



Hawkesbury City Council

ordinary  
meeting  
business  
paper

date of meeting: 27 August 2019

location: council chambers

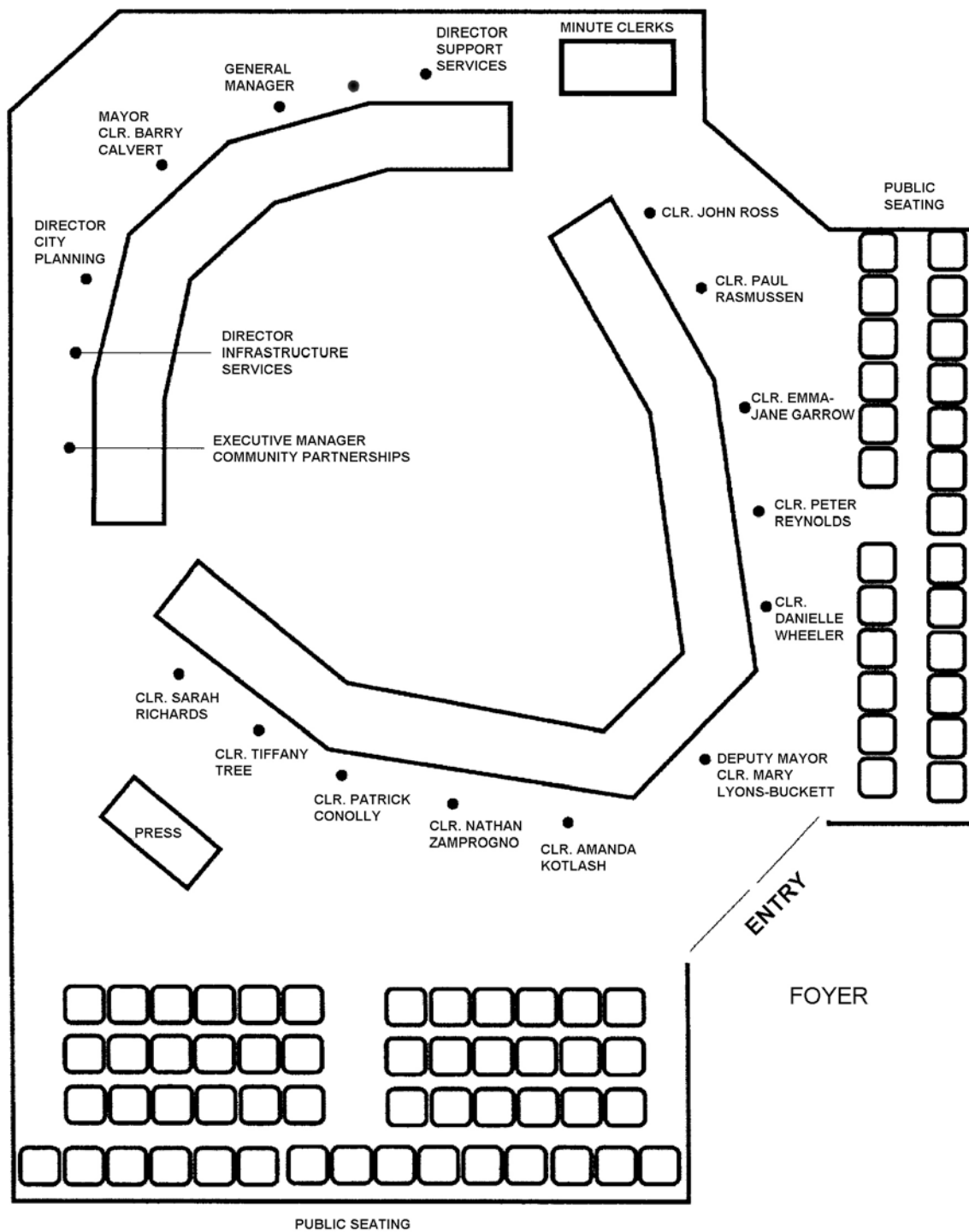
time: 6:30 p.m.



# mission statement

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

# Hawkesbury City Council





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**ORDINARY MEETING**  
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**PROCEDURAL MATTERS**

**Welcome**

The Mayor, Councillor Barry Calvert will acknowledge the Indigenous Heritage.

The General Manager will address the Council meeting, mentioning:

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

**Attendance**

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

**Apologies and Leave of Absence**

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

**Declaration of Interest**

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

**Acknowledgement of Official Visitors to the Council**

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

**ORDINARY MEETING**

**Procedural Matters**

**Meeting Date:** 27 August 2019



ordinary

section 1

confirmation of minutes

**ORDINARY MEETING**

**SECTION 1 - Confirmation of Minutes**

**Meeting Date:** 27 August 2019

**SECTION 1 - Confirmation of Minutes**

# ordinary meeting minutes

date of meeting: 13 August 2019

location: council chambers

time: 6:30 p.m.



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at Hawkesbury City Waste Management Facility - (95495, 112179, 82995)

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## ORDINARY MEETING

Minutes: 13 August 2019

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 13 August 2019, commencing at 6:30pm.

### Welcome

The Mayor, Councillor Barry Calvert acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

### ATTENDANCE

**PRESENT:** Councillor Barry Calvert, Mayor, Councillor Mary Lyons-Buckett, Deputy Mayor and Councillors Patrick Conolly, Emma-Jane Garrow, Amanda Kotlash, Peter Reynolds, Sarah Richards, John Ross, Danielle Wheeler and Nathan Zamprogno.

**ALSO PRESENT:** General Manager - Peter Conroy, Director City Planning - Linda Perrine, Director Infrastructure Services - Jeff Organ, Director Support Services - Laurie Mifsud, Strategic Planning Manager - Andrew Kearns, Manager Corporate Communication - Suzanne Stuart, Acting Manager Corporate Services and Governance - Charles Smith and Administrative Support Coordinator - Tracey Easterbrook.

### APOLOGIES AND LEAVE OF ABSENCE

Apologies for absence were received from Councillor Rasmussen and Councillor Tree.

### 178 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Kotlash that the apologies be accepted and that leave of absence from the meeting be granted.

Councillor Ross arrived at the meeting at 6:32pm.

### DECLARATIONS OF INTEREST

Councillor Wheeler declared an interest on Item 150.

### ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL

Ms Nicole Mulford, President of the Hawkesbury Sister City Association introduced the students from the Hawkesbury and Council's sister cities, Temple City, USA and Kyotamba, Japan, who are participating in the current Sister City Exchanges. The Mayor, Councillor Calvert presented certificates to the Sister City Exchange students.

**ORDINARY MEETING**

**Minutes:** 13 August 2019

**SECTION 1 - Confirmation of Minutes**

**179 RESOLUTION:**

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Wheeler that the Minutes of the Ordinary Meeting held on the Tuesday, 30 July 2019, be confirmed.



## ORDINARY MEETING

Minutes: 13 August 2019

### SECTION 3 – Reports for Determination

#### PLANNING DECISIONS

**Item: 145**                      **CP - Planning Proposal to Amend Hawkesbury Local Environmental Plan 2012 Land Zoning Map, Lot Size Map and Height of Buildings Map and Application for Biodiversity Certification - Jacaranda Ponds, Glossodia - (95498, 124414, 136783)**

**Directorate:**                      City Planning

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Mr Robert Humphries and Ms Kate Tudehope addressed Council, speaking for the recommendation.

Mr Bill Sneddon, addressed Council speaking against the recommendation.

#### **MOTION:**

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

#### ***Refer to RESOLUTION***

#### **180 RESOLUTION:**

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

That Council:

1. Note the advice provided by the Hawkesbury Local Planning Panel on the matter.
2. Proceed with the planning proposal to amend the Hawkesbury Local Environmental Plan 2012 to allow development of the subject site for residential, public recreational, environmental conservation and infrastructure purposes as follows:
  - a) Amend the Land Zoning Map to:
    - (i) Rezone part of the subject site containing significant vegetation to E2 Environmental Conservation to provide better protection for the existing vegetation and achieve an improved ecological outcome for the subject site,
    - (ii) Rezone surplus SP2 Infrastructure zoned land to part R2 Low Density Residential and part RE1 Public Recreation, and
    - (iii) Reconfigure the existing R2 Low Density Residential, R5 Large Lot Residential and RE1 Public Recreation zoned land to enable approximately 580 residential lots on the subject site.
  - b) Amend the Height of Buildings Map to reconfigure the current 10m maximum permissible height provision corresponding to the proposed residential land within the subject site.
  - c) Amend the Lot Size Map corresponding to the proposed Land Zoning Map.
3. Forward the planning proposal to the Department of Planning, Industry and Environment, requesting a Gateway Determination under Section 3.34 of the *Environmental Planning and Assessment Act 1979*.

## ORDINARY MEETING

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4. Prepare and submit an Application to the Minister for Energy and Environment for Biodiversity Certification over the subject site.
5. Delegate to the General Manager of Council the signing of the application for Biodiversity Certification.
6. Note that in the event that the planning proposal receives a Gateway Determination to proceed, community consultation not occur until such time as a Draft Voluntary Planning Agreement and site specific Development Control Plan, which includes protected riparian zones and conservation areas along Currency Creek, have been prepared and endorsed by Council.

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

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

**Against the Motion:** Councillor Ross.

**Absent:** Councillors Rasmussen and Tree.

### GENERAL MANAGER

**Item: 146** **GM - Questions of Number of Councillors, Establishment of Wards and Popularly Elected Mayor for Hawkesbury Local Government Area - (79351)**

**Previous Item:** 133, Ordinary (30 July 2019)  
119, Ordinary (28 June 2016)  
MM2, Ordinary (31 May 2016)  
120, Ordinary (8 July 2014)  
91, Ordinary (27 May 2014)  
MM, Ordinary (25 February 2014)  
166, Ordinary (26 July 2011)  
1, Ordinary (28 February 2006)  
33, Ordinary (1 November 2005)

**Directorate:** General Manager

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Mr Bill Sneddon addressed Council, speaking for the recommendation.

### **MOTION:**

A MOTION was moved by Councillor Conolly, seconded by Councillor Richards.

## ORDINARY MEETING

Minutes: 13 August 2019

That:

1. The existing number of twelve councillors at Hawkesbury City Council be maintained for the 2020 Local Government Elections in accordance with Section 224(2) of the Local Government Act, 1993.
2. It be noted that Council has undertaken the required review of and made the required determination in respect to the number Councillors that will hold office at the next election after the 2020 Local Government Elections.
3. Council hold a Constitutional Referendum at the 2020 Local Government Elections to reduce the number of Councillors to eleven for the following election.
4. A report be prepared for Council's consideration that outlines the Constitutional Referendum process to follow, the community consultation required and the costs associated.
5. No change be proposed to Hawkesbury City Council's status as an undivided council area with no wards.
6. No change be proposed to the current process of the mayor at Hawkesbury City Council being elected by the councillors.

An AMENDMENT was moved by Councillor Reynolds, seconded by Councillor Ross.

That:

1. The existing number of twelve councillors at Hawkesbury City Council be maintained for the 2020 Local Government Elections in accordance with Section 224(2) of the Local Government Act, 1993.
2. It be noted that Council has undertaken the required review of and made the required determination in respect to the number Councillors that will hold office at the next election after the 2020 Local Government Elections.
3. Council hold a Constitutional Referendum at the 2020 Local Government Elections to increase the number of Councillors to thirteen for the following election.
4. A report be prepared for Council's consideration that outlines the Constitutional Referendum process to follow, the community consultation required and the costs associated.
5. No change be proposed to Hawkesbury City Council's status as an undivided council area with no wards.
6. No change be proposed to the current process of the mayor at Hawkesbury City Council being elected by the councillors.

**For the Amendment:** Councillors Lyons-Buckett, Reynolds, Ross and Wheeler.

**Against the Amendment:** Councillors Calvert, Conolly, Garrow, Kotlash, Richards and Zamprogno.

**Absent:** Councillors Rasmussen and Tree.

The amendment was lost.

## ORDINARY MEETING

Minutes: 13 August 2019

An AMENDMENT was moved by Councillor Zamprogno, seconded by Councillor Reynolds.

That:

1. The existing number of twelve Councillors at Hawkesbury City Council be maintained in accordance with Section 224(2) of the Local Government Act, 1993.
2. It be noted that Council has undertaken the required review of and made the required determination in respect to the number Councillors that will hold office at the next election after the 2020 Local Government Elections.
3. No change be proposed to Hawkesbury City Council's status as an undivided council area with no wards.
4. No change be proposed to the current process of the mayor at Hawkesbury City Council being elected by the councillors.

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

**Against the Amendment:** Councillors Conolly and Richards.

**Absent:** Councillors Rasmussen and Tree.

The amendment was carried.

### MOTION:

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

### *Refer to RESOLUTION*

### 181 RESOLUTION:

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

That:

1. The existing number of twelve Councillors at Hawkesbury City Council be maintained in accordance with Section 224(2) of the Local Government Act, 1993.
2. It be noted that Council has undertaken the required review of and made the required determination in respect to the number Councillors that will hold office at the next election after the 2020 Local Government Elections.
3. No change be proposed to Hawkesbury City Council's status as an undivided council area with no wards.
4. No change be proposed to the current process of the mayor at Hawkesbury City Council being elected by the councillors.

## ORDINARY MEETING

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

### SUPPORT SERVICES

**Item: 147** **SS - Lease by Council of Bilpin Oval Reserve, 2526 Bells Line of Road, Bilpin (95496, 134759)**  
**Previous Item:** 53, Ordinary (14 March 2006)  
129, Ordinary (29 May 2018)  
**Directorate:** Support Services

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#### **MOTION:**

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

#### ***Refer to RESOLUTION***

#### **182 RESOLUTION:**

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

That:

1. Council agree to enter into a licence agreement with The Minister administering the National Parks and Wildlife Act, 1974 in regard to Bilpin Oval Reserve, 2526 Bells Line of Road, Bilpin, as outlined in the report.
2. Authority be given for any documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the proposed Licensor, together with the advice that Council is not and will not be bound by the terms of its resolution, until such time as appropriate legal documentation to put such resolution into effect has been agreed to and executed by all parties.
4. Council continue to pursue the transfer of the subject land into Council's ownership, in accordance with the resolution of 29 May 2018.

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

**ORDINARY MEETING**

**Minutes:** 13 August 2019

**SECTION 4 – Reports of Committees**

**Item: 148**                      **ROC - Hawkesbury Access and Inclusion Advisory Committee - 27 June 2019 - (124569, 96328)**

**Directorate:**                Support Services

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**MOTION:**

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

***Refer to RESOLUTION***

**183 RESOLUTION:**

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

That:

1. The Minutes of the Hawkesbury Access and Inclusion Advisory Committee Meeting held on 27 June 2019 be received and noted.
2. The Access and Inclusion Advisory Committee, provide a briefing of their dementia friendly objectives to the Town Centres Master Plan Working Group.

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

**Against the Motion:**        Nil.

**Absent:**                        Councillors Rasmussen and Tree.

**Item: 149**                      **ROC - Human Services Advisory Committee - 25 July 2019 - (123486, 124414)**

**Directorate:**                City Planning

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**MOTION:**

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

***Refer to RESOLUTION***

**184 RESOLUTION:**

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

## ORDINARY MEETING

**Minutes:** 13 August 2019

That:

1. The Minutes of the Human Services Advisory Committee Meeting held on 25 July 2019 be received and noted.
2. In relation to Item 3 of the Minutes, Council endorse the recommendations of the Human Services Advisory Committee, namely that:
  - a) Receive and note this information;
  - b) Receive ongoing updates at future Human Services Advisory Committee meetings on the progress of implementation of Council's adopted recommendations from the Affordable Housing Working Group.
  - c) The Human Services Advisory Committee receive feedback on the preparation of a Property Strategy at the next meeting.

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

**Against the Motion:** Nil.

**Absent:** Councillors Rasmussen and Tree.

The Mayor asked for the Meeting to be adjourned at 8:53pm.

