational Plan. These amendments are reflected in the 2021/2022 Operational Plan attached as Attachment 1 (distributed under separate cover).

1. A number of minor typographical errors have been identified and the document has been amended accordingly.
2. The following fee requires amendment in line with advice from the NSW Department of Planning, Industry and Environment in May 2021, (page number is in reference to the exhibited Draft 2021/2022 Operational Plan):
 - Page 90, Proposed New Fee – *Compliance Levy* to be renamed as *Fees – Compliance Levy Transition Framework*. As part of a review of Compliance Levies being undertaken by the NSW Government, a new compliance levy framework will be implemented from 1 July 2021, which will change how levies are charged on development applications in relation to compliance activities. New provisions in relation to compliance cost notices and a complying development levy will be issued from 1 September 2021, but these are yet to be determined. More information is available at <https://www.planning.nsw.gov.au/compliancelevies>.
 - The Draft 2021/2022 Operational Plan had allowed for \$100,000 to be collected, based on the above proposed new fee. As the new fees are yet to be determined by the NSW Government, it is recommended that the 2021/2022 Draft Budget is amended to remove the income. Once the fees become known, budget variations will be considered in following Quarterly Budget Review Statements.
3. Council received the Emergency Services Contribution Assessment Notice for 2021/2022 on 30 April 2021. Council's contribution to the Emergency Services Levy is \$1,098,605, which is \$382,064 less than the 2021/2022 Draft Budget. The amount budgeted was based on a 2.1% increase on the 2020/2021 Emergency Services Levy of \$1,450,158. It is therefore recommended that the 2021/2022 Draft Budget is amended to account for this expenditure reduction.
4. Based on the recommended changes to the 2021/2022 Draft Budget outlined in (2) and (3) above, an unallocated surplus of \$282,064 exists. In line of the increased need for enhanced community resilience and ability to respond appropriately to adverse events, it is recommended that this amount is placed in the Crisis Management Response Reserve.

Making the Rates for the 2021/2022 Financial Year

- *Rates in the dollar 2021/2022*

As stated in the Draft 2021/2022 Operational Plan placed on public exhibition, the rates in the dollar in the recommendation in this report differ slightly to those placed on public exhibition. It is prudent to incorporate the latest valuation changes available to ensure Council's valuation base remains as up to date as possible thereby maximising potential revenue.

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

- *Variation of General Income for 2021/2022*

In September 2020, IPART announced a 2.0% general increase in terms of Section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2021.

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

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Council is required to make and levy the rates and fix the charges for the 2021/2022 financial year. The Rates detailed in the recommendation reflect a 2.0% variation to general income and reflect the rating structure as exhibited. The charges reflect the amounts exhibited.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

FINANCIAL IMPACT

The adoption of the recommendations in this report will result in the Draft 2021/2022 Operational Plan, as placed on exhibition and incorporating the changes proposed in this report, being adopted.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

The matters addressed in this report are directly aligned with specific Fit for the Future Strategies. The 2021/2022 Operational Plan reflects the applicable Fit for the Future Strategies.

ATTACHMENTS:

- AT - 1** Hawkesbury City Council 2021/2022 Operational Plan (*Distributed under separate cover*).
- AT - 2** Submissions received during the exhibition of the Draft 2021/2022 Operational Plan (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

CITY PLANNING

Item: 103 **CP - Water Management and Quality - (95498, 151938)**

Previous Item: 021, Ordinary (9 February 2021)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to consider whether any further advice should be sought from the Environment Committee with respect to the topic of water management and quality.

EXECUTIVE SUMMARY:

Council at its Ordinary Meeting on 9 February 2021 referred the topic of water management and quality to the newly formed Environment Committee, and in particular:

"Council consider asking the Committee to look at specific issues in regards to Water, as required."

A report outlining the current activities being undertaken to monitor, protect and enhance water management and quality of the Hawkesbury River and its catchment was provided to the Environment Committee to consider and review at its meeting on 13 April 2021.

That report outlined the activities being undertaken to monitor, protect and enhance the Hawkesbury River and its catchment by Council, including:

- Developing a Coastal Management Plan for the Hawkesbury River, with lead councils including Hawkesbury City Council, Hornsby Shire Council, Central Coast Council, Northern Beaches Council, Ku-ring-gai Council, and The Hills Shire Council.
- Managing a water quality monitoring program
- Continuing partnerships with Local Landcare and community wetlands groups to undertake education of private landowners of the importance of wetlands
- Owning and managing wastewater treatment plants
- Developing partnerships with organisations to deliver common goals
- Developing key strategy documents focused on protection of rivers and waterways and water efficiency
- Addressing compliance.

Additionally, further work is now happening in terms of flood recovery.

A copy of the report that was presented to the Environment Committee on 13 April 2021 is included as Attachment 1 to this report.

Following consideration of that report, the Environment Committee resolved:

"That the Environment Committee:

- 1. Receive and note this report.*
- 2. That this report be provided to Council for consideration as to whether any further advice is required from the Environment Committee."*

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

The minutes of the meeting of the Environment Committee on 13 April 2021 are reported separately in this business paper.

As such, the matter is presented to Council to consider whether further advice should be sought from the Environment Committee with respect to this matter.

RECOMMENDATION:

That Council:

1. Receive and note the information contained in this report from the Environment Committee Meeting on 13 April 2021.
2. Consider whether any further advice should be sought from the Environment Committee with respect to this matter.

BACKGROUND

The topic of water management and quality had been referred by Council to the newly formed Environment Committee to provide a report in regard to water management and quality.

Location Plan

This report pertains to the whole of the Hawkesbury Local Government Area.

Relevant Legislation

Not applicable.

DISCUSSION

At its meeting on 13 April 2021, the Environment Committee considered a report outlining a number of activities that are currently being undertaken by Council in regard to the Hawkesbury River and its catchment.

That report (Attachment 1) outlined that Council is undertaking a number of activities to monitor, protect and enhance the Hawkesbury River and its catchment, including:

- Developing a Coastal Management Plan for the Hawkesbury River in conjunction with Hawkesbury River councils
- Managing a water quality monitoring program
- Continuing partnerships with Local Landcare and community wetlands groups to undertake education of private landowners of the importance of wetlands
- Owning and managing wastewater treatment plants
- Developing partnerships with organisations to deliver common goals
- Developing key strategy documents focused on protection of rivers and waterways and water efficiency
- Addressing compliance.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Following consideration of the matter, the Environment Committee resolved to:

"That the Environment Committee:

- 1. Receive and note this report.*
- 2. That this report be provided to Council for consideration as to whether any further advice is required from the Environment Committee."*

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which at this stage 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 Environment

- 3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment
 - 3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.
 - 3.1.2 Act to protect and improve the natural environment including working with key agency partners.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

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

ATTACHMENTS:

AT - 1 Report to The Environment Committee on 13 April 2021 - Water Quality and Management.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

AT - 1 Report to The Environment Committee on 13 April 2021 - Water Quality and Management

Item: 003 **EC - Water Management and Quality - (151938)**
Division: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to respond to the referral of the topic of water management and quality from Council to the Environment Committee.

EXECUTIVE SUMMARY

Council at its Ordinary Meeting on 9 February 2021 referred the topic of water management and quality to the newly formed Environment Committee, and in particular to look at specific issues in regard to water, as required.

This report provides an outline of current activities being undertaken to monitor, protect and enhance the water management and quality of the Hawkesbury River and its catchment for the Environment Committee to review.

The report outlines that Council is undertaking a number of activities to monitor, protect and enhance the Hawkesbury River and its catchment, including:

- Developing a Coastal Management Plan for the Hawkesbury River in conjunction with Hawkesbury River councils
- Managing a water quality monitoring program
- Continuing partnerships with Local Landcare and community wetlands groups to undertake education of private landowners of the importance of wetlands
- Owning and managing wastewater treatment plants
- Developing partnerships with organisations to deliver common goals
- Developing key strategy documents focused on protection of rivers and waterways and water efficiency
- Addressing compliance.

RECOMMENDATION:

That the Environment Committee:

1. Receive and note this report.
 2. Support the current activities being undertaken by Council to monitor, protect and enhance the Hawkesbury River and its catchment.
 3. This matter be brought back to the Environment Committee for advice as the Hawkesbury Coastal Management Plan progresses.
-

BACKGROUND

Council has referred the topic of water management and quality to the newly formed Environment Committee, and in particular to look at specific issues in regard to water, as required.

