



ORDINARY MEETING

Date of meeting: 14 March 2023
Location: Council Chambers
Time: 6:30 PM

BUSINESS PAPER

ORDINARY MEETING

Table of Contents

Meeting Date: 14 March 2023

ORDINARY MEETING

Table of Contents

Meeting Date: 14 March 2023

Table of Contents

1. PROCEDURAL MATTERS 5

2. CONFIRMATION OF MINUTES..... 6

3. MAYORAL MINUTES..... 7

4. REPORTS FOR DETERMINATION 8

 4.1. PLANNING DECISIONS..... 8

 4.1.1. CS – Vineyard Release Area and Acquisition of 40 Boundary Road, Oakville - (124414, 95498, 95496) 8

 4.2. GENERAL MANAGER..... 13

 4.3. CITY PLANNING 14

 4.3.1. CP – Draft Environmental Sustainability Strategy – (124414, 95498) 14

 4.4. CORPORATE SERVICES 23

 4.4.1. CS - Investment Report - January 2023 - (95496) 23

 4.4.2. CS - 2023 National Assembly of Local Government - (95496) 30

 4.4.3. CS – Review of Council Committees – (95496)..... 38

 4.5. INFRASTRUCTURE SERVICES 43

 4.5.1. IS - WestInvest Program Assurance - (95495) 43

5. REPORTS OF COMMITTEES..... 48

 5.1.1. ROC – Local Traffic Committee – 13 February 2023 – (95495, 80245) 48

6. NOTICES OF MOTION..... 71

 6.1.1. RM - Planning Proposal - LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision - (138882, 138884, 155345, 95498, 124414) 71

 6.1.2. NM1 - WestInvest Funding and Projects - (125612, 79351, 95498)..... 73

 6.1.3. NM2 - Free Sanitary Products in Council Buildings - (138882, 79351) 74

 6.1.4. NM3 - Loss of Street Trees in Bligh Park - (138882, 79351) 75

 6.1.5. NM4 - Mall in George Street, Windsor - (155347, 79351) 77

7. QUESTIONS FOR NEXT MEETING 79

 7.1.1. Questions with Notice - 14 March 2023 - (79351)..... 79

ORDINARY MEETING

Table of Contents

Meeting Date: 14 March 2023

7.1.2. Responses to Councillor Questions Taken on Notice at the Council Meeting - 14 February 2023 - (79351) 81

8. CONFIDENTIAL REPORTS..... 83

4.1. PLANNING DECISIONS..... 83

4.1.1. AT – 1 Confidential – Acquisition of 40 Boundary Road, Oakville - (*Distributed under separate cover - Councillors Only*)..... 83

8.1. GENERAL MANAGER..... 84

8.2. CITY PLANNING 84

8.2.1. CP - Community Representation on Floodplain Risk Management Advisory Sub-Committee - (86589, 124414, 95498) 84

8.3. CORPORATE SERVICES 85

8.3.1. CS - Licence Agreement to Hawkesbury Community Media Network Association Inc - Part of 142 Warks Hill Road, Kurrajong Heights - (95496, 112106, 32383)..... 85

8.4. INFRASTRUCTURE SERVICES..... 86

8.4.1. IS - Waste Collection and Processing Tender - (159578, 95495)..... 86

ORDINARY MEETING
PROCEDURAL MATTERS
Meeting Date: 14 March 2023

1. PROCEDURAL MATTERS

Welcome

The Mayor, Councillor Sarah McMahon 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.

Statement of Ethical Obligations

On 11 January 2022 in accordance with Section 233A of the Local Government Act 1993, Councillors took an oath or made an affirmation of office to undertake the duties of the office of Councillor in the best interests of the people of the Hawkesbury City Council Local Government Area and the Hawkesbury City Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in Councillors under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

Council's Code of Conduct requires Councillors to disclose and appropriately manage conflicts of interest.

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
CONFIRMATION OF MINUTES
Meeting Date: 14 March 2023

2. CONFIRMATION OF MINUTES



ORDINARY MEETING

Date of meeting: 14 February 2023
Location: Council Chambers
Time: 6:30 PM

MINUTES

ORDINARY MEETING

Minutes: 14 February 2023

ORDINARY MEETING

Minutes: 14 February 2023

Table of Contents

1. PROCEDURAL MATTERS	5
2. CONFIRMATION OF MINUTES	7
4. REPORTS FOR DETERMINATION	8
4.1. PLANNING DECISIONS.....	8
4.1.1. CP - Planning Proposal - LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision - (95498, 124414)	8
4.1.2. CP - Planning Proposal - LEP003/23 - 7 and 9 Fitzgerald Street, Windsor - Rezone from SP2 Infrastructure to E2 Commercial Centre - (95498, 124414)	10
4.1.3. CP - Planning Proposal - LEP002/23 - 1905 and 1913 Bells Line of Road, Kurrajong Heights Reclassification of Land - (95498, 124414)	11
4.4. CORPORATE SERVICES	12
4.4.1. CS - December 2022 Quarterly Budget Review Statement - (95496, 96332)	12
4.4.2. CS - Council Resolution Summary - (95496)	13
4.4.3. CS - Investment Report - December 2022 - (95456)	15
7. QUESTIONS FOR NEXT MEETING	16
7.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 31 January 2023 - (79351)	16
8. CONFIDENTIAL REPORTS	17
8.3. CORPORATE SERVICES	18
8.3.1. CS - Expression of Interest - Provision of Code of Conduct Review Services - (95496)...	18
8.3.2. CS - Administration of the 2024 Hawkesbury City Council Local Government Elections - (95496, 96333)	19

ORDINARY MEETING

Minutes: 14 February 2023

ORDINARY MEETING

Minutes: 14 February 2023

1. PROCEDURAL MATTERS

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 14 February 2023, commencing at 6:30pm.

Welcome

The Mayor, Councillor Sarah McMahon acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

ATTENDANCE

PRESENT:

At Council Chambers: Councillor Sarah McMahon, Mayor, Councillor Barry Calvert, Deputy Mayor and Councillors Patrick Conolly, Shane Djuric, Eddie Dogramaci, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Les Sheather, Danielle Wheeler and Nathan Zamprogno.

By Audio-Visual Link: Councillor Paul Veigel.

ALSO PRESENT: General Manager - Elizabeth Richardson, Acting Director City Planning - Meagan Ang, Director Infrastructure Services - Will Barton, Director Corporate Services - Laurie Mifsud, Manager Corporate Communication - Suzanne Stuart, Chief Financial Officer - Vanessa Browning, Manager Strategic Planning - Andrew Kearns, Manager Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK

There were no apologies or leave of absences received from Councillors.

The Mayor, Councillor Sarah McMahon advised that the General Manager received from Councillor Veigel a written request to attend tonight's Ordinary meeting by audio-visual link, as he is travelling interstate for business.

23 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Conolly that approval be granted to Councillor Veigel to attend the Ordinary Council Meeting on 14 February 2023 by audio-visual link as he is travelling interstate for business.

ORDINARY MEETING

Minutes: 14 February 2023

DECLARATIONS OF INTEREST

Councillor Conolly declared an interest on Item 4.1.1.

Councillor Lyons-Buckett declared an interest on Item 4.1.1.

Councillor McMahon declared an interest on Item 4.1.1.

Councillor Veigel declared an interest on Item 4.1.1.

Acknowledgement of Official Visitors to the Council

There were no official visitors to Council.

ORDINARY MEETING

Minutes: 14 February 2023

2. CONFIRMATION OF MINUTES

24 RESOLUTION:

RESOLVED on the motion of Councillor Reardon and seconded by Councillor Conolly that the Minutes of the Ordinary Meeting held on the 31 January 2023, be confirmed.

ORDINARY MEETING

Minutes: 14 February 2023

4. REPORTS FOR DETERMINATION

4.1. PLANNING DECISIONS

4.1.1. CP - Planning Proposal - LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision - (95498, 124414)

Directorate: City Planning

Councillor Conolly declared a significant non-pecuniary conflict of interest in this matter as the owner is a relative or close friend. He left the Chamber and did not take part in voting or discussion on the matter.

Councillor Lyons-Buckett declared an interest significant non-pecuniary conflict of interest in this matter as the site is in the Kurmond-Kurrajong Investigation Area, and she lives in that area. She has an outstanding administrative and potential legal issue associated with the Kurmond-Kurrajong Investigation Area matter. She left the Chamber and did not take part in voting or discussion on the matter.

Councillor McMahon declared a pecuniary interest in this matter as the land owner is a relative to her partner. She left the Chamber and did not take part in voting or discussion on the matter.

Councillor Veigel declared a significant non-pecuniary conflict of interest in this matter as he has an association with a person linked to this proposal. He left the Chamber and did not take part in voting or discussion on the matter.

In the absence of the Mayor, the Deputy Mayor, Councillor Calvert, in accordance of Section 369 (1) of the Local Government Act 1993, acted as Chairperson.

Ms Amy Sutherland addressed Council, speaking for the recommendation in the business paper.

A MOTION was moved by Councillor Zamprogno, seconded by Councillor Wheeler.

That this matter be deferred to a Councillor Briefing Session and reported back to Council for consideration.

An AMENDMENT was moved by Councillor Sheather, seconded by Councillor Reardon.

That:

1. Based on assessment of the Planning Proposal for 6/21 Vincents Road, Kurrajong, and the advice of the Hawkesbury Local Planning Panel, Council supports this Planning Proposal with the addition of Clause 6.16 3 (d):
 - enables amalgamation of the remainder of the land with Lot 1 DP 270827 to create an association property for the entire Seniors' Living development within the meaning of the Community Land Development Act 2021.
2. Council forward the Planning Proposal to the Department of Planning and Environment for a Gateway Determination.

ORDINARY MEETING

Minutes: 14 February 2023

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

For the Amendment: Councillors Calvert, Dogramaci, Kotlash, Reardon and Sheather.

Against the Amendment: Councillors Djuric, Wheeler and Zamprogno.

Absent: Councillors McMahon, Conolly, Lyons-Buckett and Veigel.

The Amendment was carried.

MOTION:

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

Refer to RESOLUTION

25 RESOLUTION:

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

That:

1. Based on assessment of the Planning Proposal for 6/21 Vincents Road, Kurrajong, and the advice of the Hawkesbury Local Planning Panel, Council supports this Planning Proposal with the addition of Clause 6.16 3 (d):
 - enables amalgamation of the remainder of the land with Lot 1 DP 270827 to create an association property for the entire Seniors' Living development within the meaning of the Community Land Development Act 2021.
2. Council forward the Planning Proposal to the Department of Planning and Environment for a Gateway Determination.

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

For the Motion: Councillors Calvert, Dogramaci, Kotlash, Reardon and Sheather.

Against the Motion: Councillors Djuric, Wheeler and Zamprogno.

Absent: Councillors McMahon, Conolly, Lyons-Buckett and Veigel.

The Mayor, Councillor McMahon, resumed the Chair.

ORDINARY MEETING

Minutes: 14 February 2023

**4.1.2. CP - Planning Proposal - LEP003/23 - 7 and 9 Fitzgerald Street, Windsor -
Rezone from SP2 Infrastructure to E2 Commercial Centre - (95498, 124414)**

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

26 RESOLUTION:

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

That:

1. Based on assessment of the Planning Proposal for 7 and 9 Fitzgerald Street, Windsor, and the advice of the Hawkesbury Local Planning Panel, Council supports this planning proposal.
2. Council forward the Planning Proposal to the Department of Planning and Environment for a Gateway Determination.

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

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

4.1.3. CP - Planning Proposal - LEP002/23 - 1905 and 1913 Bells Line of Road, Kurrajong Heights Reclassification of Land - (95498, 124414)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

27 RESOLUTION:

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

That:

1. Based on assessment of the Planning Proposal for 1905 and 1913 Bells Line of Road, Kurrajong Heights, and the advice of the Hawkesbury Local Planning Panel, Council supports this Planning Proposal.
2. Council forward the Planning Proposal to the Department of Planning and Environment for a Gateway Determination.

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

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

4.4. CORPORATE SERVICES

4.4.1. CS - December 2022 Quarterly Budget Review Statement - (95496, 96332)

Previous Item: 101, Ordinary (14 June 2022)

Directorate: Corporate Services

MOTION:

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

Refer to RESOLUTION

28 RESOLUTION:

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

That Council receive the information contained in this report regarding the December 2022 Quarterly Budget Review, and that the Budget adjustments, as summarised in the report and detailed in Attachment 1 to the report, be adopted.

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

4.4.2. CS - Council Resolution Summary - (95496)

Previous Item: 215, Ordinary (13 December 2022)
088, Ordinary (10 May 2022)
239, Ordinary (23 November 2021)
063, Ordinary (30 March 2021)
188, Ordinary (29 September 2020)
088, Ordinary (12 May 2020)
190, Ordinary (29 October 2019)
040, Ordinary (12 March 2019)
213, Ordinary (28 August 2018)
NM2, Ordinary (24 June 2014)

Directorate: Corporate Services

A MOTION was moved by Councillor Lyons-Buckett, seconded by Councillor Wheeler.

That Council:

1. Adopt the recommended actions contained in Attachment 1 to this report regarding selected resolutions for the period 1 January 2022 to 30 June 2022.
2. Adopt the recommended actions contained in Attachment 2 to this report regarding the outstanding resolutions, except resolution 304/21 regarding the Third Party Review of Hawkesbury Sports Council.
3. Refer the matter of the Third Party Review of Hawkesbury Sports Council to the Audit, Risk and Improvement Committee for advice on the best way forward to proceed with this matter.
4. Note that when the online monthly reports updating the progress of Council resolutions are published on Council's website, the six monthly resolution summary reports will no longer be submitted to Council.

An AMENDMENT was moved by Councillor Conolly, seconded by Councillor Reardon.

That Council:

1. Adopt the recommended actions contained in Attachment 1 to this report regarding selected resolutions for the period 1 January 2022 to 30 June 2022.
2. Adopt the recommended actions contained in Attachment 2 to this report regarding outstanding resolutions for the period 1 January 2018 to 31 December 2021.
3. Note that when the online monthly reports updating the progress of Council resolutions are published on Council's website, the six monthly resolution summary reports will no longer be submitted to Council.

For the Amendment: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Reardon, Sheather and Veigel.

Against the Amendment: Councillor Lyons-Buckett, Wheeler and Zamprogno.

Absent: Nil.

The Amendment was carried.

ORDINARY MEETING

Minutes: 14 February 2023

MOTION:

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

Refer to RESOLUTION

29 RESOLUTION:

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

That Council:

1. Adopt the recommended actions contained in Attachment 1 to this report regarding selected resolutions for the period 1 January 2022 to 30 June 2022.
2. Adopt the recommended actions contained in Attachment 2 to this report regarding outstanding resolutions for the period 1 January 2018 to 31 December 2021.
3. Note that when the online monthly reports updating the progress of Council resolutions are published on Council's website, the six monthly resolution summary reports will no longer be submitted to Council.

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

4.4.3. CS - Investment Report - December 2022 - (95456)

Previous Item: 129, Ordinary (19 July 2022)

Directorate: Corporate Services

MOTION:

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

Refer to RESOLUTION

30 RESOLUTION:

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

That the Monthly Investment Report for December 2022 be received and noted.

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

7. QUESTIONS FOR NEXT MEETING

7.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 31 January 2023 - (79351)

Further questions and answers and comments to the Question Taken on Notice at the Council Meeting on 31 January 2023, were provided.

ORDINARY MEETING

Minutes: 14 February 2023

8. CONFIDENTIAL REPORTS

31 RESOLUTION:

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

That:

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

Item: 8.3.1 CS - Expression of Interest - Provision of Code of Conduct Review Services - (95496)

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

Item: 8.3.2 CS - Administration of the 2024 Hawkesbury City Council Local Government Elections - (95496, 96333)

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

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

32 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Calvert that open meeting be resumed.

ORDINARY MEETING

Minutes: 14 February 2023

8.3. CORPORATE SERVICES

8.3.1. CS - Expression of Interest - Provision of Code of Conduct Review Services - (95496)

Previous Item: 039, Ordinary (26 February 2019)

Directorate: Corporate Services

MOTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Conolly, seconded by Councillor Lyons-Buckett.

Refer to RESOLUTION

33 RESOLUTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Conolly, seconded by Councillor Lyons-Buckett.

That Council:

1. Establish a Panel of Conduct Reviewers, in accordance with Council's Procedures for the Administration of the Code of Conduct.
2. Appoint the following applicants to Council's Panel of Conduct Reviewers, for a period of four years:

Applicant	Applicant's Organisation
Nick Iorfino	O'Connor Marsden & Associates Pty Ltd
Peter Moroney	National Workplace Investigations
Marian Parnaby	O'Connor Marsden & Associates Pty Ltd
John Renshaw	Noble Shore Pty Ltd
Kath Roach	SINC Solutions Pty Ltd
Michael Symons	O'Connor Marsden & Associates Pty Ltd
Kathy Thane	Train Reaction Pty Ltd
Chris Wheeler	Centium Pty Ltd

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogn.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 14 February 2023

8.3.2. CS - Administration of the 2024 Hawkesbury City Council Local Government Elections - (95496, 96333)

Directorate: Corporate Services

MOTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Reardon.

Refer to RESOLUTION

34 RESOLUTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Kotlash, seconded by Councillor Reardon.

That Council:

1. Pursuant to Section 296 (2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of Hawkesbury City Council.
2. Pursuant to Section 296 (2) and (3) of the Act, as applied and modified by Section 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of Hawkesbury City Council.
3. Pursuant to Section 296 (2) and (3) of the Act, as applied and modified by Section 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of Hawkesbury City Council.
4. Contact the NSW Electoral Commission seeking justification for the increased costs.
5. Prepare a motion for the Local Government NSW Conference raising concerns about the escalating cost of Local Government Elections.

