



Ordinary Meeting

Date of meeting: 10 May 2022
Location: Council Chambers
Time: 6:30 p.m.

BUSINESS PAPER

ORDINARY MEETING
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ORDINARY MEETING
Procedural Matters
Meeting Date: 10 May 2022

PROCEDURAL MATTERS

Welcome

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

The General Manager will address the Council meeting, mentioning:

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

Attendance

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

Statement of Ethical Obligations

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

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

Apologies and Leave of Absence

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

Declaration of Interest

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

Acknowledgement of Official Visitors to the Council

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

ORDINARY MEETING

Procedural Matters

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ORDINARY MEETING
SECTION 1 - Confirmation of Minutes
Meeting Date: 10 May 2022

Ordinary

Section 1

Confirmation of minutes

ORDINARY MEETING

SECTION 1 - Confirmation of Minutes

Meeting Date: 10 May 2022

SECTION 1 - Confirmation of Minutes



Ordinary Meeting

Date of meeting: 12 April 2022
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ORDINARY MEETING

Minutes: 12 April 2022

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 12 April 2022, commencing at 6:31pm.

Welcome

The Mayor, Councillor Patrick Conolly 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 Patrick Conolly, Mayor, Councillor Barry Calvert, Deputy Mayor and Councillors Shane Djuric, Eddie Dogramaci, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Sarah Richards, Les Sheather, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT: At Council Chambers: General Manager - Elizabeth Richardson, Director City Planning - Linda Perrine, Director Infrastructure Services - Will Barton, Director Support Services - Laurie Mifsud, Chief Financial Officer - Emma Galea, Manager Corporate Communications, Events and Services - Suzanne Stuart, Strategic Planning Manager - Andrew Kearns, Manager Corporate Services and Governance - Charles McElroy and Council Committee Officer - Amy Birks.

By Audio-Visual Link: Deputy Chief Financial Officer - Vanessa Browning, Acting Manager Property and Strategy - Linda Hewitt and Manager Community Planning and Partnerships - Meagan Ang.

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies or requests for leave of absence received from Councillors.

DECLARATIONS OF INTEREST

Councillor Djuric declared an interest on Item 72.

Councillor Lyons-Buckett declared interests on Items 71 and 78.

Councillor Richards declared interests on Items 71, 72, 75, 77 and 78.

Acknowledgement of Official Visitors to the Council

There were no official visitors to the Council.

SECTION 1 - Confirmation of Minutes

84 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Reardon that the Minutes of the Ordinary Meeting held on the 29 March 2022, be confirmed.

ORDINARY MEETING

Minutes: 12 April 2022

SECTION 3 – Reports for Determination

PLANNING DECISIONS

Item: 071 **CP - NSW Government - Employment Zones Reform - (95498, 124414)**

Directorate: City Planning

Councillor Lyons-Buckett declared a pecuniary interest in this matter as she owns a property within the Commercial and Industrial zones. She left the Chamber and did not take part in voting or discussion on the matter.

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as her family members own/lease buildings in these zones. She left the Chamber and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

85 RESOLUTION:

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

That Council endorse the draft Translation of Employment Zones Land Use Tables – Hawkesbury Local Environmental Plan 2012 included as Attachment 3 to the report for the purposes of public exhibition by the Department of Planning and Environment.

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 Conolly, Calvert, Djuric, Dogramaci, Kotlash, Reardon, Sheather, Veigel, Wheeler and Zamprogn.

Against the Motion: Nil.

Absent: Councillors Lyons-Buckett and Richards.

ORDINARY MEETING

Minutes: 12 April 2022

Item: 072 **CP - Proposed Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order - (95498, 124414)**

Directorate: City Planning

Councillor Djuric made a special disclosure of interest in this matter as property owned by him is within a zone in the Hawkesbury Local Environmental Plan 2012 affected by the proposal. Councillor Djuric relied on Clause 4.36 of the Code of Conduct to remain in the meeting during discussion and voting on the matter, and made a special disclosure in writing which was tabled at the meeting.

In the special disclosure Councillor Djuric:

- Identified 23 Glebe Road, Pitt Town (the identified land) as the affected principal place of residence in which he has a proprietary interest
- Disclosed the identified land as the land that is subject to a change in zone/planning control in the Hawkesbury Local Environmental Plan 2012
- Disclosed the proposed change of zone/planning control as draft agritourism the removal of land reservation acquisition
- Disclosed the effect of the proposed change of zone/planning control on him as appreciable financial gain.

Councillor Djuric remained in the meeting during discussion and voting on the matter.

Under Clause 4.36 of the Code of Conduct, Clause 4.29 (requirement to not be present at or in sight of, a Council meeting during consideration, discussion or voting on a matter in which a Councillor has disclosed a pecuniary interest) does not apply if:

- "a) *the matter is a proposal relating to:*
 - i) *the marking of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or*
 - ii) *the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and*
- b) *the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and*
- c) *the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting."*

Clause 4.37 of the Code of Conduct provides:

"A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

- a) *be in the form set out in schedule 3 of this code and contain the information required by that form, and*
 - b) *be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting."*
-

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Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as potential property owners may be in community initiatives with her. She left the Chamber and did not take part in voting or discussion on the matter.

Ms Angela Maguire addressed Council, speaking for the recommendation in the business paper.

MOTION:

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

Refer to RESOLUTION

86 RESOLUTION:

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

That Council:

1. Endorse the proposed nomination of draft agritourism provisions to the Hawkesbury Local Environmental Plan 2012 with the following amendments:
 - a) Change the area in Clause 5.24 (2) (a) to 200 square metres.
 - b) Change the number of persons in Clause 5.24 (2) (b) to 50 persons.
2. Prepare and forward a Standard Instrument Local Environmental Plan Agritourism Nomination to the Department of Planning and Environment to finalise drafting of a state environmental planning policy.

