



Hawkesbury City Council

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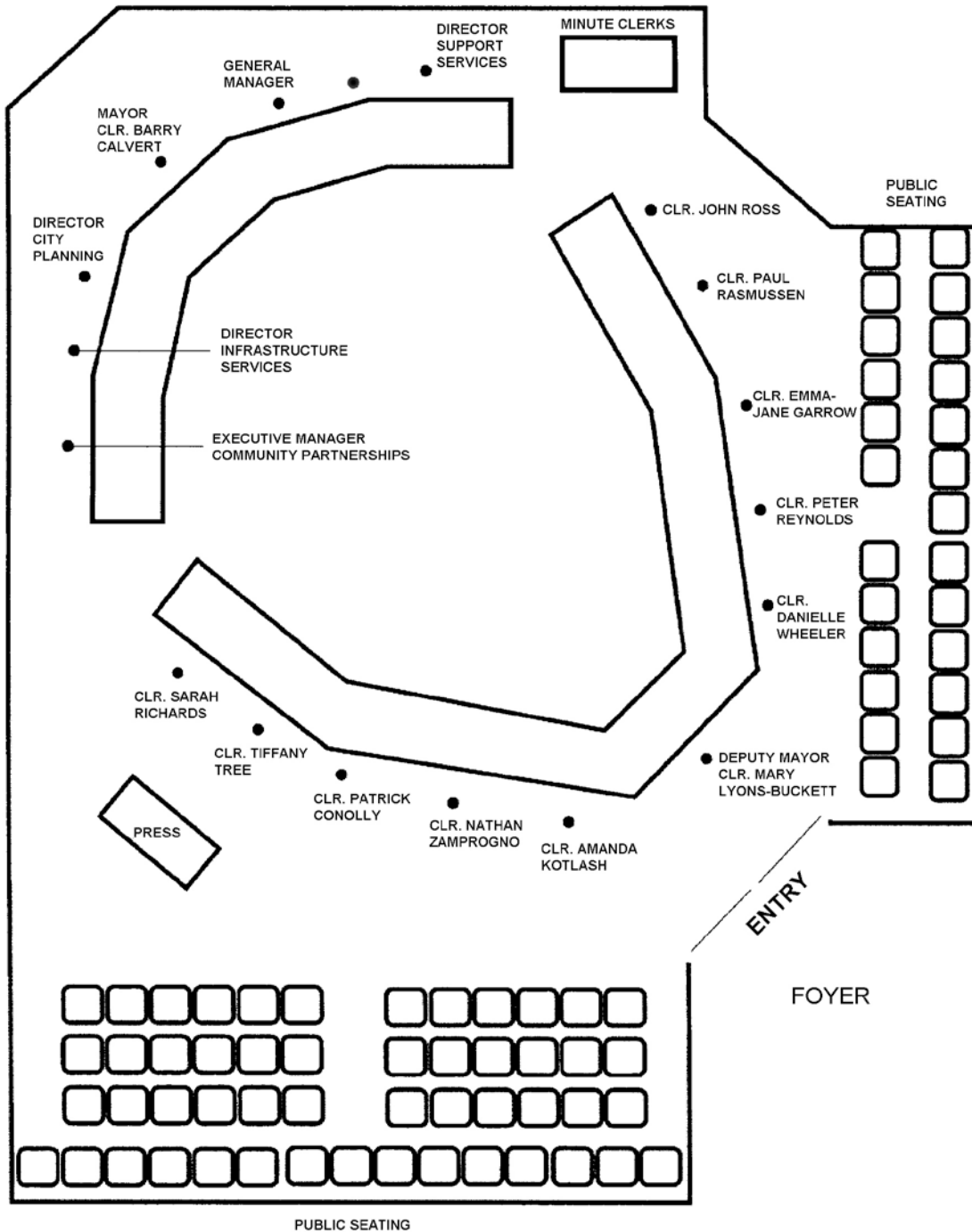
date of meeting: 25 September 2018
location: council chambers
time: 6:30 p.m.



mission
statement

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

Hawkesbury City Council



ORDINARY MEETING

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Meeting Date: 25 September 2018

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ORDINARY MEETING
Procedural Matters
Meeting Date: 25 September 2018

PROCEDURAL MATTERS

Welcome

The General Manager will address the Council meeting, mentioning:

- Acknowledgement of Indigenous Heritage
- 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.

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confirmation of minutes

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SECTION 2 – Mayoral Minute

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SECTION 1 - Confirmation of Minutes

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SECTION 2 – Mayoral Minutes

Item: 236 **MM - Review of Policies - (79353, 79351)**

REPORT:

All of Council's 105 current policies are located in a Policy Register on the Council Web Page at: <http://www.hawkesbury.nsw.gov.au/council/about-council/policies> and a detailed list is attached as Attachment 1 to this report.

This Policy Register is an important means by which Council can provide the community with a clear indication of Council's intentions in relation to a particular issue. Policies are also important as they can guide and inform the development of Council strategies, for example, Council's Urban Strategy might draw on policies in relation to issues such as housing, transport, recreation and open space and the natural environment.

All of Council's policies must be up-to-date and reflective of current circumstances. It is therefore important that Council policies are regularly reviewed and updated.

A quick review of the status of the current 105 Council policies confirms that:

- they were originally drafted between the early 1990s and 2018;
- 21 have not been reviewed since 1998;
- they vary in format and mandatory content;
- some are quite operational whilst others are more strategic in nature; and
- many do not include a review date and/or a responsible officer

RECOMMENDATION:

That Council review its policies with a view to:

1. Preparing a procedure for developing and reviewing Council policies which considers the use of a council policy template that includes a review date, version control and responsible officer.
2. Identifying policies that are currently on the Policy Register that:
 - are no longer applicable and can therefore be removed;
 - can be amalgamated with other policies; or
 - can be reviewed and updated ensuring that Council's Policy Register is always current.

ATTACHMENTS:

AT - 1 Hawkesbury City Council Policy Register

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1.	Policy - 000 WHS Policy Statement - 19 April 2016
2.	Policy - Access - Revised 10 May 1998 - PAE0008Z
3.	Policy - Access and Inclusion - Adopted - 9 August 2016 - PCB0024F
4.	Policy - Access to Information Policy - Adopted 13 March 2018 - PAE0053Z.pdf
5.	Policy - Affordable Housing Policy - Adopted - 14 July 2015 - PCB0025Z
6.	Policy - Applications for Liquor Licence - Revised 26 April 1998 - PEA0011Z
7.	Policy - Asbestos Policy - Adopted 28 August 2018 - PIT0001Z
8.	Policy - Asset Management Policy - Adopted 28 November 2017 - PEE0007Z.pdf
9.	Policy - Australia's National Anthem - Revised 3 May 1998 - PGE0007Z
10.	Policy - Authority to Launch / Land Hot Air Balloon - Adopted 30 March 2010 - PIP0025Z
11.	Policy - Aviation in the Hawkesbury - Revised 10 November 1999 - PGE0015Z
12.	Policy - Boundaries of the Local Government Area - Revised 28 April 1998 - PGE0001Z
13.	Policy - Circus Policy - Adopted 9 May 2017 - PIP0026Z
14.	Policy - Citizen of the Year Award Policy - PCB0017Z - Amended 12 October 2010
15.	Policy - Clothing Collection Bins - Adopted 13 February 2001 - PET0013Z
16.	Policy - Code of Conduct - Adopted 25 July 2017 - PGE0012Z
17.	Policy - Code of Meeting Practice - Adopted 31 October 2017 - PAE0037Z
18.	Policy - Collection of Domestic Sullage - Adopted 14 March 2000 - PES0001Z
19.	Policy - Community Banner Poles Policy - Adopted - 12 April 2011 - PCB0023Z
20.	Policy - Community Buildings, Provision, Management and Use - Revised 3 May 1998 - PCC0002Z
21.	Policy - Community Engagement - Adopted 26 June 2007 - PEB0002Z
22.	Policy - Community Gardens - Adopted 31 August 2010 - PCB0021Z
23.	Policy - Community Services - Revised 16 May 1998 - PAB0006Z
24.	Policy - Complaints Policy - Adopted 10 July 2012 - PAR0024Z
25.	Policy - Conflict Management - Adopted 12 November 2002 - PEU0022Z
26.	Policy - Cultural Collections - Adopted 14 August 2007 - Updated 29 July 2008 - PCB0020B
27.	Policy - Customer Service Policy - PCE0003Z - Adopted 14 August 2012
28.	Policy - Debt Recovery, Pensioner Concession & Hardship Policy - Adopted 28 November 2017 - PAK0037J
29.	Policy - Desexing - Adopted 30 April 2013 - PAA0001Z
30.	Policy - Development of Flood Liable Land Policy - Adopted 31 July 2012 - PEA0124Z
31.	Policy - Development, Building and Subdivisions - PEA0103Z
32.	Policy - Dumping, Disposing High Grade Nuclear Waste Material - Revised 10 August 1999 - PEU0003Z
33.	Policy - Emergency Helicopters - Use of Council Land - Revised 10 May 1998 - PIJ0019Z
34.	Policy - Enforcement - Adopted 12 December 2006 - PEU0024Z
35.	Policy - Filming Application - Adopted 4 November 2003 - PIJ0034Z
36.	Policy - Flying of Recognised Flags - Revised 10 May 1998 - PAE001Z
37.	Policy - Fraud and Corruption Prevention Policy - Adopted 12 December 2017 - PAN002N
38.	Policy - Free Range Eggs - Adopted 8 December 2009 - PAE0052Z
39.	Policy - Gifts and Benefits Policy - Adopted 28 February 2017 - PGE0018G
40.	Policy - Glossodia, Freemans Reach, Wilberforce and Agnes Banks Sewerage Scheme Connection - Adopted 13 April 2010 - PIS0002Z
41.	Policy - Governor Phillip Reserve - Exclusive Use - Adopted 24 April 2007 - PIP0023Z
42.	Policy - Governor Phillip Reserve - Noise Policy - PIP0024Z - Adopted 15 February 2011, Amended 8 March 2011
43.	Policy - Hawkesbury City - Commitment to Open - Revised 16 May 1998 - PGE0009Z
44.	Policy - Hawkesbury's Green Re-Use Scheme - Adopted 9 March 1999 - PET0010K
45.	Policy - Homelessness Policy - Adopted - 28 June 2016 - PCB0015Z
46.	Policy - Indicative Road Layout for Pitt Town Development Area - Adopted - 3 February 2015 - PIJ0036L
47.	Policy - Interest Free Loans - External Persons and-or Organisations - Adopted 27 June 2006 - PAK0035Z

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48.	Policy - Internal Reporting Policy (Public Interest Disclosure Act) - Adopted 12 April 2016 - PAE0057Z
49.	Policy - Interpretive Signage and Public Art Policy: Telling Hawkesbury Stories - Adopted 31 August 2010 - PCB0022B
50.	Policy - Investment Policy 2018 - PAK0036Z.pdf
51.	Policy - Kerb and Gutter and Drainage - Revised 16 May 1998 - PAF0002Z
52.	Policy - Liquid Trade Waste Policy - PIU0001Z - Adopted 29 November 2011
53.	Policy - Markets - Commercial and Non-Profit - Adopted 27 July 1999 - PAB0002Z
54.	Policy - Media - Adopted 13 March 2007 - PCE0001Z
55.	Policy - Notices Under Protection of Environment Act - Revised 30 November 2003 - PES0002Z
56.	Policy - Nuclear Free Zone - Adopted 11 March 2003 - PEU0023Z
57.	Policy - Our City Our Future - Rural Rezoning - Revised 16 May 1998 - PEA0082Z
58.	Policy - Outdoor Dining and Footpath Trading - Adopted 28 August 2012 - PEA0122Z
59.	Policy - Parking Controls - 8 November 1999 - PEA0113D
60.	Policy - Payment of Expenses and Facilities to Councillors - 11 October 2016 - PGF0016Z
61.	Policy - Planning - Adopted 12 September 2000 - PEA0120Z
62.	Policy - Policy for the Provision of Information and Interaction between Councillors and Staff - Adopted 29 June 2010 - PGF0013Z
63.	Policy - Privacy Management Plan - Adopted - 12 November 2013 - PAE0054Z
64.	Policy - Privatisation/Corporatisation - Revised 10 May 1998 - PAE0006Z
65.	Policy - Procedure for Handling Competitive Neutrality Complaints - Revised 6 August 1998 - PGE0014Z
66.	Policy - Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW - March 2013 - Adopted 5 February 2013 - PAD0003Z
67.	Policy - Property Damage by Street Trees - Revised 26 April 1998 - PIJ0002Z
68.	Policy - Recognition of Traditional Landowners - Adopted 12 November 2002 - PAE0046Z
69.	Policy - Reconciliation and Multiculturalism - Revised 16 May 1998 - PGE0010Z
70.	Policy - Regional Flood Mitigation in the Hawkesbury-Nepean Valley - PEL0005Z
71.	Policy - Rezoning of Land for Residential Purposes - Infrastructure Issues - Adopted 30 August 2011 - PEA0123Z
72.	Policy - Richmond Park User - Adopted 14 June 2001 - PEP0003Z
73.	Policy - Roadside Tributes - Revised 15 May 2000 - PIZ0001L
74.	Policy - Rose Cottage - Adopted 14 July 1992 - Revised 28 April 1998 - PAQ0001Z
75.	Policy - Sale of Council Land by Public Auction - Establishment for Reserve Price - Adopted 26 April 2005 - PAB0012A
76.	Policy - Sale of Council Owned Land - Adopted 14 December 1999 - PAE0045Z
77.	Policy - Seal of Council Policy - Adopted 8 May 2018 - PAE0019Z.pdf
78.	Policy - Second Sydney Airport - Badgerys Creek Site - Adopted - 26 November 2013 - PGD0004Z
79.	Policy - Self-Enforcing Infringement Notice Scheme (SEINS) - Adopted 24 April 2007 - PGE0017Z
80.	Policy - Sewage Management Facilities (Septic Tanks) - Licensing - Revised 3 May 1999 - PET0011Z
81.	Policy - Shop-Top Housing Development in Commercial Zones - Interim - Adopted 8 March 2005 - PEA0121Z
82.	Policy - Signage Version 1.3 - PAH0001Z
83.	Policy - Sister City and City Country Alliance Program - Adopted 24 February 2009 - PAE0049Z
84.	Policy - Smoke Free Workplace - Adopted 26 June 2007 - PAR0026Z
85.	Policy - Social Infrastructure Support - Adopted 26 July 2005 - PCB0016N
86.	Policy - Sponsorship - Adopted 13 May 2007 - PAE0048Z
87.	Policy - State Environmental Planning Policy No. 1 (Development Standards) for Rural Subdivisions - Adopted 11 December 2001 - PEU0018Z
88.	Policy - Statement of Business Ethics - Adopted 30 November 2010 - PAE0056Z
89.	Policy - Statement of Equity Principles - Adopted 10 October 2000 - PAB0008Z
90.	Policy - Street Lighting - Revised 10 May 1998 - PIJ0015Z

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91.	Policy - Sustainable Events Management Policy - PEU0026Z - Adopted 26 July 2011.pdf
92.	Policy - Swimming Pool Inspection Policy - Adopted - 4 February 2014 - PEA0125Z
93.	Policy - Sydney's Air Quality - Revised 26 April 1998 - PEU0001Z
94.	Policy - Temporary Food Stalls - Adopted 12 March 2002 - PEU0021Z
95.	Policy - The Model Code of Conduct for Local Councils in NSW - March 2013 - Standards of Conduct for Council Officials - Summary - Adopted 5 February 2013 - PAD0004Z
96.	Policy - Trading Hours for Licenced Premises - Revised 16 May 1998 - PAE0035Z
97.	Policy - University of Western Sydney - Hawkesbury Undergraduate Scholarship - Adopted 9 September 2008 - PAB0013Z
98.	Policy - Waste Carts Issued by Council - Adopted 31 January 2006 - PET0014Z
99.	Policy - Waste Collection and Recycling Carts - Revised 8 September 2008 - PET0015Z
100.	Policy - Waste Depot - Blacktown Road, Windsor - Retail Development - Revised 16 May 1998 - PET0005Z
101.	Policy - Waste Management Facilities - Revised 28 April 1998 - PET0001Z
102.	Policy - Water Recycling Policy - Adopted 13 September 2011 - PIJ0035Z
103.	Policy - Web V2.0 - Adopted 13 April 2010 - PAM0003Z
104.	Policy - Wilberforce Subdivision Policy - Adopted 31 July 2012 - PIA0002Z
105.	Policy - Windsor Mall Policy - Adopted 28 August 2012 - PGE0019Z

oooO END OF MAYORAL MINUTE Oooo

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CITY PLANNING

Item: 237 **CP - Western Parkland City Liveability Program - (95498, 79351)**

Previous Item: 205, Ordinary (28 August 2018)

Division: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of a proposed Town Centre improvement application to be submitted as part of the Western Sydney City Deal Liveability Program.