For the Motion: Councillors McMahon, Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogn.

Against the Motion: Nil.

Absent: Nil.

The meeting terminated at 8:32pm.

Submitted to and confirmed at the Ordinary meeting held on 14 March 2023.

.....
Mayor

ORDINARY MEETING

MAYORAL MINUTES

Meeting Date: 14 March 2023

3. 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 MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

4. REPORTS FOR DETERMINATION

4.1. PLANNING DECISIONS

4.1.1. CS – Vineyard Release Area and Acquisition of 40 Boundary Road, Oakville - (124414, 95498, 95496)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to inform Councillors as to the current status of development in the Vineyard Release Area, and of the proposed acquisition of 40 Boundary Road, Oakville.

EXECUTIVE SUMMARY

Following three separate reviews by IPART, and approval from the Department of Planning and Environment, Council adopted the Vineyard Precinct Section 7.11 Contributions Plan at its meeting on 23 February 2021. The Contributions Plan allows for Council to acquire land required for drainage, recreation and road purposes within the Vineyard Release Area.

This report provides an update on the development in the Release Area since the Contributions Plan was adopted, and of the proposed acquisition of 40 Boundary Road, Oakville.

RECOMMENDATION

That Council:

1. Receive and note the update on the Vineyard Release Area.
 2. Adopt the confidential recommendation contained in the confidential Attachment 1 to this report regarding 40 Boundary Road, Oakville.
-

BACKGROUND

On 15 December 2017, the rezoning for the Vineyard Stage 1 Precinct was gazetted/released by the Department of Planning and Environment, with no Section 7.11 (Previously Section 94) Contributions Plan in place. Council had to finalise the Contributions Plan, part of with that process included three separate reviews by IPART, and approval from the Department of Planning and Environment. Following this approval, Council adopted the Vineyard Precinct Section 7.11 Contributions Plan at its meeting on 23 February 2021.

Based on the recommendations of the IPART review report for the Vineyard Contributions Plan, the approval of the Plan by the Department of Planning and Environment requires Council to review the Plan within three years ie. 2024. This review will include updated assumptions about the scope, cost and apportionment of works associated with the Plan.

IPART through their various review reports of the Vineyard Contribution Plan had previously weighed in very heavily with respect to land acquisition costs associated with the Plan. As such, a key part of the review of the Plan will include real life situations that Council has experienced since the adoption of the Plan, particularly with respect to land acquisition costs within the Vineyard Precinct. This will

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

provide the evidence base on which to ensure that increased acquisition costs should be approved as part of the review of the Plan.

Particularly given the significance of increased acquisition costs within the Vineyard Precinct, the review of the Contributions Plan has already commenced. The review is being informed by real life situations, in addition to further design work being undertaken by Hawkesbury City Council in conjunction with The Hills Shire Council, Transport for NSW and the Department of Planning and Environment with respect to Boundary Road. It is expected that the review of the Plan will be completed ready to submit to the Department of Planning and Environment in the third quarter of 2023.

Development Approvals and Delivery of Contribution Plan Works

There has been considerable development activity within the Vineyard Stage 1 Precinct with approximately 50% of the precinct having received development approval for subdivision. In total the Precinct will deliver 2,500 houses with approximately 7,000 residents.

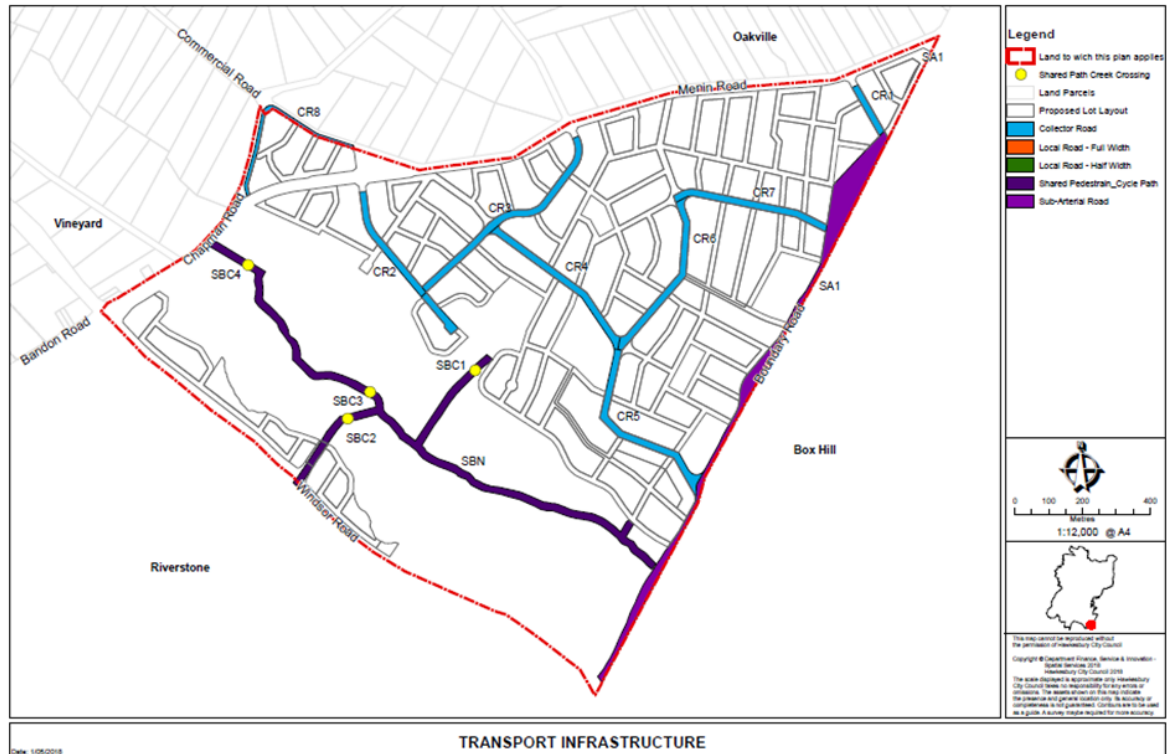
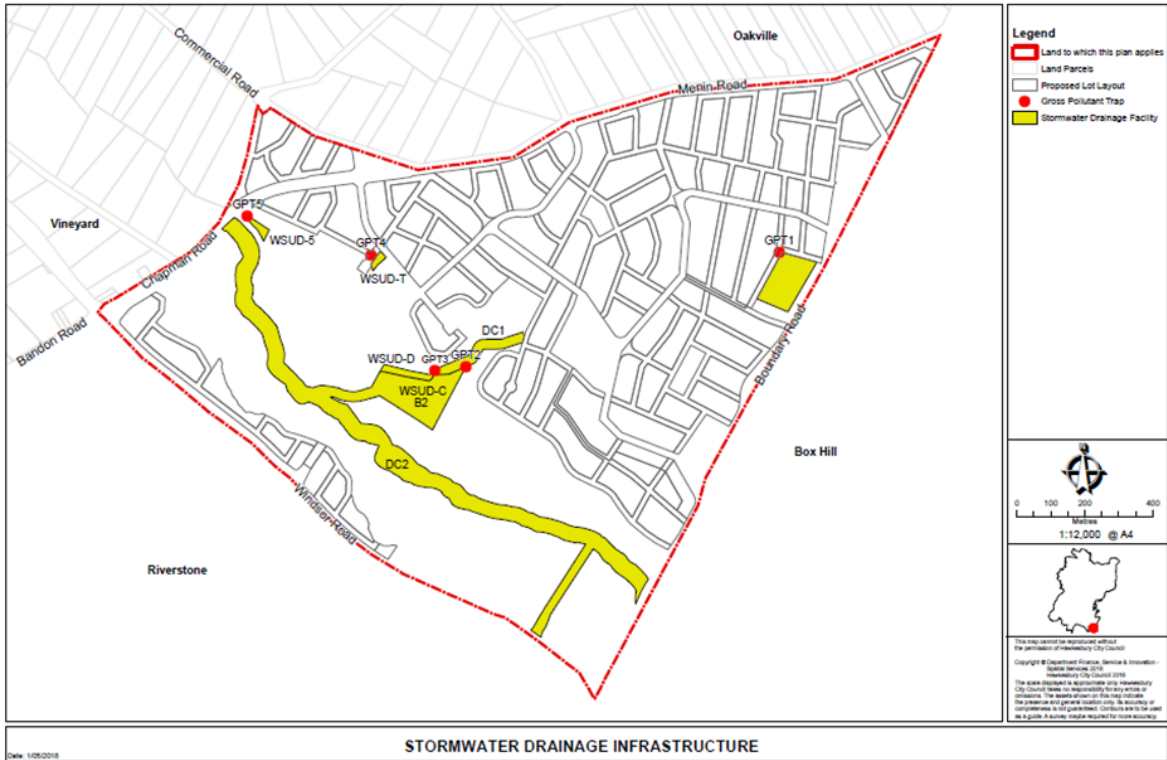
A number of developments have proposed Contribution Plan works as part of their developments, with Works in Kind Agreements entered into for those identified works. In addition to Council's Works in Kind Policy, the key principles/approach to these agreements has included the following considerations:

- Early in the Contribution Plan implementation
- Avoid Council paying cash for works undertaken through Works in Kind Agreements
- Agreements that are internal to development or provide credit for future development
- Focus on delivering Stormwater and Roads (trunk infrastructure)
- Less focus on acquisition and construction of Parks at this early stage
- Roads - Deliver full or half width and maximise length.

For Works in Kind Agreements entered into, the developers have accepted the acquisition rates within the Contributions Plan. The issue with acquisitions to date has been with circumstances where Council is instigating an acquisition process in order to bring forward the delivery of key truck infrastructure for the benefit of the whole Stage 1 Precinct which is highlighted below.

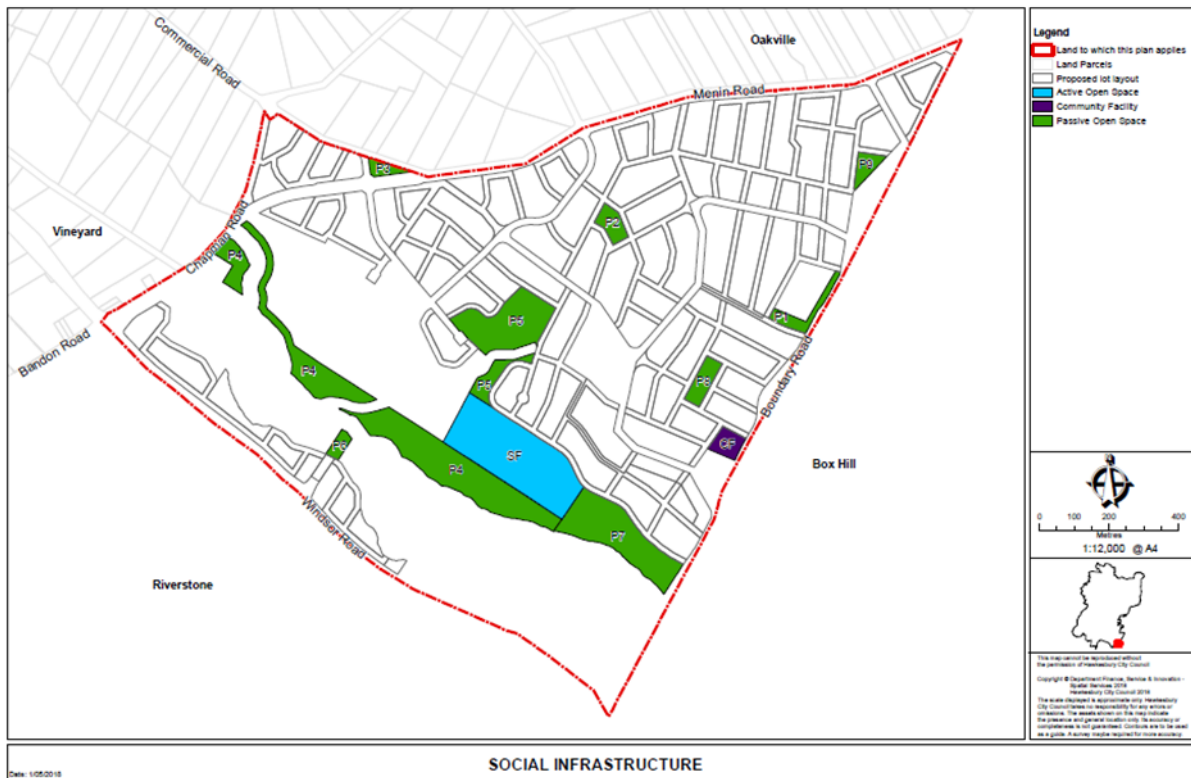
The delivery of infrastructure within the Vineyard Stage 1 Contribution Plan includes Stormwater Drainage, Transport Infrastructure, and Social Infrastructure as shown in the maps below. In total the Vineyard Stage 1 Contribution Plan delivers a base of \$165M of infrastructure (acquisition and works) which when indexed equates to and \$184.9M (comprised of \$82.7 M of acquisitions and \$100.7M of works and \$1.5M of Plan administration).

ORDINARY MEETING
REPORTS FOR DETERMINATION
Meeting Date: 14 March 2023



**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023



Acquisitions

Council is required to undertake a number of property acquisitions within the Vineyard Release Area. One of these properties in the acquisition in the acquisition of 40 Boundary Road, Oakville, which is required for a stormwater detention basin and park land.

Attached as Confidential Attachment 1 to this report is confidential details regarding the acquisition of 40 Boundary Road, Oakville.

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 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

1.5 Provide the right places and spaces to serve our community.

Reliable Council

4.3 Build strong financial sustainability for now and future generations.

4.8 Facilitate the delivery of infrastructure through relevant agencies and Council's own works.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

FINANCIAL IMPACT

Council will need to fund any shortfall between the costs identified in the Plan and the cost of acquisitions until the Contributions Plan is reviewed. As permitted under legislation, developer contributions can be pooled to deliver works, particularly required at the early stages of a development, such as the Vineyard Precinct. Currently, combining all projected reserve balances for the Vineyard Contributions Plan as at the end of 2022/2023, including December 2022 Quarterly Budget Review Statement variations.

Within Growth Areas, the NSW Government has an Accelerated Infrastructure Fund to assist council's with funding for infrastructure. With the most recent round of funding (Round 3), Hawkesbury City Council was not eligible to apply. Officers have been lobbying the Department of Planning and Environment to ensure that in any future funding rounds Hawkesbury City Council is at least eligible to apply.

It is to be noted that the timing of the other infrastructure to be delivered under the Contributions Plan will inform how long this internal borrowing can be used, while waiting for the Contributions Plan to be adjusted to reflect the evident shortfall that exists.

Planning Decision

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

ATTACHMENTS

AT 1 - Confidential – Acquisition of 40 Boundary Road, Oakville - *(Distributed under separate cover - Councillors Only)*.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

**AT 1 - Confidential – Acquisition of 40 Boundary Road, Oakville -
(Distributed under separate cover - Councillors Only).**

REASON FOR CONFIDENTIALITY

This report is CONFIDENTIAL in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the purchase of property by the Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

oooO END OF REPORT Oooo

4.2. GENERAL MANAGER

Nil reports.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

4.3. CITY PLANNING

4.3.1. CP – Draft Environmental Sustainability Strategy – (124414, 95498)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the Draft Environmental Sustainability Strategy to Council for endorsement to place on public exhibition.

EXECUTIVE SUMMARY

This report provides an overview of the Draft Environmental Sustainability Strategy, and an outline of the consultation and community engagement undertaken to develop the Draft Strategy.

The Draft Strategy outlines a plan to guide Council and the Hawkesbury community's capacity for living more sustainably and protecting the natural and built environments of the region.

It consolidates existing knowledge, actions, and directions, providing a long-term foundation for progressing the sustainability of the Hawkesbury Local Government Area whilst aligning with the United Nations Sustainable Development Goals.

The implementation of this Draft Strategy will be guided by the principles of Caring for Country, the Statement from the Next Generation, and our community's desire to see a sustainable Hawkesbury.

The Draft Strategy will assist to deliver a more sustainable Hawkesbury where:

- Our programs, projects, and works will not compromise the ability of future generations to meet their needs, and
- The environmental, economic, and social implications of our work will be considered with everything we do.

A more sustainable Hawkesbury will be achieved through collaboration and coordination across Council, and stakeholders, including residents, businesses and state government agencies.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

RECOMMENDATION

That Council:

1. Endorse the Draft Environmental Sustainability Strategy, attached as Attachment 1 to this report, for the purpose of public exhibition for a period of at least 28 days.
2. Report the matter back to Council following public exhibition.

BACKGROUND

The Hawkesbury's diverse environment is a key part of our identity and it is incumbent on Council, together with the community to take responsibility to protect and preserve it for the future generations.

The Draft Environmental Sustainability Strategy was prepared to consolidate existing knowledge, actions, and directions, and to provide a long-term foundation for progressing the sustainability of the Hawkesbury Local Government Area.

Additionally, developing the Draft Strategy supports Action 10.5 of Hawkesbury's Local Strategic Planning Statement 2040 to 'Prepare and implement the Hawkesbury Sustainability Strategy'.

Council engaged consultants (Mosaic Insights) to develop an Environmental Sustainability Strategy that will:

- Be an overarching umbrella document, identifying how Council will protect, maintain, and enhance the local area whilst also preparing for the projected impacts of climate change.
- Drive change and build capacity within Council and at all levels of the community to live more sustainably and 'in harmony with our history and environment' (Hawkesbury CSP 2022-2042).
- Align actions to the UN Sustainable Development Goals, which are also referenced in the adopted Net Zero Emissions Strategy and Water Efficiency Strategy.
- Be a ten-year plan with a four-year review cycle to ensure that Strategy actions are included within future Community Strategic Plan, Delivery and Operational Plans.