The Meeting was resumed at 9:03pm.

## ORDINARY MEETING

Minutes: 13 August 2019

### SECTION 5 – Notices of Motion

**Item: 150**                      **NM1 - Australiana Pioneer Village - (79351,138884)**

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Councillor Wheeler declared a pecuniary interest in this matter as her son is contracted by the Lessee of the Australiana Pioneer Village. She left the Chamber and did not take part in voting or discussion on the matter.

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**MOTION:**

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

*Refer to RESOLUTION*

**185 RESOLUTION:**

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

That:

1. The cost of completing a Conservation Management Plan for the Australiana Pioneer Village be reported to Councillors to enable the Lessees, the Friends of the Australiana Pioneer Village, to better justify and secure grant funding, and
2. Any identified shortfall in funding between monies already secured for this purpose and those required to complete the process be factored into the 2020/2021 budget process.

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

**Against the Motion:**              Nil.

**Absent:**                                  Councillors Rasmussen, Tree and Wheeler.

**Item: 151**                      **NM2 - Invitation to Federal and State MPs to attend Council Meeting - (79351, 801106)**

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**MOTION:**

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

*Refer to RESOLUTION*

**186 RESOLUTION:**

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



## ORDINARY MEETING

**Minutes:** 13 August 2019

That Council:

1. Invite both the Federal Member Susan Templeman, MP and the State Member Robyn Preston, MP to a Council Meeting or a Councillor Briefing Session to outline their objectives and plans for the Hawkesbury LGA and how both members propose to work constructively and mutually with Council to deliver those objectives and plans for the best outcome for the people of the Hawkesbury.
2. Provide an agenda outlining the items for discussion.

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

**Against the Motion:** Councillors Conolly and Kotlash.

**Absent:** Councillors Rasmussen and Tree.

**ORDINARY MEETING**

**Minutes:** 13 August 2019

**QUESTIONS FOR NEXT MEETING**

**Item: 152                      Councillor Questions with Notice**

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Responses to Councillor Questions with Notice listed in the Business Paper of 13 August 2019 were provided and discussed.

**ORDINARY MEETING**

**Minutes:** 13 August 2019

**CONFIDENTIAL REPORTS**

**187 RESOLUTION:**

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

That:

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

**Item: 153 IS - Extension of Tender No. 00978 - Hire and Maintenance of Landfill Plan at Hawkesbury City Waste Management Facility - (95495, 112179, 82995)**

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

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

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

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

**188 RESOLUTION:**

RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Kotlash that open meeting be resumed.

## ORDINARY MEETING

Minutes: 13 August 2019

**Item: 153**                      **IS - Extension of Tender No. 00978 - Hire and Maintenance of Landfill Plant at Hawkesbury City Waste Management Facility - (95495, 112179, 82995)**

**Previous Item:**              151, Ordinary (26 July 2016)

**Directorate:**                Infrastructure Services

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### **MOTION:**

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

### ***Refer to RESOLUTION***

### **189 RESOLUTION:**

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

That the current contract for the "Hire and Maintenance of Landfill Plant at Hawkesbury City Waste Management Facility" with Select Civil Pty Ltd be extended until midnight on 30 August, 2020 based on the proposed agreed rates (Option B - fixed for the one year period with the option of three by one year period extensions).

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

**Against the Motion:**        Nil.

**Absent:**                        Councillors Rasmussen and Tree.

The meeting terminated at 9:40pm.

Submitted to and confirmed at the Ordinary meeting held on 27 August 2019.

.....  
Mayor



ordinary

section 2

mayoral minutes

**ORDINARY MEETING**  
**SECTION 2 – Mayoral Minute**  
**Meeting Date:** 27 August 2019

**SECTION 2 – Mayoral Minutes**

No Mayoral Minutes.

ordinary

section 3

reports  
for determination



**ORDINARY MEETING**

**SECTION 3 – Reports for Determination**

**Meeting Date:** 27 August 2019

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 27 August 2019**

**SECTION 3 – Reports for Determination**

**GENERAL MANAGER**

**Item: 154**                      **GM - Regional Strategic Alliance**

**Directorate:**              General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to:

- Advise Council of the outcome of the Regional Strategic Alliance Board meeting held 7 August 2019. During the course of the meeting the partner Council representatives resolved that the Regional Strategic Alliance Management Agreement between Blue Mountains City Council, Hawkesbury Council and Penrith City Council be terminated within three months.
- Seek Council's endorsement of the termination of the Regional Strategic Alliance Management Agreement.

**EXECUTIVE SUMMARY:**

On 28 April 2015, Council resolved to formally enter into a Regional Strategic Alliance with Blue Mountains and Penrith City Council's. The Regional Strategic Alliance Management Agreement between the three councils was entered into on 12 June 2015. The Regional Strategic Alliance was established to work towards shared outcomes and priority actions that would benefit the region and each council. The initial objectives of the Regional Strategic Alliance were to:

- Optimise State and regional planning within the region;
- Strengthen advocacy and funding for the region;
- Formalise and strengthen the organisational effectiveness of each Council;
- Maximise opportunities for service delivery and innovation (including exploring the provision of shared services) within each local government area;
- Create and promote advantages and relevance of the region to industry, State and Commonwealth Governments and internationally bodies or companies;
- Consideration and reviews of the government structures of each Council; and
- Achieve such other objectives as the Councils determine from time to time should be adopted for the Regional Strategic Alliance.

As a result the Regional Strategic Alliance has strengthened working relationships between the three councils. It has also been particularly successful in attracting funding from Destination NSW for regional tourism.

However, a new and more extensive regional alliance - the Western Sydney City Deal, is now growing in importance and demonstrating greater potential to optimise State and regional planning within the region; strengthen advocacy and funding for the region and promote the relevance of the region to State and Commonwealth Governments. As a consequence, the Regional Strategic Alliance Board meeting held 7 August 2019 resolved that the Regional Strategic Alliance Management Agreement between Blue Mountains City Council, Hawkesbury Council and Penrith City Council be terminated.

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 27 August 2019**

**RECOMMENDATION SUMMARY:**

That Council endorse the termination of the Regional Strategic Alliance Management Agreement, as recommended by the Alliance Board at its meeting held 7 August 2019.

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**REPORT:**

**Context and Background**

The Independent Local Government Review Panel Report '*Revitalising Local Government*' (October 2013), identified elements that the Panel regarded as essential to effective local government reform. The need for stronger and more effective regional groupings of councils was a consistent theme of this and other reform reports.

Stronger regional alliances were seen as vital to achieving long-term sustainability of local government and to ensure that local government is a more effective partner in regional planning with State and Commonwealth Government. As a result, Blue Mountains City Council, Penrith City Council and Hawkesbury City Council commenced dialogue with regard to forming a strategic alliance that would provide opportunities to strengthen ability to deliver on key regional priorities.

In September 2014, a Working Party that included the Mayor, Deputy Mayor and General Manager from each Council was established to oversee and progress the development of a joint proposal. In April 2015 a Regional Strategic Alliance Co-operation and Management Agreement between Blue Mountains, Hawkesbury and Penrith City Councils was formally established to progress the establishment of a Regional Strategic Alliance.

At the Ordinary Meeting on 28 April 2015, Council resolved to formally enter into a Regional Strategic Alliance with Blue Mountains and Penrith City Council's. The Regional Strategic Alliance Management Agreement between the three councils was entered into on 12 June 2015. The Regional Strategic Alliance was established to work towards shared outcomes that benefitted the region between the three councils.

The Regional Strategic Alliance formed prior to the emergence of the Western Sydney City Deal and became a significant focus for each of the three council's in working on a number of priority action areas that would benefit the region and each council.

**Consultation**

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The recommendations presented in this report were endorsed at the latest Regional Strategic Alliance Board meeting on Wednesday 7 August 2019. The contents of this report have been agreed between the three constituent Councils.

**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Leadership

1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.

1.4.2 Achieve higher strategic capacity through strategic alliances and partnerships.

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**Discussion**

The Regional Strategic Alliance

The Regional Strategic Alliance was innovative and ambitious when originally established and despite some challenges, including resourcing, it has provided positive outcomes including co-operation and positive regional outcomes around tourism, auditing, procurement, waste management and asset management.

The initial objectives of the Regional Strategic Alliance were to:

- Optimise State and regional planning within the region;
- Strengthen advocacy and funding for the region;
- Formalise and strengthen the organisational effectiveness of each Council;
- Maximise opportunities for service delivery and innovation (including exploring the provision of shared services) within each local government area;
- Create and promote advantages and relevance of the region to industry, State and Commonwealth Governments and internationally bodies or companies;
- Consideration and reviews of the government structures of each Council; and
- Achieve such other objectives as the Councils determine from time to time should be adopted for the Regional Strategic Alliance.

The Regional Strategic Alliance has strengthened working relationships and significantly increased collaboration between the three councils, allowed for joint and holistic consideration of regional issues and resulted in extensive networking opportunities for staff and councillors. It has also been particularly successful in attracting significant funding from Destination NSW for regional tourism and better sharing of knowledge.

However, a new and more extensive regional alliance - the Western Sydney City Deal, is now growing in importance and demonstrating greater potential to:

- Optimise State and regional planning within the region;
- Strengthen advocacy and funding for the region;
- Promote the relevance of the region to State and Commonwealth Governments.

Western Sydney City Deal

The Western Sydney City Deal was signed on 4 March 2018 and has presented a fundamental opportunity to facilitate the transformation of Western Sydney. It brings together eight Western Sydney Council's into a strategic alliance including the cities of Blue Mountains, Penrith, Hawkesbury, Wollondilly, Camden, Campbelltown, Liverpool and Fairfield.

Over the past year City Deal governance arrangements have commenced on a number of work programs including significant infrastructure projects such as North South Rail and the Liveability funding program providing approximately \$15 million in grant funding to Hawkesbury City Council and for each of the councils.

Councils have continued to be represented by their respective Mayors, General Managers and Senior Officers (Lead Officers) in discussions with the Commonwealth and NSW State Governments. The Councils have also met with each other on a regular basis to put their local perspective as well as working cooperatively on issues that impact the Western Parkland City region.

There are a number of Working Groups established to work on some of the 38 commitments in the City Deal including:

- North South Rail Land Use group
- Communications & Engagement Sub Committee

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- Western Sydney Health Alliance Steering Committee
- Collabora8e Steering Committee and working group
- Western Sydney Industry Attraction Office Working Group
- Planning Partnership

A fuller update to Council on City Deal matters is currently planned for the last quarter of 2019

**Future of the Regional Strategic Alliance – Proposed Dissolution**

At its 7 August 2019 Board meeting the Regional Strategic Alliance considered its future and in particular weighed up the impact of the now well established Western Sydney City Deal strategic alliance.

The Board found that despite the significant achievements of the Regional Strategic Alliance to date, there is a strong argument that it is not effective or efficient for the Regional Strategic Alliance Councils to be participating in both the Regional Strategic Alliance and Western Sydney City Deal strategic alliances simultaneously. Rather that it would be more cost effective and productive for the Regional Strategic Alliance to be dissolved and for energy to focus on the Western Sydney City Deal alliance. This however, would not stop the three Regional Strategic Alliance councils from continuing to work together on key initiatives and projects of regional benefit.

The Regional Strategic Alliance Board therefore resolved at its 7 August 2019 Board Meeting relative to "Item 5: Regional Strategic Alliance Future" that:

- "1. *In recognising that processes associated with the Western Sydney City Deal have generally overtaken the need for the Regional Strategic Alliance, that the Regional Strategic Alliance Board recommends to the three member Councils that the Regional Strategic Alliance be dissolved within three months of the date of this Board Meeting.*
2. *That the General Managers of the three Councils work together to confirm arrangements for resolving outstanding administration and financial matters*
3. *That recommendations for the dissolution of the Regional Strategic Alliance, including arrangements required to resolve all administrative and financial matters upon the dissolution of the Regional Strategic Alliance, be considered by each member Council at the ordinary meeting of that Council to be held in August or September 2019.*
4. *That the General Managers work together to identify ongoing projects and activities for continuation, notably in regional tourism, and the mechanisms that will enable this to occur."*

**Regional Tourism**

In considering the cessation of the Regional Strategic Alliance, the Board expressed a strong desire to continue joint work on key initiatives and projects where beneficial, notably in supporting the regional tourism agenda. There is a clear rational for the three local governments to continue this work, primarily as the Western Sydney City Deal area cuts across two Destination networks (Destination Sydney Surrounds North and South, as established by the state government), the Regional Strategic Alliance has budget for the current financial year to enable this.

It is important to note that the Regional Strategic Alliance Tourism agenda has been resourced through the allocation of a Blue Mountains City Council officer. Officers are currently seeking to resolve this position for the remainder of the current financial year.

Key deliverables for the regional tourism office to date have included:

- Regional Cooperative Marketing Campaign results prepared by DNSW. These results have been presented to Penrith City Council, Blue Mountains City Council Executive, Hawkesbury City Council

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and Blue Mountains Tourism. The results were very positive and showed great growth and awareness for the region during the marketing campaign;

- Content tourism assets project has been completed (photo shoots). The partially grant funded project from the Destination Sydney Surround North Network, the updated content assets shoot was completed in early April. The shoot was undertaken to have evergreen content on council owned assets for Hawkesbury and Blue Mountains City Councils. The Penrith element of the grant and matched Regional Strategic Alliance funding was used to create digital assets particularly around the culture of Penrith and will be used in their current campaign;
- Experience Trail project was completed. The partially funded project from the Destination Sydney Surrounds North Network developed three experience drive trail across the region for digital and printed purposes to be used for the three councils and in future marketing campaigns. This project was developed in conjunction with identified stakeholders and consultation with stakeholders; and.

As a result, it is proposed to retain some capacity and identify a number of jointly agreed projects for delivery. Further, given that the Regional Strategic Alliance board will no longer exist, it is proposed to manage delivery of a regional tourism agenda through collaboration on well-defined projects. A review of progress and future directions will be considered at the end of the current financial year.

#### Legal issues for the Council

The Regional Strategic Alliance was formed under Section 355 of the Local Government Act, whereby Council is able to delegate some of its functions to a committee of Council. The Council retains the ability to dissolve such committees by resolution at an ordinary meeting of Council.

#### Financial Implications

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2019/2020 Adopted Operational Plan, in the amount of \$95K. Blue Mountains City Council, currently holds approximately \$180K in unspent funds relating to the Regional Strategic Alliance. It is proposed that these funds are retained for Regional Tourism priority programs in the current year.

#### Fit For The Future Strategy Considerations

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

#### Conclusion

The Regional Strategic Alliance has resolved that the Regional Strategic Alliance Management Agreement between Blue Mountains City Council, Hawkesbury City Council and Penrith City Council should be dissolved within three months. This report seeks agreement to the dissolution of the Regional Strategic Alliance Management Agreement and agreement to continue with a regional tourism program to deliver a range of priority projects.

#### RECOMMENDATION:

1. That the Council notes the resolutions of the Regional Strategic Alliance adopted at its Board meeting held on 7 August 2019 relative to "Item 5: Regional Strategic Alliance Future" that:

*"1. In recognising that processes associated with the Western Sydney City Deal have generally overtaken the need for the Regional Strategic Alliance, that the Regional Strategic Alliance Board recommends to the three member Councils that the Regional Strategic Alliance be dissolved within three months of the date of this Board Meeting."*

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2. *That the General Managers of the three Councils work together to confirm arrangements for resolving outstanding administration and financial matters.*
  3. *That recommendations for the dissolution of the Regional Strategic Alliance, including arrangements required to resolve all administrative and financial matters upon the dissolution of the Regional Strategic Alliance, be considered by each member Council at the ordinary meeting of that Council to be held in August or September 2019.*
  4. *That the General Managers work together to identify ongoing projects and activities for continuation, notably in regional tourism, and the mechanisms that will enable this to occur.”*
- 
2. That the Council endorses the dissolution of the Regional Strategic Alliance between Blue Mountains, Penrith and Hawkesbury Councils in accordance with the Regional Strategic Alliance Board Meeting recommendations detailed in Part 1 above and proceeds with withdrawing from the Alliance and working with the other General Managers to resolve all remaining administrative and financial matters.
  3. Council continues to work with the other Councils to identify ongoing projects and activities for continuation notably in regional tourism and mechanisms to enable this to occur.
  4. A further report regarding regional tourism initiatives and projects be presented to Council in the last quarter of 2019.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

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**SUPPORT SERVICES**

**Item: 155**                      **SS - Submission to the Local Government Rating System Report issues by the Independent Pricing and Regulatory Tribunal - (95496)**

**Previous Item:**            221, Ordinary (11 October 2016)  
87, Ordinary (10 May 2016)

**Directorate:**               Support Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to seek Council's endorsement of the proposed submission to the Local Government Rating System Final Report issued by the Independent Pricing and Regulatory Tribunal (IPART) in December 2016 and released on 21 June 2019.