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 Conolly, Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Councillor Richards.

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Minutes: 12 April 2022

Item: 073 **CP - Draft Voluntary Planning Agreement - 2 Inverary Drive, Kurmond - (95498, 124414)**

Previous Item: 224, Ordinary (23 November 2021)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

87 RESOLUTION:

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

That Council:

1. Note the outcome of public exhibition of the draft Voluntary Planning Agreement for Lot 2 DP 600414, 2 Inverary Drive, Kurmond.
2. Endorse the Voluntary Planning Agreement associated with Lot 2 DP 600414, 2 Inverary Drive, Kurmond attached as Attachment 1 to the report.
3. Provide delegation to the Mayor and General Manager to execute the Voluntary Planning Agreement included as Attachment 1 to the report under the Seal of 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 Conolly, Calvert, Djuric, Kotlash, Reardon, Richards, Sheather, Veigel and Zamprogno.

Against the Motion: Councillors Dogramaci, Lyons-Buckett and Wheeler.

Absent: Nil.

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Minutes: 12 April 2022

GENERAL MANAGER

Item: 074 **GM - Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and Draft 2022-2032 Long Term Financial Plan - (79351, 95496, 96332)**

Directorate: General Manager

MOTION:

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

Refer to RESOLUTION

It was agreed that this motion be dealt with in seriatim.

88 RESOLUTION:

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

That:

1. The Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and the Draft 2022-2032 Long-Term Financial Plan attached as Attachments 1, 2, 3 and 4 to the report be approved for public exhibition and that Council give public notice of the exhibition of the Draft documents for a minimum of 28 days, in accordance with Section 405 of the Local Government Act, 1993.

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

Against the Motion: Nil.

Absent: Nil.

MOTION:

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

Refer to RESOLUTION

89 RESOLUTION:

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

2. The exhibition of the Plans outlined in Part 1 include:
 - a) The rating structure proposed for 2022/2023 based on the Residential Rate Category having two options:
 - i. A 30% Base Rate plus an ad valorem rate applied to the land value.
 - ii. A 50% Base Rate plus an ad valorem rate applied to the land value.

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For the Motion: Councillors Conolly, Reardon, Richards, Sheather, Veigel and Zamprogno.

Against the Motion: Councillors Calvert, Djuric, Dogramaci, Kotlash, Lyons-Buckett and Wheeler.

Absent: Nil.

The motion was carried on the casting vote of the Mayor, Councillor Conolly.

MOTION:

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

Refer to RESOLUTION

90 RESOLUTION:

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

2. The exhibition of the Plans outlined in Part 1 include:

b) The notional yield based on a 0.8% rate-peg and a 2.5% rate-peg.

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

MOTION:

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

Refer to RESOLUTION

91 RESOLUTION:

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

3. The documents exhibited in accordance with Parts 1 and 2, be reported back to Council, post the public exhibition period, to consider any public submissions received and to consider the adoption of these documents and to make and fix rates and charges for the year ended 30 June 2023.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 12 April 2022

MOTION:

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

Refer to RESOLUTION

92 RESOLUTION:

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

4. Council apply for the special variation under Section 508(2) of the Local Government Act, 1993 on the following basis:
 - The application being for a permanent special variation under Section 508(2) of the Local Government Act, 1993.
 - The special variation, if successful, will generate an additional \$0.7M in 2022/2023 and an additional \$8.2M over a period of ten years.
 - The additional income from the special variation is required to maintain service levels included in Council's Long-Term Financial Plan in line with community expectations and maintaining financial sustainability in accordance with the relevant benchmarks.
 - The impact on ratepayers and the community in 2022/2023 and in future years, if the special variation is approved, is reasonable.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 12 April 2022

CITY PLANNING

Item: 075 CP - Council Submission on Draft Western Parkland City Blueprint and Economic Development Roadmap - (95498, 122414)

Previous Item: 058, Ordinary (27 February 2018)
205, Ordinary (28 August 2018)

Directorate: City Planning

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as she has potential conflicts as a Federal election candidate. She left the Chamber and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

93 RESOLUTION:

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

That Council endorse the submission to the Draft Blueprint and Economic Development Roadmap attached as Attachment 2 to the report, and a copy be forwarded to the Western Parkland City Authority by 28 April 2022.

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

Against the Motion: Nil.

Absent: Councillor Richards.

ORDINARY MEETING

Minutes: 12 April 2022

SUPPORT SERVICES

Item: 076 **SS - Pecuniary Interest Returns - Councillors - (95496)**

Previous Item: 196, Ordinary (12 October 2021)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

94 RESOLUTION:

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

That Council note that the Disclosures of Pecuniary Interests and Other Matters Returns, lodged with the General Manager, have been tabled.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 12 April 2022

Item: 077 **SS - Redevelopment North Richmond Community Precinct - (95496)**

Previous Item: 253, Ordinary (8 December 2020)

Directorate: Support Services

Councillor Richards declared a less than significant non-pecuniary conflict of interest in this matter as she resides in North Richmond, but does not own property there and no further action is required.

MOTION:

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

Refer to RESOLUTION

95 RESOLUTION:

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

That Council endorse the concept designs, attached as Attachment 1 to the report, for the development of the existing North Richmond Community Precinct site, to enable the obtaining of the requisite planning approvals to progress the project.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 12 April 2022

Item: 078 **SS - Re-Establishment of Existing Alcohol Free Zones - (95496, 112106)**

Directorate: Support Services

Councillor Lyons-Buckett declared a less than significant non-pecuniary conflict of interest in this matter as she owns property bordering the identified area in Richmond and no further action is required.