Council's Environmental Sustainability staff along with Council's consultants have undertaken a number of engagement sessions directed towards relevant stakeholder groups within our community. The feedback obtained from the various engagement sessions has informed the development and content of the Draft Strategy. The preparation of the Draft Strategy included a Councillor Workshop Session on 26 July 2022, the input from which, and comments received following the Workshop have been incorporated into the Draft Strategy.

Location Plan

The Draft Environmental Sustainability Strategy when adopted will relate to the whole Hawkesbury Local Government Area.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

Relevant Legislation

Local Government Act 1993

The Guiding Principles for Councils within the Local Government Act 1993, Chapter 3, Section 8A, states that Councils are obliged to consider the long term and cumulative effects of actions on future generations and that they should consider the principles of ecologically sustainable development.

DISCUSSION

Draft Environmental Sustainability Strategy

The purpose of the Draft Environmental Sustainability Strategy is *to provide a framework for collaborative action and direct change toward living more sustainably and "in harmony with our history and environment"* (Community Strategic Plan vision).

The Draft Strategy is a ten-year plan with its actions to be a key consideration in future budget processes. The Draft Strategy is purposefully high-level to be adaptable and flexible in the context of rapidly changing State and Federal policy.

The Draft Strategy outlines the challenges, opportunities and desired future state for Council and the community, and highlights how it aligns with key Global, Federal, State, Regional and Local directions.

In developing the Draft Strategy, existing knowledge and directions have been consolidated and will guide future actions and community partnerships to protect, maintain and enhance the environmental sustainability of the Hawkesbury Local Government Area.

The Draft Strategy consists of three core themes and eleven sub-themes, as shown below:

- The Natural Environment:
 - Bushland
 - Biodiversity
 - Rivers, Creeks, Wetlands and Catchments
 - Aboriginal Natural and Cultural Heritage
- The Built Environment:
 - Open Space and Connectivity
 - Urban Greening
 - Urban Cooling
 - Sustainable and Active Transport
- Sustainable Living:
 - Energy and Carbon
 - Water

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

- Waste and Resource Recovery

The Draft Strategy themes will guide our progress towards the Draft Strategy's purpose and the alignment with the United Nations Sustainable Development Goals.

The three core themes and eleven sub-themes are supported by a plan of strategic actions. The strategic actions have a focus on motivating change and building capacity and have been developed to progress the community's vision and to ensure a more sustainable Hawkesbury. Progress against the strategic actions will be achieved through collaboration and coordination across Council, and stakeholders, including residents, businesses and state government agencies.

Attachment 1 to this report includes the Draft Environmental Sustainability Strategy that has been developed following consultation and engagement.

Strategy Development

The diagram below provides an outline of the steps involved in the development of the Draft Strategy, noting that, subject to Councillors consideration, the development of the Draft Strategy is currently at Step 4: Draft Strategy and Public Exhibition.

HOW DID WE DEVELOP THIS STRATEGY

The approach for developing the Strategy is outlined in Figure 1 below.

STEP 1: Research and document review

This stage involved a comprehensive review of existing Council strategies and plans as well as key reference documents

STEP 2: Establishment of planning context

Internal engagement across Council was undertaken to ensure the planning and implementation content is well understood and defined

STEP 3: Initial Engagement

Internal engagement of young people (Youth Forum and follow up survey), Aboriginal community (survey); community and business representatives and internal engagement

STEP 4: Draft Strategy and public exhibition

Broader public engagement to seek input and feedback on the Draft Environmental Sustainability Strategy

STEP 5: Final strategy

Based on community feedback, the strategy will be finalised and presented to Councillors for adoption

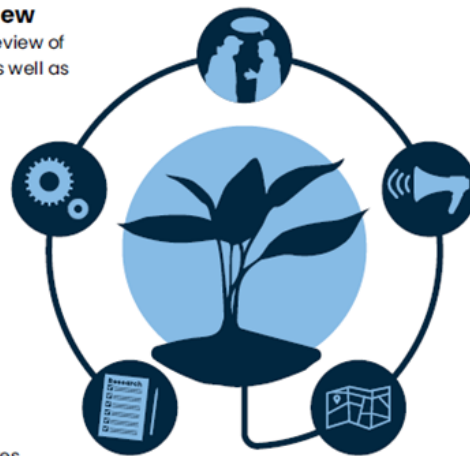


Figure 1: Steps of Development Environmental Sustainability Strategy

During the development of the Strategy, five key areas for capacity building within Council and the Community were identified. Each of the Strategy actions align with one or more of these elements. The capacity building elements are outlined in the diagram below:

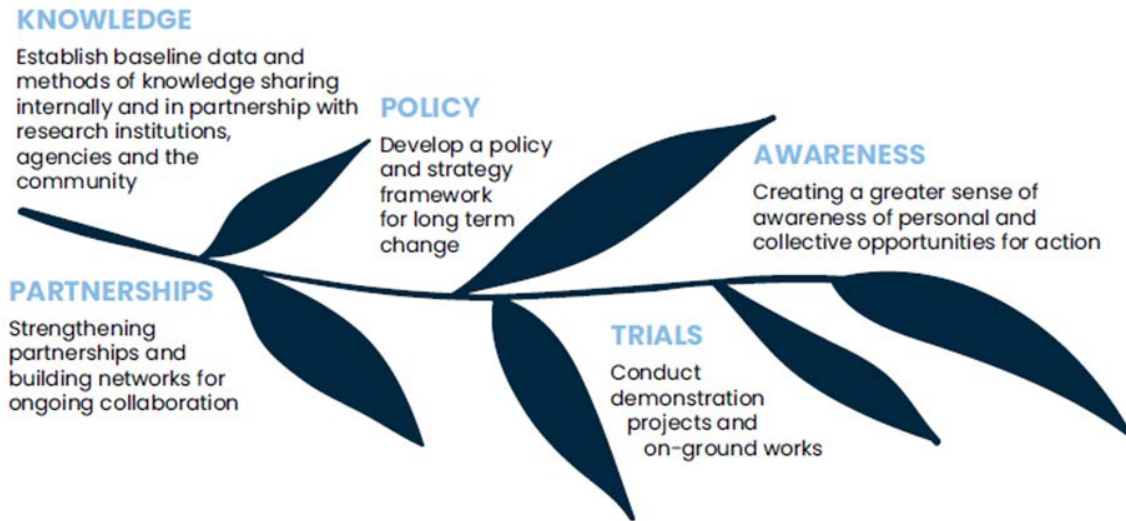


Figure 2: Capacity building for sustainability

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

To progress its purpose, the Draft Strategy consists of three core themes and eleven sub-themes. The graphic below provides an overview of the themes, sub-themes and their alignment with the United Nations Sustainable Development Goals:

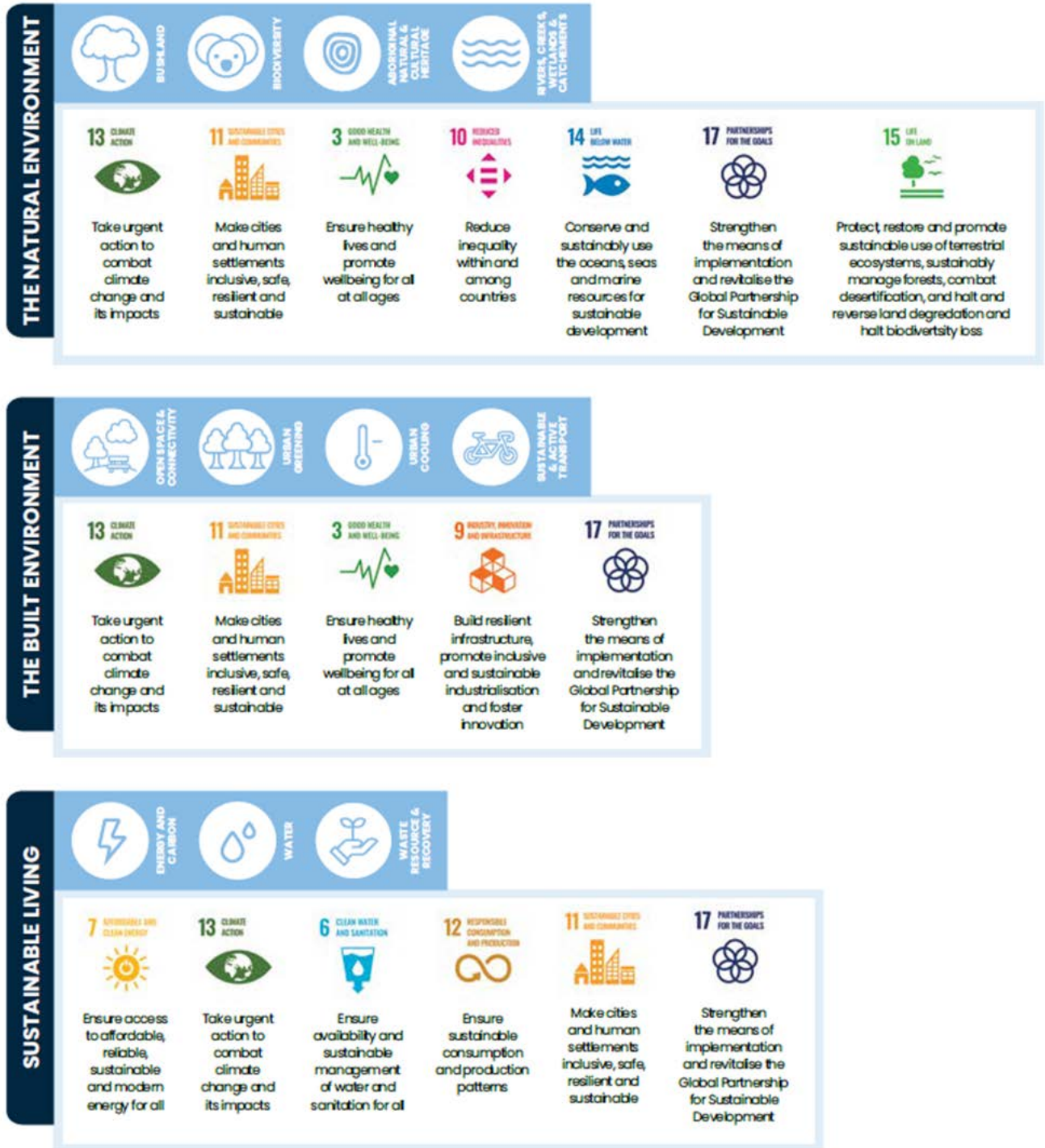


Figure 3: Theme alignment with the United Nations Sustainable Development Goals

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

In total the Draft Strategy outlines 47 high level strategic actions across the themes:

- The Natural Environment – 19 actions
- The Built Environment – 15 actions
- Sustainable Living – 13 actions

A full list of the actions under each theme can be found in pages 36 to 46 of the Draft Strategy. Some of these actions are already being undertaken or in development, either by Council or in partnership with other stakeholders.

COMMUNITY ENGAGEMENT

In addition to the targeted engagement undertaken by the Environmental Sustainability staff to inform the development of this Draft Strategy, all environmental-sustainability related feedback obtained through engagement undertaken to develop the Community Strategic Plan and other Council projects has also been incorporated. The outcomes of all engagement informed the expectations and desired actions reflected in the Draft Strategy. Attachment 2: *Engagement Summary Report - Environmental Sustainability Strategy*, provides an overview of the engagement undertaken with various stakeholder groups in the Hawkesbury Local Government Area.

There were specific engagement purposes for connecting with Youth, our First Nations communities and our local businesses and environmental community groups.

- A **Youth Forum** held in June 2022 was focused on developing an understanding of how future generations of Hawkesbury residents envisaged their Hawkesbury in years to come. A *Statement from the Next Generation* was developed expressing their desire for joint action- Council and community- inclusive of First Nations peoples, to care for the environment. The Statement also lists specific actions that can be undertaken to enable collective action. This Statement will guide Council and community actions to ensure a more sustainable Hawkesbury.
- A **First Nations** survey was developed and circulated for feedback to 80 First Nations individuals/ groups over August/ September 2022. The purpose of the survey was to hear perspective from First Nation members of our community on Caring for Country, how they value Country, and how they would like to be engaged in the future. These survey responses have been included throughout the Strategy, further supporting the need to include Aboriginal natural and cultural heritage within this Strategy.
- A **Local Businesses and Environmental Groups** workshop was held in September 2022. The purpose of the workshop was to discuss priorities and identify opportunities for collaboration on making the Hawkesbury more sustainable into the future. Participants provided feedback and input into the draft Strategy actions and reaffirmed the collaboration and partnership approach for the draft Strategy.

The engagement feedback, from First Nations people, Youth, local businesses and environmental community groups, highlighted their desire to work in partnership with Council to improve the environmental sustainability of the Hawkesbury Local Government Area.

In addition to the community engagement, separate workshops were held with Councillors and staff from across the organisation. These workshops have shaped the organisation's draft definition of sustainability and assisted to identify gaps and opportunities which have been translated into Strategy actions. The Draft Strategy builds on the material presented to Councillors as part of the 26 July 2022 workshop and has incorporated the outcomes of the workshop and subsequent input received from Councillors.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

Attached as Attachment 2 to this report includes a summary of the engagement.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.1 Enable a shared responsibility for community resilience, community safety and disaster management.
- 1.2 Encourage and enable our community to participate in a healthy lifestyle.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.5 Provide the right places and spaces to serve our community.
- 1.6 Build on a sense of community and wellbeing.
- 1.7 Encourage broad and rich celebration of our local culture and significant heritage.

Protected Environment and Valued History

- 2.1 Value, protect and enhance our historic built environment as well as our relationship to Aboriginal and non-Aboriginal history.
- 2.2 Value, protect and enhance our natural land-based environment with an emphasis on using local resources and key partnerships.
- 2.3 Encourage and enable our community to embrace the waste management principles of reduce, reuse and recycle.
- 2.4 Encourage and enable our community to make more sustainable choices.
- 2.5 Value, protect and enhance our waterways and wetlands with an emphasis on using local resources and key partnerships.
- 2.6 Achieve net zero emissions targets.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.4 Build strong relationships and shared responsibilities.

FINANCIAL IMPACT

Costs associated with the preparation of Draft Environmental Sustainability Strategy have been budgeted for.

Actions identified in the Draft Strategy will be subject to further budgetary considerations and will depend on the availability of resourcing and adequate budget.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

ATTACHMENTS

AT - 1 Draft Environmental Sustainability Strategy – *(Distributed under separate cover).*

AT - 2 Engagement Summary Report - Environmental Sustainability Strategy – *(Distributed under separate cover).*

oooO END OF REPORT Oooo

ORDINARY MEETING
REPORTS FOR DETERMINATION
Meeting Date: 14 March 2023

4.4. CORPORATE SERVICES

4.4.1. CS - Investment Report - January 2023 - (95496)

Previous Item: 129, Ordinary (19 July 2022)

Directorate: Corporate Services

PURPOSE OF THE REPORT

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

EXECUTIVE SUMMARY

This report indicates that Council held \$100.3 million in investments as at 31 January 2023 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION

That the Monthly Investment Report for January 2023 be received and noted.

BACKGROUND

Council held \$100.3 million in investments as at 31 January 2023. Details on the composition of the Investment Portfolio, and its compliance with Council's Investment Policy are provided below. Details include the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, the percentage of the total portfolio, exposure to credit ratings bands and the spread of maturities.

1. Composition of Investment portfolio

Tables 1 to 3 below provide details regarding the \$100.3 million in investments as at 31 January 2023.

Table 1 – Summary of Council's Investment Portfolio as at 31 January 2023

Product Type	Face Value	% of Total
At Call Deposits	\$16,857,470	16.8%
Term Deposits - Fixed Rate	\$82,500,000	82.3%
NSW TCorp Long Term Growth Fund	\$944,271	0.9%
Grand Total	\$100,301,741	100.0%

ORDINARY MEETING
REPORTS FOR DETERMINATION
Meeting Date: 14 March 2023

Table 2 – Total Investments by Issuer’s Long – Term Credit Rating

Long Term Credit Rating	Face Value	% of Total
AA-	\$93,357,470	93.1%
BBB+	\$6,000,000	6.0%
NSW TCorp Managed Funds	\$944,271	0.9%
Grand Total	\$100,301,741	100.0%

Table 3 – Fixed Term Deposits

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Bank of Queensland	BBB+	A-2	12-Apr-23	3.55%	\$4,000,000
			04-Mar-24	1.70%	\$2,000,000
Commonwealth Bank of Australia	AA-	A-1+	10-Feb-23	3.48%	\$4,000,000
			02-Mar-23	0.85%	\$2,000,000
			15-Mar-23	3.73%	\$3,000,000
			22-Mar-23	3.78%	\$3,000,000
			12-Apr-23	3.88%	\$9,000,000
			21-Apr-23	2.20%	\$2,000,000
			26-Apr-23	4.01%	\$2,000,000
			05-May-23	3.08%	\$2,000,000
			08-Jun-23	3.68%	\$1,500,000
			20-Nov-23	0.65%	\$1,000,000
			10-Apr-24	3.01%	\$2,000,000
National Australia Bank	AA-	A-1+	22-Feb-23	0.50%	\$2,000,000
			08-Mar-23	0.50%	\$1,000,000
			28-Mar-23	3.85%	\$5,000,000
			26-Apr-23	4.02%	\$3,000,000
			26-Apr-23	4.00%	\$2,000,000
			10-May-23	4.05%	\$5,000,000
			31-May-23	4.15%	\$5,000,000
			08-Sep-23	0.60%	\$1,000,000
			19-Aug-24	0.75%	\$3,000,000
			10-Sep-24	0.80%	\$1,000,000
			19-Nov-24	0.75%	\$1,000,000
			15-Jan-25	0.80%	\$500,000
			05-Mar-25	1.05%	\$1,500,000
			03-Nov-25	0.95%	\$500,000
			19-Nov-25	0.90%	\$500,000
			13-Jan-26	1.00%	\$500,000
			04-Mar-26	1.30%	\$1,500,000

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Westpac	AA-	A-1+	**10-Feb-23	0.88%	\$2,000,000
			11-Apr-23	1.86%	\$1,500,000
			**09-Jun-23	0.90%	\$1,000,000
			27-Jun-23	3.81%	\$3,500,000
			**10-Nov-23	1.11%	\$1,000,000
			**25-Jan-24	4.36%	\$2,000,000
Grand Total					\$82,500,000

**Environmental, Social and Governance (ESG) investments as per Council's Investment Policy.

2. Environmental, Social and Governance (ESG) Investments

Tables 4 and 5 below provide the details on Environment, Social and Governance (ESG) investments and the proportion compared to the total Investment Portfolio.