**EXECUTIVE SUMMARY:**

The NSW State Government has asked IPART to review the local government rating system in NSW. The purpose of the review is to develop recommendations to improve the equity and efficiency of the rating system, in order to enhance councils' ability to implement sustainable fiscal policies over the long term.

Following an Issues Paper released on 13 April 2016, a Draft Report was issued on 22 August 2016. In December 2016 a Final Report was provided to the Minister. The Minister released the Final Report on 21 June 2019. Feedback in regard to the Final Report is due to the Office of Local Government by 13 September 2019.

The key outcomes of the review are:

- Use the Capital Improved Value valuation method to levy local council rates
- Allow councils' general income to increase as the communities they serve grow
- Give councils greater flexibility when setting rates in residential areas
- Modify rate exemptions so eligibility is based on land use rather than ownership
- Improve assistance to pensioners
- Give councils more options to set rates within rating categories

The Final Report includes 42 recommendations. Feedback has been invited on 28 of these recommendations.

Recommendations within the report have been reviewed and Councillors' input provided during the Councillors' Briefing Session on 20 August 2019 has been reflected in the proposed submission.

The proposed submission is attached as Attachment 1 to this report.

**RECOMMENDATION SUMMARY:**

It is recommended that the submission included as Attachment 1 to this report is endorsed to be forwarded to the Office of Local Government.

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**REPORT:**

**Context and Background**

The NSW State Government has asked IPART to review the local government rating system in NSW. The purpose of the review is to develop recommendations to improve the equity and efficiency of the rating system, in order to enhance councils' ability to implement sustainable fiscal policies over the long term.

The review considers the valuation method to calculate rates, exemptions and rating categories, the way in which councils' total income increases as population increases, the distribution of rates across different ratepayers and the eligibility and design of exemptions and concessions. IPART state that their recommendations are not designed to increase the average rates paid by current ratepayers, but to allow councils to collect revenue more equitably and efficiently from ratepayers.

In conducting the review, IPART have consulted stakeholders, analysed the current rating system and assessed its performance against the key taxation principles of efficiency, equity, simplicity, sustainability and competitive neutrality. IPART have also compared the NSW rating system to best-practice policies in other jurisdictions.

The key outcomes of the review are:

- Use the Capital Improved Value valuation method to levy local council rates
- Allow councils' general income to increase as the communities they serve grow
- Give councils greater flexibility when setting rates in residential areas
- Modify rate exemptions so eligibility is based on land use rather than ownership
- Improve assistance to pensioners
- Give councils more options to set rates within rating categories

Following an Issues Paper released on 13 April 2016, a Draft Report was issued on 22 August 2016. In December 2016 a Final Report was provided to the Minister. The Minister released the Final Report on 21 June 2019. The submissions in regard to the Final Report are due by 13 September 2019.

The Final Report includes 42 recommendations. Feedback has been invited on 28 of these recommendations.

The Final Report can be accessed via the following link:

<https://www.ipart.nsw.gov.au/files/sharedassets/website/shared-files/investigation-section-9-legislative-review-of-the-local-government-rating-system/final-report-review-of-the-local-government-rating-system-december-2016.pdf>

**Detailed History, including previous Council decisions**

The NSW State Government has asked the Independent Pricing and Regulatory Tribunal to review the local government rating system in NSW. The Terms of Reference for the review were developed in December 2015, and an Issues Paper was subsequently released in April 2016. Council considered and endorsed a submission to the Issues Paper at its Ordinary meeting on 10 May 2016. The Issues Paper sought feedback regarding:

- Proposed tax principles
- Valuation methods for setting rates
- Valuation services
- Base Amounts and Minimum Amounts
- Rating Categories and Sub-Categories
- The effectiveness of the current rating system in regard to equity and efficiency
- Rate-Pegging and Special Rate Variations
- Rating Exemptions, Concessions and Rebates

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- Rates for merged Councils
- Postponed Rates
- Mixed Developments
- Conservation Agreements

Following consideration of submissions received, in June 2016, IPART issued an Interim Report to the Minister, and then released a Draft Report in August 2016. Council considered and endorsed a submission on the Draft Report at its Ordinary meeting on 11 October 2016. In light of the comprehensive submission provided in response to the Issues Paper, Council's submission to the Draft Report was focused on recommendations regarding Rate-Pegging and Special Rate Variations.

Following consideration of submissions received, in December 2016, IPART issued the Final Report to the Minister. The Final Report was released publically in June 2019. The Final Report reflects some minor changes in response to submissions made, but generally maintains the nature and intent of the recommendations within the Draft Report.

Whilst the Report released has been termed as "Final", further feedback has been invited by the Office of Local Government on 28 of the 42 recommendations, including the valuation methodology to be used for determining rates (i.e. Capital Improved Value vs Unimproved Value), and other recommendations that would improve rating flexibility for councils. The Minister has ruled out further consultation on recommendations that would reform the outdated system of rate exemptions as a failure to act that will entrench the inequities of the current system. These matters are marked "Not for consultation" on the feedback form.

#### **Policy considerations**

There are no Council policies applicable to this report.

#### **Consultation**

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

#### **Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

#### Our Leadership

1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.

1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.

#### **Discussion**

Details on the recommendations in IPART's Final Report, and the proposed comments to be provided to the Office of Local Government in this regard are provided in Attachment 1 to this report. A summary of the main recommendations, IPART's rationale for the respective recommendations, and comments is provided below:

#### **1. *Recommendation: Use Capital improved Value to levy local council rates***

**IPART's Recommendation:** IPART recommend mandating the Capital Improved Value as the basis for setting rates in metropolitan council areas, and giving non-metropolitan councils the option to use the Capital Improved Value as an alternative to Unimproved Land Value.

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**IPART's Rationale:** For metropolitan areas, the use of Capital Improved Value would allow councils' rate income to grow sustainably as new capital is invested and costs increase. Councils will be able to rate residences and businesses efficiently, equitably, simply and transparently.

The total rates income collected by councils from current ratepayers would remain unchanged with the switch from Unimproved Land Value to Capital Improved Value.

**Comment:** *In IPART's classification, Hawkesbury City Council is a metropolitan council. Council is not in a position to determine whether it supports or not the mandated use of the Capital Improved Value method to levy rates in metropolitan councils. Additional information is required as to how the valuation process would work. Specifically, further information is required in regard to the trigger for a supplementary valuation due to improvements, the process to capture improvements, whether the Capital Improved Value is the current market value or based on a mass valuation process as at the last date of the general valuation. It is also unclear as to how the value of the improvement is calculated under the current Unimproved Land Value basis, and therefore the difference a Capital Improved Value approach would make.*

*A gradual transition to the Capital Improved Value method is not supported due to challenges that would be encountered during practical implementation, specifically, the treatment of excess rates above the proposed 10% (which appears to be an arbitrary %). It is unclear whether this excess would be redistributed or lost, and if lost, whether Council could recoup it in some way.*

*It is proposed that implementation is, in full, in the one year, provided there is a minimum notice period of 2 years between the decision to implement the Capital Improved Value method and the effective date. During this time there should be extensive community consultation by the State Government.*

**2. Recommendation: Allowing council's general income to grow as the communities they serve grow**

**IPART's Recommendation:** IPART recommend allowing councils' rates income to increase over time in line with the growth in the Capital Improved Value arising from new capital investment. A calculation formula has been proposed.

**IPART's Rationale:** As the community grows, new ratepayers would fund the extra local services such as parks, roads, walkways, provided by councils over the coming years to support a growing community. This would allow councils to fund and establish additional infrastructure and services for both current and future ratepayers without the need for State Government assistance or Special Variations. Current ratepayers would be more motivated to support growth, urban renewal and implementing the Plan for Growing Sydney. This recommendation would improve the timely provision of local council services to support a growing community.

The recommendation distributes the rating burden more efficiently and equitably between current and future ratepayers. The recommendation would allow the NSW State Government to significantly reduce the current budget funding that supports growth and urban development, and would allow councils to maintain consistent service levels over time without resorting to Special Variations.

**Comment:** *Council is not in a position to support the recommendation as further clarification in regard to the proposed formula is required.*

**3. Recommendation: Giving councils greater flexibility when setting rates in residential areas**

**IPART's Recommendation:** IPART recommends allowing councils increased flexibility to set different rating structures in residential areas.

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**IPART's Rationale:** This would improve the equity and efficiency of the rating system by allowing councils with diverse communities to set rates that reflect differences in access to, demand for and cost of providing council services across their local area.

**Comment:** *The replacement of "Centre of Population" as a basis to sub-categorise residential land, with a "town or village" and "residential area" basis, to increase flexibility in setting different rating structures is supported, as this makes it easier to define a specific area for rating purposes. It is agreed that options in regard to sub-categories for residential rating would provide better flexibility for councils to align services and rates. However, this flexibility should have stronger parameters to only apply to distinct areas where there is a clear difference in access to services or an evident disproportionate relationship between share of rates paid and the cost of services provided.*

*Whilst the definitions provided to assist in determining appropriate sub-categories are supported, there should be increased emphasis on the degree of difference in regard to different access to, demand for, or costs of providing services. This would ensure the flexibility is not misused.*

*Clarification is required in regard to "cost to provide" versus "access to services". Generally a remote area will have a reduced access to services but it also costs more to provide the services to. This would present a challenge when determining the distribution of rates across the different sub-categories.*

*It is agreed that a limit on the relative rates paid by the different residential sub-categories should exist and it is agreed that details on the various sub-categories being published on councils' website. The 1.5 times appears to be an arbitrary ratio.*

#### **4. Recommendation: Modifying rate exemptions so eligibility is based on land use rather than ownership**

**IPART's Recommendation:** IPART's recommendations on exemptions are driven by the general principle that eligibility should be based on land use rather than ownership.

**IPART's Rationale:** The recommendations better target exemptions to ensure ratepayers do not subsidise the costs of providing council services to properties where this is not justified on efficiency and equity grounds, and properties with comparable uses of land attract the same rating treatment. Applying this general principle, IPART have recommended retaining, amending or removing some exemptions.

**Comment:** *Whilst it is acknowledged that some institutions provide a public benefit, nonetheless the activities of these institutions make use of councils' infrastructure and services. Rates otherwise payable by exempt properties are redistributed among all other non-exempt ratepayers. It is therefore suggested that no exemptions should be allowed, regardless of use or ownership.*

#### **5. Recommendation: Improving assistance to pensioners**

**IPART's Recommendation:** IPART have recommended maintaining the current \$250 pensioner concession rebate for existing pensioners and introducing a new \$1,000 per year rate deferral scheme that would be available to both existing and new pensioners.

**IPART's Rationale:** IPART's recommendation enhances the NSW State Government's commitment to providing concessions to pensioners, whilst improving the long-term financial sustainability of local councils and ensuring that other ratepayers would not be required to fund this cost in the long term.

**Comment:** *The specific recommendations regarding improving assistance to pensioners are not open for feedback. However, comments in this regard have been included in the general comments part of the feedback form. The recommendations regarding the introduction of a rate deferral scheme operated by the NSW Government, where eligible pensioners would be allowed to defer payment of rates up to \$1,000 per annum, are supported. This should be an option available to pensioners in lieu of the current \$250 Pensioner Concession.*

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**6. Recommendation: Giving councils more options to set rates within rating categories**

**IPART's Recommendation:** The current rating system includes four rating categories which reflect the primary use of the land – residential, business, farmland and mining. IPART recommend introducing a new rating category for environmental land, and new subcategories for residential, business, farmland and mining properties.

**IPART's Rationale:** To encourage urban renewal and growth and allow councils to use their rate structures to better take account of different costs that arise from different land uses.

**Comment:** *The introduction of more options to set rates within rating categories is supported. The introduction of an Environmental Land category and the addition of Business sub-categories 'industrial' and or 'commercial' in addition to 'centre of activity' is supported. The introduction of a category for vacant land is supported and it is suggested that the option to sub-categorise land based on geographic location is added, rather than replace the current basis of farming intensity.*

**Financial Implications**

At this stage of the Review of the Local Government Rating System, it is difficult to determine what the financial implications, if any are. The implementation, or otherwise, of the various recommendations will dictate the financial implications for this Council. A report detailing these implications will be provided to Council following the final determination of the recommendations that will proceed to be implemented.

**Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The current recommendation to make a submission to IPART's Final Report the Review of the Local Government Rating System has no resourcing implications, outside of Council's adopted Long Term Financial Plan. The implementation, or otherwise, of the recommendations within the report will dictate whether there is a financial impact, positive or negative, on Council's Long Term Financial Plan.

**Conclusion**

All the recommendations within the Review of the Local Government Rating System – Final Report dated December 2016 have been reviewed and comments as detailed in the submission attached as Attachment 1 to this report, are proposed to be submitted to the Office of Local Government. Comments reflect input provided at the Councillor Briefing Session on 20 August 2019.

Comments have been provided against recommendations open for feedback. General comments have been provided in regard to recommendations relating to improving assistance to Pensioners.

**RECOMMENDATION:**

That the Hawkesbury City Council Submission to the Review of the Local Government Rating System – Final Report dated December 2016, attached as Attachment 1 to this report, is submitted to the Office of Local Government. In regard to the main outcomes of the review, the submission states that:

- Council is not in a position to determine whether it supports or not, the mandated use of the Capital Improved Value valuation method to levy local council rates in metropolitan Councils. Further information is required as to the practical implementation of this valuation basis. More information is required in regard to the trigger for supplementary valuations to capture capital improvements and the process that would be implemented to capture those triggers. Further details are also sought in regard to alignment of the Capital Improved Value with the market value for each individual property.

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Council does not support a staged introduction of the Capital Improved Value valuation method. It is suggested that the new valuation method is introduced in full, in one year, following an extensive period of community consultation prior to the effective date.

- Council does not support allowing councils' general income to increase as the communities they serve grow, as further clarification in regard to the proposed calculation formula is required.
- Council supports the replacement of the "centre of population" basis for residential sub-categories, with "town or villages" or residential areas". This will provide greater flexibility for Councils when setting rates in residential areas.

Council supports the principle that there is a limit in regard to the relative rating burden distribution across the determined sub-categories.

- Council does not support the principle of rating exemptions, regardless of whether they are based on land use or ownership.
- Whilst specific comments were not invited in regard to recommendations relating to improve assistance to pensioners, comments in regard to this matter have been included in the general comments part of the feedback form. Council supports the introduction of a rates deferral scheme operated by the State Government as an option to the current \$250 Pensioner Concession.
- Council supports the introduction of more options to set rates within rating categories. Council supports the introduction of an Environmental Land category and the addition of Business sub-categories 'industrial' and or 'commercial' in addition to centre of activity. Council supports the introduction of a category for vacant land and suggests that the option to sub-categorise land based on geographic location is added, rather than replace the current basis of farming intensity.

**ATTACHMENTS:**

- AT - 1** Hawkesbury City Council Submission to the Review of the Local Government Rating System – Final Report dated December 2016 (*Distributed under separate cover*).