EXECUTIVE SUMMARY:

The Western Parkland City Liveability Program is part of the Western Sydney City Deal. Council is proposing to submit an application to the Liveability Program to rollout a program of public domain improvements within the town centres of Windsor, South Windsor and Richmond.

The public domain works aim to address the Hawkesbury's underperforming town centres by undertaking public space rejuvenation, leveraging the rich historic and natural amenity of the Hawkesbury's towns and villages. It will be delivered in multiple stages and over multiple years.

RECOMMENDATION SUMMARY:

The Report recommends that Council endorse an application under the Western Parkland City Liveability Program to undertake a program of Town Centre improvements.

REPORT:

Context and Background

Previous Council discussions have identified the program of Town Centre improvements as the priority project for the \$15 million Commonwealth and State Liveability Program funding. Council's 2018/2019 Budget has funds allocated to satisfy the \$3.75 million eligibility requirement to secure the Commonwealth and State funding.

The Windsor, South Windsor and Richmond town centres are facing challenges to their viability in the light of ongoing economic, technological and cultural change. Despite the challenges however, they still represent the heart of the community, serving important roles as places of social contact and interaction for diverse segments of the community.

The liveability grant will enable Council to take the data gathered through the placescore survey and implement a placemaking approach to meet the community values and public domain qualities such as connectivity, permeability and accessibility. Council will initiate a placemaking approach as a key process of regenerating these precincts through the thoughtful development of the public space. Placemaking has the potential to transform public spaces, stimulate the economy and enhance the environment. The design

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of the built environment shapes the places where we live and work and the quality of the design affects how these spaces function and audiences they support or attract.

Good design creates user-friendly, enjoyable and attractive spaces which benefits the community over extended periods. Good design brings social, environmental and economic benefits over time. In this respect placemaking is both a process as well as a goal. It's a process that identifies the things people value and then connects them in a way that delivers a functional place with a distinct purpose.

Linked to the proposed public domain works and placemaking approach Council will utilise the \$200K donation from the Windsor RSL for the activation of vacant shops in Windsor and South Windsor.

The proposed public domain works will also be complimented by landscape plan and programs of events.

Detailed History, including previous Council decisions

The Western Sydney City Deal (<https://cities.infrastructure.gov.au/western-sydney-city-deal>) was signed by the Prime Minister, the Premier of NSW and the Mayors of the eight Western City Councils on 4 March 2018.

The City Deal as published contains 38 initiatives which have been the subject of further consideration and development.

Following the public signing of the City Deal document last March, the eight 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.

The State Government has established a Western Sydney City Deal Delivery Office, drawing together officers from all three levels of government to work collectively on further defining and developing the City Deal to a point where it can be implemented and outcomes delivered.

One outcome of this body of work was the identification of 13 priority initiatives, as discussed in a report presented to Council at its meeting on 28 August 2018 – Refer Item 205
http://www.hawkesbury.nsw.gov.au/_data/assets/pdf_file/0016/117205/ORD_AUG2_BP.pdf

The August 2018 Council Report noted that:

“Previous Council discussions have identified the program of Town Centre improvements as the priority project for the \$15 million Commonwealth and State Liveability Program funding. Council’s 2018/2019 Budget has funds allocated to satisfy the \$3.75 million eligibility requirement to secure the Commonwealth and State funding. Such a decision by Council would also guide staff in their preparation of Councils future application for \$15 million in funding under the City Deal Liveability Program.

Applications for Round 1 of the Liveability Program funding are expected to close 28 September 2018, with announcements to be made before the end of 2018. Round 2 is expected to open in early 2019. A further report will be submitted to Council before any final funding application is lodged.”

Applications for Round 1 of the Liveability Program funding are expected to close at 4.00pm on 3 October 2018, with announcements to be made before the end of 2018.

Consultation

The proposed projects under the Liveability Grant will be based around a core component of community engagement through Placemaking. Placemaking starts with community engagement and involves them in decision making and co-creation of places.

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Conformance to the Hawkesbury Community Strategic Plan 2017-2036

The proposal is consistent with the following Focus Area and Strategies within the Community Strategic Plan.

Our Community

- Encourage and facilitate community partnerships.
- Make the Hawkesbury a friendly place where people feel safe.
- Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.
- Provide flexible services that can adapt to changing community needs and service demands.
- Recognise, conserve and promote the area's history and heritage for current and future generations.

Discussion

Council's application under the Liveability grant is focused on working towards outcomes that will create a better designed, people focused environment that draws upon the strengths of our heritage and community lifestyles to stimulate the economy and sustain the environment. Council's future town centres and public spaces will be:

- Healthy environments that promote physical activity, encourages social cohesion, community safety and support people's well-being
- Responsive to the needs and aspirations of local people, now and into the future. Our public spaces will invite creative use and habitation
- Designed to draw people together and support common goals and aspirations
- Places that provide opportunities for all segments of our community so residents and visitors can move about freely between the public domain and commercial infrastructure
- Resilient to the challenging conditions of our time, yet capable of evolution and change
 - Built upon strong community engagement in the design of the public domain
 - More vibrant, well planned, connected with unique spaces with distinct characters and styles
 - Places that enable Council to build partnerships with local businesses.

Financial Implications

Previous Council discussions have identified the program of Town Centre improvements as the priority project for the \$15 million Commonwealth and State Liveability Program funding. Council's 2018/2019 Budget has funds allocated to satisfy the \$3.75 million eligibility requirement to secure the Commonwealth and State funding.

Conclusion

As expressed in the Community Strategic Plan, Hawkesbury City Council proposes to undertake a revitalisation project within the town centres of Windsor, Richmond and South Windsor. In doing so, Council is seeking funds from the Western Parkland City Liveability Program. Key to the scoping and rollout of the public domain works is the process of placemaking and community engagement. The preliminary scoping, identification and quantification of the potential economic and social benefits accruing to the Hawkesbury Region are positive.

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RECOMMENDATION:

That Council endorse a program of Town Centre improvements, as the priority project to be applied for under the Western Parkland City Liveability Program

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Ooo

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Item: 238 **CP - Local Heritage Assistance Fund 2018/2019 - Minor Improvements/Conservation Works to Heritage Listed Properties within Village and Neighbourhood Centres - (95498, 124414)**

Division: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to consider and determine applications for funding under the Local Heritage Assistance Fund 2018/2019 and make a recommendation to approve financial assistance of up to \$3,270 under Section 356 of the Local Government Act 1993 for the successful applicants detailed in this report, under the terms of the Local Heritage Assistance Fund 2018/2019.

EXECUTIVE SUMMARY:

The Local Heritage Assistance Fund is jointly funded each year by Council and the NSW Office of Environment & Heritage. The Local Heritage Assistance Fund 2018/2019 focuses on minor Improvements/Conservation works to locally listed heritage properties within Village and Neighbourhood Centres in the Hawkesbury Local Government Area.

In July 2018, Council invited owners/managers of heritage listed properties within Village and Neighbourhood Centres in the Hawkesbury Local Government Area to apply for funding to undertake minor Improvements/Conservation works to their heritage listed properties.

Council received a total of 15 applications, with 12 applications being assessed as being eligible to receive funds as part of the Program.

RECOMMENDATION SUMMARY:

This report recommends that Council approve financial assistance of up to \$3,270 for the successful applicants detailed in this report.