Table 4 – ESG Investments

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Westpac	AA-	A-1+	10-Feb-23	0.88%	\$2,000,000
			09-Jun-23	0.90%	\$1,000,000
			10-Nov-23	1.11%	\$1,000,000
			25-Jan-24	4.36%	\$2,000,000
Grand Total					\$6,000,000

Table 5 – Summary of Council's Investment Portfolio in Terms of ESG

Product Type	Face Value	% of Total
Environmental, Social and Governance (ESG)	\$6,000,000	7.27%
Other	\$76,500,000	92.73%
Grand Total	\$82,500,000	100.0%

3. Compliance to Investment Policy

Tables 6 to 7 below summarise Council's exposure limits to the credit ratings bands, term to maturity parameters and compliance with Council's Investment Policy.

ORDINARY MEETING
REPORTS FOR DETERMINATION
Meeting Date: 14 March 2023

Table 6 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	Exposure of Entire Portfolio		
	Actual	Maximum	Compliant
AAA to AA- or Major Bank and below	93.1%	100%	Yes
A+ to A- and below	0.0%	50%	Yes
BBB+ to BBB and below	6.0%	40%	Yes
BBB- and below	0.0%	10%	Yes
NSW TCorp Funds	0.9%	20%	Yes

Table 7 – Term to Maturity

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

4. Portfolio Return

Council's investment portfolio (excluding At Call Deposits and NSW TCorp Managed Funds) provided a weighted average return as shown in Table 8 below.

Table 8 – Portfolio Return

31 January 2023	Monthly Return (Annualised)	Financial Year To Date (Annualised)
Hawkesbury City Council – Investment Portfolio	3.16%	1.95%
Benchmark – Bloomberg Ausbond Bank Bill Index	3.18%	2.46%
Performance Relative to Benchmark	-0.02%	-0.51%

Relevant Legislation

According to Clause 212 of the Local Government (General) Regulation 2021, the Responsible Accounting Officer must provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must include a certificate as to whether investments have been made in accordance with the Act, the Regulation, and the Council's Investment Policy.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

Investment Certification

The Responsible Accounting Officer hereby certifies that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Prudential Investment Services Corp has reviewed Council's investments as at 31 January 2023 and has advised of the following:

"Council's investment portfolio returned 3.16%pa for the month on a marked-to-market basis versus the bank bill index benchmark's 3.18%pa return. For the financial year to date, the investment portfolio has returned 1.95%pa versus the bank bill index benchmark's 2.46%pa.

The NSW TCorpIM Long Term Growth Fund benefited from strong performance in the share and bond markets during the month, returning 3.73% (in actual terms).

Without marked-to-market influences, Council's investment portfolio yielded 2.60%pa for the month, up from 2.29% in December. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the TCorp growth fund.

During January, Council had \$11m among a range of four Term Deposits (TDs) up to 11 month terms mature which had an average weighted yield of 2.50%pa. Council invested \$30m among mostly 2 – 3 month TDs at an average weighted yield of 3.80%pa, representative of the sharp rise in interest rates over the past 12 months.

Looking forward, Council has a total of \$8m in term deposits maturing in February. If the proceeds are expected to be reinvested, or new funds to be placed, the following is recommended for consideration:

- *With 1-12 month rates expected to continue increasing over the coming months, it is recommended to focus on matching short term deposits to specific expenditure requirements.*
- *CBA's TD rates have been very competitive as of late, offering better rates than lower rated institutions across most of 1-12 month range. Council has capacity for up to \$9m more with CBA before approaching policy limits.*
- *Council's investment portfolio consists of a range of term deposits from highly rated Australian Deposit Institutions as well as growth assets via holdings in the NSW TCorp Medium Term Growth Fund. If cashflow requirements allow, it is recommended to expand Council's asset allocation to include long dated fixed and/or floating rate bonds to the investment portfolio to take better advantage of the increase in long dated interest rates over the past 12 months.*
- *To take advantage of market traded securities a safe custody provider will need to be arranged. Options for a safe custody provider are currently under review.*

It is expected that Council's portfolio will achieve above benchmark returns over the medium/long term with prudent investment selection and holding the securities for the recommended time horizons of their asset classes."

Restriction of Funds

Council's total investment portfolio as at 31 January 2023 included funds that are restricted as to what they can be expended on.

ORDINARY MEETING
REPORTS FOR DETERMINATION
Meeting Date: 14 March 2023

Table 9 – Restriction of Funds

Restriction Type	Amount	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$19,652,870	19.59%
External Restrictions - Western Parkland City Liveability Program	\$1,522,053	1.52%
External Restrictions - Bushfire and Flood Grants	\$5,868,877	5.85%
External Restrictions - Other (e.g. domestic waste, sewerage, loans)	\$36,465,938	36.36%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$19,986,705	19.93%
Unrestricted	\$16,805,298	16.75%
Total	\$100,301,741	100.00%

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

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

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

COMMUNITY ENGAGEMENT

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

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Reliable Council

4.3 Build strong financial sustainability for now and future generations.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The income applicable is provided for in the Adopted 2022/2023 Operational Plan.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

4.4.2. CS - 2023 National Assembly of Local Government - (95496)

Previous Item: 006, Ordinary (31 January 2023)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to consider the attendance of Councillors at the 2023 National General Assembly of Local Government to be held in Canberra from 13 to 16 June 2023, and to consider the submission of motions for the Conference.

EXECUTIVE SUMMARY

The Australian Local Government Association (ALGA) is the peak organisation for Local Government. Each State Local Government Association and the Local Government Association of the Northern Territory are members of ALGA. Hawkesbury City Council is a member of the NSW peak body, Local Government NSW.

The National General Assembly is an annual conference convened by ALGA and will be held at the National Convention Centre, Canberra from 13 to 16 June 2023. ALGA distributed information to Councils concerning the criteria for the submission of Conference motions, and a report concerning Conference motions was provided to the Council meeting on 31 January 2023. Additional information concerning the Conference has been made available and is summarised as follows:

Conference Name:	2023 National General Assembly of Local Government
Type:	In person or by audio-visual link
Date:	13 June to 16 June 2023
Location:	National Convention Centre, 31 Constitution Avenue, Canberra
Participants:	Mayor and Councillors (not restricted).
Cost:	For early bird registration before 19 May 2023, approximately \$895 for personal attendance and \$689 for attendance as "virtual delegate", plus travel expenses per delegate. Regional Forum \$425.

At its meeting on 31 January 2023 (adjourned to 7 February 2023) Council resolved to formulate a Conference motion concerning the need to raise the Warragamba Dam Wall. Councillors have provided two additional proposed Conference motions concerning:

- Inland waterway safety
- Biosecurity management (weeds)

Due to the National General Assembly topics and its relevance to Council's business, Council may wish to consider representation at the National General Assembly.

Council may also wish to consider the submission of the two proposed Conference motions.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

RECOMMENDATION

That:

1. Consideration be given to the participation of nominated Councillors, and staff as considered appropriate by the General Manager, at the 2023 National General Assembly of Local Government from 13 to 16 June 2023.
 2. Council consider the submission of motions to the 2023 National General Assembly of Local Government concerning Inland Waterway Safety and Biosecurity Management (weeds).
 3. Council consider the submission of a motion to the 2023 National General Assembly of Local Government concerning the need to raise the Warragamba Dam Wall, as set out in Attachment 1 to this report.
 4. After participating in the 2022 National General Assembly, delegates provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the Assembly relevant to Council business and/or the local community.
-

BACKGROUND

Consideration is required regarding attendance at the 2023 National General Assembly of Local Government which will be held in Canberra from 13 to 16 June 2023.

Convened annually by the Australian Local Government Association, the National General Assembly (NGA) of Local Government is the peak annual event for Local Government.

This event provides a unique opportunity for Local Government to engage directly with the Federal Government, to develop national policy and to influence the future direction of councils and communities.

Attendance

There are two options for attendance at the 2023 National General Assembly, with approximate costings per delegate:

- Personal attendance at a cost of \$895 plus travel and accommodation expenses
- Virtual attendance at a cost of \$689.

There is also the option to participate in a specialised forum on regional issues at a cost of \$425 per delegate or \$225 per delegate if also attending the National General Assembly.

Single day Conference registrations are also available at \$459 per day for personal attendance and \$489 per day for virtual attendance.

Motions

The Australian Local Government Association has called for motions to be considered at the 2023 National General Assembly and have asked councils to submit any motions by Friday, 24 March 2023.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

At its Meeting on 31 January 2023 (adjourned to 7 February 2023) received a report on submission of motions for the 2023 National Assembly of Local Government to be held in Canberra from 13 to 16 June 2023.

Council resolved:

"That:

1. *Councillors provide any proposed motions for the 2023 National General Assembly of Local Government to the General Manager by Monday, 20 February 2023 to be included for consideration by Council at the Council Meeting on 14 March 2023.*
2. *Council formulate a Conference motion expressing the need to raise the Warragamba Dam Wall and to reach out to adjacent Councils in the Hawkesbury - Nepean Flood Plain to invite them to participate in a joint Conference motion."*

A draft Conference motion has been prepared regarding the Warragamba Dam Wall and is attached as Attachment 1 to this report for Council's consideration.

The Australian Local Government Association has prepared a discussion paper that contains essential information for Australian councils considering submitting motions for debate at the 2023 National General Assembly of Local Government (NGA).

The discussion paper stipulates that to be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. *Be relevant to the work of local government nationally.*
2. *Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.*
3. *Be consistent with the themes of the NGA.*
4. *Complement or build on the policy objectives of ALGA and your state or territory local government association.*
5. *Be submitted by a council which is a financial member of their state or territory local government association.*
6. *Propose a clear action and outcome ie call on the Australian Government to act on something.*
7. *Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.*
8. *Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.*
9. *Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.*
10. *Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.*

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

Motions are to have a clear national objective, a summary of the key arguments in support of the motion as well as the endorsement of Council. Attached as Attachment 2 to this report is the Australian Local Government Association's Call for Motions Discussion Paper for the Assembly. This document is also available by accessing the following link <https://alga.com.au/calling-for-2023-nga-motions/>.

The theme of the 2023 Conference is “*Our Communities, Our Future*”. The Discussion Paper contains information about the process for submission and consideration of proposed Conference motions, and the criteria for motions.

The Discussion Paper refers to how the Conference theme “*conveys the critical importance of our communities, how they are the focus of our attention, and how they are at the centre of all our work.*”

The Discussion Paper encourages councils, when submitting motions, that they should either:

- *“Focus on practical and deliverable programs and policies that the Australian Government can support and work directly with the local government sector to build our communities; or*
- *New program ideas that would help the local government sector to deliver national objectives.”*

In 2022, Council submitted a motion dealing with a Federal Disaster Recovery Fund, as follows:

That the ALGA calls on the Federal Government establish a Disaster Recovery Fund that can be immediately accessed by councils in the event of a natural disaster. The fund would be available to councils to undertake immediate emergency works, essential public asset reconstruction works and immediate clean up where applicable.

There is an expectation that if Council submits a motion, a Council representative is present at the 2023 National General Assembly to move and speak to the motion if required.

Following the Council meeting which concluded on 7 February 2023, two proposed motions have been received from Councillors as follows:

Inland Waterway Safety

That ALGA requests that the Federal Government runs a multilingual national campaign highlighting the dangers of swimming in inland rivers and waterways, and commits to funding local councils to improve signage and conduct water safety campaigns.

Biosecurity Management (Weeds)

That ALGA requests the Federal Government to improve the coordination across state borders of biosecurity management (weeds) and commit to mandatory consultation with local government agencies regarding risk, spread and containment of weeds.

DISCUSSION

Consideration should be given to the relevance of the National General Assembly to Council's business and available budget to cover costs of attendance.

Where relevant, after participating in the National General Assembly, delegates are requested to provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the National General Assembly relevant to Council business and/or the local community.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

As set out in Attachment 2 to this report, motions proposed for the 2023 National General Assembly will be required to contain sufficient background information to enable delegates, including those with no knowledge of the issue, to consider the issue.

In addition to the conference motion which Council resolved to develop concerning the Warragamba Dam Wall, two proposed Conference motions have been received as follows:

Inland Waterway Safety

That ALGA requests that the Federal Government runs a multilingual national campaign highlighting the dangers of swimming in inland rivers and waterways, and commits to funding local councils to improve signage and conduct water safety campaigns.

Biosecurity Management (Weeds)

That ALGA requests the Federal Government to improve the coordination across state borders of biosecurity management (weeds) and commit to mandatory consultation with local government agencies regarding risk, spread and containment of weeds.

Background information would need to be prepared if Council resolve to submit Conference motions.

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 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Reliable Council

4.1 Provide representative, responsive and accountable governance.

4.4 Build strong relationships and shared responsibilities.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the Adopted 2022/2023 Operational Plan.

Cost of participation in the National General Assembly will be approximately \$895 per delegate for personal attendance plus accommodation and expenses and \$689 for virtual attendance.

Budget for Delegate Expenses - Payments made:

Total Budget for Financial Year 2022/2023	\$20,000
Expenditure to date	\$13,542
Outstanding Commitments	Nil
Budget balance as at 15 February 2023	\$6,458

Expenses for attendance at conferences, and related travel expenses are provided for in Council's Payment of Expenses and Provision of Facilities to Councillors Policy.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

ATTACHMENTS

AT - 1 2023 National Assembly of Local Government – Conference Motion concerning Warragamba Dam Wall.

AT - 2 Australian Local Government Association's Call for Motions Discussion paper (*Distributed under separate cover*).

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

AT – 1 2023 National Assembly of Local Government – Conference Motion concerning Warragamba Dam Wall

Background:

The NSW Government's Hawkesbury-Nepean Valley Flood Risk Management Strategy - Resilient Valley Resilient Communities includes the following Key Outcomes:

1. Coordinated flood risk management
2. Reduced flood risk in the valley by raising Warragamba Dam Wall
3. Strategic and integrated land use and road planning
4. Accessible contemporary flood risk information
5. An aware, prepared and responsive community
6. Improved weather and flood predictions
7. Best practice emergency response and recovery
8. Adequate local roads for evacuation
9. Ongoing monitoring and evaluation, reporting and improvement of the Flood Strategy.

Key Outcome 2, raising the Warragamba Dam Wall for Flood Mitigation purposes is the cornerstone of this Strategy.

Since the release of this Strategy in May 2017, the Hawkesbury-Nepean Valley has now experienced its seven floods in the past 3 years, the most significant of those being March 2021, March 2022, and July 2022. The impacts on the Hawkesbury-Nepean Valley, Hawkesbury Local Government Area and the Hawkesbury community are only too evident, and these impacts are ongoing and have been compounded by the size and frequency of these floods.

It should be noted that as devastating as the March 2021 (12.93 metres at Windsor), March 2022 (13.8 metres at Windsor) and July 2022 (13.93 metres at Windsor) flood events have been, they have still only represented either a 1:20 year Flood or slightly over a 1:20 year flood event. The 1:100 year flood level at Windsor is 17.3 metres (over 3 metres higher) and the 1867 flood of record at 19.7 metres (almost 6 metres higher). These recent flood events have highlighted the clear and present risks to the Hawkesbury-Nepean Valley, and heightened the need for immediate action.

The Strategy included an assessment of various options aside from raising the Warragamba Dam Wall by 14 metres, including:

- Permanently lowering the dam water supply level by 5 metres
- Raising the Warragamba Dam Wall by 20 metres
- Dredging the Hawkesbury River
- Permanently lowering the water supply level by 12 metres

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

- Currency Creek Diversion Channel
- Major Regional Evacuation road upgrades.

Infrastructure NSW released the Hawkesbury-Nepean River March 2021 Flood Review Report, and it is expected that a similar type of report will be issued shortly for the March and July 2022 flood events. Within the March 2021 Flood review Report, various 'What if' scenarios were assessed.

The report modelled a number of Warragamba Dam Flood Mitigation scenarios to determine what difference these measures would have made to the height and timing of downstream flooding. Of particular note, the report, amongst other scenarios, highlighted:

- Permanently lowering FSL by 5m would have reduced the flood peak at Windsor by 0.6m. The number of impacted dwellings would have reduced by around 25%.
- Prereleasing water from Warragamba Dam before the Flood event when there was 25% certainty of significant rainfall would have reduced the flood peak at Windsor by 30cm and reduced the number of dwellings impacted by around 15%.
- Prereleasing water when there was 50% certainty of significant rainfall would reduced the flood peak at Windsor by 20cm and reduced the number of dwellings impacted by around 8%.
- The proposed raising of Warragamba Dam would have reduced the flood peak at Windsor by 3.4m, and delayed outflows from the Dam by 3 to 4 days. The number of impacted dwellings would have reduced by around 80%. These benefits would be achieved by temporarily capturing water in the approximately 1000-gigalitre Flood Mitigation zone made available by the Dam raising.