**oooO END OF REPORT Oooo**

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**Item: 156**                      **SS - Monthly Investments Report - July 2019 - (95496)**

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

**Division:**                    Support Services

**PURPOSE OF THE REPORT:**

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

**EXECUTIVE SUMMARY:**

This report indicates that Council held \$55.8 million in investments at 31 July 2019 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy

**RECOMMENDATION SUMMARY:**

It is recommended that the Monthly Investments Report for July 2019 be received and noted.

**REPORT:**

**Context and Background**

The following table indicates that Council held \$55.8 million in investments as at 31 July 2019. Details of the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, and the percentage of the total portfolio, are provided below:

| Investment Type                  | Institution Short Term Rating | Institution Long Term Rating | Lodgement Date | Maturity Date | Interest Rate % | Principal \$ | Percentage of Portfolio | Total \$         |
|----------------------------------|-------------------------------|------------------------------|----------------|---------------|-----------------|--------------|-------------------------|------------------|
| <b>On Call</b>                   |                               |                              |                |               |                 |              |                         |                  |
| CBA                              | A1+                           | AA-                          |                |               | 0.95%           | 4,700,000    | 8.42%                   |                  |
| Tcorp*                           |                               |                              |                |               | 2.15%           | 2,106,775    | 3.78%                   |                  |
| <b>Total On-call Investments</b> |                               |                              |                |               |                 |              |                         | <b>6,806,775</b> |
| <b>Term Investments</b>          |                               |                              |                |               |                 |              |                         |                  |
| ANZ                              | A1+                           | AA-                          | 22-May-19      | 15-Jan-20     | 2.20%           | 2,000,000    | 3.58%                   |                  |
| ANZ                              | A1+                           | AA-                          | 17-Apr-19      | 17-Apr-20     | 2.35%           | 1,500,000    | 2.69%                   |                  |
| ANZ                              | A1+                           | AA-                          | 24-Apr-19      | 06-May-20     | 2.35%           | 1,000,000    | 1.79%                   |                  |
| ANZ                              | A1+                           | AA-                          | 03-May-19      | 06-May-20     | 2.25%           | 2,000,000    | 3.58%                   |                  |
| ANZ                              | A1+                           | AA-                          | 15-May-19      | 25-May-20     | 2.25%           | 1,000,000    | 1.79%                   |                  |
| ANZ                              | A1+                           | AA-                          | 19-Jun-19      | 18-Jun-20     | 1.90%           | 1,000,000    | 1.79%                   |                  |
| Bankwest                         | A1+                           | AA-                          | 10-Jul-19      | 09-Aug-19     | 1.70%           | 2,000,000    | 3.58%                   |                  |
| Bankwest                         | A1+                           | AA-                          | 26-Jun-19      | 18-Dec-19     | 1.90%           | 1,000,000    | 1.79%                   |                  |
| CBA                              | A1+                           | AA-                          | 24-Aug-17      | 23-Aug-19     | 2.72%           | 3,000,000    | 5.38%                   |                  |
| CBA                              | A1+                           | AA-                          | 15-May-19      | 18-Sep-19     | 2.30%           | 1,000,000    | 1.79%                   |                  |
| CBA                              | A1+                           | AA-                          | 02-Mar-18      | 04-Mar-20     | 2.79%           | 1,000,000    | 1.79%                   |                  |

**ORDINARY MEETING**  
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| Investment Type                            | Institution Short Term Rating | Institution Long Term Rating | Lodgement Date | Maturity Date | Interest Rate % | Principal \$ | Percentage of Portfolio | Total \$          |
|--|-------------------------------|------------------------------|----------------|---------------|-----------------|--------------|-------------------------|-------------------|
| CBA  | A1+                           | AA-                          | 04-Apr-18      | 03-Apr-20     | 2.85%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 13-Dec-18      | 10-Sep-19     | 2.73%           | 3,000,000    | 5.38%                   |                   |
| NAB  | A1+                           | AA-                          | 09-Oct-18      | 09-Oct-19     | 2.74%           | 1,500,000    | 2.69%                   |                   |
| NAB  | A1+                           | AA-                          | 19-Oct-18      | 16-Oct-19     | 2.75%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 24-Oct-18      | 30-Oct-19     | 2.75%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 08-Nov-18      | 06-Nov-19     | 2.73%           | 1,500,000    | 2.69%                   |                   |
| NAB  | A1+                           | AA-                          | 21-Nov-18      | 20-Nov-19     | 2.75%           | 1,500,000    | 2.69%                   |                   |
| NAB  | A1+                           | AA-                          | 19-Jun-19      | 21-Nov-19     | 2.07%           | 2,500,000    | 4.48%                   |                   |
| NAB  | A1+                           | AA-                          | 21-Dec-18      | 18-Dec-19     | 2.80%           | 2,000,000    | 3.58%                   |                   |
| NAB  | A1+                           | AA-                          | 16-Jan-19      | 15-Jan-20     | 2.75%           | 2,500,000    | 4.48%                   |                   |
| NAB  | A1+                           | AA-                          | 07-Feb-19      | 07-Feb-20     | 2.75%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 19-Jun-19      | 19-Feb-20     | 2.04%           | 2,000,000    | 3.58%                   |                   |
| NAB  | A1+                           | AA-                          | 06-Mar-19      | 05-Mar-20     | 2.65%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 26-Jun-19      | 25-Mar-20     | 1.97%           | 1,000,000    | 1.79%                   |                   |
| NAB  | A1+                           | AA-                          | 31-May-19      | 29-Apr-20     | 2.20%           | 1,000,000    | 1.79%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 07-Feb-19      | 07-Feb-20     | 2.68%           | 1,000,000    | 1.79%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 22-Feb-19      | 20-Feb-20     | 2.62%           | 1,000,000    | 1.79%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 14-Mar-18      | 13-Mar-20     | 2.81%           | 500,000      | 0.90%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 04-Apr-19      | 03-Apr-20     | 2.41%           | 2,500,000    | 4.48%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 18-Apr-18      | 17-Apr-20     | 2.93%           | 500,000      | 0.90%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 31-May-19      | 03-Jun-20     | 2.07%           | 1,000,000    | 1.79%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 19-Jun-19      | 18-Jun-20     | 1.90%           | 1,500,000    | 2.69%                   |                   |
| Westpac                                    | A1+                           | AA-                          | 26-Jun-19      | 24-Jun-20     | 1.83%           | 1,000,000    | 1.79%                   |                   |
|  |                               |                              |                |               |                 |              |                         |                   |
| <b>Total Term Investments</b>              |                               |                              |                |               |                 |              |                         | <b>49,000,000</b> |
| <b>TOTAL INVESTMENT AS AT 31 July 2019</b> |                               |                              |                |               |                 |              |                         | <b>55,806,775</b> |

\*TCorp is wholly owned by the NSW State Government

### **Performance by Type**

| Category     | Balance \$        | Average Interest | Bench Mark                       | Bench Mark % | Difference to Benchmark |
|--------------|-------------------|------------------|----------------------------------|--------------|-------------------------|
| Cash at Call | 6,806,775         | 1.32%            | Reserve Bank Cash Reference Rate | 1.00%        | 0.32%                   |
| Term Deposit | 49,000,000        | 2.42%            | UBS 90 Day Bank Bill Rate        | 1.03%        | 1.39%                   |
| <b>Total</b> | <b>55,806,775</b> | <b>2.29%</b>     |                                  |              |                         |

### **Restricted/Unrestricted Funds**

At the time of preparing the report, finalised Reserves balances were not available as year end accounting adjustments were still in progress.

### **Detailed History, including previous Council decisions**

Council considered and adopted Council's Investment Policy on 26 June 2018.



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**Policy considerations**

According to Clause 212 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must include a certificate as to whether or not investments have been made in accordance with the Act, the Regulation and the Council's Investment Policy.

**Consultation**

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

**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Leadership

1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.

1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.

1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.

**Discussion**

During the reporting period, the investment portfolio decreased by \$8.3 million reflecting funds received, payments made, and redemption of invested funds and lodging of new term deposits, which is driven by cash flow requirements.

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

As at 31 July 2019, Council's investment portfolio is all invested with major Australian trading banks or wholly owned subsidiaries of major Australian trading banks and in line with Council's Investment Policy.

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

**Financial Implications**

The matters raised in this report have direct financial implications. The income applicable is provided for in the 2019/2020 Adopted Operational Plan.

**Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks.

**ORDINARY MEETING**  
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**Conclusion**

Council has investments totalling \$55.8 million as at 31 July 2019, invested in accordance with Council's Investment Policy.

**RECOMMENDATION:**

That the Monthly Investments Report for July 2019 be received and noted.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Ooo**

**ORDINARY MEETING**

**SECTION 3 – Reports for Determination**

**Meeting Date:** 27 August 2019

ordinary

section 4

reports  
of committees

**ORDINARY MEETING**

**SECTION 4 – Reports of Committees**

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

**Item: 157**                      **ROC - Infrastructure Committee - 24 July 2019 - (95495, 143704)**

**Directorate:**                Infrastructure Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Infrastructure Committee, held on 24 July 2019.

Three matters – Items 3, 4 and 5 as contained within the minutes of the Hawkesbury Infrastructure Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

In relation to Items 1 and 2 and General Business, as they have no policy or financial implications for Council, they are presented for information only.

**RECOMMENDATION SUMMARY:**

The matters contained within the Minutes attached as Attachment 1 to this report of the Infrastructure Committee be received by Council.

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**REPORT:**

**Discussion**

The Committee considered staff reports on a range of matters as shown in the attached minutes (Attachment 1). The following items require specific consideration by Council.

**Item: 3      Strategic Plan for Engagement and Advocacy**

The Committee discussed engagement and advocacy in relation to a range of matters and resolved:

*That Council Officers develop a draft document based on evidence and data that includes the points shown in the Draft Advocacy Table, the document to be circulated to the group as soon as practicable.*

**Item: 4      Draft Transport Policy**

The Committee discussed the Draft Transport Policy and resolved:

*That:*

1.    *The Draft Transport Policy be received and noted.*
2.    *The Draft Transport Policy be forwarded to all Councillors for discussion and feedback at a briefing at a time to be determined and advised.*

**Item: 5      Frequency of Infrastructure Committee Meetings**

The Committee discussed the frequency of meetings and resolved:

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

*That the number of Infrastructure Committee meetings is to be increased in number to address present and emerging issues.*

**RECOMMENDATION:**

That:

1. The Minutes of the Infrastructure Committee meeting held on 24 July 2019 be received and noted.
2. Council Officers develop a draft document based on evidence and data that includes the points shown in the Draft Advocacy Table (as contained in the minutes of the meeting), the document to be circulated to the group as soon as practicable.
3. The Draft Transport Policy be received and noted.
4. The Draft Transport Policy be forwarded to all Councillors for discussion and feedback at a briefing at a time to be determined and advised.
5. The number of Infrastructure Committee meetings is to be increased to address present and emerging issues.

**ATTACHMENTS:**

**AT - 1** Minutes of the Infrastructure Committee held on 24 July 2019

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**AT - 1 Minutes of the Infrastructure Committee held on 24 July 2019**

The meeting commenced at 2.45 pm

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**ATTENDANCE**

Present: Councillor Barry Calvert, Chairperson  
Councillor Paul Rasmussen  
Councillor Nathan Zamprogno  
Councillor Peter Reynolds  
Councillor John Ross

In Attendance: Councillor Danielle Wheeler  
Councillor Emma-Jane Garrow  
Mr Peter Conroy, General Manager  
Mr Jeff Organ, Director Infrastructure Services  
Ms Amanda Carroll, Council Committee Officer

Councillor John Ross arrived at the meeting at 4.00pm  
Councillor Zamprogno left the meeting at 3.30pm

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**REPORT:**

| Member  | 07/11/2018 | 24/07/2019 |
|---|------------|------------|
| Councillor Barry Calvert, Mayor (Chairperson) | ✓          | ✓          |
| Councillor Paul Rasmussen                     | ✓          | ✓          |
| Councillor Peter Reynolds                     | A          | ✓          |
| Councillor Nathan Zamprogno                   | ✓          | ✓          |
| Councillor John Ross                          | ✓          | ✓          |

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Cllr Paul Rasmussen and seconded by Cllr Nathan Zamprogno that the Minutes of the Infrastructure Committee held on the 17 April 2019 be confirmed.

**SECTION 2 - Reports**

**Item: 1 INFC - NSW Ambulance Presentation (95495, 143704, 127899)**

**Discussion:**

This item was postponed due to the presenter being injured in an MVA. The Committee will be advised of a future date for this item when arranged.



**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**Item: 2      INFC - Distribution of Code of Conduct for Committee Members (95496, 91369)**

**OFFICER'S RECOMMENDATION:**

That all Infrastructure Committee members receive and sign for copies of Council's new Code of Conduct and associated Procedures.

**Discussion:**

The General Manager advised the Committee of the following:-

- The Model Code of Conduct and associated Procedures for the Administration of the Code of Conduct were prescribed by the Office of Local Government in December 2018.
- In accordance with the requirements of the Local Government Act 1993, Council adopted a new Code of Conduct (the Code) and Procedures for the Administration of the Code of Conduct (the Procedures) on the 12 March 2019, based on the prescribed Model Code of Conduct and Procedures.
- The amendments to the Code and the Procedures are substantial and include:-
  - i. New standards relating to discrimination, harassment, bullying, work health and safety, behaviour at meetings, access to Council information, and maintenance of Council records;
  - ii. The incorporation of pecuniary interest provisions which were previously contained in the Local Government Act and Regulation;
  - iii. A new requirement for Councillors and designated persons to disclose a new interest in returns of interests within three months of becoming aware of the interest;
  - iv. New rules governing the acceptance of gifts and benefits;
  - v. New provisions relating to appropriate use of social media.
- Council's new Code of Conduct applies to all official representatives of Council, including Councillors, staff, and representatives on advisory committees.
- As outlined in the report to the Committee, the new Code of Conduct contains additional requirements for all committee representatives acting in their official Council capacity in the following areas:
  - i. Pecuniary interest and non-pecuniary conflict of interests
  - ii. Declaration of gifts and benefits
  - iii. Recordkeeping requirements.
- Council has also chosen to incorporate some new provisions relating to the use of social media which apply to all committee representatives.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Cllr Rasmussen and seconded by Cllr Peter Reynolds

That all Infrastructure Committee members receive and sign for copies of Council's new Code of Conduct and associated Procedures.

**Item: 3      INFC - Strategic Plan for Engagement and Advocacy - (95495, 143704)**

**OFFICER'S RECOMMENDATION:**

That a suite of documentation in the form of talking points and information graphics be developed for critical physical and social infrastructure.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**Discussion:**

At the previous meeting it was agreed that all Councillors would be invited to this meeting to workshop the development of a strategic plan for infrastructure advocacy. Councillor Wheeler and Councillor Garrow attended this meeting for the purposes of this workshop.

It was agreed that the document should focus on one of the previously identified advocacy points, those being:

1. An integrated transport system that includes a third river crossing, transport links to the Metro Rail line and the duplication of the rail line from Schofields to Richmond.
2. The Health and well-being of residents west of the river.

Over the course of the discussion the following Advocacy Table was developed.