Councillor Richards declared a less than significant non-pecuniary conflict of interest in this matter as her family members own/lease buildings in the area, however the proposal does not have any impact on their business and no further action is required.

Mr Michael Edwards addressed Council, speaking for the recommendation.

MOTION:

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

Refer to RESOLUTION

96 RESOLUTION:

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

That:

1. In accordance with the provisions of the Local Government Act 1993, the consumption of alcohol in the areas outlined in the report, be prohibited for the period from 1 May 2022 to 30 April 2026, by the establishment of the Alcohol Free Zones in the Hawkesbury Local Government Area.
2. In accordance with the Ministerial Guidelines on Alcohol Free Zones, Council exclude approved outdoor dining and/or footpath trading areas associated with appropriately licensed venues from the relevant alcohol free zones, subject to:
 - a) Appropriate development consent;
 - b) Appropriate approval/licensing by the relevant liquor authority;
 - c) Clear delineation and control of the licensed area from the AFZ by the licensee;
 - d) Appropriate signage, indicating the exclusion from an area within an AFZ, to be clearly displayed;
 - e) The Windsor Mall Policy and the Outdoor Dining and Footpath Trading Policy, being adhered to.

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

Against the Motion: Nil.

Absent: Nil.

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SUPPLEMENTARY REPORT

SECTION 4 – Reports of Committees

Item: 081 **ROC - Disaster and Emergency Committee - 31 March 2022 - (151940, 95495)**

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

97 RESOLUTION:

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

That in relation to the Minutes of the Disaster and Emergency Committee Meeting held on the 31 March 2022:

1. Council receive and note the Disaster and Emergency Committee Minutes in respect to Item 1 (points 1 and 2 of the Committee's recommendation), and Item 2 (point 1 of the Committee's recommendation).
2. Council endorse the Committee Recommendations in respect of Item 1 (points 3 and 4 of the Committee's recommendation), namely:
 - a) Identify matters for further action or resolution by Council including:
 - i. Management of drainage and stormwater clearing
 - ii. That this committee reconvene within eight weeks
 - iii. Discussion about the concerns of rural and remote communities, and how Council can restore access earlier to these communities
 - iv. Request Water NSW to provide community education
 - v. Electricity supply
 - vi. Pitt Town evacuation route
 - vii. Provision of emergency food and supplies
 - viii. Riverbanks
 - ix. Evacuation Centres.
 - b) Staff compile the feedback from the submissions and refer them to the relevant agencies and referrals and responses be reported back to the Committee.
3. Council endorse the following in respect of Item 2 (points 2, 3 and 4 of the Committee's recommendation):
 - a) Council establish the Working Group recommended by the Disaster and Emergency Management Committee meeting of 31 March 2022, to act as an advisory group for Council's grant funded floodplain management projects, including:
 - i. Review of Hawkesbury Floodplain Risk Management Study and Plan 2012 (Scheduled for completion in December 2022).

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- ii. Flood Study and Floodplain Risk Management Study and Plan – Macdonald and Colo Rivers, Webbs and Greens Creeks (Scheduled for completion in December 2022).
- iii. Redbank Creek Flood Study and Floodplain Risk Management Study and Plan (Scheduled for completion in September 2023).
- b) The composition of the Working Group to comprise of Councillors Conolly, Djuric, Lyons-Buckett, Sheather and Wheeler, agency representatives and environmental groups as outlined in the NSW Floodplain Development Manual.
- c) Once established, the Working Group identify the advisory functions of the Group, and the best mechanisms for engaging members of the community in the process, and
- d) The Working Group report to the Disaster and Emergency Committee meeting for endorsement of proposed actions, to enable the Group to commence working.
- e) Ensure points 4 and 6 from the resolution of the Committee meeting of 7 September 2021 are implemented.
- f) Staff be requested by the Committee to provide information on the cost of employing a Flood Officer, or potentially the sharing of such a position with a neighbouring Council such as Penrith.

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

Against the Motion: Nil.

Absent: Nil.

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QUESTIONS FOR NEXT MEETING

**Item: 079 Response to Councillor Question Taken on Notice at the Council Meeting - 29
March 2022 - (79351)**

There was no comment on the response to the Question Taken on Notice at the Council Meeting on 29 March 2022.

ORDINARY MEETING

Minutes: 12 April 2022

CONFIDENTIAL REPORTS

98 RESOLUTION:

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

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: 080 SS - Contract for the Management and Operation of the Oasis Aquatic and Fitness Centre

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

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

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

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

99 RESOLUTION:

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

ORDINARY MEETING

Minutes: 12 April 2022

Item: 080 **SS - Contract for the Management and Operation of the Oasis Aquatic and Fitness Centre - (95496, 34584)**

Previous Item: 65, Ordinary (30 March 2021)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

100 RESOLUTION:

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

That:

1. In accordance with the provisions of Section 55(3)(i) of the Local Government Act 1993, Council does not call Tenders for the management and operation of the Oasis Aquatic and Fitness Centre upon the expiry of the extended contract term on 30 June 2022, on the basis of extenuating circumstances existing that would result in the standard Tender process under the Local Government Act producing an unsatisfactory result. Council has formed this opinion based upon the following reasons:
 - a) Council considers it likely that there will be further COVID-19 related disruptions throughout the coming twenty four (24) months.
 - b) Such uncertainty would need to be factored into any contract, and into the Tenders lodged with respect to that contract, which would result in:
 - (i) Potential Tenderers not submitting a tender due to that uncertainty; or
 - (ii) Tenderers submitting tenders which sought to price that risk into their Tender in circumstances where that risk may not actually eventuate.
 - (c) The Proposed Extension addresses those matters by providing certainty as to the ongoing operation of the Centre, as well as financial certainty concerning the cost of the operation of the Centre.
 - (d) Extending the Current Contract allows Council to:
 - (i) Have certainty with respect to service rates until this difficult time passes and the industry has fully recovered; and
 - (ii) Ensure it obtains the best "value" outcome in the circumstances (which it would otherwise not be able to do if it were to go to Tender now).
 - e) Council can ensure it has this certainty through YMCA NSW, given YMCA NSW has managed the Oasis Aquatic and Fitness Centre for a number of years charging a reasonable service rate to Council including during the difficult circumstances of the COVID-19 Pandemic.
 - f) The extension is not for a lengthy period of time which will allow sufficient time for the fitness and aquatic industry, as well as the Oasis Aquatic and Fitness Centre, to return to its levels of activity pre-COVID-19.