The need for immediate action in this respect cannot be understated, and that is Hawkesbury City Council is calling for the Warragamba Dam to be immediately used as a Flood Mitigation Dam, and to again call on the NSW Government to urgently proceed with raising the Warragamba Dam Wall by 14 metres.

RECOMMENDATION:

This National General Assembly calls on the Australian Government to call on the NSW Government to urgently proceed with the raising of Warragamba Dam Wall as currently proposed.

oooO END OF REPORT Oooo

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

4.4.3. CS – Review of Council Committees – (95496)

Previous Item: Ordinary (8 December 2020)
010, Ordinary (25 January 2021)
190, Ordinary (15 November 2022)
008, Ordinary (31 January 2023, adjourned to 7 February 2023)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to provide draft constitutions for the Heritage Committee and Disaster and Emergency Committee, and a template for the establishment by Council of working groups, following Council's resolution on 7 February 2023 concerning the restructure of Council Committees.

EXECUTIVE SUMMARY

In 2020 Council resolved to adopt a new Council Committee structure, which included the dissolution of the then existing Council Committees (with the exception of the Heritage Committee), and establishment of the following Council Committees:

- Community Services Committee
- Environment Committee
- Innovation and Partnerships Committee
- Disaster and Emergency Committee

At its meeting on 25 January 2021, Council resolved to adopt a Council Committee Constitution, to nominate Councillors to the new Committees, and to seek a report on outstanding actions to be reassigned to the new Committees and to working groups.

At its meeting on 15 November 2022 Council considered a Notice of Motion concerning the development of Operating Guidelines for Council's Advisory Committees and resolved to hold a Councillor only Workshop on Tuesday, 29 November 2022 to review the operation of Council Committees.

Following the discussion at the Workshop, Council considered a report at its meeting on 31 January 2023 (adjourned to 7 February 2023), and resolved, in part, to:

- Dissolve the Community Services, Environment and Innovation and Partnerships Committees
- Retain the Heritage Committee and the Disaster and Emergency Committee
- Endorse the preparation of constitutions for the Heritage Committee and the Disaster and Emergency Committee
- Endorse the preparation of a template for establishment of Working Groups

This report provides draft terms of reference for the Heritage Committee and the Disaster and Emergency Committee, and a template for the establishment of working groups.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

RECOMMENDATION

That Council:

1. Adopt the Terms of Reference for the Heritage Committee, attached as Attachment 1 to this report.
 2. Adopt the Terms of Reference for the Disaster and Emergency Committee, attached as Attachment 2 to this report.
 3. Adopt the Working Group Establishment Template, attached as Attachment 3 to this report.
-

BACKGROUND

At its meeting on 15 November 2022 Council considered a Notice of Motion concerning the development of Operating Guidelines for Council's Advisory Committees and resolved to hold a Councillor only Workshop on Tuesday, 29 November 2022 to review the operation of Council Committees so that all Councillors could have input into how Committee guidelines should be developed.

The Councillor Workshop was held on 29 November 2022. Following the discussion at the Workshop, a report was prepared which was considered at Council's meeting on 31 January 2023 (adjourned to 7 February 2023). At that meeting Council resolved as follows:

"That Council:

1. *Dissolve the following Council Committees:*
 - a) *Community Services Committee*
 - b) *Environment Committee*
 - c) *Innovation and Partnerships Committee.*
2. *Retain the Heritage Committee.*
3. *Retain the Disaster and Emergency Committee, the membership being all 12 Councillors.*
4. *Endorse the preparation of the following Council Committee Constitutions:*
 - a) *Heritage Committee Constitution*
 - b) *Disaster and Emergency Committee Constitution.*
5. *As required, establish by Council resolution working groups, provide working groups with a clear and specific question or task to complete, and endorse the preparation of a template to be used for the establishment of working groups.*
6. *Note the outstanding items referred from Council to each of the Community Services Committee, Environment Committee and Innovation and Partnerships Committee as contained in Table 1 in this report.*

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

7. *Receive a report outlining the specific plans and studies that require the input of the Floodplain Management Working Group, so that Council can provide the working groups with instructions and a timeframe for the advice required.*
8. *Hold a Councillor Workshop to review the working groups and the progress made in relation to Council's strategic objectives."*

DISCUSSION

Council Committee Constitutions

Following Council's resolution of 31 January 2023 (adjourned to 7 February 2023), draft committee constitutions have been prepared. The Council Committee constitution adopted by Council on 25 January 2021 contained general provisions for the operation of Council Committees, and specific provisions applying to the Heritage Committee and the Disaster and Emergency Committee. Both the general and specific provisions have been modified.

A Draft Council Committee Constitution for the Heritage Committee is attached as Attachment 1 to this report.

A Draft Council Committee Constitution for the Disaster and Emergency Committee is attached as Attachment 2 to this report.

Working Groups

The Council Committee Constitution adopted on 25 January 2021 contained provisions for Committees to appoint working groups comprised of Committee members or non-members to carry out specific investigations for the Committee and to report back to the Committee.

The Draft Committee Constitutions attached as Attachments 1 and 2 to this report provide additional detail as to how working groups are established by a recommendation by resolution of Committees, how the membership is selected, and the work to be carried out by working groups in each case.

In addition, and following Council's resolution of 31 January 2023, a Draft Working Group Establishment Template has been prepared to assist in the establishment of working groups. It is proposed that the Working Group Establishment Template be used to record matters set out in the Committee Constitutions, as those matters apply to each working group as it is established. The Draft Working Group Establishment Template is attached as Attachment 3 to this report.

It is proposed that working groups continue to be established by recommendations made by Council Committees as required, with Council considering the adoption of Committee recommendations concerning formation of working groups when Council receives reports of Committees.

Council may establish working groups by resolution independently of committee recommendations.

At its meeting on 13 September 2022 Council resolved to establish a Floodplain Management Sub-Committee of the Disaster and Emergency Committee. Part of Council's resolution from its meeting completed on 7 February 2023 referred to the Floodplain Management Working Group.

Consistent with Council's resolution of 13 September 2022 Council sought expressions of interest for membership of the Floodplain Management Sub-Committee. The result of that expression of interest process is the subject of a separate report in this business paper (to be dealt with in closed session).

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

Figure 1 below is a chart representing the structure of Council Committees, and working groups.

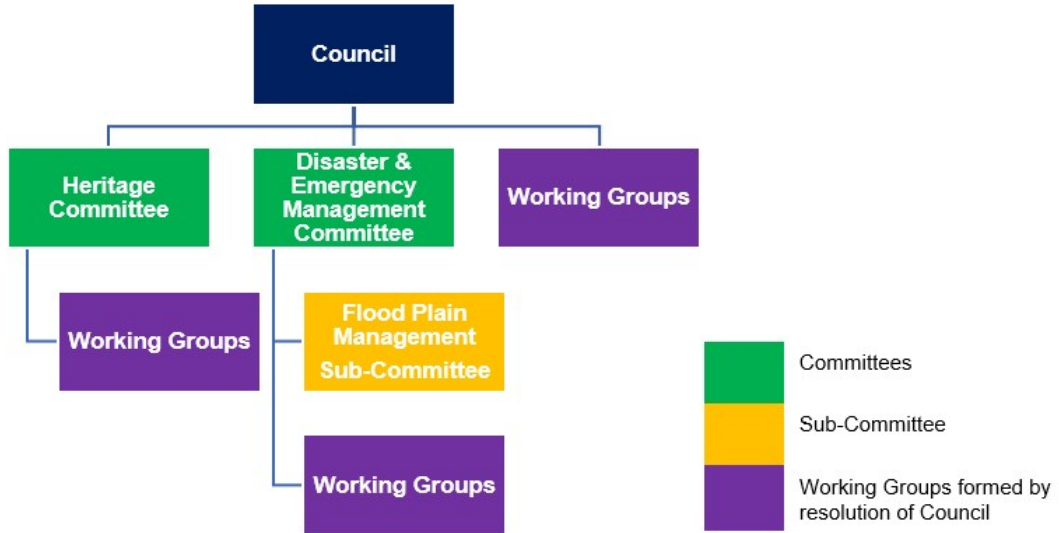


Figure 1: Council Committee and Working Group Chart

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 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Reliable Council

4.1 Provide representative, responsive and accountable governance.

4.2 Encourage an informed community.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS

AT - 1 Draft Council Committee Constitution - Heritage Committee - (*Distributed under separate cover*).

AT - 2 Draft Council Committee Constitution - Disaster and Emergency Committee - (*Distributed under separate cover*).

AT - 3 Working Group Establishment Template.

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

AT - 3 Working Group Establishment Template

Establishment of Council Working Groups

On (insert date of meeting) Council resolved to endorse this template to be used when Council or a Committee of Council by resolution establishes a working group to deal with a specific question or task.

1. Name of Working Group: _____
2. Resolution Number (Resolution of Council, or item number and title of matter before a Council Committee) _____
3. Resolution: _____
4. Background: _____
5. Objective of Working Group/Specific Task or Question: _____
6. Membership of Working Group:
 - Councillors only:
 - Non-Councillor members:
 - Other: _____
7. Method of Selection:
 - Selection by resolution of Council or Council Committee when Working Group established
 - Expression of Interest
 - By Invitation
 - Other: _____
8. Duration of Working Group: _____
9. Meeting Schedule: _____
10. Future Reporting:
 - Report to Council
 - Reporting to Existing Committee: _____
11. Council Contact Officer: _____

oooO END OF REPORT Oooo

**ORDINARY MEETING
REPORTS FOR DETERMINATION**

Meeting Date: 14 March 2023

4.5. INFRASTRUCTURE SERVICES

4.5.1. IS - WestInvest Program Assurance - (95495)

Directorate: Infrastructure Service

PURPOSE OF THE REPORT

The purpose of this report is to consider and adopt high level principles for assuring the successful delivery of the WestInvest Program, including the realisation of the community benefits, value for money and conformance with Council's obligations to the funding body, by endorsing the Draft Terms of Reference of the WestInvest Executive Steering Committee and nominating Councillor representation to this Committee.

EXECUTIVE SUMMARY

In 2022, the NSW Government created the WestInvest funding program, which provided 15 Western Sydney Councils the opportunity to apply for a portion of \$1.6 billion of funding to deliver transformational infrastructure, improving the lives of the communities within those eligible local government areas.

Council was successful in obtaining \$97 million in funding, for the delivery of \$113 million worth of projects. These projects represent a significant change in the characteristic and scale of projects that Council is typically responsible for delivering, and this change brings with it a need to develop the governance framework within which these projects are to be delivered.

In response to this need, a new concept for a model of governance has been developed, as well as a Gateway Model to provide project and program assurance. The Governance Model establishes several committees or groups, each with a specific purpose in the delivery of the Program or individual projects. This report presents the Draft Terms of Reference for the Executive Steering Committee for endorsement by Council and nomination of two Councillors to the Executive Steering Committee.

RECOMMENDATION

That Council:

1. Note the report on WestInvest Program Assurance;
 2. Endorse the Terms of Reference for the Executive Steering Committee, as attached as attachment 2 to this report; and
 3. Nominate the Mayor and Deputy Mayor to sit on the Executive Steering Committee.
-

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

BACKGROUND

Council has been successful in securing \$97 million in grant funding under the WestInvest Funding Program, to deliver a portfolio of projects with a total investment value of \$113 million. The projects are:

Fernadell Park and Community Facility, Pitt Town	\$ 9,870,793.78
Woodbury Reserve Upgrade	\$ 9,316,136.40
Kurrajong to Kurmond Cycleway	\$ 4,538,580.00
Tamplin Field Redevelopment	\$ 9,795,000.00
Oasis Aquatic & Leisure Centre	\$ 6,716,000.00
Richmond Swimming Centre	\$ 30,319,853.00
Nth Richmond Library	\$ 26,770,000.00
Rickabys Creek Cycleway	\$ 4,695,810.00
Wayfinding Strategy	\$ 2,346,400.00
Turnbull Oval*	\$ 8,545,000.00*

*To be confirmed following the review of the Funding Deed.

This Program presents a number of challenges and risks to Council, particularly due to the significance of the Program (in both value and number of projects) and the nature of the individual projects themselves. Council has not had to deliver such a program of works in the past and it represents a steep change when considered against the typical capital projects previously delivered.

In considering the timeline for the delivery of these projects, which is nominally December 2026, it is pertinent to acknowledge the current workload on Council arising from flood damage, additional grant funding and the need to catch-up the historical under-delivery of the Capital Works Program; and the inter-dependent risk posed, that is the risk WestInvest has on those programs, and the risk those programs have on WestInvest.

As part of the mitigation action to address this risk, staff have identified the need to establish a suitable governance model and assurance framework to provide a program level of assurance in respect of the delivery of the program, realisation of the community benefits, value for money and conformance with Council's obligations to the funding body.

DISCUSSION

Program Governance

Council is committed to a high degree of value-add governance, to ensure that it remains accountable to its community in the expenditure of public funds and delivery of public infrastructure. The program and individual projects to be delivered under WestInvest represent a far more significant level of investment and complexity than Council has previously experienced, and it is pertinent to consider whether the existing governance arrangements for the delivery of capital works are sufficient in their structure and accountability mechanisms to adequately reflect this steep change.

It is the view of staff that while Council's Project Management Framework, a new Framework which is currently being implemented across Council, is suitable for the projects that would typically be delivered by Council in any one year, it does not adequately meet the needs or challenges nor respond to the risks presented by the WestInvest Program (the Program).

Accordingly, staff have prepared a specific Concept for the Governance Model, which is presented in Attachment 1.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

Each level of governance serves a purpose broadly across:

- Executive Accountability
- Program Assurance
- Project Coordination; and
- Project Delivery.

As one descends through the model, there is a decreasing level of accountability and an increasing focus on the technical delivery of the Program.

Relevant to the consideration by Council is the establishment of the Executive Steering Committee, which has been created for the purpose of monitoring the delivery of the Program and providing assurance to the Council, via regular reporting to meetings of Council, of the benefits realised by the individual projects and overall Program, the expenditure of funds and project timelines.

Attached at Attachment 2 is a Draft Terms of Reference (DToR) for the Executive Steering Committee.

This DToR sets out the purpose, in more detail, the overall Governance Structure below the Executive Steering Committee, its scope, objectives, how it is to report to Council, membership of the Committee and other relevant information.

There are two decisions sought from Council with respect to the DToR:

- The endorsement by Council of the DToR; and
- The membership, specifically Councillor participation.

The first matter is relatively straight forward, however the second requires Council to resolve which two Councillors shall be members of the Executive Steering Committee. The DToR allows for two Councillors to be members and it is recommended that these two positions be filled by the Mayor and Deputy Mayor, or Council may elect to nominate two alternate Councillors to the Executive Steering Committee.

Assurance Framework

The purpose of an Assurance Framework is to establish consistent and objective mechanisms to provide assurance to Council and the broader community that projects being delivered are being delivered in such a way as to:

- Achieve a level of consistency in the delivery of projects across the organisation;
- Deliver the benefits, through infrastructure, services or functions, which are required by the community and which are the justification for the investment in a project;
- Meet the minimum quality standard expected by the community for the infrastructure, service or function being delivered and commensurate with the level of investment; and
- Minimise the impact of project works on the established communities in which delivery will take place and to suitably involve the local community and stakeholders in the decisions that will influence the benefits and outcomes of these projects.

ORDINARY MEETING
REPORTS FOR DETERMINATION

Meeting Date: 14 March 2023

A key component of the Assurance Framework is a Project Gateway Model, a draft of which is attached at Attachment 3, and a Gateway Review Panel with representation from independent and expert members. This has been provided to Council to assist in its understanding of how Assurance is to be achieved and it is recommended that the final inclusion and adoption of a Project Gateway Model and associated Review Panel, and any future modification to these, is the responsibility of the Executive Steering Committee, which is reflected in the DTOR.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Community engagement and more targeted stakeholder engagement will be a key component in each of the projects within the Program.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.2 Encourage and enable our community to participate in a healthy lifestyle.
- 1.4 Facilitate the delivery of infrastructure through relevant agencies for Council's own works.
- 1.5 Provide the right places and spaces to serve our community.
- 1.6 Build on a sense of community and wellbeing.

Strong Economy

- 3.3 Promote our community as the place to visit, work and invest.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.4 Build strong relationships and shared responsibilities.