REPORT:

Context and Background

The Hawkesbury Community Strategic Plan 2017-2036 recognises the importance of conservation and promotion of the Hawkesbury's heritage and history for current and future generations, and the Hawkesbury Heritage Strategy 2016-2019 provides an effective framework for Council to achieve its commitment to conservation and management of unique and diverse heritage assets and character within the Hawkesbury.

In order to promote awareness and positive attitude of the community to heritage and encourage and assist the conservation and restoration of the Hawkesbury's significant heritage each year, Council in collaboration with the NSW Office of Environment & Heritage runs a Local Heritage Assistance Fund.

The Local Heritage Assistance Fund 2018/2019 focuses on minor improvements and conservation works to heritage listed properties within Village and Neighbourhood Centres in the Hawkesbury Local Government Area in accordance with the Heritage Strategy 2016-2019.

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In July 2018, owners and managers of locally listed properties within Village and Neighbourhood Centres in the Hawkesbury LGA were advised in writing of the Local Heritage Assistance Fund 2018/2019, and encouraged to apply for funding. Application forms and guidelines on how to apply for funding assistance were made available on Council's website during the funding application period. A public notice on the Local Heritage Assistance Fund 2018/2019 was placed in the local newspaper.

An information session was also held for land owners/managers on 18 July 2018. The session included presentations by Council's Heritage Advisor and Council Officers on this year's funding program and was attended by ten owners/managers of heritage listed properties.

A total of \$30,000 joint funding is available for the 2018/2019 Program which consists of \$23,500 from Council and \$6,500 from the Office of Environment and Heritage.

As with previous years' funding programs, the funding available for any one applicant/property had been set at \$2,000, but due to two applicants no longer wishing to pursue their applications, one applicant not meeting the approval criteria and another applicant only requiring funding of \$1,650, an amount of \$6,350 remains surplus in the Program.

During the assessment process, and knowing that an additional \$6,350 was available above the \$23,650 funding assistance requested by the complying applicants, Council's Heritage Advisor recommended that in his expert considered opinion, the surplus funds be shared equally between five of the applicants which were considered to be outstanding projects warranting additional funding support.

Funding is offered on a dollar for dollar basis (\$1 of private funding for each \$1 of grant funding) to enable funded works to be undertaken apart from the five projects as mentioned above who will subject to Council's approval receive an additional \$1,270 each to complete their projects.

Any expenditure in excess of the amount granted under the Program will need to be met by the applicants. It should be noted that the funding allocation amounts were aimed at encouraging minor works that do not require formal approval from Council due to the tight time constraints imposed by the Office of Environment and Heritage for Council to complete the grant funding program, and also to enable as many properties as possible to be beneficiaries of the funding.

Detailed History, including previous Council decisions

Council received 15 applications seeking financial assistance under the terms of the Local Heritage Assistance Fund 2018/2019.

One applicant failed to supply the required documentation to support the application and chose not to do so when further information was requested, another proposal was to undertake work on a contemporary section of the building adjoining two heritage buildings thus not complying with the approval criteria, while another applicant withdrew their application as they believed they had insufficient time to complete the proposed works.

Table 1 below summarises the applications received and the amount of financial assistance sought.

Table 1: Summary of Applications Under the Local Heritage Assistance Fund 2018/2019

Heritage Listed Residential Property	Proposal	Total project cost (\$)	Financial assistance sought	Applicant's contribution
1349 Upper MacDonald Road, Upper MacDonald	To make safe, provide access and conserve a critical element of the slab-hut	\$5,141	\$2,000 to be considered for additional \$1,270	\$3,141

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Heritage Listed Residential Property	Proposal	Total project cost (\$)	Financial assistance sought	Applicant's contribution
Tizzana Winery, 518, Tizzana Road, Ebenezer	Remove the six casement windows and reinstate the windows using new Whitco Stays and replace three Roman material blinds with three Sunscreen blinds	Due to the works proposed being on a contemporary part of the heritage item, the application did not meet the approval criteria		
7 Francis Street Richmond	Supply and fix two missing awnings on the western side of the dwelling house	\$3,300	\$1,650	\$1,650
"Longleat", 74 Longleat Lane, Kurmond	Repair timber verandah and associated structural elements of the heritage building	\$6,397.60	\$2,000 to be considered for additional \$1,270	\$4,397.60
25 – 29 Boswoth Street, Richmond	Replace the existing timber fence with a 1.5m high and two rail hardwood paling fence approximately 63m in length	\$5,500	\$2,000	\$3,500
'Australiana Pioneer Village', 496 Wilberforce Road, Wilberforce	Replace bottoms on corners posts of Salters Barn and prop them up to the right height, and repair holes in the roof	\$4,070	\$2,000	\$2,070
94 Bathurst Street, Pitt Town	Paint two gables, facia, eaves, walls, cladding, all doors and frames, posts, verandah pickets, fret work, windows, front and side picket fence and verandah deck	\$11,550	\$2,000 to be considered for additional \$1,270	\$9,550
31 – 33, North Street, Windsor	Reinstate the missing picket fence very similar to the documented version	\$11,500	\$2,000 to be considered for additional \$1,270	\$9,500
"Cooraba", 816 Grose Vale Road, Grose Vale	Refurbish and undertake high pressure cleaning of the existing metal roof of the heritage building	\$4,400	\$2,000	\$2,400
"Goldfinders" (former inn), 164 Old Bells Line of Road, Kurrajong	Replace two downpipes and quad guttering on the building	\$5,250	\$2,000	\$3,250

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Heritage Listed Residential Property	Proposal	Total project cost (\$)	Financial assistance sought	Applicant's contribution
"The Glen", 250A Wollombi Road, St Albans	Remove the existing cement render from walls and restore all pointing of stonework on all external walls of the cottage.	\$13,200	\$2,000 to be considered for additional \$1,270	\$11,200
26 Rose Street, Wilberforce	Remove the existing cement render from front walls and render with lime and sand mortar to restore its original appearance	\$4,000	\$2,000	\$2,000
"House and Slab Barn", 353 Pitt Town Bottoms Road, Pitt Town Bottoms	Application withdrawn at the applicants request			
"Macquarie Retreat", 143 Threlkeld Drive, Cattai	Repair to the existing roof of silos/sheds	\$4,400	\$2,000	\$2,400
941 Grose Vale Road Kurrajong	Application does not meet required criteria for submissions in that there have been no quotes, no photos or description of works			
TOTAL		\$78,708.60	\$23,650 or \$30,000 if additional allocations approved	\$55,058.60 or \$48,708.60 if additional allocations approved

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Evaluation of applications

Applications were evaluated by a panel comprised of Council's Heritage Advisor and relevant Council Officers. The following criteria were used in the evaluation:

- the eligibility of the subject site and the proposal
- the applicant's ability to demonstrate technical and financial responsibility in relation to the project and demonstrated ability to complete the project within **six months** from the date of funding confirmation
- the degree to which the applicant is financially contributing to the project given the limitations of the funding available
- projects of demonstrated heritage value to the community
- projects which are highly visible to the public.

The evaluations revealed that twelve applications were eligible for funding assistance.

Implementation

Subject to endorsement by Council, all applicants will be advised in writing of the determination of their application. Applicants will be required to enter into an Agreement with Council. The Agreement includes provisions for acceptance of the offer of funding, permission to commence work, time limits, claims for payment, and any special conditions relating to the project.

On completion of the work an inspection will be carried out by Council Officers and Council's Heritage Advisor to ensure that the work has been carried out in accordance with the Agreement. Upon satisfactory completion of the works and approval of Council's Heritage Advisor and Council Officers, the approved grant amount will be forwarded to the applicant.

Policy considerations

This year's Local Heritage Assistance Fund focuses on minor improvements and conservation works to heritage listed properties within Village and Neighbourhood Centres in the Hawkesbury LGA in accordance with the Heritage Strategy 2016-2019. Financial assistance of up to \$3,270 for selected applicants and \$2,000 for other approved applicants needs to be approved by Council under Section 356 of the Local Government Act 1993.