The Committee reviewed the Draft Advocacy Table and related material presented at the meeting.

| <b>DRAFT ADVOCACY TABLE</b> |                          |  |
|-----------------------------|--------------------------|--|
| <b>ISSUE</b>                | <b>PRIORITIES</b>        | <b>PROPOSED OUTCOMES</b>   |
| <b>Integrated Transport</b> | Third crossing           | <ul style="list-style-type: none"> <li>• Link the Report and the draft policy</li> <li>• Traffic flow from east to west</li> <li>• Capacity - width of the bridge</li> <li>• Alignment - access road outside of the main towns</li> <li>• Long term traffic flows</li> <li>• Evacuation network</li> <li>• Links to other state roads</li> </ul> |
|                             | Rail Network duplication | <ul style="list-style-type: none"> <li>• Rail line from Schofields to Richmond</li> <li>• Transport link from the Metro to Schofields</li> </ul>   |
|                             | Bus Service              | <ul style="list-style-type: none"> <li>• Richmond to join the Metro at Rouse Hill</li> </ul>   |
|                             | Car Park                 | <ul style="list-style-type: none"> <li>• Issues associated with car parking needs to be resolved</li> </ul>  |
| <b>Health and Wellbeing</b> | West of the River        | Emergency Services -<br>Access to services including <ul style="list-style-type: none"> <li>• Ambulance</li> <li>• Electricity</li> <li>• Sewer</li> <li>• Supplies</li> </ul>   |
|                             | General Health concerns  | Access to Medical Services <ul style="list-style-type: none"> <li>• Doctors</li> <li>• Allied health services</li> </ul>   |

It was agreed that many of the identified Health and Well-being problems would be alleviated by the Transport initiatives, therefore the meeting determined to focus on the issues identified in the integrated transport section.

Council Officers will research, collect and collate data and evidence to develop the document. The draft document is to be forwarded to Councillors and Councillors will be asked to provide feedback within a specific timeframe to be advised.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Reynolds

That Council Officers develop a draft document based on evidence and data that includes the points shown in the Draft Advocacy Table, the document to be circulated to the group as soon as practicable.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**Item: 4      INFC - Draft Transport Policy - (95495, 143704)**

**OFFICER'S RECOMMENDATION:**

That the report be received and noted.

**Discussion:**

The purpose of the Draft Transport Policy is to establish a framework to guide both Council and Council Staff in the development of a response to approaches from external parties that are timely, consistent and well informed.

The Draft Policy tabled at the meeting outlines Council's position, aspirations and concerns. It was noted that the tabled document was circulated for discussion and further review.

The Draft Policy fleshes out Council's position across a range of points. It also addresses historical council resolutions and in doing so attempts to develop a single integrated position on transport matters.

Points were made in relation to:

- The relationship between the Draft Policy and the matters discussed in Item 3, and the discussion regarding the third crossing.
- The opportunity to add to the document.
- Its standing on a "Policy" versus a "Statement".
- Its suitability as a guidance document.

It was determined that there is a need for clarity and standardisation around terminology being used when dealing with matters of Council. It was agreed that definitions used should be reviewed and any anomalies addressed.

**COMMITTEE RECOMMENDATION:**

Moved on the motion of Councillor Rasmussen and seconded by Councillor Ross

That:

1. The Infrastructure Committee receive and note the Draft Transport Policy.
2. The Draft Transport Policy be forwarded to all Councillors for discussion and feedback at a briefing at a time to be determined and advised.

**Item: 5      INFC - Frequency of Infrastructure Committee Meetings (95495, 143704)**

**OFFICER'S RECOMMENDATION:**

That the Committee discuss and agree on the frequency of future Infrastructure Committee meetings.

**Discussion:**

It was agreed that the frequency of the Infrastructure Committee meetings be increased.

The next meeting be scheduled to be held on Wednesday, 18 September 2019 commencing at 2.30pm.

All Councillors are to be invited to a briefing session held at the next meeting to discuss the Draft Transport Policy.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**COMMITTEE'S RECOMMENDATION:**

Moved on the motion of Councillor Reynolds and seconded by Councillor Rasmussen

That the number of Infrastructure Committee meetings is to be increased in number to address present and emerging issues.

**SECTION 3 - General Business**

No General Business was discussed.

The meeting terminated at 4:30 pm

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**Item: 158**                      **ROC - Heritage Advisory Committee - 1 August 2019 - (124414, 80242)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Heritage Advisory Committee, held on 1 August 2019.

**RECOMMENDATION SUMMARY:**

Items contained within General Business within the attached Minutes of the Heritage Advisory Committee held on 1 August 2019 have policy or financial implications to Council, and as such require specific consideration by Council.

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

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**REPORT:**

**Discussion**

The Heritage Advisory Committee met on 1 August 2019 and considered staff reports on a range of matters as shown in the attached Minutes (Attachment 1).

The following items require specific consideration by Council:

**General Business Item B - Australiana Pioneer Village – Building Repairs and Maintenance Financial Responsibility**

The Committee was updated in relation to advice received regarding the ongoing repair and maintenance of buildings associated with the Australiana Pioneer Village at Wilberforce.

It was highlighted that Council had received legal advice regarding the responsibility for meeting the costs of maintenance and repairs to the buildings. This advice confirmed that responsibility lies with 'The Friends' of the Australiana Pioneer Village as per the lease agreement.

Following discussion and consideration of the matter, the Committee resolved as follows:

*"That the Heritage Advisory Committee recommends that:*

1. *Council considers funding a Conservation Management Plan for the Australiana Pioneer Village site utilising previous work undertaken in developing a Conservation Management Plan to date, and the work undertaken for the State Heritage Listing with the intention that completion of the Conservation Management Plan will permit potential funding opportunities."*

Subsequent to the Heritage Advisory Committee Meeting, a Notice of Motion was submitted by Councillor Zamprognio regarding the Australiana Pioneer Village to Council's Ordinary Meeting on 13 August 2019. Following consideration of that Notice of Motion, Council resolved:

**ORDINARY MEETING**  
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**Meeting Date: 27 August 2019**

*"That::*

1. *The cost of completing a Conservation Management Plan for the Australiana Pioneer Village be reported to Councillors to enable the Lessees, the Friends of the Australiana Pioneer Village, to better justify and secure grant funding, and*
2. *Any identified shortfall in funding between monies already secured for this purpose and those required to complete the process be factored into the 2020/2021 budget process."*

As such, given Council's consideration of the matter and resolution at its Ordinary Meeting on 13 August 2019, an additional resolution of Council in this respect is not required.

**OFFICER COMMENTS:**

In regard to the discussions recorded in the minutes of the Heritage Advisory Committee, the Committee considered that Council was negligent in handing over responsibility for items of State Heritage in such a poor state and that it seemed as though the lease was designed to cause "The Friends" to fail, the following comments are provided;

In 2009 The Friends of the Australiana Pioneer Village (The Friends) provided a submission to Council to lease the Australiana Pioneer Village based on a Business Plan. The Business Plan outlined the request to lease the Village and also requested, a contribution from Council of \$100K (exclusive of GST) to prepare a Conservation Management Plan and restore and refurbish existing structures. The Business Plan also requested Council to contribute an annual amount of funding towards rates, charges and utilities.

Council at its meeting on 2 February 2010 resolved to:

- accept the submission from The Friends based on the Business Plan and granted a lease to The Friends, at a peppercorn rental for a period of five years, with two by five year options.
- contribute an amount of \$100K (exclusive of GST) towards work to be undertaken by The Friends.
- contribute an annual amount of \$10K (exclusive of GST) for the first five years of the lease (total \$50k exclusive of GST) towards rates and charges.

**General Business – Additional Matters Discussed - Thompson Square – Installation of Power Pole by Endeavour Energy**

Committee Members were advised that a new power pole had been erected by Endeavour Energy within the Thompson Square precinct, on East George Street.

Following discussion and consideration of the matter, the Committee resolved as follows:

*"The Heritage Advisory Committee recommends that:*

1. *The General Manager contact Georgiou, RMS and Endeavour Energy to express its disgust at the further denigration of the Thompson Square Conservation Area by the placement of a power pole on East George Street, and the detrimental impact of the Heritage amenity of the Thompson Square precinct, and that it be relocated consistent with established heritage management guidelines for the precinct."*

Subsequent to the Committee Meeting, the General Manager indicated that he would contact the relevant parties and also investigate options for affording greater consideration to heritage structures and issues in relation to State Significant Projects.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**General Business - Additional Matters Discussed - Brick Barrel Drains - Richmond**

The Committee viewed video footage that had previously been taken from inside the brick barrel drains in Richmond.

Following discussion and consideration of the matter, the Committee resolved as follows:

*The Heritage Advisory Committee recommends that:*

1. Council note the significance of the brick barrel drains in Richmond, and
2. Council investigates the location of the drain and it is appropriately mapped.

Further investigation of the Brick Barrel Drains in Richmond is able to be undertaken as part of the Heritage Study that Council has commenced.

**RECOMMENDATION:**

That:

1. The Minutes of the Heritage Advisory Committee Meeting held on 1 August 2019 be received and noted.
2. In relation to the item in General Business of the Minutes regarding Brick Barrel Drains in Richmond, Council endorse the recommendations of the Heritage Advisory Committee, namely that:
  - a) Council note the significance of the brick barrel drains in Richmond, and
  - b) Council investigates the location of the drain and it is appropriately mapped.

**ATTACHMENTS:**

**AT - 1** Minutes - Heritage Advisory Committee - 1 August 2019.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 27 August 2019**

**AT - 1 Minutes - Heritage Advisory Committee - 1 August 2019**

Minutes of the Meeting of the Heritage Advisory Committee held in Council Committee Rooms, Windsor, on 1 August 2019, commencing at 5:08pm.

**ATTENDANCE:**

**Present:**

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

**Apologies:** N/A

**In Attendance:**

Mr Andrew Kearns, Hawkesbury City Council  
Mr Craig Johnson, Hawkesbury City Council  
Ms Megan Berrell, Council Committee Officer

Ms Nichols attended from 5:29pm

Mr Edwards attended from 5:30pm

Councillor Zamprogno attended from 5:31pm

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Professor Ian Jack and seconded by Ms Ball that the Minutes of the Heritage Advisory Committee held on the 13 June 2019 be confirmed.

| Member                                   | 23/05/2019 | 13/06/2019 | 01/08/2019 |
|--|------------|------------|------------|
| Councillor Danielle Wheeler, Chairperson | ✓          | ✓          | ✓          |
| Mr Graham Edds, Deputy Chairperson       | ✓          | ✓          | ✓          |
| Councillor Peter Reynolds                | ✓          | ✓          | ✓          |
| Councillor Nathan Zamprogno              | ✓          | A          | ✓          |
| Ms Abigail Ball                          | ✓          | ✓          | ✓          |
| Mr Michael Edwards                       | ✓          | ✓          | ✓          |
| Professor Ian Jack                       | ✓          | ✓          | ✓          |
| Ms Helen Mackay                          | ✓          | ✓          | ✓          |
| Ms Judy Newland                          | ✓          | ✓          | ✓          |
| Ms Michelle Nichols                      | ✓          | ✓          | ✓          |
| Mr Steve Rawling AM                      | ✓          | ✓          | ✓          |
| Ms Venecia Wilson                        | ✓          | ✓          | ✓          |
| Ms Janice Hart                           | A          | ✓          | ✓          |
| Ms Deborah Hallam                        | ✓          | A          | ✓          |

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



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**SECTION 3 - Reports for Determination**

**ITEM: 1 Distribution of Code of Conduct to Committee Members - (95496, 91369, 95498)**

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**DISCUSSION:**

Officers advised the Committee of the following:-

- The Model Code of Conduct and associated Procedures for the Administration of the Code of Conduct were prescribed by the Office of Local Government in December 2018.
- In accordance with the requirements of the Local Government Act 1993, Council adopted a new Code of Conduct (the Code) and Procedures for the Administration of the Code of Conduct (the Procedures) on the 12 March 2019, based on the prescribed Model Code of Conduct and Procedures.
- The amendments to the Code and the Procedures are substantial and include:-
  - i. New standards relating to discrimination, harassment, bullying, work health and safety, behaviour at meetings, access to Council information, and maintenance of Council records;
  - ii. The incorporation of pecuniary interest provisions which were previously contained in the Local Government Act and Regulation;
  - iii. A new requirement for Councillors and designated persons to disclose a new interest in returns of interests within three months of becoming aware of the interest;
  - iv. Provisions relating to interactions with the media;
  - v. New rules governing the acceptance of gifts and benefits;
  - vi. New provisions relating to appropriate use of social media.
- Council's new Code of Conduct applies to all official representatives of Council, including Councillors, staff, and representatives on advisory committees.
- As outlined in the report to the Committee, the new Code of Conduct contains additional requirements for all committee representatives acting in their official Council capacity in the following areas:
  - i. Pecuniary interest and non-pecuniary conflict of interests
  - ii. Declaration of gifts and benefits
  - iii. Relations with the Media
  - iv. Recordkeeping requirements.
- The Mayor (or the Deputy Mayor if acting for the Mayor) and the General Manager (or his delegate) are the official spokespersons for the Council.
- Council committee representatives cannot make public comment on Council affairs without the approval of the General Manager or relevant Director.
- Council has also chosen to incorporate some new provisions relating to the use of social media which apply to all committee representatives. Committee representatives must not use social media to post comments, photos, videos, electronic recordings or other information that:
  - i. is offensive, humiliating, threatening or intimidating to other council officials or those that deal with the council
  - ii. contains content about the council that may be misleading or deceptive
  - iii. divulges confidential council information
  - iv. breaches the privacy of other council officials or those that deal with council

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- v. contains allegations of suspected breaches of this code or information about the consideration of a matter under this code, or
- vi. could be perceived to be an official comment on behalf of the council where you have not been authorised to make such a comment.

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**OFFICER'S RECOMMENDATION:**

That all Committee Members receive and sign for copies of Council's new Code of Conduct and associated Procedures.

**COMMITTEE RECOMMENDATION:**

**RESOLVED** on the motion of Ms Hart, seconded by Councillor Wheeler.

That all Heritage Advisory Committee Members receive and sign for copies of Council's new Code of Conduct and associated Procedures.

**SECTION 4 - Reports for Information**

**ITEM: 2            Heritage Near Me - Strategic Projects Grant Funding - Update on Approved Projects - (80242, 95498)**

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**DISCUSSION:**

**Hawkesbury Community Heritage Study and Inventory Sheets**

- Officers provided Committee Members with an update on this project, noting that there have been numerous meetings held with the Heritage Study/Inventory Sheets Working Group to discuss potential sites for heritage listing.
- Correspondence has been forwarded to all groups/organisations that may have relevant information that they would be willing to share with Council.
- It was noted that there is an Online Form available on Council's website for historical groups/organisations and the members of public to submit information relating to the history of the Hawkesbury, whether it be general or specific to an existing or potential heritage listed property.
- Members discussed the importance of forwarding items not already listed to ensure these are captured in the study.
- It was noted that there are multiple schools that may not be currently listed such as Maraylya, Ebenezer, Blaxlands Ridge and Wilberforce Public Schools. The committee agreed it would be worthwhile to confirm what schools were already listed.
- Officers clarified that the Heritage Study consultants are not just looking at the working group's nominations, but assessing the whole city area in order to capture all possible items.
- It was also noted by Committee Members that NSW State Agencies are required to keep a section 170 register of items which may also be a useful source for the study.

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**Hawkesbury LGA – Privately Owned Heritage Remediation Works**

- Officers provided Committee Members with an update on this project, noting that there has been contact made with the Member for Hawkesbury in order to set up a meeting with the Committee's Chairperson, Deputy Chairperson and Heritage Advisor in order to discuss the Heritage Near Me funding program.
- The Chairperson noted that the Member for Hawkesbury was receptive to a meeting, and that a date for this meeting is likely to be set in the next two weeks.
- Officers advised that the feedback received from property owners has been generally positive.

*Mr Edds, Mr Edwards and Ms Nichols declared an interest with respect to this item.*

**Community Conservation of the Historic Cemeteries of the Hawkesbury LGA**

- The Draft Wilberforce Cemetery Handbook was well received by Committee Members.
- Officers advised that they had received a number of subsequent draft handbooks from the consultants at GML Heritage for multiple cemeteries in the Hawkesbury. Committee Members requested that copies of these be forwarded to review.
- It was highlighted that these documents are currently in draft form, and as such should not be distributed publicly.
- A comment was provided with regard to pages 17 and 18 in order to highlight that the responsibility for the care of individual monuments is with family members.
- Once adopted, these Handbooks will become widely available to any interested groups/individuals.

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**OFFICER'S RECOMMENDATION:**

That the information be received and noted.