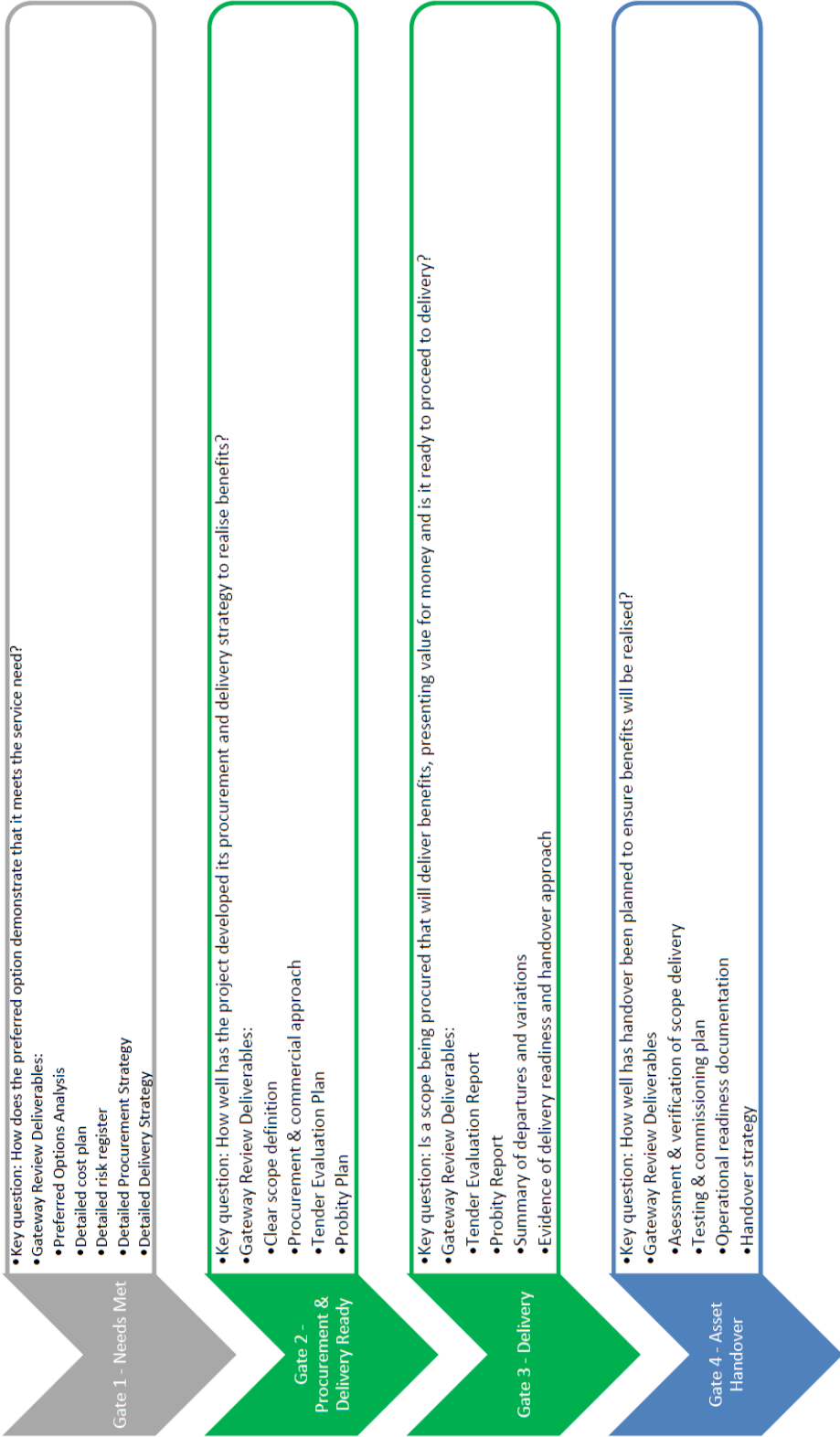
FINANCIAL IMPACT

The matters raised in this report have indirect financial implications. Expenditure in the form of resources will be incurred in association with these matters, however these costs have been included in and form part of the grant amounts to be received by Council.

ATTACHMENTS

- AT - 1** WestInvest Concept for the Governance Model - (*Distributed under separate cover*).
- AT - 2** Draft Terms of Reference - WestInvest Executive Steering Committee - (*Distributed under separate cover*).
- AT - 3** WestInvest Project Gateway Model.

AT - 3 WestInvest Project Gateway Model



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ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

5. REPORTS OF COMMITTEES

5.1.1. ROC – Local Traffic Committee – 13 February 2023 – (95495, 80245)

Directorate: Infrastructure Service

PURPOSE OF THE REPORT

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 13 February 2023.

EXECUTIVE SUMMARY

The Local Traffic Committee considered three items, contained within the Minutes of the Local Traffic Committee.

The Committee has been constituted for the purpose of providing technical review and advice on various traffic related matters, to Council in the exercising of its delegated functions as they relate to the regulation of traffic on the public road network, for which Council is the Roads Authority. The Committee has, however, no delegation authority in its own right and cannot bind Council.

The recommendations of the Committee are in line with the objectives of the Committee, as set out under the Delegation Instrument, and with established practices and procedures.

RECOMMENDATION

That the Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 13 February 2023.

DISCUSSION

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

- General Traffic Matter - Item: 4.1.1 - Proposed Signposting and Line Marking for the Vineyard Precinct at No. 354 Commercial Road, Vineyard - DA0208-21
- General Traffic Matter - Item: 4.1.2 - Proposed Signposting and Line Marking for the Vineyard Precinct at O'Dell Street – Stage 4, Vineyard - DA0005-21
- Special Event Matter - Item: 4.2.1 - Convict 100 Mountain Bike Event 2023 - St Albans.

ATTACHMENTS

AT - 1 Minutes of the Local Traffic Committee held on 13 February 2023.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

AT - 1 Minutes of the Local Traffic Committee held on 13 February 2023

1. Agenda

Welcome

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 13 February 2023 commencing at 3pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett, Hawkesbury City Council
Ms Anu Mohandas, Transport for NSW (TfNSW)
Ms Michelle Monroe, Transport for NSW (TfNSW)
Inspector Mark Harvey, NSW Police Force
Mr Ben Cantor, Busways

Apologies: Ms Thera Hobbs, Office of Member for Hawkesbury
Senior Constable Damien Mitchell, NSW Police Force

In Attendance: Mr Christopher Amit, Hawkesbury City Council, (Chair)
Ms Cathy Mills, Hawkesbury City Council

Apologies

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Ms Mohandas, that the apologies be accepted.

Declaration of Interests

There were no Declarations of Interest made.

2. Confirmation of Minutes

The Committee resolved on the Motion of Councillor Lyons Buckett, seconded by Ms Mohandas, that the Minutes from the previous meeting held on Monday, 9 January 2023 be confirmed.

3. Business Arising

There was no business arising from the previous minutes.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

4. Reports for Determination

4.1. General Traffic

4.1.1. LTC – Proposed Signposting and Line Marking for the Vineyard Precinct at No. 354 Commercial Road, Vineyard - DA0208-21 - (Hawkesbury) - (80245, 73621, 123265)

INTRODUCTION:

Development Consent No. DA0208/21 has been granted to construct road and drainage works to create 39 residential lots within the Vineyard Precinct. The proposed development is within No. 354 Commercial Road, Vineyard (Lot 2 DP 565854) which is bound by Commercial Road and Boundary Road as outlined in Figures 1 and 2.

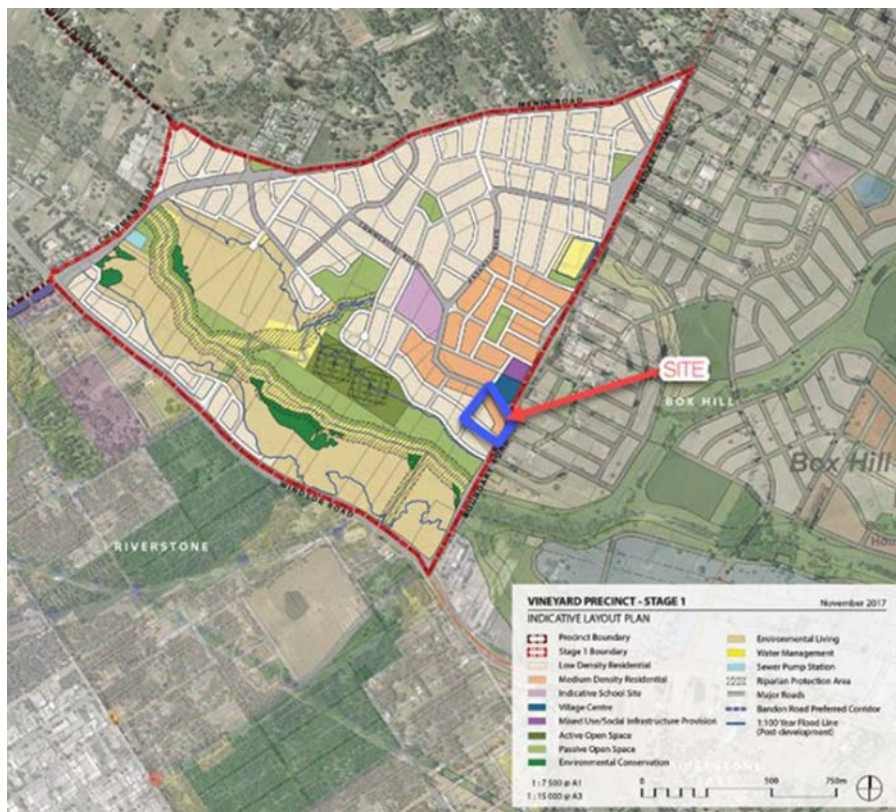


Figure 1: Site Locality within the Vineyard Precinct

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023



Figure 2: Site Extent and Road Layout

DISCUSSION:

The proposed road network, as outlined in Figure 3, will connect to Commercial Road. The proposed roads are listed below with their corresponding road widths between kerbs.

- Commercial Road – Collector Road 13m Carriageway (Partial Road Construction),
- Road 01 - Local Road 9m Carriageway (Full Road Width Construction from CH 0 at Commercial Road to CH 75),
- Road 01 - Local Road 5.5m and Variable (transition between 9m and 5.5m) Carriageway (Partial Half Road Width Construction from CH 75 to CH 160). 9m Carriageway when full road construction is completed.
- Road 02 - Local Road 9m Carriageway with a cul-de-sac radius of 8.5m (Full Road Width Construction - Full Length)
- Laneway 01 - Local Road 5.5m Carriageway with widening for parking of 2.3m over a length of 36.6m for six parallel parking spaces (Full Road Width Construction – Full Length).

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

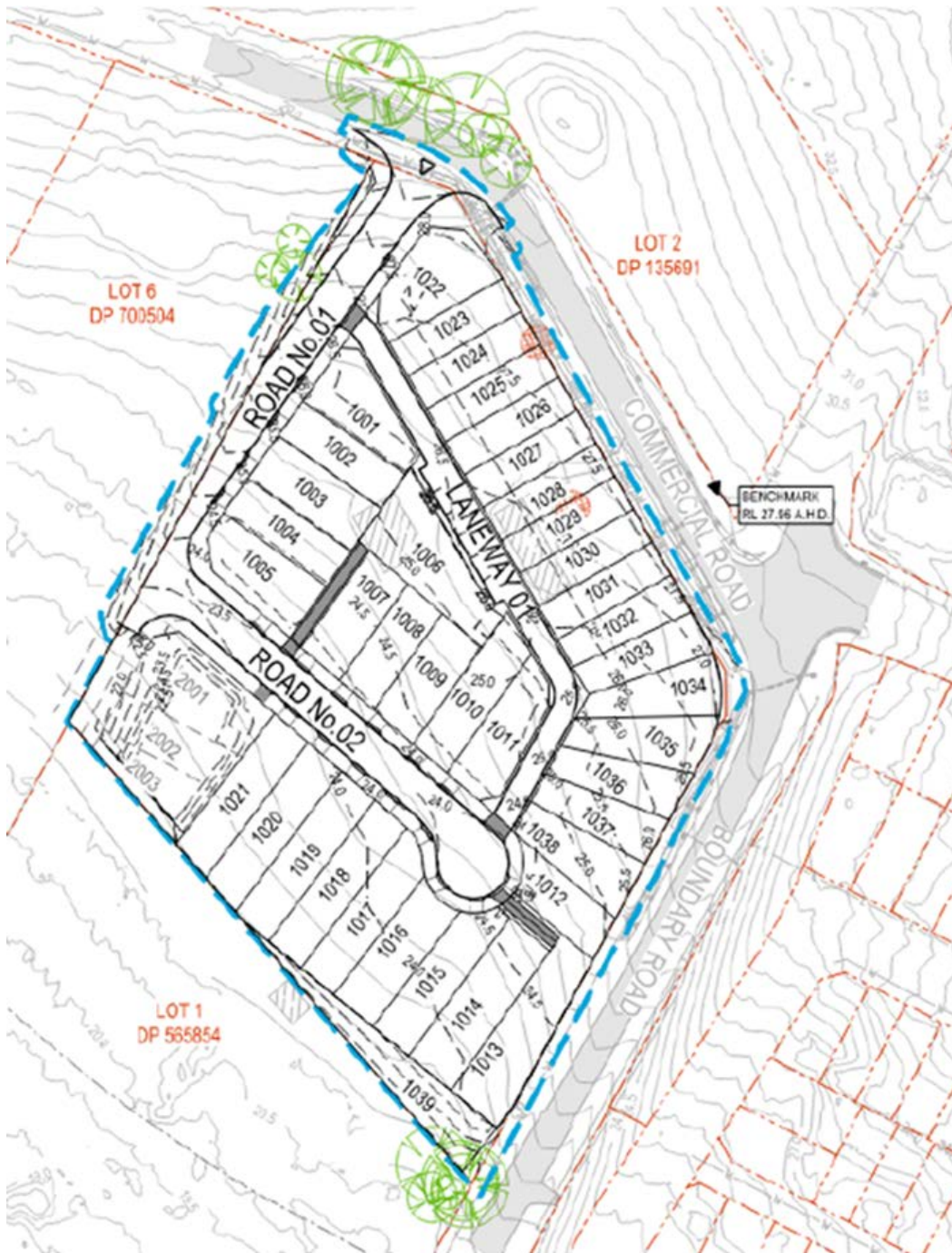


Figure 3: Road Layout and Road Numbers

All intersections as part of this development are T-Junctions. Signposting and line marking locations are consistent across all intersections for this development in accordance with the conditions of consent.

Road 01 at its intersection with Commercial Road will be line marked with a double barrier centre line (BB) 15m at its T-Junction and will have a Stop control and Holding line (TF/TB1). The Stop control is required to satisfy the Safe Intersection Sight Distance (SISD) requirements due to the limited sight distance at this intersection as a result of Road 01 intersecting Commercial Road on the inside of a horizontal curve. No Stopping zones will be provided along both roads at the intersection. The

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

intersection of Road 01 and Commercial Road will be left in and left out only, with a raised concrete median island in Road 01. Signage is proposed in Commercial Road to prohibit the right turn from Commercial Road into Road 01.

Road 02 at its intersection with Road 01 will be line marked with a double barrier centre line (BB) 15m at its T-Junction and will have a Give Way control and Holding line (TB/TB1). The cul-de-sac in Road 02 will be signposted with a No Parking zone.

Laneway 01 due to its width of 5.5m and a 10m (radius) horizontal curve along its length, restricting safe opposing direction vehicle movements, will operate as a one way road in the direction of Road 01 to Road 02. The intersecting points of Laneway 01 at Roads 01 and 02 will take the form of a Layback with a Driveway. As a result of Laneway 01 intersecting Road 02 in the form of a Driveway, a Giveaway control will not be required. Six parallel parking bays will be provided in the Laneway on the opposite side to the property access points with the remaining length of the laneway signposted with No Parking zones.

A section of Road 01 will operate as a half-road width (Ch75 to CH160) with two-way traffic flow and will be signposted with temporary No Parking and No Stopping zones on both sides of the road to ensure there is no obstruction to traffic flow. A Separation line (S1) along the centre of the road will be provided to guide traffic along this section of road.

All temporary zones will be reviewed when the full width of Road 01 is developed in the future and actioned accordingly if they are to be adjusted or removed. Details of the proposed signage and line marking is outlined in the Plan prepared by Orion Consulting (21-0046-03-CC-800-G) – Attachment 1.

Swept/Turning path diagrams (Attachments 2 and 3) have been provided for the 8.8m design vehicle (Service Vehicle-MRV Truck) and the 12.5m check vehicle (SU-HRV Truck). The swept paths for the 12.5m HRV Truck has shown a slight encroachment over the BB line at the T-Junctions with the 8.8m MRV Truck clearing the BB line. The purpose of the check vehicle is to ensure that there are no physical barriers prohibiting the manoeuvre. On this basis, the manoeuvres are acceptable, taking into consideration the road dimensions, geometry, grades, and kerb returns are in accordance with the relevant standards.

The design plans have been prepared by Orion Consulting (Project Ref. 21-0046) and Certification provided by Hawkesbury City Council. The certification indicates compliance of the road design, and that all relevant standards and road widths can accommodate the proposed line marking treatments in accordance with the relevant standards.

The signage and line marking plan prepared by Orion Consulting (21-0046-03-CC-800-G) has been submitted to the Local Traffic Committee for concurrence and approval in accordance with the Development Consent conditions.

Summary:

The Signage and Line marking plan prepared by Orion Consulting (21-0046-03-CC-800-G) associated with the Development Application DA0208/21 be implemented.

RECOMMENDATION TO COMMITTEE:

The Signage and Line marking plan prepared by Orion Consulting (21-0046-03-CC-800-G) associated with the Development Application DA0208/21 be implemented.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

The Signage and Line marking plan prepared by Orion Consulting (21-0046-03-CC-800-G) associated with the Development Application DA0208/21 be implemented.

4.1.2. LTC – Proposed Signposting and Line Marking for the Vineyard Precinct at O’Dell Street – Stage 4, Vineyard - DA0005-21 - (Hawkesbury) - (80245, 73621, 123265)

INTRODUCTION:

Development Consent No. DA0005/21 has been granted to construct road and drainage works to create 41 residential lots within the Vineyard Precinct. The proposed development is within Nos. 3 and 4 O’Dell Street, Vineyard (Lots 1 & 2, DP 248509) which is bound by Commercial Road, O’Dell Street and the Stage 2 O’Dell Street development site as outlined in Figures 1 and 2. These works are Stage 4 of the Development.



Figure 1: Site Locality within the Vineyard Precinct

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023



Figure 2: Site Extent and Road Layout

DISCUSSION:

The proposed road network, as outlined in Figure 3, will connect to O'Dell Street. The proposed roads are listed below with their corresponding road widths between kerbs.