ORDINARY MEETING

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- g) Council anticipates that at the end of the Proposed Extension, Council will be in a position to undertake a full Tender process in accordance with the Local Government Act and there will be no preferential treatment granted to YMCA NSW when considering those Tenders.
- 2. Council extend the current contract with YMCA NSW for the management and operation of the Oasis Aquatic and Fitness Centre for a further 12 months commencing 1 July 2022, with an option of an extension for a further 12 months, at Council's discretion, as outlined in the report.
- 3. The General Manager be given delegated authority to execute any documentation associated with final agreement between Council and YMCA NSW.
- 4. Council authorise the affixing of the Seal of Council to any documentation in regard to this matter, if necessary.

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

Against the Motion: Nil.

Absent: Nil.

The meeting terminated at 8:34pm.

Submitted to and confirmed at the Ordinary meeting held on 10 May 2022.

.....
Mayor

Ordinary

Section **2**

Mayoral minutes

ORDINARY MEETING
SECTION 2 – Mayoral Minute
Meeting Date: 10 May 2022

SECTION 2 – Mayoral Minutes

There was no Mayoral Minute at the time of preparing this Business Paper.

Notwithstanding the above, pursuant to Clauses 9.6-9.9 of Council's Code of Meeting Practice, the Mayor may submit a Mayoral Minute to the meeting without notice in relation to any matter or topic that:

- Is within the jurisdiction of the Council
- Council has official knowledge of.

However, a Mayoral Minute must not be put without notice if it relates to a routine or non-urgent matter.

A matter is considered to be urgent when it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

Ordinary

Section 3

Reports
for determination

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 10 May 2022

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 10 May 2022

SECTION 3 – Reports for Determination

GENERAL MANAGER

Item: 082 **GM - 2022 Floodplain Management Australia National Conference - (79351)**

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider the nomination and participation of Councillors and/or appropriate staff at the 2022 Floodplain Management Australia National Conference to be held from 17 to 20 May 2022.

EXECUTIVE SUMMARY:

Given the relevance of the subject matter and the theme of the 2022 Floodplain Management Australia National Conference - *Integrated Floodplain Management: Creating safer, stronger communities* - Council may wish to consider representation at the Conference.

Registration for the Conference can be either in person or virtual.

RECOMMENDATION:

That:

1. The report be received and noted.
 2. Participation of nominated Councillors and staff as considered by the General Manager, at the 2022 Floodplain Management Australia National Conference at a cost of \$725 if attendance is virtual and approximately \$3,500 if attending in person, be considered.
 3. After participating in the Conference, delegates provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the Conference relevant to Council business and/or the local community.
-

BACKGROUND

Consideration is required regarding participation at the 2022 Floodplain Management Australia National Conference to be held in Toowoomba from 17 to 20 May 2022.

The theme of the 2022 Conference is *Integrated Floodplain Management: Creating safer, stronger communities*. Details of the program and list of speakers for the Conference, can be viewed by accessing the following link <https://floodplainconference.com/>

Registration fees for the Conference are:

- \$725 if attendance is virtual
- \$3,500 (approximately) if attendance is in person. Approximate costing includes registration, flights and accommodation.

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Budget for Delegate Expenses - Payments made:

Total Budget for Financial Year 2021/2022	\$30,000
Expenditure to date	\$8,330
Outstanding Commitments (approximately)	\$5,500
Budget balance as at 2 May 2022 (approx. including outstanding commitments)	<u>\$16,170</u>

Outstanding commitments relate to attendance at the 2022 National General Assembly of Local Government to be held in Canberra in June 2022.

DISCUSSION

Consideration should be given in regard to the relevance of the Conference to Council's business and available budget to cover costs of attendance.

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

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Community

- 2.1 Community safety is improved - Enable a shared responsibility for community safety and disaster management
 - 2.1.1 Meet the needs of our community through effective flood, fire and other natural disaster management plans that promote the protection of life, property and infrastructure.
 - 2.1.2 Make the Hawkesbury a friendly place where people feel safe.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2021/2022 Adopted Operational Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
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Item: 083 **GM - WestInvest Program - (79351)**

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to advise of the NSW State Government's WestInvest Program and for Council to identify the projects that Council will apply for under the Community Project Grants - Local Government Allocation of the Program.

EXECUTIVE SUMMARY:

The NSW State Government has launched the WestInvest Program which will fund transformational infrastructure projects across Western Sydney. Council can apply for funding under the following two parts of the WestInvest Program:

- Community Project Grants - Competitive Round
- Community Project Grants - Local Government Allocation.

Council has submitted Registration of Interests for 13 projects under the Community Project Grants - Competitive Round and has received advised that the 13 projects have been assessed as eligible and that Council can proceed to the application stage for the 13 projects.

Council now needs to identify the projects that it will apply for under the Community Project Grants - Local Government Allocation.