Council continues to actively monitor, protect and enhance water quality of the Hawkesbury River and its catchment, in its various roles either solely, or in partnership with stakeholders such as the NSW State Government, Sydney Water and community/environmental groups.

DISCUSSION

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

The following activities are currently being undertaken by Council in regard to the Hawkesbury River and its catchment:

Upper Hawkesbury Coastal Zone Management Plan

The Upper Hawkesbury Coastal Zone Management Plan, completed in 2014, identified Council plans to manage the Upper Hawkesbury River. The Plan was developed in order to address priority management issues affecting the sustainability and environmental health of the Upper Hawkesbury River estuary. Council has continued to work through the thirty-nine actions identified in the Upper Hawkesbury Coastal Zone Management Plan as funding became available.

However, amendments to State Government legislation has resulted in funding for the actions identified within the Upper Hawkesbury Coastal Zone Management Plan not being eligible for funding through the coastal and estuary grants program from December 2021. Eligibility for funding will only become available once a new Coastal Management Plan has been prepared under the new legislation.

Hawkesbury Coastal Management Plan

Council is currently partnering with five other councils, including Hornsby, Central Coast, Northern Beaches, Ku-ring-gai, and The Hills in order to develop a Coastal Management Plan in line with the new Coastal Management Framework developed by the Department of Planning, Industry and Environment. Once completed, the Hawkesbury Coastal Management Plan will supersede the Upper Hawkesbury Coastal Management Plan, and will allow Council to apply for funding under the coastal and estuary grants program.

The Hawkesbury Coastal Management Plan is applying a 'whole-of-system' approach to managing the Hawkesbury River from a financial and strategic aspect. There are five stages required to complete the Hawkesbury Coastal Management Plan, including:

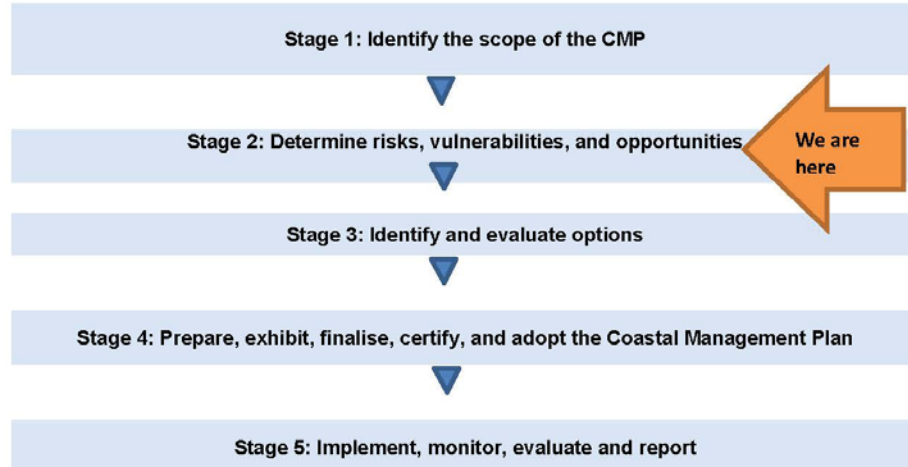


Figure 1 – Stages of the Hawkesbury Coastal Management Plan

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

The Stage 1 Scoping Study is completed, and was previously reported to the Environmental Sustainability Advisory Committee. Partner councils have recently been advised that funding for Stage 2 has been secured through the NSW State Government coastal and estuary grants program.

Upper Hawkesbury River Water Quality Monitoring Program

Through funding obtained as part of the coastal and estuary grants program, Council has contracted the Estuaries and Catchments Team of the NSW Department of Planning, Industry and Environment to assist Council staff to assess the water quality in the Upper Hawkesbury River within the Hawkesbury Local Government Area. The data collected is used to produce an annual Estuary Health Report Card. The monitoring program provides a dataset used to identify potential water quality issues that will guide future management of the Hawkesbury River and its catchment. This project is currently in its third year of monitoring.

Wetlands

The Hawkesbury Local Government Area contains significant wetlands, both in number and importance, including Pughs and Bushells Lagoons. The majority of the wetlands within the Hawkesbury Local Government Area are located on private property. Council continues to support the Hawkesbury-Nepean Local Landcare and community Wetlands group in undertaking education around the importance of wetlands.

Wastewater Reuse

Council owns and operates two wastewater treatment plants, at McGraths Hill and South Windsor. Both wastewater treatment plants operate under an Environmental Protection Authority license in order to ensure that all processes are conducted in accordance with legislative requirements. Council has mandatory reporting requirements under those licenses.

Each of the wastewater treatment facilities produces recycled water. The McGraths Hill facility has a series of treatment ponds, and recycled water is used to produce sorghum and lucerne which is sold as feed. The South Windsor facility supplies recycled water to irrigate a number of local parks, and to a number of local industrial premises.

Council continues to explore avenues to increase the uptake of recycled water within the Hawkesbury Local Government Area which is in line with the recently adopted Hawkesbury Net Zero Emissions and Water Efficiency Strategy.

Sydney Water

Sydney Water own and operate both a water treatment plant, located in North Richmond, and a wastewater treatment facility, located in Richmond. The Richmond wastewater treatment facility also has the provision to supply recycled water.

Sydney Water provided a submission during the exhibition of Council's Draft Net Zero Emissions and Water Efficiency Strategy and expressed their willingness to work alongside Council to address organisational and community water efficiency. Discussions have already commenced with Sydney Water in order to explore partnership opportunities.

South Creek Nutrient Offset Program

Council officers are working with Sydney Water and the Environment Protection Authority to address nutrient levels of wastewater being released into South Creek.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Hawkesbury Local Strategic Planning Statement

A priority of both the Greater Sydney Region Plan, and the Western City District Plan is to protect and improve the health of local waterways. The Hawkesbury Local Strategic Planning Statement is a response to those plans, and Planning Priority 11 includes the protection of our rivers, creeks and areas of high biodiversity and environmental values.

Hawkesbury Local Environmental Plan & Development Control Plan

The Hawkesbury Local Environmental Plan and Development Control Plan contain provisions to reinforce state and local planning controls. Council is currently reviewing the Local Environmental Plan and Development Control Plan, which will include controls focussed on the protection of the Hawkesbury's local rivers, creeks, and wetlands.

Net Zero Emissions and Water Efficiency Strategy

Council's Net Zero Emissions and Water Efficiency Strategy outlines an emissions reduction and water efficiency pathway. A series of actions are included that can be undertaken by Council and the community to reduce emissions and become more water efficient.

Legislative Powers

In NSW, local governments operate under the NSW Local Government Act 1993. In addition to the operating powers under the NSW Local Government Act 1993, nominated Council officers have powers under a number of different pieces of NSW government legislation, including the Protection of the Environment Operations Act 1997.

The Protection of the Environment Operations Act 1997 grants Council staff the powers to enforce the requirements of this Act to prevent and stop environmental harm. These powers extend to the protection of waterways.

COMMUNITY ENGAGEMENT

Community engagement during the development of Council's Net Zero Emissions and Water Efficiency Strategy and the subsequent public exhibition of the draft Strategy highlighted community support for Council implementing higher resource efficiency measures and for delivering education on water efficiency.

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 Environment

3.1 The natural environment is protected and enhanced.

- 3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.
- 3.1.2 Act to protect and improve the natural environment including working with key agency partners.

ATTACHMENTS:

There are no supporting documents for this report.

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ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

INFRASTRUCTURE SERVICES

Item: 104 **IS - Draft Woodbury Reserve Masterplan and Plan of Management - (95495, 79354)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Draft Woodbury Reserve Plan of Management and Masterplan for endorsement for public exhibition for 42 days.

EXECUTIVE SUMMARY:

The Woodbury Reserve Plan of Management and Masterplan have been updated to reflect changes in legislation, state and local government objectives and community needs.

The plans have been developed in consultation with the community and stakeholders. They identify priority projects for upgrading the Reserve, providing a long-term vision that ensures any future improvements are appropriate and that the recreational, cultural and environmental values of the site will be retained.

Development of the Plan of Management and Masterplan does not represent a formal commitment to funding. Works will be considered for inclusion in Council's Operational Plans in accordance with the plans priorities, the financial allocations identified in the Long-Term Financial Plan and external funding opportunities as they arise from time to time.

The Draft 2021/2022 Operational Plan provides \$403,000 to commence detailed design and construction of initial works.