- O'Dell Street – Collector Road 13m Carriageway with a temporary cul-de-sac radius of 8.5m (Full Road Width Construction - Partial Length),
- Road 06 - Local Road 9m Carriageway with a temporary cul-de-sac radius of 8.5m (Full Road Width Construction - Full Length)
- Road 07 - Local Road 9m Carriageway (Full Road Width Construction – Full Length),
- Road 08 - Local Road 9m Carriageway (Full Road Width Construction – Full Length),
- Road 09 - Local Road 7.4m Carriageway (Full Road Width Construction – Full Length) – Hybrid road width,
- Road 10 - Local Accessway 5.5m Carriageway (Full Road Width Construction – Full Length).

Road 09 in order to accommodate the subdivision layout has been designed as a hybrid road taking into account the standard local road (9m) and the access street (6m) in accordance with the Vineyard DCP. The standard 3.5m verge area has been modified on the southern side of Road 09 to 1.8m as no vehicle access to properties is permitted from this side of the road.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023



Figure 3: Road Layout and Road Numbers

All intersections as part of this development are T-Junctions. Signposting and line marking locations are consistent across all intersections for this development in accordance with the conditions of consent.

Two temporary turning heads are proposed at the end of Road 06 and O'Dell Street and are to remain operational until further stages of the development are undertaken which will extend the roads to the east and south of this site respectively. Temporary end road chevron signage "D4-5-1" is to be located at the end of Road 06 and O'Dell Street to delineate to traffic no access beyond this point. The temporary turning heads are to be sign posted with temporary No Parking zones. These signs will be removed once the roads are extended as part of the future stages of the development.

O'Dell Street which has a 13m carriageway will be linemarked for its full length with a double centre line (BB) and edge lines (E1) with 3m parking lanes and 3.5m travelling lanes. Road 06 for its majority length will be linemarked with a double centre line (BB) due to its curvilinear shape. A double centre line (BB), No Stopping and No Parking zones are to be provided along the majority length of Roads 07, 08 and 09 due to the bends in the road and the varying road width, to ensure vehicular movement is not restricted.

Road 06 at its intersection with O'Dell Street, Roads 07 and 08 at its intersection with Road 06 and Road 10 at its intersection with Roads 06 and 09 will each have a Give Way control and Holding line (TB/TB1). All roads with the exception of Road 10, due to its 5.5m width, will have a minimum 15m length of double barrier centre line (BB) at its T-Junction.

Accessway Road 10, due to its width of 5.5m, will have restricted use only for vehicles under 6m and will be signposted accordingly. Access for emergency vehicles will be permitted. Sign posting of 'No Entry' (R2-4), 'Vehicles Under 6m Excepted' (R9-225) and 'Emergency Vehicles Excepted' (R9-200)

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

will be provided at each entry point to Road 10. Access to Road 10 from Road 06 will be restricted to left in and left out only, with a raised concrete median island in Road 06. Signage is proposed in Road 06 to prohibit the right turn from Road 06 into Road 10. Road 10 has been provided as a landscape connection between Road 09 and Road 06 which is adjacent to the future public reserve. The full length of the road will be signposted with No Parking zones.

All temporary zones will be reviewed when O'Dell Street and Road 06 are extended in the future and actioned accordingly if they are to be adjusted or removed. Details of the proposed signage and line marking is outlined in the Plan prepared by Orion Consulting (19-0071-11-SWC-800-J) – Attachment 1. A minor adjustment is required to the plan to replace the No Right Turn (R2-6(R)) sign with a Left Only (R2-14(L)) sign in Road 10 at its intersection with Road 06.

Swept/Turning path diagrams (Attachments 2 to 5) have been provided for the 8.8m design vehicle (Service Vehicle-MRV Truck) and the 12.5m check vehicle (SU-HRV Truck). The swept paths for the 12.5m HRV Truck has shown a slight encroachment over the BB line at the T-Junctions with the 8.8m MRV Truck clearing the BB line. Road 10 satisfies the swept paths for the B85 Car (Design Vehicle) and the Service Vehicle-MRV Truck (Test Vehicle). The purpose of the check vehicle is to ensure that there are no physical barriers prohibiting the manoeuvre. On this basis, the manoeuvres are acceptable, taking into consideration the road dimensions, geometry, grades, and kerb returns are in accordance with the relevant standards.

The design plans have been prepared by Orion Consulting (Project Ref. 19-0071) with SWC approved by Consultants LDC. The certification indicates compliance of the road design, and that all relevant standards and road widths can accommodate the proposed line marking treatments in accordance with the relevant standards.

The signage and line marking plan prepared by Orion Consulting (19-0071-11-SWC-800-J) has been submitted to the Local Traffic Committee for concurrence and approval in accordance with the Development Consent conditions.

Summary:

The Signage and Line marking plan prepared by Orion Consulting (19-0071-11-SWC-800-J) associated with the Development Application DA0005/21 be implemented once amended to include the replacement of the No Right Turn (R2-6(R)) sign with a Left Only (R2-14(L)) sign in Road 10 at its intersection with Road 06.

RECOMMENDATION TO COMMITTEE:

The Signage and Line marking plan prepared by Orion Consulting (19-0071-11-SWC-800-J) associated with the Development Application DA0005/21 be implemented once amended to include the replacement of the No Right Turn (R2-6(R)) sign with a Left Only (R2-14(L)) sign in Road 10 at its intersection with Road 06.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

The Signage and Line marking plan prepared by Orion Consulting (19-0071-11-SWC-800-J) associated with the Development Application DA0005/21 be implemented once amended to include the replacement of the No Right Turn (R2-6(R)) sign with a Left Only (R2-14(L)) sign in Road 10 at its intersection with Road 06.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

4.2. Special Events

4.2.1. LTC - Convict 100 Mountain Bike Event 2023 - St Albans (Hawkesbury) - (80245, 85193)

INTRODUCTION:

An application has been received from Maximum Adventure Pty Ltd seeking approval (in traffic management terms) to conduct the Convict 100 Mountain Bike Event 2023 - St Albans, on Saturday 06 May 2023.

The event organiser has advised;

- The event is a Mountain Bike (Cycling) Race in and around the St Albans and Macdonald Valley areas.
- The event has been held for 16 years and was previously known as the Dirk Works 100 Kilometre Classic. The 2022 event was cancelled due to the floods in the area.
- The event gets its name from the old Convict trail it traverses.
- The event is run predominantly on trails through the Parr, Dharug and Yengo National Parks.
- The event enjoys the continued support of the St Albans RFS and local community.
- The event will be undertaken between 5:30am and 6pm.
- -Approximately 1200 participants are expected for the event.
- Approximately 80 spectators and their vehicles are expected. Parking will be available on private land.
- There are 3 courses for the event; 100, 68 and 44 kilometres.
- The start and finish of the race will be in the town of St Albans, on Wharf Street.
- The event route is similar to previous years.
- It is proposed to close a section of Wharf Street, between Bulga Street and Wollombi Road, St Albans (100 metre long sealed section), commencing from 9am, Friday 05 May 2023, through to 6pm, Saturday 06 May 2023.
- Alternate access is available via Wollombi Road and Bulga Street.
- Route/Course for the three Rides:
 - Convict 100 kilometre Course
 - Commence at Wharf Street (0.05km) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (4km) and turn left into the Road Reserve just past No. 529 Wollombi Road and onto Joes Crossing (0.55km).

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

- Cross the Macdonald River at the first River Crossing Point and onto the Road Reserve adjacent to No. 476 Upper Macdonald Road and then turn left onto Upper Macdonald Road and travel along Upper Macdonald Road (3.3km) and turn right onto Jacks Track.
- Travel along Jacks Track (7.4km) and turn left onto Womerah Range Trail.
- Travel along Womerah Range Trail (11.8km) and turn left onto Webbs Creek Mountain Road.
- Travel along Webbs Creek Mountain Road (0.45km) and turn left onto St Albans Road.
- Travel along St Albans Road (4.6km) and turn right into No. 934 St Albans Road and travel through this property (0.5km) crossing the Macdonald River at the Second River Crossing and entering and traveling through No. 916 Settlers Road (0.15km) and turning right onto Settlers Road.
- Travel along Settlers Road (1.2km) and turn left onto Shepherds Gully Road.
- Travel along Shepherds Road (2.3km) and turn left onto the Great Northern Road
- Travel along the Great Northern Road (31.7km) and turn left onto Sullivans Arm Trail.
- Travel along Sullivans Arm Trail (4.3km) and turn left onto Wrights Creek Trail.
- Travel along Wrights Creek Trail (14.2km) and turn left onto Blue Hill Track.
- Travel along Blue Hill Track (2.0km) and turn right onto Wrights Creek Road.
- Travel along Wrights Creek Road (4.3km) and turn right onto Settlers Road.
- Travel along Settlers Road (6.8km) into Bulga Street (0.35km) and turn left onto Wharf Street return to the end point.
- Convict 68 kilometre Course
 - Commence at Wharf Street (0.05km) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (4km) and turn left into the Road Reserve just past No. 529 Wollombi Road and onto Joes Crossing (0.55km).
 - Cross the Macdonald River at the first River Crossing Point and onto the Road Reserve adjacent to No. 476 Upper Macdonald Road and then turn left onto Upper Macdonald Road and travel along Upper Macdonald Road (3.3km) and turn right onto Jacks Track
 - Travel along Jacks Track (7.4km) and turn left onto Womerah Range Trail.
 - Travel along Womerah Range Trail (11.8km) and turn left onto Webbs Creek Mountain Road.

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

- Travel along Webbs Creek Mountain Road (0.45km) and turn left onto St Albans Road.
- Travel along St Albans Road (4.6km) and turn right into No. 934 St Albans Road and travel through this property (0.5km) crossing the Macdonald River at the Second River Crossing and entering and traveling through No. 916 Settlers Road (0.15km) and turning right onto Settlers Road.
- Travel along Settlers Road (1.2km) and turn left onto Shepherds Gully Road.
- Travel along Shepherds Gully Road (2.3km) and turn left onto the Great Northern Road
- Travel along the Great Northern Road (9.6km) and turn left onto Eight Mile Trail.
- Travel along Eight Mile Trail (9.4km) which links to Blue Hill Trail (1.0km) and turn left onto Wrights Creek Road.
- Travel along Wrights Creek Road (4.5km) and turn right onto Settlers Road.
- Travel along Settlers Road (6.8km) into Bulga Street (0.35km) and turn left onto Wharf Street return to the end
- Convict 44 kilometre Course
 - Commence at Wharf Street (0.05km) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (4km) and turn left into the Road Reserve just past No. 529 Wollombi Road and onto Joes Crossing (0.55km).
 - Cross the Macdonald River at the first River Crossing Point and onto the Road Reserve adjacent to No. 476 Upper Macdonald Road and then turn left onto Upper Macdonald Road and travel along Upper Macdonald Road (3.3km) and turn right onto Jacks Track.
 - Travel along Jacks Track (7.4km) and turn left onto Womerah Range Trail.
 - Travel along Womerah Range Trail (11.8km) and turn left onto Webbs Creek Mountain Road.
 - Travel along Webbs Creek Mountain Road (0.45km) and turn left onto St Albans Road.
 - Travel along St Albans Road (4.6km) and turn right into No. 934 St Albans Road and travel through this property (0.5km) crossing the Macdonald River at the Second River Crossing and entering and traveling through No. 916 Settlers Road (0.15km) and turning left onto Settlers Road.
 - Travel along Settlers Road (10.8km) into Bulga Street (0.35km) and turn left onto Wharf Street return to the end.
- The event will impact on residents of Wharf Street between Wollombi Road and Bulga Street accessing their properties.

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

- Consultation is currently in progress with the adjoining property owners, who have previously provided support in writing, relating to the proposed road closure. Arrangements will be made with these residents to allow access when requested.
- -Participants will compete on a two-leaf clover route format, covering approximately 100 kilometres of fire trail, single track and dirt roads through the National Parks, private properties and public roads.
- -The course will be clearly marked for riders to follow.
- -Marshalls with high visibility vests and radios will be positioned at junctions, warning cyclists of on-coming traffic and the track ahead.
- -Signs will be positioned throughout the course to warn other users of the event.
- The event route will cross the Macdonald River at the two points shown on the Event Course Map contained in Attachment 1. Crossing of the Macdonald River will be undertaken either by walking across if the water level is ankle deep and safe to do so or alternatively utilising a 'pontoon bridge' configuration at each location.
- The property owners located at No. 934 St Albans Road and No.916 Settlers Road, which are the properties on either side of the river at the second river crossing point, are currently being consulted and have previously provided consent to access their properties.
- Spectators and participants can park in the day parking area on private land along Settlers Road as indicated in Attachment 2.

DISCUSSION:

It would be appropriate to classify the event as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS) as the event may impact minor traffic and transport systems, which includes the proposed road closure along the specified route, and there may be a low scale disruption to the non-event community.

The mountain bike event is predominantly on tracks within the Parr State Conservation Area, Dharug and Yengo National Parks, private properties and on the following public roads;

- Bulga Street – Sealed Road.
- Settlers Road – Sealed and Unsealed Road.
- Shepherds Gully Road – Unformed Road.
- St Albans Road – Sealed Road.
- Upper Macdonald Road – Unsealed Road.
- Webbs Creek Mountain Road - Unsealed Road
- Wharf Street – Sealed Road.
- Wollombi Road – Sealed and Unsealed Road.
- Wrights Creek Road - Unsealed Road.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

- Macdonald River – Two river crossing points.

The event is also traversing along the Great Northern Road, which is under the care and control of the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment).

The Transport Management Plan (TMP) and the associated Traffic Control Plan (TCP) is to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed road closure of Wharf Street, between Bulga Street and Wollombi Road, St Albans (100 metre long sealed section).

The event organiser has submitted the following items in relation to the event: Attachment 4 (ECM Document Set ID No. 8273885):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
4. Event Information including Traffic Control Plans (TCPs) and an Emergency Management Plan,
5. Event Course Map,
6. Road Closure/Detour Plan,
7. Copy of Insurance Policy which is valid to 28 January 2023.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council’s web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events> and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Convict 100 Mountain Bike Event 2023 - St Albans, event planned for Saturday, 06 May 2023 be classified as a “Class 2” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted – which includes the road closure of a section of Wharf Street between Bulga Street and Wollombi Road, St Albans,

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

commencing from 8am, Friday 05 May 2023, through to 6pm, Saturday 06 May 2023; and the following conditions:

Prior to event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event.
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) as a road closure is proposed for a section of Wharf Street between Bulga Street and Wollombi Road, St Albans commencing from 8am, Friday 05 May 2023, through to 6pm, Saturday 06 May 2023; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating the submitted Traffic Control Plans (TCPs) to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) for concurrence;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event involves the closure of a public road and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4i. the event organiser is to obtain the relevant approval to cross the Macdonald River from Transport for NSW – TfNSW (formerly RTA/RMS and NSW Maritime); a copy of this approval to be submitted to Council;

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

- 4j. the event organiser is to obtain the relevant approval from the NSW Department of Planning, Industry and Environment (formerly Office of Environment and Heritage) to access and cross the Macdonald River; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment) for the use of the Parr State Conservation Area, Dharug and Yengo National Parks and the Great Northern Road; a copy of this approval to be submitted to Council;
- 4l. the event organiser is to obtain written approval from Council for the use of a Council Park/Reserve;
- 4m. the event organiser is to obtain approval from the NSW Department of Planning, Industry and Environment (formerly NSW Department of Industries - Lands) for the use of any Crown Road or Crown Land; a copy of this approval to be submitted to Council;
- 4n. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4o. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4p. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4q. the event organiser is to directly notify relevant ferry operators, bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4r. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4s. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

During the event:

- 4a. access is to be maintained for businesses, residents and their visitors;
- 4b. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4c. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4d. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4e. in accordance with the submitted TMP and associated TCPs, appropriate advisory signs and traffic control devices are to be placed along the route, including the road closure points, during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4f. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4g. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity, and,
- 4h. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events> and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Convict 100 Mountain Bike Event 2023 - St Albans, event planned for Saturday, 06 May 2023 be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted – which includes the road closure of a section of Wharf Street between Bulga Street and Wollombi Road, St Albans, commencing from 8am, Friday 05 May 2023, through to 6pm, Saturday 06 May 2023; and the following conditions:

Prior to event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event.
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

Force; a copy of the Police Force approval to be submitted to Council;

- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) as a road closure is proposed for a section of Wharf Street between Bulga Street and Wollombi Road, St Albans commencing from 8am, Friday 05 May 2023, through to 6pm, Saturday 06 May 2023; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating the submitted Traffic Control Plans (TCPs) to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) for concurrence;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event involves the closure of a public road and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4i. the event organiser is to obtain the relevant approval to cross the Macdonald River from Transport for NSW – TfNSW (formerly RTA/RMS and NSW Maritime); a copy of this approval to be submitted to Council;
- 4j. the event organiser is to obtain the relevant approval from the NSW Department of Planning, Industry and Environment (formerly Office of Environment and Heritage) to access and cross the Macdonald River; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment) for the use of the Parr State Conservation Area, Dharug and Yengo National Parks and the Great Northern Road; a copy of this approval to be submitted to Council;
- 4l. the event organiser is to obtain written approval from Council for the use of a Council Park/Reserve;
- 4m. the event organiser is to obtain approval from the NSW Department of Planning, Industry and Environment (formerly NSW Department of Industries - Lands) for the use of any Crown Road or Crown Land; a copy of this approval to be submitted to Council;
- 4n. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4o. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4p. the event organiser is to notify the details of the event to the NSW Ambulance Service,

ORDINARY MEETING

5. REPORTS OF COMMITTEES

Meeting Date: 14 March 2023

Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

- 4q. the event organiser is to directly notify relevant ferry operators, bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4r. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road closure, detour route and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4s. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4a. access is to be maintained for businesses, residents and their visitors;
- 4b. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4c. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4d. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4e. in accordance with the submitted TMP and associated TCPs, appropriate advisory signs and traffic control devices are to be placed along the route, including the road closure points, during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4f. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4g. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity, and,
- 4h. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

4.3. For Information

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 14 March 2023

There were no reports for Information.