RECOMMENDATION:

That Council:

1. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Local Government Allocation, as outlined in the report:
 - a) Wayfinding Signage - Getting Around and Discovering the Hawkesbury.
 - b) Woodbury Reserve, Glossodia Upgrade.
 - c) Fernadell Park and Community Facility, Pitt Town Development.
2. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Competitive Round, as outlined in the report:
 - a) Cycleway Bridge over Rickabys Creek, Windsor.
 - b) North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre.
 - c) Colbee Park, McGraths Hill Upgrade.
 - d) McQuade Park, Windsor Upgrade.
 - e) Oasis Aquatic and Fitness Centre, South Windsor Improvements.
 - f) Richmond Swimming Centre Upgrade.

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- g) Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade.
- h) Kurrajong to Kurmond Cycleway.
- i) Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor.
- j) Tamplin Field, Hobartville Redevelopment.

BACKGROUND

The NSW State Government has launched the \$5 billion WestInvest Program. The Program will fund transformational Infrastructure projects across Western Sydney. These projects will improve the liveability of communities and support economic recovery. Hawkesbury Council is one of 15 Local Government Areas available for support through the WestInvest Program.

WestInvest Program Projects will be drawn from proposals put forward by NSW Government Agencies, local government and community organisations. Projects will need to measurably improve liveability and will be selected based on their potential to drive transformational change and make Western Sydney a better place to live, work, play, connect with nature and raise a family, now and for generations to come. The WestInvest Program is designed to deliver transformational infrastructure projects across six focus areas:

- 1. Quality green and open spaces:**
More parks and healthier natural environments that encourage active lifestyles, restore biodiversity and improve access to the environment. Cleaner natural waterways with improved access for recreation.
- 2. Community infrastructure:**
Improved access to quality sport, recreation and other community facilities that bring people together and enable a diverse range of activities.
- 3. School modernisation:**
State-of-the-art, cooler and accessible education facilities that can adapt to evolving learning standards and student needs. Infrastructure that prepares students for an increasingly digital world.
- 4. Arts and cultural facilities:**
A broader range of arts and culture venues that reflect the diversity of Western Sydney, encouraging inclusive and regular community participation.
- 5. High street activation:**
Increasing the vibrancy of precincts to increase footfall for businesses. Targeted improvements to public amenities and allowing easier access to essential goods and services within walking distance.
- 6. Local traffic programs:**
Local streets are designed as comfortable, accessible and safe places for people with diverse use needs, including walking, wheeling and cycling.

Transformational projects can have an impact on a community at a local, Local Government Area or regional scale. Transformational projects must demonstrate how they are delivering across one or more of the following criteria:

- Enduring benefits: the project will deliver benefits both immediately and for future generations
- Enhancement: the project will bring a significant or exceptional increase to the relevant measures of liveability

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- Enabling: the project acts as an enabler to other projects or activities to provide greater benefit to the community
- Leverages an immediate opportunity: the project exploits an opportunity that will otherwise be lost
- Not usual business: the project is an opportunity that would not normally be funded by government or another organisation, but it will enhance liveability.

The \$5 billion WestInvest Program funding will be administered as follows:

- **\$3 billion NSW Government Project Fund** - A total of \$3 billion will be made available to NSW Government agencies to advise transformational projects that are ready to go and will benefit local communities.
- **\$2 billion Community Project Fund** - A total of \$2 billion for the Community Project Grants Fund as follows:
 - Competitive Round - Approximately \$1.6 billion open to non-government organisations, charitable organisations, community groups, not-for-profit and local councils.
 - Local Government Allocation - Approximately \$400 million directly allocated to 15 Local Government Areas to advance local projects, with each local council eligible for between \$20 million and \$35 million, depending on population size.

Hawkesbury Council is eligible to apply under the Community Project Fund in both the Competitive Round and the Local Government Allocation.

A Councillor Workshop was held on Wednesday, 13 April 2022 to discuss the projects that Council could apply for under the Community Project Fund in both the Competitive Round and the Local Government Allocation.

1. Community Project Fund - Competitive Round

The WestInvest Community Project Grant - Competitive Round will provide approximately \$1.6 billion for funding for community projects in 15 Local Government Areas in Western Sydney and is open to local councils, non-government organisations, charitable organisations, community groups and other organisations.

The minimum funding amount that can be applied for eligible projects is \$250,000. There is no cap on the amount of funding that can be applied for as long as the project is at a transformational scale and meets the criteria at the WestInvest Program. All eligible applications will be assessed against the following criteria, which will be weighted equally:

1. Liveability
2. Transformational
3. Value for Money
4. Deliverability
5. Viability

A copy of the WestInvest Program Guidelines - WestInvest Community Project Grants - Competitive Round is attached as Attachment 1 to the report.

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The key dates for the Competitive Round are:

Key Phase	Date
Program launch	24 February 2022
Registration of Interest open	31 March 2022
Registration of Interest close	21 April 2022 at 5:00pm
Applications open	2 May 2022 at 9:00am
Applications close	27 June 2022 at 5:00pm
Assessment	From 28 June 2022
Successful applicants advised	From November 2022
Funding Deeds executed and works commence	From early 2023
Program and expenditure ends	December 2026. Projects that require a longer delivery timeframe will be considered.

Following the Councillor Workshop held on Wednesday, 13 April 2022, Council lodged Registration of Interests for the following 13 projects:

1. Wayfinding Signage - Getting Around and Discovering the Hawkesbury - \$2 million

Implementing Council's Wayfinding Strategy to create a better connected community, support Council's critical business and tourism industry, showcase the villages and address safety and legibility.

Construct and install clear, legible and contemporary signage across the Local Government Area.

The desired outcomes are:

- Support placemaking plans and Council's Liveability Program
- Create pedestrian-friendly paths and thoroughfares that are safe, comfortable and pleasant.
- Increase walking and improved community well-being.
- Create a better-connected community.
- Increase interest in the area's heritage sparked by engaging stories told through signage and easily accessible online content.
- Increase retail event profitability due to more foot traffic and longer stays.