Conformance to the Hawkesbury Community Strategic Plan

The Local Heritage Assistance Fund 2017/2018 is consistent with the following Focus Area, Direction and Strategy within the CSP.

Our Community

2.5 Cultural development and heritage

- 2.5.3 Recognise, conserve and promote the areas of history and heritage for current and future generations.

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The funding for minor improvements/conservation works to heritage listed properties within Village and Neighbourhood Centres in the Hawkesbury LGA and the implementation of the Fund is consistent with Recommendation 5 *Introduce a local heritage fund to provide small grants to encourage local heritage projects* of the Hawkesbury Heritage Strategy 2016-2019.

Discussion

The special character of the Hawkesbury derives from its unique historical background and the expression of this background in its interrelationship of buildings and places of heritage significance, their settings and landscapes. These irreplaceable and precious heritage items not only provide a window to the past and to the very origins of the Hawkesbury Community but also add character, appeal and interest to the Hawkesbury area. Therefore, Council is continuing with its leadership role in protecting and conserving Hawkesbury's heritage, promoting and encouraging the Community's participation and interest in heritage conservation and protection of significant heritage items within the Hawkesbury LGA.

In order to continue with Council's leadership role in promoting, protecting and conserving the Hawkesbury's heritage, Council promotes and implements certain programs in relation to heritage conservation, and the Local Heritage Assistance Fund Program is one of those to support and encourage the Community in conservation and protection of Hawkesbury's unique heritage.

Continuing with the Local Heritage Assistance Fund program in future years is a key to promoting and supporting the Hawkesbury's heritage and making the Community aware of the importance of heritage conservation.

Financial Implications

The required funding for the Local Heritage Assistance Fund 2018/2019 is derived from Council's Heritage Reserve and the Office of Environment and Heritage approved \$6,500 financial assistance grant, with Council contributing an allocation of \$23,500, making the total funds allocated for the Local Heritage Assistance Fund 2018/2019 Program \$30,000.

RECOMMENDATION:

That:

1. Council approve financial assistance of up to \$3,270 under Section 356 of the Local Government Act 1993 for each of the selected successful applicants in Table 1, and up to \$2,000 for the remainder of the successful applicants under the terms of the Local Heritage Assistance Fund 2018/2019.

Heritage Listed Residential Property	Financial assistance sought
1349 Upper MacDonald Road, Upper MacDonald	\$2,000 plus additional \$1,270
7 Francis Street, Richmond	\$1,650
"Longleat", 74 Longleat Lane, Kurmond	\$2,000 plus additional \$1,270
25 – 29 Boswoth Street, Richmond	\$2,000
'Australiana Pioneer Village', 496 Wilberforce Road, Wilberforce	\$2,000
94 Bathurst Street, Pitt Town	\$2,000 plus additional \$1,270
31 – 33, North Street, Windsor	\$2,000 plus additional \$1,270
"Cooraba", 816 Grose Vale Road, Grose Vale	\$2,000
"Goldfinders" (former inn), 164 Old Bells Line of Road, Kurrajong	\$2,000
"The Glen", 250A Wollombi Road, St Albans	\$2,000 plus additional \$1,270
26 Rose Street, Wilberforce	\$2,000

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Heritage Listed Residential Property	Financial assistance sought
"Macquarie Retreat", 143 Threlkeld Drive, Cattai	\$2,000
TOTAL	\$23,650 or \$30,000 if additional funds are approved by Council

2. The successful applicants for the Local Heritage Assistance Fund 2018/2019 be advised accordingly.

ATTACHMENTS:

AT - 1 There are no supporting documents for this report.

oooO END OF REPORT Ooo

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SUPPORT SERVICES

Item: 239 **SS - General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2018 - (95496, 96332)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to refer the General Purpose Financial Statements and Special Purpose Financial Statements (Financial Statements) for the financial year 2017/2018, to audit.

EXECUTIVE SUMMARY:

Section 413(1) of the Local Government Act, 1993 (the Act) requires that *“a council must prepare financial reports for each year, and must refer them for audit as soon as practicable.”* The unaudited Annual Financial Statements for 2017/2018 have been completed and are ready for audit.

RECOMMENDATION SUMMARY:

That Council refer the Financial Statements for the financial year 2017/2018 to audit; sign the “Statements by Councillors and Management”; and seek a presentation from the NSW Audit Office, or its representative, at a Council Meeting following the completion of the audit.

REPORT:

Context and Background

Section 413(1) of the Act requires that *“a council must prepare financial reports for each year, and must refer them for audit as soon as practicable.”* Section 416(1) of the Act requires a council’s financial reports for a year to be prepared and audited within four months after the end of the year concerned.

The unaudited Financial Statements for the year ended 30 June 2018, attached as Attachment 1 to this report, have been completed and are ready for audit.

Statements by Councillors and Management on Council’s Financial Statements in the prescribed format must be signed to refer the Financial Statements to audit. These Statements are attached in Attachment 2 to this report.

Clause 215(1) of the Local Government (General) Regulation 2005 (Regulation) determines the format of the Statement by Councillors and Management. The Statement must:

- a) Be made by resolution of Council; and
- b) Be signed by:
 - (i) the Mayor, and
 - (ii) at least one other member of the Council, and
 - (iii) the Responsible Accounting Officer, and
 - (iv) the General Manager

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Clause 215(2) of the Regulation also requires that the Statement must indicate:

- a) Whether or not Council's annual financial reports have been drawn up in accordance with:
 - The Local Government Act, 1993 (NSW) (as amended) and the Regulations made thereunder,
 - The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board, and
 - The Local Government Code of Accounting Practice and Financial Reporting
- b) Whether or not those reports present fairly the Council's financial position and operating result for the year;
- c) Whether or not those reports are in accordance with the Council's accounting and other records; and
- d) Whether or not the signatories know of anything that would make those statements false or misleading in any way.

Policy considerations

Council's Financial Statements have been prepared in accordance with the requirements detailed in Clause 215(2) (a) to (c) of the Regulation, as outlined above. Council's Chief Financial Officer, as the Responsible Accounting Officer, considers that these Financial Statements fairly present Council's financial position.

The Financial Statements are prepared by Council staff and comply with Australian Accounting Standards and the Local Government Code of Accounting Practice and Financial Reporting. The Statements are required to be audited by an independent auditor, and lodged with the Office of Local Government (OLG) before 31 October 2018.

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

The table below provides a summary of the key results. These figures are draft and are subject to audit adjustments.

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Item	2017/2018	2016/2017
Income from continuing operations (including Capital Grants and Contributions)	\$94.8m	\$94.0m
Capital Grants and Contributions	\$19.2m	\$18.8m
Expenses from continuing operations	\$76.4m	\$76.3m
Net Operating result (before Capital Grants and Contributions) - Surplus / (Deficit)	(\$0.8m)	(\$1.1m)
Total Assets	\$1,083.2m	\$1,032.3m
Total Equity	\$1,052.4m	\$1,005.8m
Cash and Investments	\$58.8m	\$44.6m
Unrestricted Current ratio	2.93:1	3.30:1
Rates, Annual Charges, Interest and Extra Charges Outstanding Ratio	5.63%	5.46%

The unaudited Financial Statements have been considered by the Audit Committee at the Audit Committee meeting on 12 September 2018. The Committee endorsed the recommendation to submit the Financial Statements to Council to refer to audit.

A copy of the audited Financial Statements for the year ended 30 June 2018 will be submitted for adoption at the Council Meeting on 13 November 2018. A detailed explanation on these key results will be included in the report presented at that meeting. At that meeting, a presentation relating to the Financial Statements will be given by the NSW Audit Office, or its representative.

Matters of Note – Recognition of Rural Fire Service Red Fleet

Currently, the Office of Local Government, the NSW Audit Office and councils are in discussions in regard to the consistent recognition of the Rural Fire Service red fleet (fire trucks). The determination as to whether Council recognises these assets will be finalised upon clarification being provided to Council in this regard by the external auditors.

Financial Implications

There are no financial implications applicable to this report.

Fit For The Future Strategy Considerations

The subject of this report does not directly align with a specific Fit for the Future (FFTF) Strategy, but does provide an overview on the financial performance of 2017/2018, which does impact on the overall FFTF objectives, being to attain financial sustainability and meet all FFTF benchmarks by 2020/2021.