**COMMITTEE RECOMMENDATION:**

**RESOLVED** on the motion of Ms Mackay, seconded by Ms Newland.

That the information be received and noted.

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**ITEM: 3      HAC - Application for State Heritage Listing of the Archaeological Site of Singletons Watermill - (80242, 95498)**

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**DISCUSSION:**

- Professor Ian Jack provided the Committee with further information in relation to the history and significance of the mills, and highlighted the importance of listing both the North and South Mills in a single nomination.

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- An enquiry was raised regarding whether Officers had been able to contact the property owner of the South Mill. The Committee were advised that Officers have not contacted the property owner at this stage, but expect to in the near future.
- Discussion arose about the possibility of the site being subdivided in the future and how that may affect the Mills.
- Given the Mills are not covered by a heritage listing, consideration could be given to an Interim Heritage Order if the site is considered to be under threat.

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**OFFICER'S RECOMMENDATION:**

That the report be received and noted.

**COMMITTEE RECOMMENDATION:**

**RESOLVED** on the motion of Mr Rawlings, seconded by Councillor Zamprogno.

That the report be received and noted.

**SECTION 5 - General Business**

**A. New Office of Environment & Heritage Grants**

Officers provided the Committee with an update in relation to recent advice received regarding the success of a number of Office of Environment & Heritage grant applications, including:

- Hawkesbury Local Government Area Wide – Aboriginal Cultural Heritage Study Grant
- Local Heritage Assistance Fund
- Heritage Advisory Service
- Additionally, two other private projects within the Hawkesbury Local Government Area were also approved under the Heritage Grants 'Caring for State 2019-2021', including:
  1. Australian Pioneer Village Wilberforce – Development of maintenance plans for each of the village buildings.

*Mr Edds declared an interest with respect to this item.*

2. Macquarie School House/Chapel and St Johns Church Wilberforce – undertake a Conservation Management Plan.

*Professor Ian Jack declared an interest with respect to this item.*

**DISCUSSION:**

- It was suggested that engagement and discussions commence with Members from the Draft Reconciliation Action Plan Working Group in regard to the Aboriginal Cultural Heritage Study Grant.
- Members agreed that obtaining the Aboriginal Archaeology findings from the Windsor Bridge Replacement Project and other recent Aboriginal Archaeology investigations would provide valuable information to this study.

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- It was noted that Council has secured grant funding for an amount of \$6,000 per year from the NSW Office of Environment & Heritage for the provision of a Heritage Advisory Service.
- Committee Members expressed concerns that Council's contribution for a Heritage Advisory Service is significantly more than \$6,000 and that the Office of Environment and Heritage grant amount is not sufficient to cover the Heritage Advisor and heritage related programs. It was suggested to raise this with the Member for Hawkesbury in an effort to secure additional funding.

**B. Australian Pioneer Village – Building Repairs and Maintenance Financial Responsibility**

*Councillor Wheeler (Chair) and Mr Edds (Deputy Chair) declared interests with respect to this item and during discussion on this matter, passed the chair position to Council Officer, Mr Kearns.*

*Ms Hart declared an interest with respect to this item.*

Officers provided the Committee with an update in relation to advice received regarding the ongoing repair and maintenance of buildings associated with the Australian Pioneer Village in Wilberforce.

It was highlighted that had Council received legal advice regarding the responsibility for meeting the costs of maintenance and repairs to the buildings. This advice confirmed that responsibility lies with 'The Friends' of the Australian Pioneer Village as per the lease agreement.

**DISCUSSION:**

- Committee Members stated that they believed the legal advice was appropriate if the buildings were in good condition at the time the lease was entered into and that the committee considered Council was negligent in handing over responsibility for items of State Heritage in such a poor state.
- Committee Members expressed concerns that it is expensive to take on failing buildings and in such bad condition, and that it seemed as though the lease was designed to cause 'The Friends' to fail.
- It was noted that there are two committees at the Australian Pioneer Village, and the support that 'The Friends' obtain is only what they seek themselves.
- Committee Members considered that there is potential for Council to offer assistance with a number of matters including how to run events.
- Discussion occurred regarding the costs and budgets involved in preparing a Conservation Management Plan for the Village that would unlock other sources of funding.

The Heritage Advisory Committee recommends that:

1. Council considers funding a Conservation Management Plan for the Australian Pioneer Village site utilising previous work undertaken in developing a Conservation Management Plan to date, and the work undertaken for the State Heritage Listing with the intention that completion of the Conservation Management Plan will permit potential funding opportunities.

**MOVED** by Ms Hallam and seconded by Ms Mackay.

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**C. Notice of Heritage Council Recommendation to List St Peter's Anglican Church Group on the State Heritage Register**

Officers provided the Committee with advice from the Office of Environment & Heritage, regarding notification that St Peter's Anglican Church Group located at 834 Windsor Street, Richmond has been recommended for listing on the State Heritage Register by the Heritage Council of NSW.

Officers advised that once the Minister for Heritage has considered the recommendation and made a decision regarding this site, further advice will be provided to Committee Members.

**DISCUSSION:**

- Clarification was provided to the Committee that the Minister responsible for this decision is The Hon. Don Harwin MLC, Special Minister for State, Office of Environment & Heritage.
- Members highlighted that the map provided as an attachment was unclear and the SHR Curtilage boundaries were not clearly shown. It was requested that a clearer copy of the image from the website, be forwarded to Committee Members.

**D. Recognition of Private Whirlpool**

Professor Ian Jack advised the Committee that feedback from the Heritage Advisory Committee had been provided to the chair of the Frederick Whirlpool VC Memorial Committee. Subsequently, the chair of the Frederick Whirlpool VC Memorial Committee has requested an opportunity to address the Heritage Advisory Committee on this matter.

The Heritage Advisory Committee recommends that:

1. An invitation be extended to the Chair of the Frederick Whirlpool VC Memorial Committee to address the next Heritage Advisory Committee meeting on this matter.

**MOVED** by Councillor Wheeler and seconded by Ms Mackay.

**Additional Matters Discussed**

**Dr Rex Stubbs Commemorative History Day**

An invitation was extended to all Committee Members to attend the 2019 Dr Rex Stubbs Commemorative History Day being held at the Deerubbin Centre on Saturday, 31 August 2019.

This is a free event that recognises Dr. Stubbs' commitment to the Hawkesbury community, and aims to promote interest in the unique history of the area. The Rex Stubbs Symposium is named in commemoration of Emeritus Mayor, Dr. Rex Stubbs OAM, who was first elected to Hawkesbury City Council in 1983. Dr Stubbs held office for nearly 27 years and was our longest serving Councillor.

It was noted that bookings could be made online or by contacting the library.

**Kurrajong Village Historic Signage**

Committee Members discussed the possibility of implementing historic signage for the Kurrajong Village area. It was suggested to make an appointment to speak to Council's Heritage Advisor in relation to this and that the matter be included in the agenda for the next Heritage Advisory Committee meeting on 31 October 2019.

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**118 Francis Street, Richmond**

Members expressed concerns regarding the building situated at 118 Francis Street, Richmond. The slab barn located on the property is in poor condition.

The Committee discussed the possibility of obtaining an Interim Heritage Order for this site if it becomes under threat.

**Minutes from WolfPeak Presentation regarding Windsor Bridge Heritage Interpretation**

The Committee requested that a follow up email be sent to WolfPeak to obtain the minutes and feedback from the presentation held on 23 May 2019.

**Thompson Square – Installation of Power Pole by Endeavour Energy**

*Councillor Reynolds declared an interest with respect to this matter.*

Committee Members were advised that a new power pole had been erected by Endeavour Energy within the Thompson Square precinct, on East George Street.

All Members expressed frustration towards this latest development due to the further dismissal of the significant heritage of Thompson Square, and agreed that the power pole should be removed immediately.

The Heritage Advisory Committee recommends that:

1. The General Manager contact Georgiou, RMS and Endeavour Energy to express its disgust at the further denigration of the Thompson Square Conservation Area by the placement of a power pole on East George Street, and the detrimental impact of the Heritage amenity of the Thompson Square precinct, and that it be relocated consistent with established heritage management guidelines for the precinct.

**MOVED** by Mr Edwards and seconded by Ms Wilson.

**Brick Barrel Drains - Richmond**

Officers provided the Committee with video footage taken from inside the brick barrel drains in Richmond.

Committee Members agreed that this should be flagged under the Heritage Study as potentially state significant, and also related to the layout of Richmond in the early 19<sup>th</sup> Century.

The significance of public infrastructure including kerb and guttering and the drainage system in Richmond was also noted.

The Heritage Advisory Committee recommends that:

1. Council note the significance of the brick barrel drains in Richmond, and
2. Council investigates the location of the drain and it is appropriately mapped.

**MOVED** by Ms Nichols and seconded by Ms Wilson.

The meeting terminated at 7:24pm.

**oooO END OF REPORT Oooo**

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**Meeting Date: 27 August 2019**

**Item: 159**                      **ROC - Local Traffic Committee - 12 August 2019 - (95495, 80245)**

**Directorate:**                Infrastructure Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 12 August 2019. The Local Traffic Committee is not a Committee of Council but a Statutory Committee.

**RECOMMENDATION SUMMARY:**

The matters contained within the Minutes attached as Attachment 1 of this report of the Local Traffic Committee have no policy or financial implications to Council. It is recommended that the Minutes be received and noted by Council.

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**REPORT:**

**Discussion**

The Committee considered reports on the following matters as shown in the attached minutes (Attachment 1):

- Cancellation of Events - 2019 Hawkesbury Caravan, Camping, 4WD, Fishing and Boat Show and 2019 St Albans Rural Fire Brigade Pioneer Trail Run
- Special Event Traffic - The Hawkesbury 120 Ski Race Classic 2019
- Special Event Traffic - Lost Trades Fair 2019
- Traffic Matter - Changes to Parking Arrangements to No. 19 Fitzgerald Street and Union Lane, Windsor - DA0765/16
- General Business Matter - Median Strip on George Street, South Windsor before the Richmond Road Roundabout

**RECOMMENDATION:**

That the Minutes of the Local Traffic Committee meeting held on 12 August 2019 be received and noted.

**ATTACHMENTS:**

**AT - 1**     Minutes of the Local Traffic Committee held on 12 August 2019



**ORDINARY MEETING**  
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**AT - 1 Minutes of the Local Traffic Committee held on 12 August 2019**

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Monday, 12 August 2019, commencing at 3pm.

**ATTENDANCE**

**Present:** Councillor Peter Reynolds, Hawkesbury City Council  
Senior Constable Damien Mitchell, NSW Police Force  
Mr David Osborne, Roads and Maritime Services  
Mr Mark Rusev, representing Ms Robyn Preston, MP (Hawkesbury)

**Apologies:** Inspector Stuart Davis, NSW Police Force  
Mr Steve Grady, Busways

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

Mr Christopher Amit advised the Committee that the position of Chair is to be undertaken in accordance with RMS (formerly RTA) Guidelines "Delegation to Councils for Regulation of Traffic" Section 5.3 which states that the meeting is to be convened by a Council Representative, either voting or non-voting. On this basis Mr Amit is to take up the position of the Chair for this meeting as agreed to with Councillor Reynolds.

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne that the apologies be accepted.

**SECTION 1 - Minutes**

**Item 1.1 Confirmation of Minutes**

The Committee resolved on the Motion of Councillor Peter Reynolds, seconded by Mr David Osborne, that the Minutes from the previous meeting held on Monday, 8 July 2019 be confirmed.

**Item 1.2 Business Arising**

**Item: 1.2.1 LTC - Cancellation of 2019 Events - (Hawkesbury) - (80245, 143632, 73597)**

**Previous Item:** 2.2, LTC (11 March 2019)  
2.3, LTC (08 July 2019)

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**REPORT:**

Mr Christopher Amit referred to the reports which were discussed at the March and July 2019 meetings (Item 2.2 and 2.3 respectively) and updated the Committee regarding correspondence received from the two event organisers.

Advice has been received from Rural Scene Promotions, organisers of the Hawkesbury Caravan, Camping, 4WD, Fish and Boat Show 2019 informing Council that due to unforeseen circumstances this year's event (planned for between 30 August and 1 September) has been cancelled. Separately, St Albans Rural Fire Brigade has also advised that due to low participant registration numbers, the 2019 St Albans RFS Pioneer Trail Run (planned for 27 July) has been postponed this year.

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**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne.

Support for the Recommendation:          Unanimous

That the information be received.

**SECTION 2 - Reports for Determination**

**Item: 2.1          LTC - The Hawkesbury 120 Ski Race Classic 2019 - (Hawkesbury) - (80245, 92138)**

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**REPORT:**

**Introduction:**

An application has been received from Ski Racing NSW Inc, seeking approval (in traffic management terms) to conduct the Hawkesbury 120 Ski Race Classic 2019 on Saturday, 24 and Sunday, 25 August 2019.

The event organiser has advised;

- The Hawkesbury 120 Ski Race Classic is an annual event initially undertaken in 2006.
- The Hawkesbury 120 Ski Race Classic is an annual water ski race on the Ski Racing Australia Calendar and is undertaken along the Hawkesbury River.
- The race is 120 kilometres in length.
- Event Schedule:
  - Saturday, 24 August 2019:
    - Ski Race from Governor Philip Park, Windsor to Sackville Ski Gardens, Tizzana Road, Sackville and return.
    - Start and Finish times: 8:30am to 5pm.
    - Set Up and Pack Down Times: 6am to 6pm.
  - Sunday, 25 August 2019:
    - Ski Race from Governor Philip Park, Windsor to NSW Ski Grounds Caravan Park (Known as NSW Ski Gardens) at River Road, Wisemans Ferry and return.
    - Start and Finish times: 8:30am to 5pm.
    - Set Up and Pack Down Times 6am to 8pm.
- The event will incorporate vessel safety scrutineering to be undertaken on Friday, 23 August 2019. The safety scrutineering will be conducted between 12noon and 5pm and with the expected number of competitors, it is not anticipated to impact on local traffic conditions in the area. All vehicles towing vessels will be able to be contained within the car park facilities and will not adversely impact local street or cause significant traffic congestion.

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- The suspension of ferry services, controlled by Council and the Roads and Maritime Services - RMS (formerly RTA), is required on Sunday, 25 August 2019:
  - Lower Portland Ferry (HCC): 8am to 5pm
  - Sackville Ferry (RMS): 8am to 5pm
- Webbs Creek Ferry and Wisemans Ferry are located downstream to the NSW Ski Gardens, and subsequently these ferry operations are not affected.
- The suspension of the ferry services is required for safety reasons. Emergency vehicles will be allowed access at all times. The ferries will operate in the event of an emergency and competitors will be stopped to ensure the safety of all.
- Alternate routes for traffic are available which include travelling via Putty Road to Windsor on the western side and via Pitt Town, Cattai and Wisemans Ferry Roads to Windsor on the eastern side.
- The event organiser acknowledges that either Council or the RMS on the day may have the need to alter the suspension of the ferries at their discretion.
- A river open boat will pass the entire course at the conclusion of the event.
- Windsor boat ramp will be closed to the public on both days.
- The number of participants expected is approximately 400, consisting of four groups of 100 participants.
- Approximately 200 to 300 spectators are expected at the start/finish venue at Governor Phillip Park, Windsor.
- Parking will be at Governor Phillip Park with additional parking available off street utilising vacant land adjacent to Governor Phillip Park.
- There will be an increase to traffic flow on roads surrounding Governor Phillip Park; however the effect on traffic is not expected to be significant.
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road, but historically there have been no issues with traffic in these areas.
- Road closures are not required other than the closure of the approach roads to the two ferries along the Hawkesbury River.
- The River will be closed for the duration of the event on each of the two days along the length of the event course.
- Advance warning with VMS will be located on Wilberforce Road and Richmond Road, near Marsden Park and Berkshire Park.