2. Cycleway Bridge Over Rickabys Creek, Windsor - \$2.35 million

This funding will enable Council to finalise route design and construct a second bridge over Rickabys Creek to provide a shared-path crossing linkage between the shared path from Richmond to the off-road cycleway from Rickabys Creek to Windsor.

The creation of an off-road shared path and crossing point will greatly improve the safety of this route and increase the utilisation of this already popular route.

This project will complete an off-road route on Hawkesbury Valley Way, a Regional Route (as identified in the Hawkesbury Mobility Plan) between the two main town centres of Richmond and Windsor.

3. North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre - \$11.047 million

The transformative North Richmond Community Precinct project is designed to respond to population growth and act as a meeting and cultural space, social and recreational hub, and much-needed fit-for-purpose emergency evacuation centre for the community residing west of the Hawkesbury River.

Targeted engagement has been undertaken with North Richmond residents and stakeholders operating from facilities within the current precinct. The site currently features old facilities, no longer fit for purpose.

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This project will incorporate the following facility improvements:

- A branch library service and technology space. Currently, there is no such facility on this side of the River
- A performing arts and rehearsal space with a mobile stage for musical and theatrical productions as an extension to the existing Youth Centre
- A 220m² multipurpose art studio space. Currently, there are very limited arts and cultural spaces west of the Hawkesbury River.
- A 730m² indoor sports stadium and change rooms to support hard-court sports including netball, basketball, futsal and volleyball
- A fit-for-purpose emergency evacuation centre for use during natural disasters through upgrades to the existing Centre, improving function by:
 - Increasing food storage capacity
 - Installing a commercial kitchen
 - Creating dedicated and secure spaces for counselling
 - Storage of residents' records
 - Storage for bedding and mobility assistance equipment
 - Storage for a backup generator
- Precinct ground improvements to create a mix of active and passive outdoor spaces with seating, shaded areas, barbeques, and a shared bike path. The shared paths will connect to the footpath network in North Richmond and surrounding developments.

When complete, the Precinct will become a meeting place with the social, recreational, and emergency infrastructure to enhance community connections, social cohesion and resilience.

4. Woodbury Reserve, Glossodia Upgrade - \$8.6 million

Woodbury Reserve is a large district park owned and managed by Council. It is located in Glossodia, a rural community, and is the only large park within this area. Council has recently updated the Plan of Management and Masterplan (adopted early 2022) for the Reserve following extensive community consultation. Woodbury Reserve provides a strong community focus offering a range of opportunities for active, organised sports and passive, nature-based recreation. These facilities generally cater to the local and broader district user catchment.

This project is to implement the Masterplan for Woodbury Reserve. This includes:

- A new playground
- New, multi-purpose courts
- Constructing a pump track
- Constructing a new amenities building
- Improving and providing additional parking within the site
- Establish a shared path network with better connections
- Improving access to natural areas
- Create additional shelters with barbecue facilities
- Establishing a designated dog off-leash area

5. Colbee Park, McGraths Hill Upgrade - \$9.5 million

Colbee Park is a 10 hectare district sporting park located at the intersection of three suburbs - McGraths Hill, Vineyard and Oakville.

A Plan of Management and Masterplan were developed and adopted for the site in 2021. This Masterplan has been developed incorporating ideas and feedback from the community and key user groups. It provides a future direction for the Park which will provide greater recreational opportunities, enhance existing uses and improve the general amenity, functionality and capacity of the site. It envisions a quality facility that meets contemporary standards of play and recreation.

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This project aims at delivering the improvements to the Park, as identified by the community through these planning processes, including:

- Constructing a children's playground
- Expand existing BMX facilities with the creation of a pump track
- Fitness stations, skate park, and teen playground
- Establish a designated dog off-leash area
- Improve parking within the site
- Establish a shared path network with connections to the Pitt Town Road pathway network
- Improve and create additional shelters with barbecue facilities
- Improve existing amenities buildings.

6. Fernadell Park and Community Facility, Pitt Town Development - \$9.763 million

Fernadell Park is a green field site and can be purpose built for needs of the community and the increase of female sports.

The aim and focus of the project is to undertake the implementation of the Fernadell Park Masterplan providing a new sporting facilities for the Pitt Town and surrounding community. With the increase in participation of women in both football and cricket in the region, the current facilities do not meet this need. In addition the region has seen an increase in youth participation and Council's current sporting facilities are at capacity.

The scope is to provide:

- New multi-purpose fields design for football and cricket
- Sports lighting
- Provision for off road parking
- Toilets and change rooms suitable for female and male players
- Kiosk/equipment storage
- Integrated community space and public accessible toilets
- District level inclusive play space
- Shelters, barbeque amenities, and associated items
- Outdoor fitness equipment
- Youth facility
- Integrated Community Centre - to allow for the provision of multiple community resources.

7. McQuade Park, Windsor Upgrade - \$6.3 million

McQuade Park is of State heritage significance. The Park has been identified as an integral extension to the current Liveability Project-Vibrant Towns and Villages as part of the Windsor upgrade to revitalise and reactivate the town centre.

Upgrades to McQuade Park with this project will include:

- New synthetic grass cricket pitch and retractable practice nets
- Lighting upgrades
- Playground upgrades
- Improvements to lake water quality
- Seating and retaining walls adjacent to the grandstand
- Pathway upgrades
- Upgrading and fencing the existing sporting fields
- Irrigation improvements
- Relocating storage shed and cricket nets
- Tree Assessments and Risk Management Plan

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8. Oasis Aquatic and Fitness Centre, South Windsor Improvements - \$6.032 million

Built in the 1990s the Oasis Aquatic and Fitness Centre currently provides indoor and outdoor pools, a gym, group fitness, and a community room.