Conclusion

Council's Financial Statements have been prepared in accordance with the requirements detailed in Clause 215(2) (a) to (c) of the aforementioned Regulation. Council's Chief Financial Officer, as the Responsible Accounting Officer, considers that these Financial Statements fairly present Council's financial position.

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RECOMMENDATION:

That:

1. Council note the following Statement in respect of Section 413(2) (c) of the Local Government Act 1993 as to its Annual Financial Statements:
 - a) Council's Annual Financial Statements for 2017/2018 have been drawn up in accordance with:
 - The Local Government Act 1993 (NSW) (as amended) and the Regulations made thereunder;
 - The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board, and
 - The Local Government Code of Accounting Practice and Financial Reporting.
 - b) The Statements present fairly the Council's financial position and operating result for the year.
 - c) The Statements are in accordance with the Council's accounting and other records.
 - d) The signatories do not know of anything that would make these Statements false or misleading in any way.
2. Council sign the "Statements by Councillors and Management". The Statements are to be signed by the Mayor, Deputy Mayor, General Manager and the Responsible Accounting Officer.
3. Council seek a presentation from the NSW Audit Office, or its representative, at a Council Meeting following the completion of the audit.

ATTACHMENTS:

- AT - 1** General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2018 (*distributed under separate cover*)
- AT – 2** Statements by Councillors and Management on the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2018

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AT – 2 Statements by Councillors and Management on the General Purpose Financial Statements and Special Purpose Financial Statements for the Year Ended 30 June 2018

General Purpose Financial Statements
for the financial year ended 30 June 2018

Statement by Councillors and Management
made pursuant to Section 413(2)(c) of the Local Government Act 1993 (NSW) (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- The Local Government Act 1993 (NSW) (as amended) and the Regulations made thereunder,
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board, and
- The Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these Financial Statements:

- present fairly the Council's operating result and financial position for the year, and
- accords with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2018.

Councillor Barry Calvert
MAYOR
25 September 2018

Councillor Mary Lyons-Buckett
DEPUTY MAYOR
25 September 2018

Mr Peter Conroy
GENERAL MANAGER
25 September 2018

Ms Emma Galea
RESPONSIBLE ACCOUNTING OFFICER
25 September 2018

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Special Purpose Financial Statements
for the year ended 30 June 2018

Statement by Councillors and Management
made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2018.

Councillor Barry Calvert
MAYOR

Councillor Mary Lyons-Buckett
DEPUTY MAYOR

Mr Peter Conroy
GENERAL MANAGER

Ms Emma Galea
RESPONSIBLE ACCOUNTING OFFICER

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Item: 240 **SS - Monthly Investments Report - August 2018 - (95496, 96332)**

Previous Item: 150, Ordinary (26 June 2018)

Directorate: Support Services

PURPOSE OF THE REPORT:

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

EXECUTIVE SUMMARY:

This report indicates that Council held \$58.5 million in investments at 31 August 2018 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 August 2018 be received and noted.

REPORT:

Context and Background

The following table indicates that Council held \$58.5 million in investments as at 31 August 2018. Details of the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
On Call								
CBA	A1+	AA-			1.25%	5,500,000	9.39%	
Tcorp*					2.61%	2,063,477	3.52%	
Total On-call Investments								7,563,477
Term Investments								
Bankwest	A1+	AA-	22-Nov-17	19-Sep-18	2.55%	1,000,000	1.71%	
Bankwest	A1+	AA-	13-Apr-18	24-Oct-18	2.70%	1,000,000	1.71%	
Bankwest	A1+	AA-	18-Apr-18	24-Oct-18	2.70%	500,000	0.85%	
Bankwest	A1+	AA-	27-Apr-18	08-Nov-18	2.70%	1,000,000	1.71%	
Bankwest	A1+	AA-	22-Nov-17	21-Nov-18	2.55%	1,500,000	2.56%	
Bankwest	A1+	AA-	27-Jun-18	16-Jan-19	2.80%	1,000,000	1.71%	
Bankwest	A1+	AA-	22-Feb-18	22-Feb-19	2.60%	500,000	0.85%	
Bankwest	A1+	AA-	22-Jun-18	27-Mar-19	2.80%	1,000,000	1.71%	
Bankwest	A1+	AA-	22-Jun-18	24-Apr-19	2.80%	1,000,000	1.71%	
Bankwest	A1+	AA-	03-Aug-18	03-May-19	2.80%	2,000,000	3.42%	

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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 \$
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	500,000	0.85%	
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	1,500,000	2.56%	
Bankwest	A1+	AA-	16-Aug-18	15-May-19	2.80%	2,000,000	3.42%	
Bankwest	A1+	AA-	24-Aug-18	22-May-19	2.80%	3,000,000	5.12%	
Bankwest	A1+	AA-	18-Jul-18	17-Jul-19	2.80%	1,000,000	1.71%	
CBA	A1+	AA-	13-Dec-17	13-Dec-18	2.57%	3,000,000	5.12%	
CBA	A1+	AA-	21-Dec-17	21-Dec-18	2.61%	1,000,000	1.71%	
CBA	A1+	AA-	12-Jan-18	16-Jan-19	2.63%	1,500,000	2.56%	
CBA	A1+	AA-	31-Jan-18	31-Jan-19	2.65%	2,500,000	4.27%	
CBA	A1+	AA-	14-Mar-18	14-Mar-19	2.66%	1,000,000	1.71%	
CBA	A1+	AA-	04-Apr-18	04-Apr-19	2.74%	1,000,000	1.71%	
CBA	A1+	AA-	14-Jun-18	17-Apr-19	2.74%	1,000,000	1.71%	
CBA	A1+	AA-	24-Aug-17	23-Aug-19	2.72%	3,000,000	5.12%	
CBA	A1+	AA-	02-Mar-18	04-Mar-20	2.79%	1,000,000	1.71%	
CBA	A1+	AA-	04-Apr-18	03-Apr-20	2.85%	1,000,000	1.71%	
NAB	A1+	AA-	02-Mar-18	19-Sep-18	2.52%	500,000	0.85%	
NAB	A1+	AA-	16-May-18	15-May-19	2.65%	2,000,000	3.42%	
NAB	A1+	AA-	06-Jun-18	19-Jun-19	2.75%	1,500,000	2.56%	
NAB	A1+	AA-	22-Jun-18	26-Jun-19	2.80%	1,000,000	1.71%	
NAB	A1+	AA-	27-Jun-18	26-Jun-19	2.80%	1,000,000	1.71%	
Westpac	A1+	AA-	09-Oct-17	09-Oct-18	2.70%	2,000,000	3.42%	
Westpac	A1+	AA-	08-Nov-17	08-Nov-18	2.60%	500,000	0.85%	
Westpac	A1+	AA-	07-Feb-18	07-Feb-19	2.59%	2,000,000	3.42%	
Westpac	A1+	AA-	22-Feb-18	22-Feb-19	2.62%	500,000	0.85%	
Westpac	A1+	AA-	02-Mar-18	06-Mar-19	2.60%	1,000,000	1.71%	
Westpac	A1+	AA-	04-Apr-18	04-Apr-19	2.75%	1,500,000	2.56%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.71%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.71%	
Westpac	A1+	AA-	14-Mar-18	13-Mar-20	2.81%	500,000	0.85%	
Westpac	A1+	AA-	18-Apr-18	17-Apr-20	2.93%	500,000	0.85%	
Total Term Investments								51,000,000
TOTAL INVESTMENT AS AT 31 August 2018								58,563,477

*Tcorp is wholly owned by the NSW State Government

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	7,563,477	1.62%	Reserve Bank Cash Reference Rate	1.50%	0.12%
Term Deposit	51,000,000	2.71%	UBS 90 Day Bank Bill Rate	1.95%	0.76%
Total	58,563,477	2.57%			

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Restricted/Unrestricted Funds

Restriction Type	Amount \$
External Restrictions -S94	12,366,572
External Restrictions - Other	10,216,526
Internal Restrictions	19,766,166
Unrestricted	16,214,213
Total	58,563,477

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

In addition to funds being fully allocated to fund the Operational Plan activities, funds relating to closed self-funded programs and that are subject to legislative restrictions cannot be utilised for any purpose other than that specified. Externally restricted funds include funds relating to Section 94 Contributions, Domestic Waste Management, Sewerage Management, Stormwater Management and Grants.