**Discussion:**

The event organiser is seeking Council and RMS approval for the suspension of the following Ferry Services on Sunday, 25 August 2019:

- Lower Portland Ferry (HCC): 8am to 5pm,
- Sackville Ferry (RMS): 8am to 5pm,

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Webbs Creek Ferry and Wisemans Ferry are located downstream of the NSW Ski Gardens, and subsequently these ferry operations are not affected on Sunday, 25 August 2019.

Ferry operations are not affected on Saturday, 24 August 2019, as Wisemans Ferry, Webbs Creek Ferry, Sackville Ferry and Lower Portland Ferry are all located downstream of the Sackville Ski Gardens.

Total suspension of the Lower Portland Ferry and Sackville Ferry is required due to poor sight distance leading to the ferry and the bends in the river. The total suspension of the ferry services will enable a free flow of competitors across the ferry crossings.

As in previous years, emergency vehicles will be allowed access onto the ferries. Safety vessels with crew will be placed on the relevant side of the ferries with suitable equipment to indicate to competitors that a ferry may be operating and with communication between the boat and the ferry vessel.

The Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. The Sackville Ferry Service is the under the care and control of the Roads and Maritime Services - RMS (formerly RTA).

The event will be held principally along the Hawkesbury River with the event organiser requesting exclusive use of the River from the Roads and Maritime Services - RMS (formerly NSW Maritime). The spectators travelling to the event, and in particular to Governor Phillip Park, may impact heavily on the state road network along Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street as well as the local roads such as George Street and Court Street. Furthermore the suspension of the Ferry services and subsequent road closures leading to the ferries (1 RMS Ferry and 1 HCC Ferry) will have an impact on the adjacent road network in the vicinity of the ferries. The suspension of the RMS ferry is affectively closing a State road. It would be appropriate to classify the event as a "Class 1" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).

As the event is classified as a "Class 1" event, approval is to be sought directly by the event organiser for the suspension of the Sackville Ferry service from the Transport Management Centre (TMC).

The event organiser has submitted the following items in relation to the event: Attachment 1 (ECM Document Set ID No: 6644285):

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 (Roads and Maritime Services - RMS),
4. Event Traffic Management Plan which requires updating in line with the information in the main application and updated for the 2019 event,
5. Copy of the correspondence to be forwarded to the Residents – however the correspondence does not cover details relating to the ferries
6. Copy of Insurance Policy which is valid to 31 May 2020,
7. Copy of the Aquatic License Approval from RMS.

Council resolved to grant the exclusive use of Governor Phillip Park for the event at its meeting on 09 July 2019.

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**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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury 120 Ski Race Classic 2019 event planned for Saturday, 24 and Sunday, 25 August 2019 be classified as a "Class 1" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
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 and the following conditions:

**Prior to the 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 the Transport Management Centre – TMC as this is a "Class 1" event and the road closures resulting from the suspension of the HCC and RMS ferries; a copy of the Transport Management Centre – 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 a Traffic Control Plan (TCP), which needs to include details such as

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the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions, to Council for acknowledgement and the Transport Management Centre (TMC) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements WHS legislation and associated Codes of Practice and Australian Standards;

- 4f. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4g. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4h. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4i. 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/ferry closures, the impact on ferry services 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 (advertising medium to be advised);
- 4j. 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;
- 4k. 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/ferry closures, the impact on ferry services 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;
- 4l. 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/ferry closures, the impact on ferry services 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;
- 4m. 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:**

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);

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- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4r. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4s. 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,

**Ferry Services**

- 5. The applicant is to seek approval relating to the RMS ferry from the Transport Management Centre (TMC), for the suspension of the Sackville Ferry Service, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

Suspension of the ferry services on Sunday 25 August 2019 as listed below:

- Lower Portland Ferry (HCC): 8am to 5pm
- Sackville Ferry (RMS): 8am to 5pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by the Transport Management Centre (TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to:
  - traffic impact and delays,
  - exclusive use of Governor Phillip Park,
  - timings of suspension of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions are to be outlined in the TMP and are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA) and Council be authorised to alter ferry suspension times if necessary.

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**APPENDICES:**

**AT - 1** Special Event Application - (ECM Document Set ID No. 6644285) – *see attached*.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne.

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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury 120 Ski Race Classic 2019 event planned for Saturday, 24 and Sunday, 25 August 2019 be classified as a "Class 1" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
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 and the following conditions:

**Prior to the 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;



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- 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 the Transport Management Centre – TMC as this is a "Class 1" event and the road closures resulting from the suspension of the HCC and RMS ferries; a copy of the Transport Management Centre – 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 a Traffic Control Plan (TCP), which needs to include details such as the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions, to Council for acknowledgement and the Transport Management Centre (TMC) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4g. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4h. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4i. 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/ferry closures, the impact on ferry services 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 (advertising medium to be advised);
- 4j. 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;
- 4k. 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/ferry closures, the impact on ferry services 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;
- 4l. 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/ferry closures, the impact on ferry services 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;
- 4m. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

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**During the event:**

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4r. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4s. 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,

**Ferry Services**

- 5. The applicant is to seek approval relating to the RMS ferry from the Transport Management Centre (TMC), for the suspension of the Sackville Ferry Service, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

Suspension of the ferry services on Sunday 25 August 2019 as listed below:

- Lower Portland Ferry (HCC): 8am to 5pm
- Sackville Ferry (RMS): 8am to 5pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by the Transport Management Centre (TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to :
  - traffic impact and delays,
  - exclusive use of Governor Phillip Park,
  - timings of suspension of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions are to be outlined in the TMP and are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with

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communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA and NSW Maritime) and Hawkesbury City Council; and,

- 5e. the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA) and Council be authorised to alter ferry suspension times if necessary.

**Item: 2.2      LTC - Lost Trades Fair 2019 - Hawkesbury Showground, Clarendon - (Hawkesbury) - (80245, 147054)**

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**REPORT:**

**Introduction**

An application has been received seeking approval (in traffic management terms) to conduct the Lost Trades Fair 2019 within the Hawkesbury Showground, Clarendon, on Saturday, 5 and Sunday, 6 October 2019.

The event organiser has advised:

- This is the first year that the event is being held in NSW. Previously the event has been held in Victoria and Queensland.
- This is a traditional trades event with career artisans and makers demonstrating their skills and trades to the public such as woodwork, boat building, coppering, metalwork, candle making, textiles and stonework carving.
- The event will be conducted between 10am and 4pm for both days. Access for pre-booked tickets will be available from 9:30am.
- The Showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is located within the Hawkesbury Showground only.
- The event is expected to attract approximately 100 participants.
- The event is expected to attract 6,000 to 8,000 spectators each day.
- It is anticipated that most visitors will travel by car. They will park within the Hawkesbury Showground car parking area, and will be directed into the site via Gate 4, by accredited traffic controllers. Exit from the showground will be via Gate 1.
- There may be an increase to traffic flow on Hawkesbury Valley Way and Racecourse Road each morning.

**Discussion**

Racecourse Road intersects with Hawkesbury Valley Way near the northern boundary of the showground site, and intersects with Blacktown Road approximately 3.5 kilometres to the south. Racecourse Road is a minor rural road of approximately 3.5 kilometres in length with the full length being sealed. The event

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organiser is anticipating that a high proportion of traffic is expected from the Hawkesbury Valley Way intersection. Both Hawkesbury Valley Way and Blacktown Road are main arterial roads.

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the showground along Racecourse Road from the Blacktown Road intersection. Traffic controllers will need to monitor queue lengths along Racecourse Road to ensure vehicles do not queue across the Railway tracks.

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 the Roads and Maritime Services - RMS (formerly RTA) as the event may impact on major traffic and transport systems and there may be low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 6640793):

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 (Roads and Maritime Services - RMS),
4. Event and Parking Layout for the Showground.

**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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Lost Trades Fair 2019 event within the Hawkesbury Showground, Clarendon, on Saturday 5, and Sunday, 6 October 2019, 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 the Roads and Maritime Services - RMS (formerly RTA).
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 and the following conditions:

**Prior to the 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

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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 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 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 submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council for acknowledgement and the Roads and Maritime Services - RMS (formerly RTA) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. 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 the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4f. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4g. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures 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);
- 4i. 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;
- 4j. the event organiser is to directly notify relevant 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 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;
- 4k. 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 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;

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- 4l. 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:**

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4r. 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.

**APPENDICES:**

**AT - 1** Lost Trades Fair 2019 - Event Layout Plan

**AT - 2** Special Event Application – (ECM Document Set ID No: 6640793) - *see attached*





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**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne.

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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Lost Trades Fair 2019 event within the Hawkesbury Showground, Clarendon, on Saturday 5, and Sunday, 6 October 2019, 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 the Roads and Maritime Services - RMS (formerly RTA).
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 and the following conditions:

**Prior to the 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 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 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;



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- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council for acknowledgement and the Roads and Maritime Services - RMS (formerly RTA) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. 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 the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4f. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4g. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures 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);
- 4i. 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;
- 4j. the event organiser is to directly notify relevant 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 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;
- 4k. 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 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;
- 4l. 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:**

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);

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- 4q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4r. 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.

**Item: 2.3      LTC - Changes to Parking Arrangements to No. 19 Fitzgerald Street and Union Lane, Windsor - DA0765/16 - (Hawkesbury) - (80245, 137494, 95498, 96329)**

**Previous Item:**      LTC, 9 May 2016  
                              QWN 3, (Ordinary) 2 February 2016  
                              NM3, (Ordinary) 30 June 2015

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**REPORT:**

Background:

Parking adjacent to No.19 Fitzgerald Street was considered previously by the Local Traffic Committee (LTC) at its meeting on 9 May 2016. This was in response to a Council resolution relating to parking issues in the Windsor and Richmond area as well as a Question in relation to the Fire Station in Fitzgerald Street which had relocated and Council enquired if a review could be conducted in relation to the restricted vehicular parking around the location.

The report to the LTC meeting on 9 May 2016 is listed as follows:

*“An investigation of Fitzgerald Street, Windsor in the vicinity of Union Lane and George Street has indicated that there is a No Stopping zone across the frontage to the Fire Station at No. 19. The opposite side of the road consists primarily of a No Stopping zone with a 7 metre No Parking zone adjacent to the Medical Centre at No. 10. The kerb line across the Fire Station primarily consists of laybacks with a three metre section of Kerb and Gutter between the main two driveways. It is not possible at this stage to change the available parking due to the driveway arrangements as these driveways provide access to the site.*

*Should the site in future be redeveloped and the access points changed, there may be potential kerb side parking, although the manoeuvring of Buses from the adjacent Bus Zone will need to be taken into account.*

*Fitzgerald Street between Macquarie Street and Union Lane is limited to some on-street parking and the Bus Zone on one side of the road only. This is mainly due to the road width which is in the order of eight metres. Parking on one side of the road allows for the free flow and safe passage of pedestrian and vehicular traffic. This section of Fitzgerald Street contains two pedestrian crossings, access to the public car park and the side street of Pulsford Lane.*

*Fitzgerald Street between Union Lane and The Terrace has less pedestrian movement and allows for on-street parking on both sides of the road. Parking on both sides of the road reduces the available travelling width of roadway for vehicles and only allows one vehicle at a time to pass through the parked vehicles. Removing of parking from one side of the road will improve the free flow of traffic but in turn may lead to the increase in travel speed (narrow road leads to a reduction in travel speed).*

*The parking arrangements along Fitzgerald Street between Macquarie Street and The Terrace are considered satisfactory and no changes are proposed at this stage.”*

Following on from the recommendation made by the LTC Committee on 9 May 2016, Council at its meeting on 31 May 2016 resolved that:

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*“The existing parking restrictions in Fitzgerald Street, Windsor between Macquarie Street and The Terrace be retained and the parking arrangements in the vicinity No 19 Fitzgerald Street be reviewed should the site be redeveloped.”*

Current Development at No.19 Fitzgerald Street:

The Windsor Fire Station located at No.19 Fitzgerald Street, Windsor (Lot 4 in DP 834919), is a corner property with frontages to Fitzgerald Street and Union Lane and access available to the property from both roads.

The property owner, who is a not-for-profit organisation, lodged a development application DA0765/16 for a boarding house and commercial premises.

Based on the submitted documents, the boarding house will be a two-storey building and provide supportive accommodation for seniors who are at risk of homeless, accommodating a maximum of 19 lodgers.

The Development Consent No. DA0765/16 was determined on 28 November 2017, which included the construction of a parking area accessed from Union Lane to provide parking for four (4) passenger vehicles (one of the four spaces being an accessible parking space).

A Section 4.55 (formerly known as a Section 96) application was determined on 19 June 2018 for consent condition modifications, which included the design and layout of the parking area and pedestrian footpath, as well as timed parking signage. An extract of the Consent Conditions are listed below (Consent Conditions 12 and 66).

**12. Parking and Pedestrian Footpath adjoining Union Lane**

The development must provide:

- a) a total of four car parking spaces (including one accessible parking space); and
- b) a footpath for the length of Union Lane along the frontage of Lot 4 in DP 834919 as detailed in Drawing No. A002 'Ground Floor Plan' Rev 'A' prepared by 4D Architecture and dated 1 June 2018.

The car parking spaces and footpath must be constructed in accordance with Hawkesbury Development Control Plan 2002 – Appendix E – Civil Works Specification, AS 2890.1:2004, AS2890.5:1993 and AS2890.6:2009. The designated area to the north of the parking spaces shall be marked as a shared zone and the installation of wheel stops shall be employed to the southern end of the parking spaces.

Details demonstrating compliance with these requirements are to be incorporated into the plans to be submitted to the Certifying Authority prior to the issue of the Design Compliance Certificate.

**Note:** The car parking area and the areas of land to form part of the footpath are to be dedicated to Council for public use prior to the issue of any Occupation Certificate.

*Condition amended by Development Consent No. S960052/18 on 19 June 2018*

**66. Dedication of Parking and Pedestrian Footpath as Road Reserve**

The four car parking spaces and the areas of land identified as 'footpath dedication' in Drawing No. A002 'Ground Floor Plan' Rev 'A' prepared by 4D Architecture and dated 1 June 2018, including all associated infrastructure, must be dedicated as public road reserve at no cost to Council prior to the issue of an Interim or Final Occupation Certificate.

Timed parking signage and signage requiring tail-to-rear parking (reverse parking) shall be installed in accordance with AS1742 to Council's requirements at no cost.

*Condition amended by Development Consent No. S960052/18 on 19 June 2018*

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Changes to Parking in Fitzgerald Street and Union Lane:

Vehicular access from Fitzgerald Street will not be required to access the development site and the existing driveways/laybacks will be converted to conventional kerb and gutter. This will allow for the provision of on-street parking – converting the existing No Stopping zone to parking.

The Development site will be providing four parking spaces with access to these spaces from Union Lane. The kerb line along Union Lane adjacent to the development site will be sign posted with No Stopping signs.

Parking in Fitzgerald Street and Union Lane will be sign posted as 1 hour (1P) Parking. The 1P will operate (8.30 to 6.00pm Mon-Fri and 8.30am to 12.30pm Saturday). The 1 hour (1P) parking limits are in keeping with surrounding parking restrictions.

With the provision of the 1P parking in Fitzgerald Street, it is proposed to reduce the length of the existing adjacent Bus Zone located between George Street and Nos.19/21 Fitzgerald Street by approximately 10 metres. The existing Bus Zone commences along the Fitzgerald Street frontage of No.189 George Street and extends to the boundary of Nos.19/21 Fitzgerald Street. The end of the Bus Zone will be repositioned to the common boundary of No 189 George Street and No.21 Fitzgerald Street (approximate reduction of 10 metres). The proposed adjusted Bus Zone will be approximately 20 metres with a lead in No Stopping zone from the adjacent intersection of George Street. Busways have provided concurrence to the changes proposed for the Bus Zone.