It is a high-use facility by the community, providing support, fitness, and leisure services for the location government area and surrounding districts. It plays an important part in the community not only for individual and family fitness and recreation but also in major sporting and fitness functions for schools and swim clubs. Its use is currently restricted due to lack of a shallow-depth program pool and other key amenities.

The improvements stem from Plans for the Centre to include better amenities for patrons.

Works will include:

- The provision of a children's splash park
- A new shallow-depth program pool for learn to swim and senior programs, including accessibility ramp and hydrotherapy and its associated water treatment and solar heating plant
- An extended group fitness room with a climbing facility
- Additional school-age program amenities
- A new covered deck to connect change rooms to the café outdoor area
- Touchpads at the end of the main pool
- Extended child minding areas to include soft fall
- Additional car parking to cater to the demand, particularly for large events
- Outdoor gym to accommodate external gym activities includes deck, covering, lighting and water harvesting tanks onsite.

With these works there many benefits for the community in increasing the diversity in additional fitness programs and increased capacity for the large demand. It will deliver a more contemporary, inclusive, and accessible aquatic and leisure destination for Hawkesbury residents and draw in clientele from neighbouring council areas too.

9. Richmond Swimming Centre Upgrade - \$30 million

The upgrade to the current facility (built in the 1960s) will transform the Centre which currently provides a non-versatile non-heated and over-crowded 50 metre outdoor pool, limited to six lanes and smaller non-heated recreation pools which limits learn to swim classes, squad lanes, and lap swimming space to an aquatic centre that will be able to be used by all members of the community through all seasons.

Upgrades will feature:

- All-season usage through an indoor and outdoor aquatic space allowing a new eight lane 50 metre pool with a separable boom that separates into two 25 metre outdoor pools (one with the ability to enclose during winter)
- Accessibility upgrades to make the pools accessible to members of the community that are less mobile (children and adults), especially for aqua aerobics classes
- An interactive, zero-depth splash feature park for young children
- Increased shade throughout the site to maximise usage in hot weather and decrease cancer risks
- Additional community infrastructure including picnic facilities
- Improved water efficiency through upgrades to aging plant and equipment
- Demolition of existing buildings and construction of new entry facility, offices, retail area, club room and amenities.

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10. Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade - \$5.791 million

The provision of a new grandstand and associated facilities at Turnbull Oval will address a need for a facility of this nature within the North Richmond area. The current facilities are inadequate and do not cater to the increasing needs of the community.

The project will provide the following improvements to the grandstand and amenities:

- Additional change rooms to cater for females
- Upgrade kitchen facility/kiosk
- Clubhouse/gym
- Lighting upgrades

The local rugby league club now has female teams and this upgrade will provide the necessary change rooms to host female-specific events e.g female rugby league round-robin events.

The existing facility also prides itself in having a turf cricket wicket of a particularly high standard and the local cricket association is also investigating the possibility of hosting female and male cricket tournaments. The new facilities will encourage events of this nature.

11. Kurrajong to Kurmond Cycleway - \$0.963 million

This project will construct a quality 1,750 metre shared path between Kurmond and Kurrajong alongside Bells Line of Road. This includes undertaking requisite site works such as retaining walls, drive adjustments, and vegetation clearing.

The existing shared path from North Richmond ends at Kurmond with the only facility that continues to Kurrajong from Kurmond being an on-road, windy, and steep route only suitable for experienced cyclists.

The continuous off-road path of travel that this project will create and link North Richmond to Kurrajong, increasing active transport infrastructure, safety for pedestrians and cyclists, and increasing the usability of the existing shared path for both locals and tourists alike.

This project will complete a shared path that is identified as a Regional Route of highest priority for construction within the Council's Hawkesbury Mobility Plan.

12. Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor - \$1 million

To design and construct kerb ramps at two key intersections that cross Macquarie Street in South Windsor.

These intersections are critical pedestrian junctures and will link the existing shared footpath network between Bligh Park and South Windsor.

Pedestrians and recreational cyclists will be able to utilise these kerb ramps to cross the main road of Macquarie Street, creating safe and more usable active transport access to the town centres of Bligh Park and South Windsor, as well as the largest recreational facility in the region, the Hawkesbury Oasis Aquatic and Fitness Centre.

Both kerb ramp sites are identified in Council's Hawkesbury Mobility Plan as requiring priority upgrades. This is a high pedestrian area. However, due to the topography of the intersections and the extensive underground services at these sites, Council has been unable to fund these works.

The funding will enable the installation of four accessible kerb ramps at two intersections, being:

- Macquarie and Argyle Streets
- Macquarie and Drummond Streets

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Having accessible kerb ramps at these sites will connect the existing shared path network and increase active transport in South Windsor and Bligh Park by improving off-road connectivity between the town centres and greater pedestrian connectivity to the Hawkesbury Oasis Aquatic and Fitness Centre, an off-leash dog park and accessible play space for the community.

13. Tamplin Field, Hobartville Redevelopment - \$7.351 million

The Hawkesbury District does not currently have a synthetic sports field. A suitable field has now been identified at Tamplin Field, Hobartville.

The facility currently caters to rugby league, little athletics, dog training, school sports, and personal trainers. It is envisaged that all of these sports will still operate from this facility with an "off-field" area being provided for the dog training group.

Given that the Hawkesbury District has now been flooded four times in the last three years, the need for a synthetic field is paramount. The Hawkesbury sporting fields have now been closed for approximately eight weeks (post March 2022 Flood) and even facilities that have not been impacted by the floods have been closed for extended periods.

A synthetic field will enable high-profile sports to be catered for, including premier league soccer, as well as the abovementioned sports and activities.

The facility covers a large area and as much of the facility as possible would be utilised as a synthetic ground. This would bring Hawkesbury sporting facilities in line with other Local Government Areas and enable the hosting of games/events even during periods of inclement weather.