Part of Woodbury Reserve is managed by Hawkesbury Sports Council.

RECOMMENDATION:

That:

1. Council publicly exhibit the Draft Woodbury Reserve Plan of Management attached as Attachment 1 to the report, including the Masterplan, allowing the community a minimum of 42 days to provide comment on the Plan.
 2. The matter be reported back to Council following the public exhibition period.
-

BACKGROUND

Woodbury Reserve, Glossodia, is a District level park that provides a range of active and passive recreation opportunities as well as hosting a childcare centre and bushfire brigade. The Reserve is comprised of:

- Sports field (currently used for soccer and cricket)
- Playground

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

- Bushland, including a creek with an inline dam
- Unformed car park
- Informal tracks and bike jumps
- Golden Valley Child Learning Centre
- Glossodia Bush Fire Brigade.

The approximate site boundary of Woodbury Reserve is shown on the map in Figure 1, along with the main features within the Reserve.

In 2009, in recognition of the Reserve's status as a district park, a Threatened Ecological Community (Shale Plains woodland), complex management issues and potential for conflict between a diverse range of users, a site-specific Plan of Management was developed.

The Woodbury Reserve Plan of Management (2009) identified four very high priority actions:

- Selectively target and control noxious and environmental weeds in conjunction with appropriately staged restoration and enhancement strategies.
- Use a minimal disturbance bush regeneration approach where positive net gains are achievable.
- Liaise with BMX user group to assess current / projected demand and to establish the needs and options for alternate locations/ types of facilities either within the reserve or another suitable reserve.
- Review safety issues in relation to sealed access roads/ car parking and facilities and consider the option of relocation of play area or install child proof fencing around the perimeter. Install shade structure over play area and 1 x shelter with picnic table/ seating to enhance opportunities for supervision. Review options for upgrading existing play equipment / experience considering targeted age groups.

Three out of the four top priorities have been actioned. Works that have been undertaken include:

- Weed control and bush regeneration undertaken, with annual maintenance ongoing. A Bush Care Group was established and supported for a number of years before interest waned. Potential exists to reactivate a Bush Care Group on this site.
- The playground has been upgraded including installation of shelter and picnic setting and was relocated further away from the car park.

The Draft 2021/2022 Operational Plan includes \$403,000 to commence capital works projects within Woodbury Reserve.

Given that the Woodbury Reserve Plan of Management and Masterplan (2009) is now 12 years old, it is timely to review the plan to ensure it is consistent with any changes in legislation, state and local government objectives and community needs.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Location Plan



Figure 1: Woodbury Reserve – Main Features

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

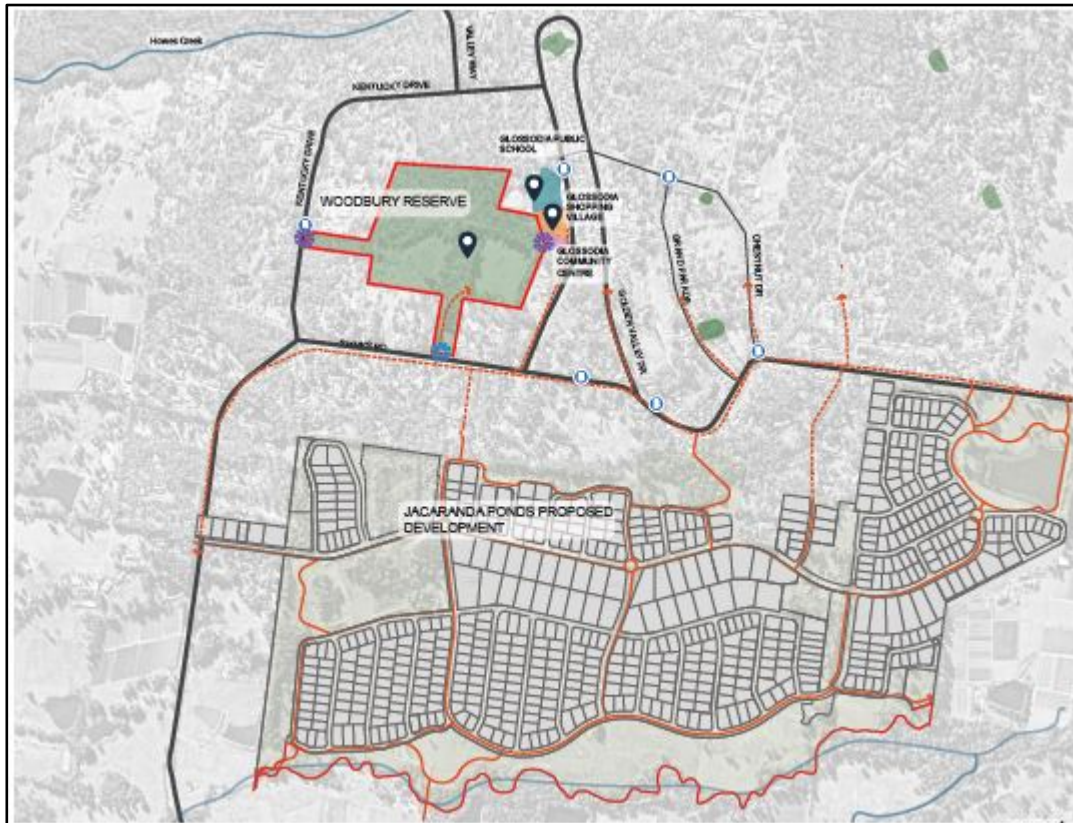


Figure 2: Context of Woodbury Reserve in relation to proposed Jacaranda development

Relevant Legislation

Local Government Act 1993.

DISCUSSION

Consultants, Place Design Group, have been engaged to update the Woodbury Reserve Plan of Management and Masterplan. The documents communicate the vision for Woodbury Reserve as a district park that maximises the full potential of the site and the recreation opportunities it will provide as part of a broader park network.

Community values and aspirations for the reserve have informed the Masterplan which also considers future recreation demand that might be generated as a result of the Jacaranda development.

The future development of Woodbury Reserve will be guided by nine key principles. These nine principles are detailed below:

1. Improve accessibility and inclusion across the reserve:
 - a) Provide equal access to sports fields from the amenities building and car parking areas
 - b) Provide accessible parking spaces close to the amenities building
 - c) Implement way finding & signage provision across the reserve.
2. Protect and enhance the natural bushland setting:
 - a) Protect existing bushland and regenerate sparse or damaged areas
 - b) Provide opportunity for interaction with wildlife
 - c) Use sustainable materials for new elements located in close proximity to bushland

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

- d) Fire management - including maintaining the fire trail and assets within the Asset Protection Zone around the perimeter of the reserve
 - e) Water management – including water quality management and maintenance of the riparian zone i.e. weed removal and regeneration projects.
3. Provide a diverse sporting and recreation hub for all:
- a) Provide additional diverse sporting activity such as netball and basketball
 - b) Provide formalised structures for BMX, mountain biking and skateboarding
 - c) Encourage informal use of the sporting fields (when not in formal sport use)
 - d) Provide spectator seating to cater for larger sporting events and everyday seating.
4. Offer passive recreation through the reserve:
- a) Provide furniture such as picnic settings, BBQ's, seating and shade throughout the reserve to attract a wider variety of visitors
 - b) Upgrade the existing play space to provide for diverse ages and abilities
 - c) Provide safe and connected active transport routes (paths, cycleways, dog walking routes)
 - d) Retain open spaces for informal uses (Kick about area, picnicking, frisbee, kite flying)
 - e) Inclusion of a dog off lead area within the open paddock space.
5. Provide additional youth recreation opportunities:
- a) Investigate upgrading and formalising the existing bike tracks to enhance the recreation offer and reduce conflict
 - b) Provide multi-use courts for informal activity
 - c) Integrate additional skate elements in any new hard scape areas
 - d) Provide a space for gathering and 'hang out' ensuring good passive surveillance.
6. Improve connectivity within the reserve and to the surrounding areas:
- a) Provide a formalised main path network throughout the reserve connecting all key areas
 - b) Provide formal paths connecting to the Glossodia shopping village to the east
 - c) Implement an active transport link from Kentucky Drive and Spinks Road to Golden Valley Drive.
7. Improve safety across the reserve:
- a) Improve natural surveillance by clearing of dense bushland around proposed activity areas
 - b) Consider lighting key pathways to improve night time use and user safety
 - c) Remove vehicular movement between the playground and the amenities building
 - d) Separate pedestrians and cars by providing dedicated parking bays and clearly marked walkways.
8. Provide diverse play opportunities for all:
- a) Introduce inclusive and nature play equipment to any existing or new play spaces
 - b) Provide diverse and challenging play experiences for a wider variety of ages
 - c) Incorporate places for families and social gatherings next to play spaces.
9. Implement sustainable storm water management across the reserve:
- a) Create passive filtration to garden beds for any new areas of hardstand
 - b) Introduce WSUD (swales) to reduce surface run off in peak flows.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

The Draft Masterplan, shown at Figure 3, reflects these principles in visual form.