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

Detailed History, including previous Council decisions

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

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.

Investment Certification

I, Emma Galea (Responsible Accounting Officer), hereby certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and 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.

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Our Leadership

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

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

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 increased by \$4.6 million reflecting funds received, payments made, and redemption of invested funds and lodging of new term deposits, which is driven by cash flow requirements.

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

As at 31 August 2018, 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 by Council's investment advisor each calendar quarter.

Financial Implications

The matters raised in this report have direct financial implications. The income applicable is provided for in the 2018/2019 Adopted Operational Plan.

Fit For The Future Strategy Considerations

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

Conclusion

Council has investments totalling \$58.6 million as at 31 August 2018, invested in accordance with Council's Investment Policy.

RECOMMENDATION:

That the Monthly Investments Report for August 2018 be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

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Meeting Date: 25 September 2018

Item: 241 **SS - Hawkesbury Family and Domestic Violence Action Plan - (95496, 96328)**

Previous Item: 161, Ordinary (12 September 2017)
 115, Ordinary (27 June 2017)
 18, Ordinary (31 January 2017)
 NM1, Ordinary (26 May 2015)

Directorate: Support Services

PURPOSE OF THE REPORT:

The report has been prepared to advise Council of progress in the implementation of the Hawkesbury Family and Domestic Violence Action Plan.

EXECUTIVE SUMMARY:

Council adopted the Hawkesbury Family and Domestic Violence Action Plan on 12 September 2017. The development of the Action Plan was informed by the outcome of focus groups and a community forum. The Action Plan identifies key issues and lists 22 actions to be delivered in partnership with residents and community agencies to respond to family and domestic violence.

RECOMMENDATION SUMMARY:

That Council receive and note the progress report on the implementation of Hawkesbury Family and Domestic Violence Action Plan.

REPORT:

Context and Background

In 26 May 2015, Council considered a Notice of Motion, in relation to the prevalence of family and domestic violence within the community and the need for Council to work with relevant agencies to facilitate and develop a 'community led response plan to family and domestic violence in the Hawkesbury'.

In considering this Notice of Motion, Council resolved (in part) to request a report outlining possible strategies for Council to support initiatives aimed at reducing family and domestic violence within the Hawkesbury. A number of externally facilitated focus groups were held to identify issues with this information presented to a Family and Domestic Violence Forum held in November 2016.

The outcome of the Forum was reported to Council in January 2017 with Council resolving to prepare a Family and Domestic Violence Action Plan. A draft Action Plan was placed on public exhibition in July 2017 with 14 public submissions received. Council adopted the Plan in September 2017 and requested that annual progress in the implementation of the Plan be reported to Council. This report advises Council of progress in the implementation of the Action Plan over the past 12 months.

Hawkesbury Family and Domestic Violence Action Plan

The format of the Hawkesbury Family and Domestic Violence Action Plan is based on the NSW Government's Domestic and Family Violence Framework for Reform which incorporates the following guiding principles;

- Domestic and family violence is prevented
- Domestic and family violence is identified early
- Victims are safe and supported to recover
- Perpetrators stop using violence
- A supported, professional and effective sector is developed

The Hawkesbury Family and Domestic Violence Action Plan lists 22 actions covering the following themes;

- Planning and Coordination
- Policy and Advocacy
- Public Information and Education
- Partnership/Resource Sharing
- Safe Housing
- Family and Domestic Violence Services and Facilities

Each action within the Plan identifies the key agencies involved in implementing the action, the required time frame for implementation, and the output and outcome measures to be achieved.

Consistent with the roles outlined in the Hawkesbury Community Strategic Plan, Council has been identified as a critical partner in implementing the Hawkesbury Family and Domestic Violence Action Plan. The reduction of family and domestic violence within the Hawkesbury is a complex and challenging undertaking and requires Council to partner with the local and regional agencies listed as service partners within the Plan on an ongoing basis. This approach is integral to achieving the actions and objectives within the Plan.

Progress in relation to the 22 actions identified in the Hawkesbury Family and Domestic Violence Action Plan has been summarised and is appended to this report as Attachment 1.

Detailed History, including previous Council decisions

On 26 May 2015, Council resolved to investigate initiatives aimed at reducing family and domestic violence within the Hawkesbury.

On 31 January 2017, Council resolved to prepare a draft Family and Domestic Violence Action Plan based on the outcomes and findings of the Hawkesbury Family and Domestic Violence Forum held in November 2016.

The Draft Hawkesbury Family and Domestic Violence Action Plan was reported to Council on 27 June 2017 and placed on public exhibition between 19 July and 16 August 2017.

Council adopted the Hawkesbury Family and Domestic Violence Action Plan on 12 September 2017.

Policy considerations

There are no policy considerations applicable to this report.

Consultation

The issues raised in this report do not concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The Hawkesbury Family and Domestic Violence Action Plan was prepared following extensive consultation and public exhibition and in partnership with stakeholders.

Conformance to the Hawkesbury Community Strategic Plan 2017-2036

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

Our Community

- 2.1 Community safety is improved - Enable a shared responsibility for community safety and disaster management
 - 2.1.2 Make the Hawkesbury a friendly place where people feel safe.
- 2.3 Community partnerships continue to evolve - Increase the range of local partnerships and plan for the future
 - 2.3.1 Encourage and facilitate community partnerships.
 - 2.3.3 Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.
- 2.4 Community wellbeing and local services - Build on a sense of community and well being
 - 2.4.1 Work in partnership with government and community organisations to improve services and facilities for disadvantaged and vulnerable groups, and to build stronger and more cohesive communities.
 - 2.4.2 Provide flexible services that can adapt to changing community needs and service demands.

Discussion

The Hawkesbury Family and Domestic Violence Action Plan was developed following extensive consultation with services providers, government agencies and community members. The Plan sets out agreed objectives and establishes a framework by which Council and the community can work together to achieve a reduction in family and domestic violence in the Hawkesbury.

Financial Implications

There are no direct financial implications arising out of this report. Implementation of the Plan requires the allocation of staff hours and resources which will be negotiated in conjunction with the normal development of Council work plans and within Council's budget planning processes. Should a need for additional financial resources be identified to implement action within the Plan a report with costings and associated outcomes will be prepared for Council's consideration.

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

This annual progress report is to advise Council of the projects, partnerships and actions that have been undertaken during the first year of implementation of the Hawkesbury Family and Domestic Violence Action Plan. Council staff will continue to work with Hawkesbury Action Network Against Domestic Violence (HANADV) to strengthen partnerships and build a collaborative approach towards addressing domestic and family violence in the Hawkesbury community.

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

RECOMMENDATION:

That the Hawkesbury Family and Domestic Violence Action Plan annual progress report be received and noted.

ATTACHMENTS:

AT - 1 Hawkesbury Family and Domestic Violence Action Plan – Annual Progress Report

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

AT - 1 Hawkesbury Family and Domestic Violence Action Plan – Annual Progress Report

3.1 Planning and Coordination

Strategy/Action	Output	Year One Outcome
3.1.1 Council develop a Family and Domestic Violence Action Plan (FDVAP) for the Hawkesbury LGA.	Plan developed and adopted by Council	Plan developed and adopted September 2017
3.1.2 Establish a partnership framework (Family and Domestic Violence Action Plan Working Group) to coordinate the implementation of the agreed actions.	Partnership framework developed	Council consults with Hawkesbury Action Network Against Domestic Violence (HANADV) to coordinate implementation of actions. HANADV is the peak interagency with an established partnership framework.