5. General Business

There was no general business.

The next Local Traffic Committee meeting will be held on 13 March 2023 at 3pm.

The meeting terminated at 3:20pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

NOTICES OF MOTION

Meeting Date: 14 March 2023

6. NOTICES OF MOTION

6.1.1. RM - Planning Proposal - LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision - (138882, 138884, 155345, 95498, 124414)

Submitted by: Councillor Name Danielle Wheeler
Councillor Nathan Zamprogno
Councillor Shane Djuric

RESCISSION MOTION

That Resolution 25 from the Ordinary Meeting of Council on 14 February 2023, being the Resolution from Item 4.1.1 Planning Proposal LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision, be rescinded.

NOTE BY MANAGEMENT

Resolution 25 from the Ordinary Meeting of Council on 14 February 2023 regarding Planning Proposal LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision was as follows:

"That:

1. *Based on assessment of the Planning Proposal for 6/21 Vincents Road, Kurrajong, and the advice of the Hawkesbury Local Planning Panel, Council supports this Planning Proposal with the addition of Clause 6.16 3 (d):*
 - *enables amalgamation of the remainder of the land with Lot 1 DP 270827 to create an association property for the entire Seniors' Living development within the meaning of the Community Land Development Act 2021.*
2. *Council forward the Planning Proposal to the Department of Planning and Environment for a Gateway Determination."*

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

Attached as Attachment 1 to this report is the Council Report Item 4.1.1, from the Council Meeting held on 14 February 2023 and attached as Attachments 2, 3, 4 and 5 are the attachments from the Council Meeting Report Item 4.1.1.

ATTACHMENTS

- AT - 1** Council Meeting 14 February 2023 Item 4.1.1 CP- Planning Proposal - LEP005/22 - 6/21 Vincents Road, Kurrajong - Community Title Subdivision - (*Distributed under separate cover*).
- AT - 2** Land and Environment Court Judgement - (*Distributed under separate cover*).
- AT - 3** Court Approved Architectural Plans - (*Distributed under separate cover*).

ORDINARY MEETING

NOTICES OF MOTION

Meeting Date: 14 March 2023

AT - 4 Proposed Plan of Subdivision of Lot 6 DP270827 Tallwood Village Kurrajong - (*Distributed under separate cover*).

AT - 5 Planning Proposal for 6/21 Vincents Road, Kurrajong - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING
NOTICES OF MOTION
Meeting Date: 14 March 2023

6.1.2. NM1 - WestInvest Funding and Projects - (125612, 79351, 95498)

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION

That:

1. Council prepare a report containing the following information with regard to the WestInvest funding, and projects announced for such funding, outlining the following.
 - a) What percentage of costing within each project is dedicated to contingencies, and what can this money be utilised for?
 - b) What implications will this grant funding have on Council's long term financial plan, and what measures have been put in place to address
 - i. Impacts on the asset register
 - ii. Depreciation
 - iii. Staffing to operate facilities
 - iv. Impacts on our operating benchmark/ratios.
 2. The report be considered in conjunction with Councillor workshops and briefings being held to consider Council's operational and delivery plans.
-

BACKGROUND

Council has received a large amount of WestInvest funding, which is money from the proceeds of the sale by the NSW Government of WestConnex (an inner Sydney road network). The money is to be utilised for infrastructure and facilities upgrades in Western Sydney.

NOTE BY MANAGEMENT

In support of the applications made to WestInvest, extensive work was undertaken to understand the impacts of these projects on Council's future operations and financial sustainability. Supporting this were, on occasion, substantial assumptions which had to be made owing to the compressed nature of the application period.

It would be timely to collate and present this information. The information requested will be provided as a briefing note, in support of the various briefings being scheduled to examine and oversee the development of the 2023/2024 Operational Plan and Budget. However, as the majority of the WestInvest projects will not be completed in 2023/2024, they are unlikely to have a material impact and hence the medium to long term implications of the Program are not a consideration for the development of the 2023/2024 Operational Plan and Budget.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
NOTICES OF MOTION
Meeting Date: 14 March 2023

6.1.3. NM2 - Free Sanitary Products in Council Buildings - (138882, 79351)

Submitted by: Councillor Wheeler

NOTICE OF MOTION

That Council conduct a 12 month trial of the provision of free sanitary products (tampons, pads, incontinence pads) in Council operated buildings including the Library and Community Centres.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The income applicable is not provided for in the Adopted 2022/2023 Operational Plan and the cost of piloting this project will need to be addressed as part of the 2023/2024 Budget.

NOTE BY MANAGEMENT

There are a number of models by which free sanitary products are distributed in community settings. It is suggested that Officers prepare a report for Council's consideration that will include a range of models and the estimated cost of undertaking this initiative.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

NOTICES OF MOTION

Meeting Date: 14 March 2023

6.1.4. NM3 - Loss of Street Trees in Bligh Park - (138882, 79351)

Submitted by: Councillor Wheeler

NOTICE OF MOTION

That Council:

1. Note the community anger and concern at the removal of trees in Bligh Park following little consultation and with no detailed plans for replacement provided.
2. Acknowledge that the loss of wildlife habitat, tree canopy and shade in an area increasingly prone to extremely hot weather is undesirable.
3. Commit to replanting with suitable, local endemic trees in the winter and spring of 2023 and identifying funding sources to achieve this
4. Engage with Bligh Park residents to ensure the right choice and ongoing care of street and park trees.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The expenditure applicable is not provided for in the Adopted 2022/2023 Operational Plan and will need to be addressed as part of the next Quarterly Budget Review.

The estimated cost of replanting the removed trees, including the supply and planting of a suitably sized tree and ongoing maintenance during the 12 month establishment period, is \$1,000 per tree. If all trees would be replaced, this would result in a cost of approximately \$29,000.

NOTE BY MANAGEMENT

In recent years, there have been a number of resident complaints lodged with Council with respect to the state of street trees in various streets of Bligh Park. Prompted by these elevated concerns, Council officers inspected these street trees and observed that there was a pattern of die back, particularly within the Ironbark population and most likely due to a combination of psyllid infestation and oxygen depletion in the root zone following extended durations of soil saturation as a direct result of the triple La Nina since 2020.

In determining the management of these trees, the following factors were considered:

- Public safety;
- Habitat value; and
- Public benefit (through canopy shading)

In total, it was determined that, on balance, it was in the public interest to remove approximately:

- 10 dead or dying trees from Porpoise Crescent;
- 8 dead or dying trees from Alex Place; and

ORDINARY MEETING

NOTICES OF MOTION

Meeting Date: 14 March 2023

- 11 dead or dying trees from Peter Place

These trees had little to no canopy and where there was canopy remaining it was declining. They did not present any material habitat or shade value and prior to removal were checked for any bird nests/roosts.

Council does not have in place a street tree replacement program, and there is no funding available to replace these trees. If a suitable funding source is identified to facilitate the replanting, it is expected that a lead time would be required, which could be as much as 12 months, to allow for the stock to be grown out to Council's specification. This would have to follow any consultation period which, in the past, has placed a substantial demand on staff time.

Council has now made several attempts at procuring the services of an appropriate firm to undertake a street tree audit, without success. It is intended that this audit would be the first stage of developing a broader Urban Street Tree Plan, which, in combination with a suitable Policy, would identify the optimal locations for street tree planting to address the various needs as described above and develop pre-defined lists of suitable street trees having regard to location within the landscape, streetscape and provide sufficient diversity to permit a level of choice by residents.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
NOTICES OF MOTION
Meeting Date: 14 March 2023

6.1.5. NM4 - Mall in George Street, Windsor - (155347, 79351)

Submitted by: Councillor Sheather

NOTICE OF MOTION

That:

1. The paving and sandstone between Bridge and Fitzgerald Streets in George Street, Windsor be retained:
 - a) All works to be carried out should maintain the existing character of the Mall.
 - b) Any works that requires the lifting of or replacement of the pavers should reflect the existing vista.
 - c) All gas lights to be retained where they are currently located.
 - d) Replacement or renewal of any furniture eg. bus shelters, seats, pots and signage to retain heritage character.
 - e) Trip hazards around the trees may require soft fall.
 - f) An investigation should be carried out to maintain the existing trees.
 - g) A method of appropriate ways to reduce birds in the trees eg hawks and owls should be investigated to assist with notice and excrement.
 - h) Signage to the affect that "Do not feed the birds" should be placed in appropriate places.
 - i) The raised concrete at the intersection of the Mall and Baker Street, Cable Street and Fitzgerald Street be identified as the main entry to the Mall should be appropriately remediated.
 - j) A cleaning and maintenance program to be implemented.
2. The proposed works in George Street south of Fitzgerald Street, Windsor proceed:
 - a) Investigate the possible paving on the southern side of George Street between Christie and New Streets.
 - b) No obstructions that further impede street parking in George Street.
 - c) Any vegetations (trees) planted along the footpath reserve are not affecting the value of the property eg signage shadows, gutters and heritage management or vista.
 - d) That proprietors be informed well in advance of the proposed works in this area.

NOTE BY MANAGEMENT

Addressing point one of the recommendation, the Liveability Project that is delivering works in Richmond, South Windsor and Windsor is funded under the Western Parkland City Liveability Program, a joint Federal and State and local government funding program.

ORDINARY MEETING

NOTICES OF MOTION

Meeting Date: 14 March 2023

The Liveability Program awarded funding to councils to “*deliver improved community facilities, urban amenity and enable and complement new housing supply in the Western City*”.

Accordingly, following significant consultation and plan preparation, Council developed a scope of works for town centres, including Windsor, that met these funding guidelines.

Any proposed change to the scope of works would be subject to approval from the Federal and State Governments through the Western Parkland City Liveability Program. An extension to the original project completion has been granted until September 2023. Further changes to the project scope will impact the timing of the delivery of works and are likely to render the project unable to be delivered by the project deadline.

Should the work in Windsor Mall not proceed as per the current approved scope, staff will need to investigate whether the costs that have already been incurred for the Windsor Town Centre project, including engagement and consultation, drafting of designs, geotechnical investigations and heritage impact statement preparation, would be considered ineligible project costs. Should this eventuate Council would be required to return funding that has already been expended to the funding agency.

A twice-weekly cleaning schedule is now in place for Windsor Mall. Further consideration may be given to works that will mitigate nesting of birds in the Mall following the completion of the Liveability Project.

Addressing point 2 of the recommendation, investigations that have been undertaken to determine the cost of paving the southern side of George Street between Christie and New Streets estimate \$650K would be required to deliver these works.

Council has a tree management strategy for the trees that will be planted in Windsor to ensure sightlines to heritage building facades are retained.

Once Council engages a Construction Contractor to deliver Stage One of the Windsor Town Centre works (Windsor Train Station to Fitzgerald Street) a program of works will be received and shared with all residents and businesses in the area.

Project updates will be published on Your Hawkesbury Your Say, and Council has engaged a dedicated stakeholder engagement officer for the Windsor Town Centre upgrade who will keep residents and businesses up-to-date with project timeframes.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

7. QUESTIONS FOR NEXT MEETING

Meeting Date: 14 March 2023

7. QUESTIONS FOR NEXT MEETING

7.1.1. Questions with Notice - 14 March 2023 - (79351)

Questions - 14 March 2023

#	Councillor	Question	Response
1	Wheeler	<p>Wilberforce shopping centre upgrade</p> <ol style="list-style-type: none">1. what is the maintenance program for the garden, which already has couch grass growing through it and is thinly mulched.2. When will the table and chairs depicted in plans on public exhibition be installed? Residents and businesses are angry that the existing table and chairs were removed without replacement, and do not find the low sandstone walls an adequate replacement.	<p>The Director Corporate Services has advised:</p> <ol style="list-style-type: none">1. Council has engaged a contractor to carry out the grounds maintenance at its' shopping centres, including Wilberforce Shopping Centre. The schedule as per the table in Attachment 1 shows the frequency maintenance activities are to be undertaken. The contractor has been requested to attend to the couch grass as soon as possible.2. The table and chairs depicted in the plans were intended to be made available for lease by tenants of Wilberforce shops. Expressions of interest were sought from the tenants; however, no interest has been received from any tenants. <p>Quotes are currently being sourced to supply and install suitable table and chairs, similar to the street furniture recently installed at South Windsor. It is anticipated to be approx. \$7,000 (installed) for two table settings.</p>

ATTACHMENTS

Question 1 Part 1 - Wilberforce Shopping Centre Upgrade. The table below shows the frequency maintenance activities that are to be undertake by the contractor at Wilberforce Shopping Centre.

ORDINARY MEETING

7. QUESTIONS FOR NEXT MEETING

Meeting Date: 14 March 2023

Task	Twice Weekly	Weekly	Monthly
Mowing (including in front of the former Nursery)		✓	
Edging		✓	
Vacuuming of undercover areas		✓	
Blowing of paths and courtyard area		✓	
Cleaning of outdoor furniture		✓	
Cobweb removal			✓
Weed control and spray			✓
Garden Maintenance		✓	
Small branch removal			✓
Rubbish pick up and removal from all common areas	✓		
Cleaning of toilets and replacement of paper	✓		
Hedge maintenance			✓

oooO END OF REPORT Oooo

ORDINARY MEETING**7. QUESTIONS FOR NEXT MEETING****Meeting Date:** 14 March 2023**7.1.2. Responses to Councillor Questions Taken on Notice at the Council Meeting - 14 February 2023 - (79351)**

The following questions were raised from a Councillor regarding matters on the Council Meeting Business Paper of 14 February 2023. The questions were taken on notice and the responses are provided below:

#	Councillor	Question	Response
1	Wheeler	Reference to Mitchell Drive Glossodia and bringing forward works, can I get a new timing on those works.	The project is scheduled to commence in late March, following minor delays of a contractual nature. The project is anticipated to take approximately 12 weeks in duration, subject to weather and favourable site conditions. Residents have been informed of the commencement of this project via a letterbox drop.
2	Wheeler	Council received a \$20,000 grant for the Australia Day on the river event. Could Councillors be given a costing for that event.	The cost of the Australia Day on the Hawkesbury event was \$99,510.
3	Lyons-Buckett	Regarding the Sackville Mission Exhibition is that something that will be on site at the Mission Site or a Public Exhibition.	This is a grant funded project that will involve research of the Sackville Reach Aboriginal Reserve. The result will be an exhibition located at the Hawkesbury Regional Museum.
4	Lyons-Buckett	Regarding the funding for the raised pedestrian crossing near Kurrajong Public School, is there a timeframe for those works or is that additional money to have brought that forward.	The substantive civil components of the project have been completed and only the electrical works, including lighting upgrades, remain to be completed. It is anticipated that these works, to be completed by Endeavour Energy, will be completed by the end of April.
5	Lyons-Buckett	Resolution 051/22 - Review of parking controls - Intent of the resolution was for all our shopping precincts to be reviewed not just the parking in the liveability projects.	The review of parking provisions in that was undertaken through the development of the Liveability Project found that a broader study that reviews parking rates across the Local Government Area is required for Council to adequately consider issues

ORDINARY MEETING

7. QUESTIONS FOR NEXT MEETING

Meeting Date: 14 March 2023

			<p>associated with parking controls in town centres.</p> <p>Staff are investigating the cost of undertaking such a study and will provide a report to Council in May 2023 that will detail the scope and cost of a study to be undertaken in 2023/2024, subject to budget approval.</p>
6	Lyons-Buckett	Time frame regarding the strategy to proceed with the memorial for the late John Miller.	After a number of iterations of consultation with the late Mr Miller's family, the final wording has now been provided to the plaque manufacturer and installation is expected within four weeks.

oooO END OF REPORT Oooo

8. CONFIDENTIAL REPORTS

4.1. PLANNING DECISIONS

**4.1.1. AT – 1 Confidential – Acquisition of 40 Boundary Road, Oakville -
(Distributed under separate cover - Councillors Only).**

REASON FOR CONFIDENTIALITY

This report is CONFIDENTIAL in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the purchase of property by the Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

8.1. GENERAL MANAGER

Nil reports.

8.2. CITY PLANNING

8.2.1. CP - Community Representation on Floodplain Risk Management Advisory Sub-Committee - (86589, 124414, 95498)

Directorate: City Planning

REASON FOR CONFIDENTIALITY

*This report is **CONFIDENTIAL** in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.*

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(a) of the Act as it relates to personnel matters concerning particular individuals (other than councillors).

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

8.3. CORPORATE SERVICES

8.3.1. CS - Licence Agreement to Hawkesbury Community Media Network Association Inc - Part of 142 Warks Hill Road, Kurrajong Heights - (95496, 112106, 32383)

Directorate: Corporate Services

REASON FOR CONFIDENTIALITY

This report is CONFIDENTIAL in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the leasing of a Council property/details concerning the sale and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

8.4. INFRASTRUCTURE SERVICES

8.4.1. IS - Waste Collection and Processing Tender - (159578, 95495)

Directorate: Infrastructure Services

REASON FOR CONFIDENTIALITY

This report is CONFIDENTIAL in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning tenders for the supply of goods and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(d) of the Act as it relates to the tender process for Waste Collections and Processing and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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



Ordinary meeting

End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.