Figure 3 – Woodbury Reserve Draft Masterplan

Feedback from the community has been used to prioritise the key improvements and upgrades required at the reserve. This information will inform the works to be undertaken in 2021/2022, and the Voluntary Planning Agreement associated with the Jacaranda development.

Although funding is not available to deliver the entire plan in the short or medium term, all proposed improvements have been included. This holistic, long-term approach ensures that the Park will be developed in a cohesive manner that maximises capacity, improves functionality, protects environmental and cultural values, and will not preclude potential future recreation opportunities. When funding does become available, Council and/or the Hawkesbury Sports Council will be required to ensure that improvement works are consistent with the Plan of Management and Masterplan.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

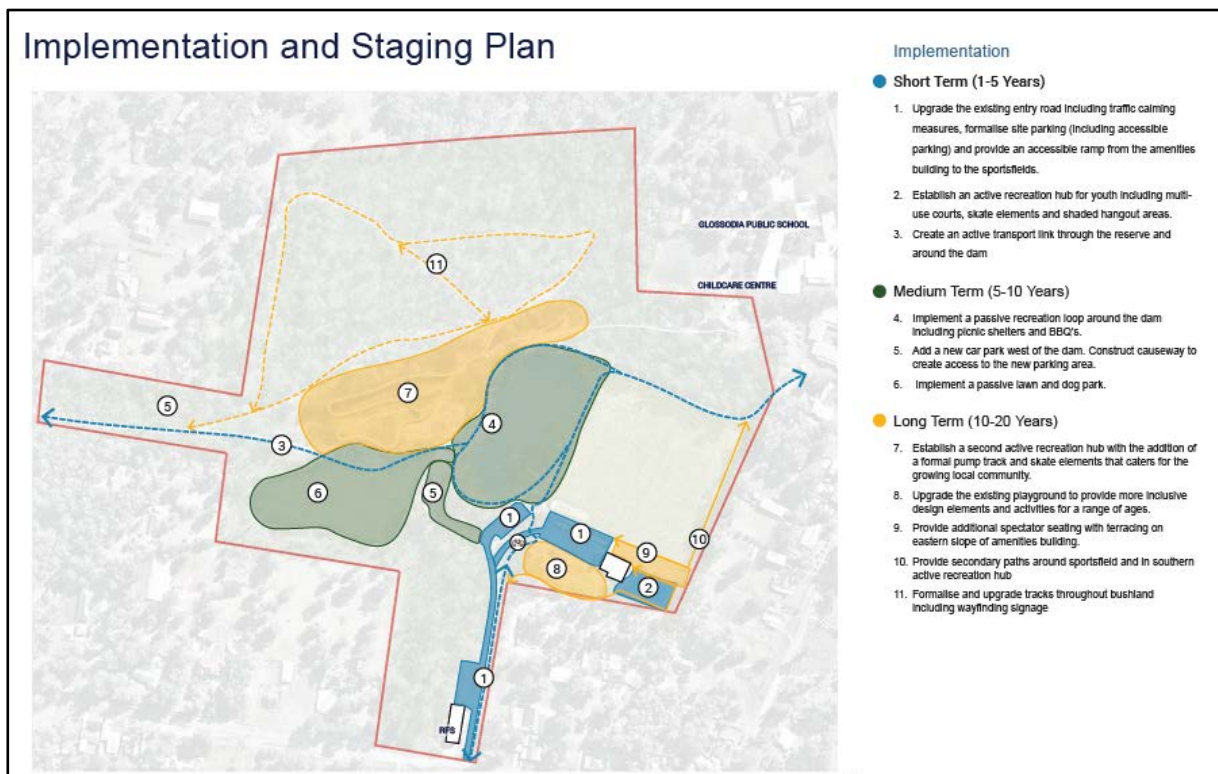


Figure 4: Implementation and Staging Plan

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. It is proposed that Council undertake the following community engagement process in compliance with Council's policy:

Community Engagement Round 1 (Completed)

- Online Community Survey to identify the values of the site, how people currently use the reserve, how people would like to use the reserve and any issues of concern.
- Drop-in event at the park/community centre to give the community the opportunity to meet with the consultants and discuss in person any issues or concerns
- Survey of Primary School Students to understand how they use the reserve and what changes that they would like to see.
- Meeting with High School Student Representatives to understand the recreational needs of local youth and key priorities
- Stakeholder meeting with representatives of key user groups – Soccer, Netball, RFS, Childcare Centre, Sports Council, Access and Inclusion Committee, to discuss any issues or concerns with current facilities and plans that they have for future upgrades.

Community Engagement Round 2 (Completed)

- Online survey to gauge sentiment toward draft ideas/concepts in draft masterplan
- Online survey to gauge community priorities for passive recreation opportunities
- Stakeholder Meeting with key user groups to further identify their needs and discuss the draft masterplan layout

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Community Engagement Round 3 (Current Position)

- Public exhibition – draft Plan of Management and Masterplan seeking formal submissions

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 Assets

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.

FINANCIAL IMPACT

Council's Draft 2021/2022 Operational Plan makes provision of \$403,000 to undertake detailed design and construction of priority works at Woodbury Reserve. A number of priority projects will be developed under the Voluntary Planning Agreement for the Jacaranda development.

The Long-Term Financial Plan will not be able to fund all works identified in the Masterplans and Parks Plans of Management. This situation has been clearly communicated to stakeholders during the course of developing the plans, in particular that these plans:

- Are long term plans to clearly outline community aspirations and ensure that all works are consistent with those long-term community objectives
- Will be used to prioritise works against allocations in the Long-Term Financial Plan via the annual Operational Plan
- Will be used as the basis for determining how any relevant developer contribution funds should be allocated
- Will be used to support applications for grants and other external funding opportunities to compliment the funds allocated in the annual Operational Plans.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

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

ATTACHMENTS:

AT - 1 Draft Woodbury Reserve Plan of Management – *(Distributed under separate cover)*.

AT - 2 Draft Woodbury Reserve Masterplan – *(Distributed under separate cover)*.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

SUPPORT SERVICES

Item: 105 **SS - 2021/2022 Remuneration for Mayor and Councillors - (95496, 96332)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the Local Government Remuneration Tribunal's Annual Report and Determination and to obtain Council's endorsement of the provision of annual remuneration for the Mayor, Deputy Mayor and Councillors for the 2021/2022 financial year.

EXECUTIVE SUMMARY:

The Local Government Act 1993 provides for the payment of fees to Mayors and Councillors. The minimum and maximum fees are reviewed annually by the Local Government Remuneration Tribunal. The minimum and maximum fees permitted to be paid to Mayors and Councillors are determined by categories determined by the Tribunal.

In 2020 the Tribunal reviewed the categories and created a new category of Regional Centre. As part of the Tribunal's 2020 determination, Council was removed from the Rural Regional Category and placed into the new Regional Centre category.

The Tribunal's determination for the financial year 2021/2022 was made 23 April 2021.

The Tribunal reviewed submissions received from councils and determined that no changes were to be made to the categories and no councils were to be re-categorised. Council remains in the Regional Centre category.

The Tribunal determined a 2% increase for councillor and mayoral fees for the 2021/2022 financial year. Pursuant to this determination, the following minimum and maximum fees apply to the Regional Centre category and are applicable to Council from 1 July 2021:

Councillor Annual Fee		Additional Mayor Fee*	
<i>Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>
\$14,100	\$24,810	\$29,330	\$61,280

*15% of the additional Mayoral fee is paid to the Deputy Mayor

RECOMMENDATION:

1. The annual fee for Councillors for 2021/2022 be set at \$24,810.
 2. The additional annual fee for the Mayor be set at \$61,280, and the Deputy Mayor's additional annual fee be set at \$9,192, to be deducted from the Mayor's \$61,280 annual fee.
-

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

BACKGROUND

The Local Government Act 1993 (the Act) provides for the payment of fees to mayors and councillors. The minimum and maximum amount of fees permitted to be paid to mayors and councillors is determined by the categories established by the Tribunal.