With the adjustments proposed to the existing Bus Zone and the removal of the existing No Stopping zone adjacent to No 19 Fitzgerald Street, the parking yield resulting from this will be for an approximate length of 30 metres (1P Parking). The proposed on-street parking arrangements along Fitzgerald Street between George Street and Union Lane will be similar to the existing parking arrangements between Macquarie Street and George Street. Parking is on one side of the road (south-western side). This allows for free flowing traffic on the opposite side of the road which is sign posted with No Stopping zones. The road width is approximately 8.5 metres.

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The four parking spaces in Union Lane (which includes one accessible parking space) will be rear to kerb parking. Affectively five spaces will be provided with one of the spaces provided as the shared space for the accessible space. The land required for these parking spaces will be dedicated as road reserve adjoining Union Lane.

Details of the proposed parking layout for Fitzgerald Street and Union Lane, Windsor is outlined in the plan prepared by 4d Architecture & Design Drawing # A050 - Issue 3. Implementation of the changes to the parking zones is to be undertaken by the Developer and at their cost.

**RECOMMENDATION TO COMMITTEE:**

That:

1. The changes to the parking arrangements in Fitzgerald Street and Union Lane, Windsor as a result of the development DA0765/16 at No.17 Fitzgerald Street, Windsor (Lot 4 in DP 834919), as outlined in the plan prepared by 4d Architecture & Design Drawing # A050 - Issue 3 be implemented, with all costs borne by the Developer.

**APPENDICES:**

- AT - 1**      Parking Layout Plan - Fitzgerald Street and Union Lane, Windsor – prepared by 4d Architecture and Design Drawing # A050 - Issue 3.



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[illegible]

**ORDINARY MEETING**  
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**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne.

Support for the Recommendation:      Unanimous support

That:

1. The changes to the parking arrangements in Fitzgerald Street and Union Lane, Windsor as a result of the development DA0765/16 at No.17 Fitzgerald Street, Windsor (Lot 4 in DP 834919), as outlined in the plan prepared by 4d Architecture & Design Drawing # A050 - Issue 3 be implemented, with all costs borne by the Developer.

**SECTION 3 - Reports for Information**

There are no Reports for Information.

**SECTION 4 - General Business**

**Item: 4.1      LTC - Median Strip on George Street, South Windsor before the Richmond Road Roundabout - (Hawkesbury) - (80245)**

**Previous Item:**      NM, (Ordinary) 30 July 2019  
                         NM1, (Ordinary) 25 June 2019  
                         LTC, 08 August 2016

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**REPORT:**

Councillor Peter Reynolds advised the committee that at its meeting on 30 July 2019, Council considered the following Notice of Motion as listed below (Item 141: NM – Median Strip on George Street, South Windsor before the Richmond Road Roundabout):

*Notice of Motion:*

*That Council:*

1. *Investigate the option for a median strip or barriers to prevent illegal right turn movements in the vicinity of McDonalds and KFC at George Street, South Windsor*
2. *Subsequent to those investigations, write to Robyn Preston MP, Member for Hawkesbury, seeking representations to be made to the Hon Andrew Constance MP, Minister for Transport and Road, seeking appropriate works to improve safety at this location.*

Background to the Notice of Motion considered on 30 July 2019 is as follows:

*“Since the opening of McDonalds and KFC at the end of George Street near Richmond Road, there have been ‘no right-hand turn’ signs for traffic travelling towards Richmond Road, prohibiting motorists from turning right across double lines into the fast food precinct.*

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*This however does not deter motorists from doing so, with many preferring to ignore the road rules and create traffic hazards so as to avoid having to go around the roundabout to then turn left into the fast food precinct.*

*Representations have been made by local residents to insert a concrete median strip here to avoid motorists disobeying the 'no right-hand' turn signs and causing potential accidents.*

*It has also been suggested that vertical rubber spikes in the middle of the road may be enough of a deterrent to normal motorists, whilst still allowing the Fire Trucks from the Hawkesbury Headquarters Rural Fire Brigade to be able to make large turns in an emergency into the side street where their building is located, without causing damage to a concrete median strip.*

*Advice as to the best solution here is sought, and that representations be made to the local member and the Minister for Transport and Roads to undertake such work, noting that George Street is a State Road."*

The Council resolution resulting from the Notice of Motion to Item 141 from its meeting on 30 July 2019 is as follows:

*That Council:*

- a) The matter be referred to the Local Traffic Committee.*
- b) Investigate the options for a holistic pedestrian safety, traffic management and road safety approach to this vicinity of McDonalds and KFC at George Street, South Windsor, including the roundabout at Bligh Park, taking into account the point 1.d) of resolution 145 from the Council Meeting on 25 June 2019.*
- c) Request an onsite meeting with Robyn Preston MP, Member for Hawkesbury, Councillors, Council staff, RFS, Local Schools in the area and the RMS to clarify the issues and resolve to address them with the aim of seeking appropriate works to improve safety at this location*

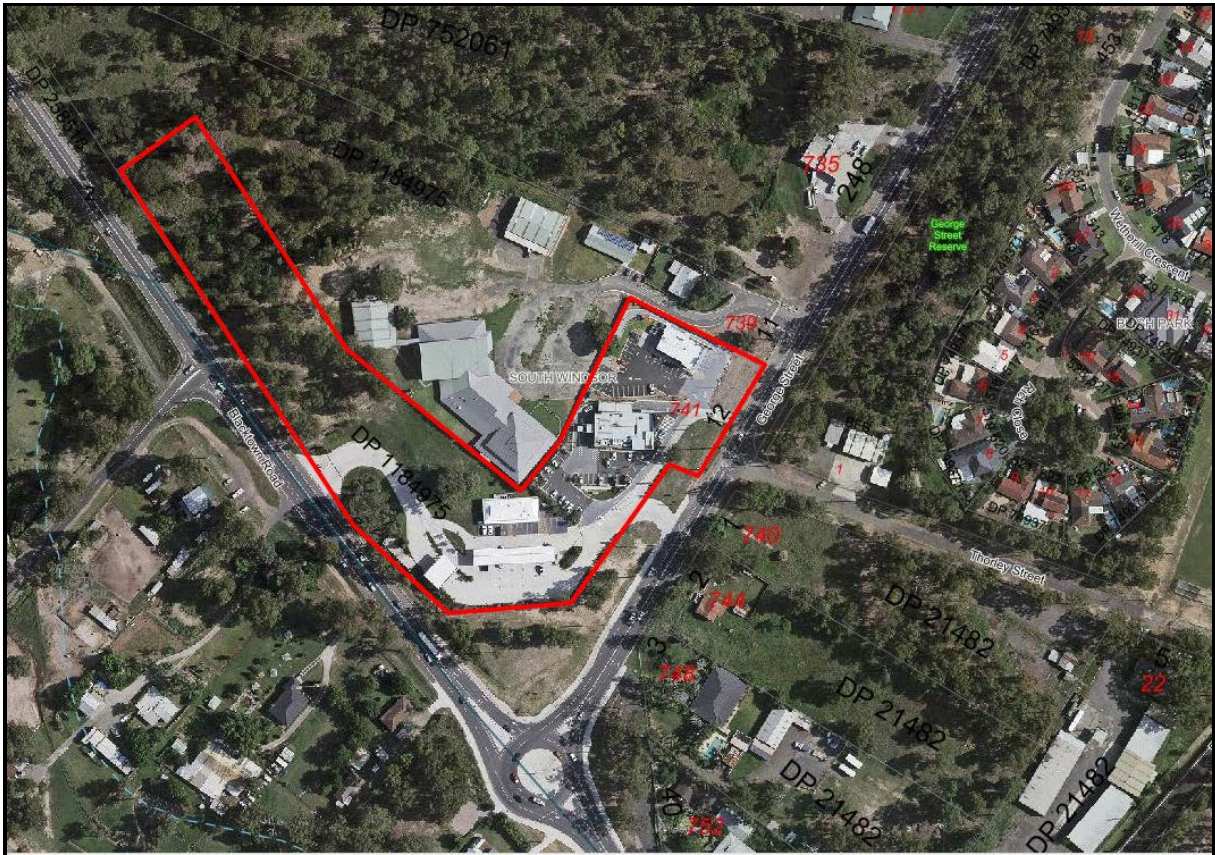
Council at its meeting on 25 June 2019 considered a Notice of Motion relating to the recent Richmond Road improvements undertaken by RMS. The Council Resolution 145 (point 1.d) is as follows:

- d) Ask the RMS to undertake a review of George Street to Rifle Range Road, Bligh Park to:*
  - i. Ensure optimum operation of the Richmond Road roundabouts*
  - ii. Achieve appropriate pedestrian access*

The Committee was advised that as a point of reference, the McDonalds and KFC site is located at No.741 George Street, South Windsor.



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Mr C Amit advised the Committee that the Local Traffic Committee at its meeting on 08 August 2016 discussed the development site in the vicinity of No.741 George Street in relation to pedestrian access. The Committee members discussed and agreed that due to the nature of the development in the vicinity of 741 George Street there should be a safe passage for pedestrians between the Bligh Park Residential Precinct and the development site and it was noted that was a condition of the DA.

It was discussed that the path could be positioned on either the eastern or western side of George Street. This would be dependent on investigating pedestrian desire lines between the residential precinct and the new development. The provision of the path along a safe alignment can ensure a safe connection with a crossing point at George Street. It was anticipated that over time the movement of pedestrians will increase to the new development site.

The Committee (LTC 08 August 2016) agreed that provision of the path along the eastern side of George Street for a considerable length will be a safer option due to the adjoining nature reserve, thus having less driveway points. The preferred route for the shared path would appear to be a combination of both the eastern and western side of George Street with a crossing point in George Street.

Mr C Amit further advised the Committee that Council made representations to the Member for Hawkesbury in 2016 for the provision of a pathway along George Street including a Crossing Point in George Street. The request to the State Member was based on issues relating to State road reserve maintenance responsibilities.

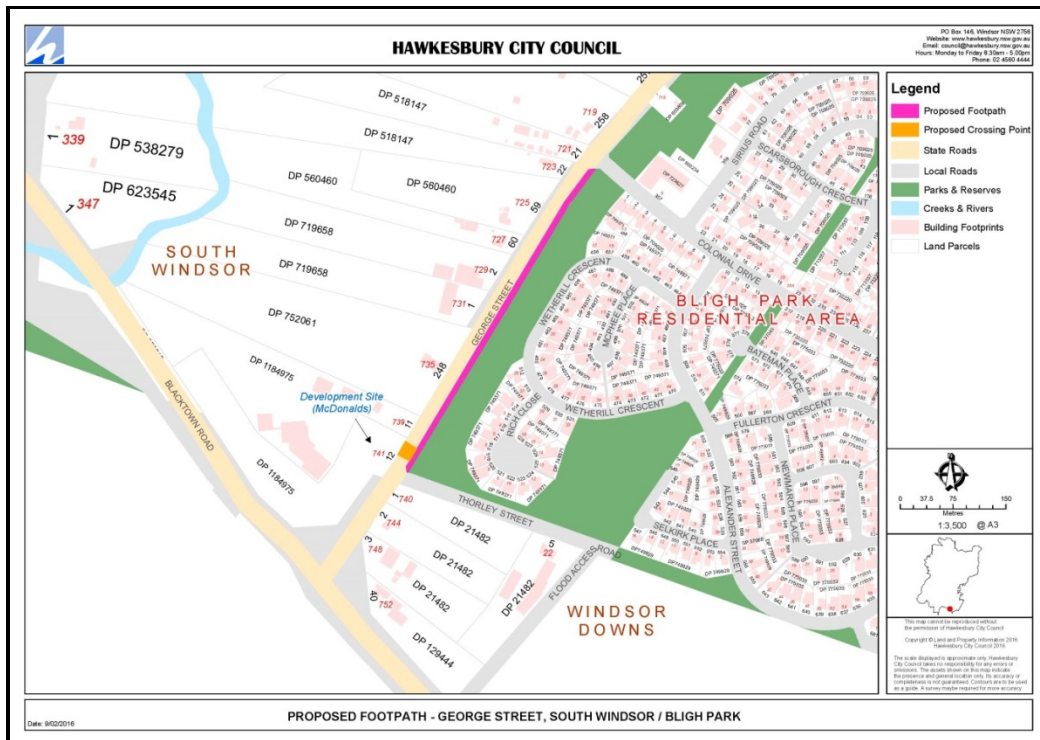
This was in line with the development site discussed whereby the DA Condition required the construction of a pedestrian path and crossing point. Due to the confusion related to responsibility levels, the advice from RMS to the developer contradicted the DA condition as RMS do not consider pedestrian movement on a State Road. They will however consider the crossing point at George Street. As a result of this, the developer rejected the need of the footpath along George Street

It was suggested to the State member that a more contemporary approach would be for RMS to manage the whole road reserve from boundary to boundary (as they do on motorways). Such an approach would

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be a major improvement with operational savings and improved community outcomes and will ensure a holistic approach for the State Road Reserve.

A copy of the proposed path alignment was tabled at the meeting as shown below:



#### Committee Discussion

The Committee discussed the issues raised. With George Street being a State road, it was felt that the investigation and possible implementation of a median Island along George Street, South Windsor adjacent to the Development site in the vicinity of No. 741 George Street should be investigated by RMS. As part of this investigation, RMS should consider median islands adjacent to other entry points along George Street between Richmond Road and Colonial Drive.

The Committee also agreed that RMS should consider the provision of a Crossing Point such as a Pedestrian Refuge in the vicinity of Nos. 739 and 741 to provide pedestrians a location to cross George Street in a safe manner. Given the issues relating to the DA approval and RMS not concurring with the DA conditions for a shared pathway from the Bligh Park residential area to the development site, that RMS consider funding such a facility.

Prior to this, the Committee acknowledged that the Council resolution resulting from the Notice of Motion to Item 141 from its meeting on 30 July 2019 for the site meeting be undertaken prior to any actions being requested from RMS. It was agreed that Police should attend the site meeting in addition to the those listed in the resolution which included Robyn Preston MP, Member for Hawkesbury, Councillors, Council staff, RFS, Local Schools in the area and the RMS.

#### **COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Mr David Osborne.

Support for the Recommendation: Unanimous support

That the information be received.

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**SECTION 5 - Next Meeting**

The next Local Traffic Committee meeting will be held on Monday, 9 September 2019 at 3pm in the Large Committee Room.

The meeting terminated at 4:25pm.

**oooO END OF REPORT Oooo**

ordinary

section 5

notices of motion

**ORDINARY MEETING**  
**SECTION 5 – Notices of Motion**  
**Meeting Date:** 27 August 2019

**SECTION 5 – Notices of Motion**

No Notices of Motion.

**ORDINARY MEETING****Questions with Notice****Meeting Date:** 27 August 2019**QUESTIONS WITH NOTICE****Item: 160****Councillor Questions with Notice****Questions - 27 August 2019**

| # | Councillor    | Question   | Response   |
|---|---------------|--|--|
| 1 | Lyons-Buckett | Requested an update on preparation of the Emergency Management Guide as resolved by Council on 28 August 2018. | The Director Infrastructure Services advised the matter was discussed at the Local Emergency Management Committee in October 2018, and it was generally agreed amongst those in attendance that a simplified guide providing checklists and contact details/information could be useful in supplementing other campaigns and agency programmes (such as SES Evacuation Plans, RFS Survival Plans etc). Funding opportunities were explored including Office of Emergency Management, however no programs were identified. More recently, in August 2019 staff met with representatives of Infrastructure NSW and the SES at which time the material prepared for Councils web site was, reviewed and endorsed. A series of "web tiles" have been developed that will be used to inform the community in the event of a flood, fire or extreme heat event. The information accompanying the "web tiles" will direct to the community to the relevant State Government Agencies. |

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**Confidential Reports**  
**Meeting Date: 27 August 2019**

**CONFIDENTIAL REPORTS**

**Item: 161**                      **IS - Tender No. T00092 - Determination of Tender for the Overhaul of The Lower Portland Ferry - (95495, 79344, 112333)**

**Directorate:**                      Infrastructure Services

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**REASON FOR CONFIDENTIALITY**

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

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

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

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ordinary  
meeting

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