3.2 Policy and Advocacy

Strategy/Action	Output	Year One Outcome
3.2.1 Council to act as an advocate for FDV issues.	Number of actions taken by Council in advocacy for FDV victims	Council not formally approached to make formal representations or advocacy in relation to Family and Domestic Violence issues. Council participated in representations made to Legal Aid NSW to localise safety access meetings (SAMS) and court advocacy to enable improved coordination and referral between local services.
3.2.2 Council to work with local health services (GPs, SJOG HDHS and PHN) to identify barriers to access for persons experiencing FDV and where required, advocate for funding and systems change to address gaps	Number of services provided in response to identified gaps	Council has commenced consultation with local health services on the development of a Health Action Plan for the Hawkesbury. FDV issues will be considered in conjunction with development of Health Action Plan.
3.2.3 Review Council's FDV Policy	Policy reviewed; Notification to staff	Policy reviewed June 2015, Notification of Domestic Violence Operational Standard and leave provisions sent to staff.

3.3 Public Information and Education

Strategy/Action	Output	Year One Outcome
3.3.1 Council and Hawkesbury LAC (Police) to sponsor an Annual FDV Forum for local community, FDV victims and area services	Number of participants	Second Family and Domestic Violence Forum held 10 May 2018 with over 60 participants.

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

Strategy/Action	Output	Year One Outcome
3.3.2 Co-ordinate delivery of information with respect to FDV services to schools and community through education programs and community events	Number of resources available/ Distributed Number of events held	Wallet card promoting FDV services developed. 10,000 wallet cards distributed to services and at Council events.
3.3.3 Promote the Women's Cottage as the most appropriate mechanism for co-ordinating information to FDV victims about what's available, where to go and how to get there, etc.	Number of resources available/ distributed	The Women's Cottage is promoted as the peak service for FDV support on the Hawkesbury on FDV Wallet card.
3.3.4 Council work with HANADV to implement calendar of community events (preferably free and local) where FDV information and services can be discreetly accessed by FDV victims	Number of resources available / distributed	Seven events have been identified and utilised as distribution points for DV Wallet card including Hawkesbury Show, Hawkesbury Fest, International Women's Day, Anti-Violence Day, Reclaim the Night, NAIDOC Day, South Windsor Family Day.
3.3.5 Work in partnership to support roll-out of in-school education programs through Council sponsorship, joint funding applications and/or advocacy (e.g. Healthy Relationship, Well-being, White Ribbon, etc.)	Number of FDV programs investigated. Number of funding applications submitted.	Two programs sponsored by Council and delivered in partnership with schools and local agencies including: <ul style="list-style-type: none"> • 'Love Bites' a healthy relationship program. Delivered in partnership with The Women's Cottage and Hawkesbury Community Outreach Services Inc (HCOS) • 'White Ribbon' a breakfast targeting young men was held in partnership with Hawkesbury High School.
3.3.6 Work in partnership to support roll-out of behaviour change programs (e.g. Men's Change Behaviour, Healthy Relationship, Bystander program etc.).	Number of community education programs investigated. Number of funding applications submitted.	One behaviour change program ' Domestic Violence Alert Awareness' delivered in partnership with Lifeline Australia and Bligh Park Community Services Inc.
3.3.7 Process to obtain local DV statistics from Hawkesbury LAC	Number of requests fulfilled	Council currently working with Police to obtain local statistics.

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

3.4 Partnership/Resource Sharing

Strategy/Action	Output	Year One Outcome
3.4.1 Establish local partnerships for development of projects and funding proposals to address key priorities (e.g. funding for crisis accommodations, education programs, health services).	Number of projects funded and delivered	One project funded through a HANADV partnership application to Hawkesbury Liquor Accord to deliver 'Reclaim the Night' event.
Strategy/Action	Output	Year One Outcome
3.4.2 Establish partnerships between local agencies to enable access to amenities in alternate settings (e.g. neutral calming rooms for police interviews in community centres)	Number of new partnerships established	Hawkesbury Library Service has made the meeting rooms at the Deerubbin Centre available for use as neutral calming room for police, local DV services and DV victims. Library staff facilitate access to the meeting rooms.
3.4.3 Establish partnerships between local agencies to respond to the specific cultural needs of indigenous people.	Number of new partnerships established	To be enacted in conjunction with development of Council's Reconciliation Action Plan.

3.5 Safe Housing

Strategy/Action	Output	Year One Outcome
3.5.1 Advocate for a women's refuge in the Hawkesbury	Number of relevant advocacy actions taken by Council	Council staff working with Police to obtain local statistics on the incidence of FDV to ensure advocacy undertaken is informed and demonstrates local need.
3.5.2. Advocate for safe and affordable housing options for FDV Victims	Number of representations made	Representations for safe and affordable housing options will be undertaken in conjunction with refuge advocacy. Council currently working with Wentworth Community Housing to investigate affordable housing projects in Hawkesbury.
3.5.3 Council amend Homelessness Action Plan and Affordable Housing Policy to explicitly name FDV as a cause of homelessness.	Amended Action Plan and Policy	To be considered in conjunction with development of revised Homelessness Protocol and updated Action Plan

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

3.6 Family & Domestic Violence Services/Facilities

Strategy/Action	Output	Year One Outcome
3.6.1 Council disseminate relevant funding opportunities through HANADV and Hawkesbury e News	Number of new funding opportunities investigated	Council disseminates funding opportunities via Hawkesbury e News and interagency attendance. Two funding opportunities have been investigated by HANADV during this period: Hawkesbury Liquor Accord community grant and Rotary ‘ Big Idea’.
3.6.2 Council, encourage local partnerships and support collaborations formed for funding applications (e.g. write letters of support)	Number of new funding opportunities investigated	Council supported HANADV funding application to Hawkesbury Liquor Accord community grant which resulted in \$5000 grant to The Women’s Cottage. Council partnered with LEAD Professional Development Association Inc to deliver grant writing training at the FDV 2018 Forum.
3.6.3 Advocate for improvements to the local court (e.g. facilities to separate FDV victims from offenders).	Number of new representations made	Participated in representations made Legal Aid NSW for Hawkesbury based SAMS (safety access meetings) and Women’s Domestic Violence Court Advocacy Program.
3.6.4 Council and Peppercorn Services Inc. to consider a transport solution to assist FDV victims to access services.	Transport solution developed	Council has facilitated a partnership between Peppercorn Services Inc and two pilot agencies – Stronger Nation Community and Wentworth Housing’s Nurreen Project to provide transport for FDV victims to access services.

oooO END OF REPORT Oooo

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 25 September 2018

ordinary

section 4

reports
of committees

ORDINARY MEETING

SECTION 4 – Reports of Committees

Meeting Date: 25 September 2018

ORDINARY MEETING

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SECTION 4 – Reports of Committees

No Reports of Committees.

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ordinary

section 5

notices of motion

ORDINARY MEETING

SECTION 5 – Notices of Motion

Meeting Date: 25 September 2018

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SECTION 5 – Notices of Motion
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SECTION 5 – Notices of Motion

No Notices of Motion.

ORDINARY MEETING

Questions for Next Meeting

Meeting Date: 25 September 2018

QUESTIONS FOR NEXT MEETING

Item: 242

Councillor Questions and Responses from Previous Meetings - 11 September 2018

REPORT:

Questions: 11 September 2018

#	Councillor	Question	Response
1	Wheeler	Enquired as to whether Council could write a letter to Dr B Azmir in recognition of his 30 years of service within the Wilberforce community.	The General Manager advised that a letter can be prepared from the Mayor congratulating Dr B Azmir on his 30 years of service as the GP to the Wilberforce community.
2	Wheeler	Requested if Council staff could investigate the street light outage on Porpoise Crescent, Bligh Park, between Settlers Crescent and Riffle Range Road.	The Director Infrastructure Services advised that the street light outage had been reported to Endeavour Energy. Reference No: 2132603-1.
3	Lyons-Buckett	Enquired as to whether Council has a maintenance schedule to update outdoor furniture assets at Council owned shopping centres including Wilberforce Shopping Centre.	The Director Infrastructure Services advised that maintenance is undertaken on an "as needed" basis as well as following regular inspections. Renewal of furniture is included in the asset management plan. In specific regard to Wilberforce Shopping Centre, funding for various improvements including furniture upgrade is included in the current year's programme and design is currently underway.

oooO END OF REPORT Ooo

ORDINARY MEETING
Confidential Reports
Meeting Date: 25 September 2018

CONFIDENTIAL REPORTS

No Confidential Reports.



ordinary meeting

end of business paper

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