The Act stipulates that councils must pay an annual fee to each Councillor and to the Mayor, with the Mayoral fee being paid in addition to the fee paid to the Mayor as a Councillor. Councils are permitted to fix these fees, in which case the fees must be fixed in accordance with the range set by the determination of the Tribunal. If a council does not fix a fee, the council is required to pay the relevant minimum fee determined by the Tribunal.

The Act requires the Tribunal to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

The Tribunal released its Annual Report and Determination on 23 April 2021.

Review of Categories

In October 2019, the Tribunal commenced an extensive review of the categories.

An outcome of the review was the creation of two new categories, one being 'Regional Centre'. In the Tribunal's 2020 determination, Council was placed into this category.

In February 2021, the Tribunal advised councils of the commencement of their 2021 review and invited submissions. The Tribunal received eighteen submissions from councils and Local Government NSW. No changes were made to categories in the Tribunal's 2021 determination.

Review of Fees

Up until 2018/2019, it had been the usual practice for Council to pay the maximum fee to Councillors and to the Mayor, with a fee of 15% deducted from the total allowable Mayoral fee and allocated to the Deputy Mayor.

For the 2018/2019 and 2019/2020 financial years, Council resolved that the annual fees for Councillors, the Mayor and the Deputy Mayor be set at the same fees as applicable for 2017/2018, despite the Tribunal increasing fees by 2.5 per cent.

For the 2020/2021 financial year, Council was re-categorised as a Regional Centre. The annual fees payable to the Councillors and Mayor as a result of this change were greater than those that applied to Council's previously nominated category. At the Council Meeting held on 14 July 2020, Council resolved to adopt the maximum fees applicable to the Regional Centre category. Council resolved as follows:

"That:

- 1. The annual fee for Councillors for 2020/2021 to be set at \$24,320.*
- 2. The additional annual fee for the Mayor be set at \$60,080, and the Deputy Mayor's additional annual fee be set at \$9,012, to be deducted from the Mayor's \$60,080 annual fee."*

During the 2021 review of the fees applicable to mayors and councillors, the Tribunal took the following information into consideration:

- Submissions received by councils seeking an increase of 2.5 per cent or greater due to the significant workload and responsibilities of mayors and councillors.
- The 2021/2022 rate peg for NSW Councils was set at 2.0 per cent by the Independent Pricing and Regulatory Tribunal.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

- Employees under the Local Government (State) Award 2020 will receive a 2.0 per cent increase in rates of pay after 1 July 2021.
- The Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 says that public sector wages cannot increase by more than 2.5 per cent, so the Tribunal has the discretion to determine an increase of up to 2.5 per cent.

DISCUSSION

The Tribunal conducted an extensive review of the categories in 2020, and were not seeking to make amendments to them during the 2021 review. The 2021 review saw nine councils make submissions requesting re-categorisation, either through the creation of a new category or being moved into a different category. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate, including Council being categorised as a Regional Centre.

The Tribunal determined a 2.0 per cent increase to the minimum and maximum fees applicable to each category. The fees are effective on and from 1 July 2021 and were determined as follows:

Category		Councillor/Member Annual Fee (\$)		Mayor/Chairperson Additional Fee* (\$)	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	28,190	41,340	172,480	226,960
	Major CBD	18,800	34,820	39,940	112,520
	Metropolitan Large	18,800	31,020	39,940	90,370
	Metropolitan Medium	14,100	26,310	29,950	69,900
	Metropolitan Small	9,370	20,690	19,970	45,110
General Purpose Councils - Non-Metropolitan	Major Regional City	18,800	32,680	39,940	101,800
	Major Strategic Area	18,800	32,680	39,940	101,800
	Regional Strategic Area	18,800	31,020	39,940	90,370
	Regional Centre	14,100	24,810	29,330	61,280**
	Regional Rural	9,370	20,690	19,970	45,140
	Rural	9,370	12,400	9,980	27,060
County Councils	Water	1,860	10,340	4,000	16,990
	Other	1,860	6,180	4,000	11,280

**This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member*

***Includes any amount to be paid to the Deputy Mayor*

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

The difference between the 2020/2021 adopted Councillor and Mayor fees, and the Tribunal's 2021/2022 fees with the 2.0 per cent adjustment are as follows:

Financial Year	Category	Minimum Councillor Fee (\$)	Maximum Councillor Fee (\$)	Minimum Mayor Fee (\$)	Maximum Mayor Fee (\$)
2020/2021	Regional Centre	13,820	24,320	28,750	60,080
2021/2022	Regional Centre	14,100	24,810	29,330	61,280

If Council resolves to apply the maximum fees, permitted by the Tribunal's determination, the 2021/2022 fees would be as follows:

- Councillors - Ten Councillors at \$24,810 each
- Mayor - Councillor fee of \$24,810, plus \$52,088 (with the Deputy Mayor's fee deducted)
- Deputy Mayor - Councillor fee of \$24,810, plus \$9,192 (deducted from the additional Mayoral fee)
- Total in fees payable - \$359,000.

Council resolved at its Council Meeting on 13 July 2020 to adopt the maximum fees and therefore, this report recommends that the maximum fees be adopted.

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

- 1.1 Local Leadership and effective governance - Provide representative, responsive and accountable governance.
 - 1.1.1 Council's elected leaders will actively connect and collaborate with the community.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The Draft 2021/2022 Operational Plan for annual fees for Councillors, the Mayor and the Deputy Mayor is \$358,959.

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 attachments for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

Item: 106 **SS - Administration of the September 2021 Hawkesbury City Council Local Government Elections - (95496)**

Previous Item: 187, Ordinary (24 September 2019)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council in regard to the general conduct of the election and the legislative requirements applicable to the period leading to the election.

EXECUTIVE SUMMARY:

In June 2020 the Minister for Local Government published orders postponing Local Government Elections, including the local government election for the Hawkesbury City Council local government area, until Saturday, 4 September 2021.

The Election will be administered by the NSW Electoral Commission.

The 'caretaker period' prior to the Election commences on 6 August 2021. During this period restrictions apply to the exercise of Council functions.

RECOMMENDATION:

That the report regarding the Hawkesbury City Council Local Government Election be received and noted.

BACKGROUND

Local Government Elections were scheduled to be held on 12 September 2020. Due to the COVID-19 Pandemic, in March 2020 the Minister for Local Government announced that these elections would be postponed. Subsequently it was announced that Local Government Elections would be held on 4 September 2021.

At its Ordinary meeting on 29 September 2019 Council resolved to enter into a contract with the NSW Electoral Commission for the administration of all elections, Council polls and constitutional referenda. In accordance with this resolution, a contract between Hawkesbury City Council and the NSW Electoral Commission was entered into. This Contract will apply to the conduct of the election to be held on Saturday, 4 September 2021.

DISCUSSION

Council is required to liaise with the NSW Electoral Commission in regard to the various processes associated with the conduct of the election. Accordingly, staff are currently engaged in discussions with the NSW Electoral Commission to fulfil the requirements of the Contract and to ensure the smooth and efficient running of this election.

It is important that Council is aware of its responsibilities during what is referred to as the "caretaker period" in the lead-up to the election. Clause 393B of the Local Government (General) Regulation 2005 stipulates

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

the requirements relating to the exercise of council functions during the caretaker period, being the period of four weeks preceding the date of the election.

Clause 393B of the Regulation is as follows:

"393B Exercise of council functions during caretaker period

(1) *The following functions of a council must not be exercised by the council, or the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee), during a caretaker period:*

- (a) *entering a contract or undertaking involving the expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger),*
- (b) *determining a controversial development application, except where:*
 - (i) *a failure to make such a determination would give rise to a deemed refusal under section 82 of the Environmental Planning and Assessment Act 1979, or*
 - (ii) *such a deemed refusal arose before the commencement of the caretaker period,*
- (c) *the appointment or reappointment of a person as the council's general manager (or the removal of a person from that position), other than:*
 - (i) *an appointment of a person to act as general manager under section 336 (1) of the Act, or*
 - (ii) *a temporary appointment of a person as general manager under section 351 (1) of the Act.*

(2) *Despite subclause (1), such a function may be exercised in a particular case with the consent of the Minister.*

(3) *In this clause:*

"caretaker period" means the period of 4 weeks preceding the date of an ordinary election.

"controversial development application" means a development application under the Environmental Planning and Assessment Act 1979 for which at least 25 persons have made submissions under section 79 (5) of that Act by way of objection."

In accordance with this Clause, in respect of the coming election, the "caretaker period" commences on Friday, 6 August 2021.

Relevant Legislation

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

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. However Council has engaged with the community concerning the Election by media releases, dedicated content on Council's website and Facebook posts.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 08 June 2021

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

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

FINANCIAL IMPACT

There are no financial implications applicable to this report.

FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ordinary

section 4

reports
of committees

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

SECTION 4 – Reports of Committees

Item: 107 **ROC - Heritage Committee - 11 March 2021 - (80242, 95498, 124414)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Heritage Committee held on 11 March 2021.

EXECUTIVE SUMMARY:

Item 2, contained within the minutes of the Heritage Committee has policy or financial implications to Council. It therefore requires specific consideration by Council, the details of which are discussed in the report below.

In relation to Item 1, as it has no policy or financial implications for Council, it is presented for information only.

RECOMMENDATION:

That in relation to the Minutes of the Heritage Committee Meeting held on the 11 March 2021:

1. Council receive and note Item 1 – Council Committee Constitution.
2. Council endorse the Committee Recommendation in respect of Item 2, namely:

"That the Heritage Committee:

1. *Considers the outstanding actions contained within Table 1*
 2. *Prioritises the outstanding actions and recommends deadlines for these actions to be reported back to Council for consideration."*
-

DISCUSSION

The Committee considered staff reports on two matters as shown in the attached minutes (Attachment 1).

In relation to Item 1, following the meeting, no responses were received from Committee members. At its meeting on 8 December 2020, Council resolved in part that:

"The existing Heritage Advisory Committee remain unchanged in that it will retain its current membership with full voting rights."

At its meeting on 25 January 2021 Council resolved to adopt the Council Committee Constitution, which applies to the Heritage Committee."

The following item requires specific consideration by Council.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

In relation to Item 2 – Heritage Committee Outstanding Actions, the Heritage Committee discussed the following:

- The Heritage Committee reviewed the outstanding actions list, and prioritised which actions can be completed within the remaining term of the Committee.

In relation to Item 2, it is recommended that Council endorse the Committee Recommendation in the Minutes attached as Attachment 1.

ATTACHMENTS:

AT - 1 Minutes of the Heritage Committee held on 11 March 2021.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

AT - 1 Minutes of the Heritage Committee held on 11 March 2021

Minutes of the Meeting of the Heritage Committee held by Audio-Visual link, on 11 March 2021, commencing at 5:05pm.

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

Apologies: Nil.

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
 Mr Jeff Organ, Hawkesbury City Council
 Mr Charles McElroy, Hawkesbury City Council
 Ms Tracey Easterbrook, Hawkesbury City Council
 Mr Otto Cserhalmi, Heritage Adviser

Member	31/10/2019	05/03/2020	29/10/2020	11/03/2021
Councillor Danielle Wheeler, Chairperson	✓	✓	✓	✓
Mr Graham Edds, Deputy Chairperson	✓	✓	✓	✓
Councillor Peter Reynolds	A	✓	✓	✓
Councillor Nathan Zamprogno	✓	A	✓	✓
Ms Abigail Ball	A	✓	✓	✓
Mr Michael Edwards	✓	✓	✓	✓
Ms Helen Mackay	✓	✓	✓	✓
Ms Judy Newland	✓	✓	X	✓
Ms Michelle Nichols	✓	✓	✓	✓
Mr Steve Rawling AM	✓	✓	✓	✓
Ms Venecia Wilson	A	✓	✓	✓
Ms Janice Hart	✓	✓	✓	✓
Ms Deborah Hallam	✓	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.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

DECLARATION OR INTERESTS

Mr Graham Edds declared an interest on Item 2.
Mr Michael Edwards declared an interest on Item 2.
Ms Abigail Ball declared an interest on Item 2.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Edds, and seconded by Mr Edwards that the Minutes of the Heritage Advisory Committee held on the 29 October 2020 be confirmed with the following amendment to Item 5 discussion points.

"With respect to tree selection, water seeking trees would be of concern and potentially cause drainage blockages. Should Council select canopy trees, consideration should be given to the control of roots with root barriers."

SECTION 2 - Reports for Determination

Item: 1 **SS - Council Committee Constitution - (95496)**

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That the Council Committee Constitution be received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Wilson, seconded by Councillor Zamprognio.

That:

1. The Council Committee Constitution be received and noted.
2. Committee Members provide a list of concerns relating to the Council Committee Constitution for further discussion.
3. The Heritage Committee seek clarification on the name of the Committee, and whether it should be referred to as:
 - a) Heritage Committee; or
 - b) Heritage Advisory Committee

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

PRESENTATION

The Director Infrastructure Services addressed the Committee to provide an update on the archaeology salvage of the Windsor Bridge, and advised:

- Council has taken possession of the following materials, and stored in Councils inventory:
 - Approximately 600 pieces of sandstone from the road infrastructure
 - 32 of the bridge handrail brackets
 - Three upper pier sections of the lower caissons
 - A section of the concert bridge deck approximately 2m x 3m
 - One cross brace and brackets
 - Two walkway beams 12 meters in length from the pedestrian walkway
 - One Lewis bolt intact (other bolts or sections may also be obtained)
 - Rope ladder six meters in length
- Transport for NSW still have items, that will be transferred to Hawkesbury City Council.
- Council will ultimately seek advice on the use of these items for
 - Interpretation
 - Adaption or reuse
 - Other purposes

Item: 2 **Heritage Committee Outstanding Actions - (80242, 95498, 124414)**

Directorate: City Planning

Ms Ball declared a pecuniary interest Point 19

Mr Edds declared a pecuniary interest Point 8.

Mr Edwards declared a pecuniary interest Point 8.

OFFICER'S RECOMMENDATION:

That the Heritage Committee:

1. Considers the outstanding actions contained within Table 1
2. Prioritises the outstanding actions and recommends deadlines for these actions to be reported back to Council for consideration.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Wilson, seconded by Mr Rawling

That the Heritage Committee:

1. Considers the outstanding actions contained within Table 1
2. Prioritises the outstanding actions and recommends deadlines for these actions to be reported back to Council for consideration.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
1. Aboriginal Cultural Heritage Study	Provide Council with advice to assist with the consideration of the Draft Aboriginal Cultural Heritage Study by 31 July 2021.	<p>Input into the draft Aboriginal Cultural Heritage Study was previously provided by the Heritage Advisory Committee at its meeting on 29 October 2020. The final draft incorporating advice from aboriginal representative groups and individuals, and the Heritage Advisory Committee has been completed and will be presented for consideration by the Heritage Committee at the next available meeting prior to being presented to Council for endorsement.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority and able to be completed • Completion Date: Next Meeting of the Committee.
2. Design Excellence Principles into Councils LEP	Provide a report with regard to what options are available to incorporate Design Excellence Principles relating to heritage into the LEP by 31 July 2021.	<p>LEP Review project is currently underway, and advice will be sought from the Heritage Committee as this project progresses.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority and able to be undertaken • Completion Date: Next Meeting of the Committee.
3. Hawkesbury Heritage Strategy	Provide Council with advice regarding the Draft 3 Year Heritage Strategy by 31 July 2021.	<p>Heritage Advisory Committee provided advice on the updated Heritage Strategy at its meeting on 29 October 2020. Final draft incorporating advice from Heritage Advisory Committee has been completed and will be presented for consideration by the Heritage Committee at the next available meeting.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • Medium Priority and able to be completed • Completion Date: Next Meeting of the Committee.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
4. State Heritage Listing	Provide Council with advice regarding the merits and requirements of the proposed State Listing of the Singleton's Watermill site when NSW Heritage provide a request for further information.	<p>Council's application for State Listing of the Singleton's Mill site has progressed through the Heritage NSW Prioritisation Committee in December 2020. The application is being assessed by NSW Heritage, and it is expected that further historical research and clarification may be required. Following receipt of advice from NSW Heritage in terms of additional information requirements, advice and assistance will need to be sought from the Heritage Committee.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none">• High Priority but awaiting response from NSW Heritage with respect to submitted application for State Heritage listing.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
5. Brick Barrel Drains - Richmond	Provide Council with advice regarding the preservation of the Brick Barrel Drains in Richmond by 31 July 2021.	<p>Council has previously undertaken CCTV footage of the Richmond Barrel Drainage System in order to ascertain the condition of the drains. The location of the heritage drains is plotted on Council's stormwater drainage plans. Further advice will be sought from the Heritage Committee at the next available meeting with respect to potential land use controls that could be considered in order to assist in preservation of the brick barrel drainage system at Richmond.</p> <p>The Committee highlighted that due to the outcome of the brick barrel drain associated with the Windsor Bridge Replacement Project, that these tunnels, and other drains within the Macquarie Towns had an elevated level of importance. Additionally that adoption of existing archaeological studies within the Macquarie Towns or further studies were necessary in order to ensure that Council was being proactive in terms of identifying potential archaeology. Further, that the footprint of the Macquarie Towns should be included in the LEP Review.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority • Completion Date: Next Meeting of the Committee.
6. Heritage Information	Provide Council with draft Heritage Information Sheets by 31 July 2021.	<p>The content for an initial set of Information Sheets in an overall series is being prepared, and will be presented for consideration by the Heritage Committee at the next available meeting.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority and able to be completed • Completion Date: Next Meeting of the Committee for first in the series of Information Sheets, and then ongoing.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
7. Hawkesbury Birthplace of the Fair Go	Provide options for Council to consider the recognition and leverage of the 'Hawkesbury Birthplace of the Fair Go' by 31 July 2021.	Working Group to be formed and report back to the next Committee Meeting. <u>Discussion</u> <ul style="list-style-type: none"> • High Priority • Completion Date: Working Group to report to the next Meeting of the Committee.
8. Grant Funding Projects	Provide Council with advice regarding the Heritage Study, including heritage items that should be included or currently listed items to be excluded by 31 August 2021.	Further input and assistance with research is required in order to progress the Heritage Study, with Working Group to be reactivated. <u>Discussion</u> <ul style="list-style-type: none"> • High Priority • Completion Date: Update to be provided to next Meeting of the Committee.
	Provide Council with advice on the progress of finalising the heritage grant funded projects by 31 July 2021.	Mr Edds and Mr Edwards declared interests on this item. Existing Heritage Grants have progressed with the following nearing completion: <ul style="list-style-type: none"> • Aboriginal Cultural Heritage Study • Strategic Conservation Management Plans for Cemeteries • Works to Individual Properties A report detailing an update on the finalisation of these grants will be provided at the next meeting of the Heritage Committee. <u>Discussion</u> <ul style="list-style-type: none"> • Medium Priority • Completion Date: Update to be provided to next Meeting of the Committee.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
9. Heritage Awards	Provide Council with advice regarding the merits and logistics of establishing a Heritage Awards Program by 31 August 2021.	<p>The Heritage Awards Working Group had previously prepared a Proposal for the Implementation of a Heritage Awards Program, including a Photography Award. Further work with respect to the merits and logistics of such an Awards Program pending the finalisation of Council's 2021/2022 Operational Plan process.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority • Completion Date: Report to be prepared for next Meeting of the Committee.
10. Richmond Bridge Duplication Program	Council to consider referring this matter when the Corridor Options Report is released by Transport for NSW.	<p>The release of corridor options report by Transport for NSW is still pending.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority but waiting on the release of the Corridor Options Report by Transport for NSW. • Completion Date: Referral to Committee pending release of Corridor Options Report.
11. Liveability	Provide Council with advice as to the heritage impacts of the proposed town centre revitalisation project by 31 August 2021.	<p>The Heritage Advisory Committee has previously provided input into the Liveability Project within Richmond, Windsor and South Windsor, and as the project progresses further input will be sought.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority • Completion Date: Further reporting on the project to the Committee will occur.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
12. General Assembly	Provide a report in regard to whether Council participates in the General Assembly now scheduled for 2023.	<p>The “Explore Hawkesbury’s Heritage Tour” was previously prepared based on input from the Heritage Advisory Committee. However, the 2020 General Assembly in Sydney was postponed due to the COVID-19 Pandemic. The General Assembly has been rescheduled for 2023 with the Hawkesbury to continue as a tour option for delegates. Reconsideration of the tour program will be required closer to the date of the General Assembly in 2023.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • Low Priority/Long Term • Completion Date: 2023.
13. Historical Mile Markers	Provide a report in regard to what is required for the interpretation and conservation of mile markers by 31 July 2021.	<p>An update report will be provided to the next meeting of the Heritage Committee to outline progress made with respect to interpretation of the missing mile marker from Windsor Street, Richmond and conservation of the existing mile marker on Castlereagh Road, Agnes Banks.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • Medium Priority • Completion Date: 31 July 2021.
14. Heritage Study	Duplicate of Section 8.	Duplicate of Section 8.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
15. Heritage Signage	Provide Council with advice regarding the possibility of implementing a consistent theme and approach to Heritage Signage by 31 August 2021.	<p>There have been ongoing discussions through the Heritage of Western Sydney (HoWS) Group with respect to a consistent approach to Heritage Signage across Western Sydney, including the Hawkesbury Local Government Area. Heritage interpretation is also a key component to the town centres liveability project. A further update with respect to this matter will be provided to the next available Heritage Committee.</p> <p>The Committee highlighted the importance and need for heritage signage to be installed as soon as possible.</p> <p>Discussion</p> <ul style="list-style-type: none"> • High Priority • Completion Date: 31 August 2021.
16. Macquarie Towns	Provide a report in regard to what steps are required to finalise the State Listing of the Macquarie Towns by 31 August 2021.	<p>Further work is required in order to progress with the preparation of an application for State Listing of the Macquarie Towns. A separate working group is to be formed to advance this matter.</p> <p>Discussion</p> <ul style="list-style-type: none"> • High Priority • Completion Date: 31 August 2021.
17. Howe House	Council to consider referring this matter to the committee should the Conservation Management Plan be reviewed in the future.	<p>Pending a review of the Howe House Conservation Management Plan.</p> <p>The Committee identified a need to include a flag in the Heritage Strategy to review old Conservation Management Plans</p> <p>Discussion</p> <ul style="list-style-type: none"> • High Priority • Completion Date: Long Term.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Topic Description	Proposed Outstanding Action	Status Update
18. Heritage Trails	Provide advice to Council as to the merits of and factors to consider in the preparation of Heritage Trail Flyers by 31 August 2021.	<p>Further work is required in order to progress with the preparation of Heritage Trail Flyers. An update report will be provided to the next available Committee Meeting.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • High Priority • Completion Date: 31 August 2021.
19. Insurance of Properties Subject to Flooding	Matter of preparation of a report on the options available to Council to assist our residents access wider affordable insurance coverage for heritage and flood affected properties be referred to the Disaster and Emergency Committee.	<p>Ms Ball declared an interest on this item.</p> <p>The Heritage Advisory and Floodplain Risk Management Advisory Committee's received a presentation from the Insurance Council of Australia regarding issues of insurance cover for non-heritage and heritage properties on flood affected land on 1 November 2018. Grant funding applications for projects to address this issue have to date been unsuccessful.</p> <p>The Heritage Committee considered that the issue should be considered by the Disaster and Emergency Committee given they had little scope to address the matter.</p> <p><u>Discussion</u></p> <ul style="list-style-type: none"> • Matter to be referred to Disaster and Emergency Committee.

The meeting terminated at 7:43pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Item: 108 **ROC - Environment Committee - 13 April 2021 - (151938, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Environment Committee held on 13 April 2021.

EXECUTIVE SUMMARY:

Three items – Items 2, 3 and 4, contained within the minutes of the Environment Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

In relation to Item 1, as it has no policy or financial implications for Council, it is presented for information only.

In relation to Item 2, the matter is reported separately in this business paper.

RECOMMENDATION:

That in relation to the Minutes of the Environment Committee Meeting held on 13 April 2021:

1. Council receive and note Item 1 – Election of Chairperson.
2. Council endorse the Committee Recommendation in respect of Item 2, namely:

“That the Environment Committee:

1. *Receive and note this report.*
2. *Request that staff provide a report on electric vehicle charging that includes consideration of:*
 - *The NSW Roads Act 1993*
 - *Location and proximity to other vehicles of charging infrastructure*
 - *Traffic related implications*
 - *Source of electricity for charging*
 - *Options associated with ownership of charging infrastructure.*
 - *An appraisal of how other Councils are dealing with this matter*
 - *Examples of other Council's Electronic Vehicle policies which are to be attached to the report.*
3. *Request that this report be brought back to the Environment Committee so that feedback and ideas can be sought from the community, tourism operators, the NRMA and similar peak bodies, and the Australian Electric Car Association for example.*
4. *Compile the outcomes of the report and consultation and recommend that Council develop an Electric Vehicle Infrastructure Policy and Guidelines based on these outcomes.”*

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

3. Council endorse the Committee Recommendation in respect of Item 3, namely:

"That the Environment Committee:

- 1. Receive and note this report.*
- 2. That this report be provided to Council for consideration to whether any further advice is required."*

4. Council endorse the Committee Recommendation in respect of Item 4, namely:

"That the Environment Committee:

- 1. Receive and note this report.*
- 2. Request that a report be brought back to the Environment Committee, so that it can consult with the wider community on the following:*
 - a) What Council might have the capacity to do in the future to prevent litter going into our rivers and oceans.*
 - b) What future opportunities Council might have to partner with others to combat this problem."*

DISCUSSION

The Committee considered staff reports on four matters as shown in the attached minutes (Attachment 1).

In relation to Item 2 – Electric Vehicle Charging Infrastructure, the Environment Committee discussed the following:

- The Committee requested a further report be brought back to the Committee outlining the following key considerations:
 - The NSW Roads Act 1993
 - Location and proximity to other vehicles of charging infrastructure
 - Traffic related implications
 - Source of electricity for charging
 - Options associated with ownership of charging infrastructure
 - An appraisal of how other Councils are dealing with this matter
 - Examples of other Council's Electronic Vehicle policies which are to be attached to the report.
- Requested that this report be brought back to the Environment Committee so that feedback and ideas can be sought from the community, tourism operators, the NRMA and similar peak bodies, and the Australian Electric Car Association for example.
- Compile the outcomes of the report and consultation and recommend that Council develop an Electric Vehicle Infrastructure Policy and Guidelines based on these outcomes.
- Additionally that the Committee investigate the requirements of electric trucks for future planning.

In relation to Item 2, it is recommended that Council endorse the Committee Recommendation in the Minutes attached as Attachment 1.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

In relation to Item 3 – Water Management and Quality, the Environment Committee discussed the following:

- The Committee considered that this matter would be reported back to Council in order to request identification of specific matters that Council requires action to be taken on.
- The Hawkesbury Coastal Management Plan be reported separately in future reporting as new procedures of the Plan progresses.
- Hawkesbury Council can apply for grants under the current approved and gazetted Upper Hawkesbury Coastal Zone Management Plan until December 2021. At this time, a new Coastal Management Plan is required to be developed under the new framework.

In relation to Item 3, it is recommended that Council endorse the Committee Recommendation in the Minutes attached as Attachment 1. It is also noted that this matter is reported separately in this business paper.

In relation to Item 4 – Zero Litter to Ocean Policy, the Environment Committee discussed the following:

- The Committee requested a further report on this matter.
- The Committee outlined the importance of the communicating to the community when the next Environment Committee meeting will take place, and to encourage the provision of ideas from the Community as part of the next meeting.
- It was requested that further information be included in the report including how Council manages the capture of litter in our waterways.

In relation to Item 4, it is recommended that Council endorse the Committee Recommendation in the Minutes attached as Attachment 1.

ATTACHMENTS:

AT - 1 Minutes of the Environment Committee held on 13 April 2021.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

AT - 1 Minutes of the Environment Committee held on 13 April 2021

Minutes of the Meeting of the Environment Committee held in the Council Chambers and by Audio-Visual link, on 13 April 2021, commencing at 4:00pm.

ATTENDANCE

Present: Councillor Patrick Conolly, Hawkesbury City Council
Councillor Amanda Kotlash, Hawkesbury City Council
Councillor Sarah Richards, Hawkesbury City Council
Councillor Nathan Zamprogno, Hawkesbury City Council

Apologies: Nil.

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Ms Adriana Genova, Hawkesbury City Council
Mr Justin Murphy, Hawkesbury City Council
Ms Charles McElroy, Hawkesbury City Council
Ms Tracey Easterbrook - Minute Secretary, Hawkesbury City Council

Attendance Register of Environment Committee

Member	13/04/2021
Councillor Patrick Conolly (Mayor)	✓
Councillor Amanda Kotlash (Chairperson)	✓
Councillor Sarah Richards	✓
Councillor Nathan Zamprogno	✓

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

DECLARATIONS OF INTEREST

There were no Declarations of Interests made.

SECTION 1 - Reports for Determination

Item: 001 **EC - Election of Chairperson - (151938)**

Division: City Planning

OFFICER RECOMMENDATION:

That a Chairperson of the Environment Committee for the period from April 2021 to September 2021, be determined.

The Manager Strategic Planning, Mr Kearns, acted as Returning Officer for the election of the Chairperson.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

The Returning Officer called for nominations for the position of Chairperson.

One nomination was received:

Councillor Kotlash	Nominated by the Mayor, Councillor Conolly Seconded by Councillor Zamprognio
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COMMITTEE RECOMMENDATION:

There being no other nominations, Councillor Kotlash was declared the Chairperson of the Environment Committee for the period from April 2021 to September 2021.

Councillor Kotlash assumed the Chair as Chairperson.

Item: 002 EC - Electric Vehicle Charging Infrastructure - (151938)

Division: City Planning

Mr Bill Sneddon addressed the Committee speaking for the recommendation in the Business Paper.

OFFICER'S RECOMMENDATION:

That the Environment Committee:

1. Receive and note this report.
2. Recommend that Council develop an Electric Vehicle Infrastructure Policy and Guidelines to address how electric vehicle charging infrastructure will be managed on public land.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee:

1. Receive and note this report.
2. Request that staff provide a report on electric vehicle charging that includes consideration of:
 - The NSW Roads Act 1993
 - Location and proximity to other vehicles of charging infrastructure
 - Traffic related implications
 - Source of electricity for charging
 - Options associated with ownership of charging infrastructure
 - An appraisal of how other Councils are dealing with this matter
 - Examples of other Council's Electronic Vehicle policies which are to be attached to the report.
3. Request that this report be brought back to the Environment Committee so that feedback and ideas can be sought from the community, tourism operators, the NRMA and similar peak bodies, and the Australian Electric Car Association for example.
4. Compile the outcomes of the report and consultation and recommend that Council develop an Electric Vehicle Infrastructure Policy and Guidelines based on these outcomes.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

For the Motion: Councillors Conolly, Kotlash, Richards and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

Item: 003 **EC - Water Management and Quality - (151938)**

Division: City Planning

Mr Bill Sneddon addressed the Committee speaking for the recommendation in the Business Paper.

OFFICER RECOMMENDATION:

That the Environment Committee:

1. Receive and note this report.
2. Support the current activities being undertaken by Council to monitor, protect and enhance the Hawkesbury River and its catchment.
3. This matter be brought back to the Environment Committee for advice as the Hawkesbury Coastal Management Plan progresses.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee:

1. Receive and note this report.
2. That this report be provided to Council for consideration as to whether any further advice is required from the Environment Committee.

For the Motion: Councillors Conolly, Kotlash, Richards and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 08 June 2021

Item: 004 **EC - Zero Litter to Ocean Policy - (151938)**

Previous Item: 227, Ordinary (10 November 2020)

Directorate: City Planning

Mr Bill Sneddon addressed the Committee speaking for the recommendation in the Business Paper.

OFFICER RECOMMENDATION:

That the Environment Committee:

1. Receive and note this report.
2. Recommend to Council that:
 - a) Without significant new Commonwealth and/or State Government Funding, as outlined in the Zero Litter to Ocean Policy, that Council does not commit to a Zero Litter to River Target.
 - b) Council consider this matter further should new Commonwealth and/or State Government Funding become available in the future.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee:

1. Receive and note this report.
2. Request that a report be brought back to the Environment Committee, so that it can consult with the wider community on the following:
 - a) What Council might have the capacity to do in the future to prevent litter going into our rivers and oceans.
 - b) What future opportunities Council might have to partner with others to combat this problem.

For the Motion: Councillors Conolly, Kotlash, Richards and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

The meeting terminated at 4:57pm.

oooO END OF REPORT Oooo

ordinary

section 5

notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 08 June 2021

SECTION 5 – Notices of Motion

No Notices of Motion.



ordinary
meeting

end of
business
paper

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