The upgrade will also include lighting, fencing, car parking and amenities.

Council lodged the above 13 Registration of Interests for projects totaling approximately \$100.7 million. On 2 May 2022, Council received advice from WestInvest that all 13 of Council's Registration of Interests have been accessed as eligible and that Council can proceed to the application stage for the 13 projects.

2. Community Project Fund - Local Government Allocation

The WestInvest Community Project Grants - Local Government Allocation will provide approximately \$400 million in funding for community projects in 15 eligible Local Government Areas in Western Sydney.

Hawkesbury Council is eligible for \$22.574 million as part of the Local Government Allocation. Council can spend up to 10% of its allocated funds for work related to the preparation of its grant bids, scoping of projects and preparation of applications such as consultants, traffic studies and grant documentation. The 10% can also fund the preparation of applications for the Competitive Round.

The minimum funding amount that can be applied for eligible projects is \$250,000. There is no cap on the amount of funding that can be applied for as long as the project is at a transformational scale and meets the criteria at the WestInvest Program. All eligible applicants will be assessed against the following criteria's, which will be weighted equally:

1. Liveability
2. Transformational
3. Value for Money
4. Deliverability
5. Viability

A copy of the WestInvest Program Guidelines - WestInvest Community Project Grants - Local Government Allocation is attached as Attachment 2 to the report.

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The key dates are:

Key Phase	Date
Program launch	24 February 2022
Applications open	2 May 2022 at 9:00am
Applications close	27 June 2022 at 5:00pm
Assessment	As applications are received
Successful applicants advised	Progressively, as projects are approved
Funding Deeds executed and works commence	From June 2022
Program and expenditure ends	December 2026. Projects that require a longer delivery timeframe will be considered.

Applications under the Local Government Allocation open on Monday, 2 May 2022 and close on Monday, 27 June 2022. Council will need to prepare grant bids, scope the projects, prepare business cases and prepare applications. Due to the substantial work involved in preparing the applications, Council will need to engage external assistance in preparing the applications for the projects applied for under both the Competitive Round and the Local Government Allocation.

Accordingly, it is anticipated that Council will utilise up to 10% of the \$22.574 million allocated to Council, being up to approximately \$2.257 million to prepare Council's applications. If Council were to utilise approximately 10% (\$2.257 million) of the \$22,574 million allocated to Council on project grant bids, scoping the projects, preparing business cases and preparing applications for the 13 projects outlined above, there would be approximately \$20.32 million available to apply for projects under the Local Government Allocation.

Council now need, to decide on which projects it proposes to apply for under the Local Government Allocation.

The following is a summary of the 13 projects identified, the funding applied for under the WestInvest Program, and the funding allocated in the Draft 2022/2023 Operational Plan for the 13 projects:

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No	Project Name	WestInvest Funding Applied For	Allocated Funding in Draft 2022/2023 Operational Plan
1	Wayfinding Signage - Getting Around and Discovering the Hawkesbury	\$2,000,000	\$950,000
2	Cycleway Bridge Over Rickabys Creek, Windsor	\$2,350,000	Nil
3	North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre	\$11,047,000	\$1,000,000
4	Woodbury Reserve, Glossodia Upgrade	\$8,600,000	\$403,200
5	Colbee Park, McGraths Hill Upgrade	\$9,500,000	\$643,900
6	Fernadell Park and Community Facility, Pitt Town Development	\$9,763,000	\$2,000,000
7	McQuade Park, Windsor Upgrade	\$6,300,000	\$136,500
8	Oasis Aquatic and Fitness Centre, South Windsor Improvements	\$6,032,000	\$10,000
9	Richmond Swimming Centre Upgrade	\$30,000,000	\$20,000
10	Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade	\$5,791,000	Nil
11	Kurrajong to Kurmond Cycleway	\$963,000	Nil
12	Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor	\$1,000,000	Nil
13	Tamplin Field, Hobartville Redevelopment	\$7,351,000	Nil

In deciding on which of the above 13 projects Council proposes to apply for under the Local Government Allocation, the following should be considered:

- The assessment criteria and focus areas - as outlined earlier in the report
- Community feedback - see Community Engagement section under
- Contained in existing Council plans and strategies
- Geographic and demographic spread.

Based on the above, the following three projects are recommended for Council to apply for under the Local Government Allocation:

1. Wayfinding Signage - Getting Around and Discovering the Hawkesbury - \$2 Million
2. Woodbury Reserve Glossodia Upgrade - \$8.6 Million
3. Fernadell Park and Community Facility, Pitt Town Development - \$9.763 Million

As outlined earlier, Council has approximately \$20.316 million available to apply for projects under the Local Government Allocation.

The funding applied for these three projects totals \$20.363 million which is approximately inline with the available funding.

The above three recommended projects:

- Meet the focus areas of Quality Green and Open Spaces, Community Infrastructure and High Street Activation
- Have Council Plans of Management and Masterplans for Fernadell Park and Woodbury Reserve and Council Wayfinding and Signage Strategy
- Spread across the local government area (Wayfinding Signage), located at the western side of the River (Woodbury Reserve) and the eastern side of the River (Fernadell Park)
- The total funding applied for the three projects of \$20.363 million is approximately inline with the available funding.

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Accordingly, it is recommended that Council lodge applications for these three projects under the WestInvest Program - Community Project Fund - Local Government Allocation.

In regard to the other ten projects outlined earlier in the report, it is recommended that Council lodge applications for these projects under the WestInvest Program - Community Project Fund - Competitive Round.

COMMUNITY ENGAGEMENT

The NSW State Government has undertaken the "Have Your Say" survey of residents across Western Sydney. As at 19 April 2022, there have been 104 eligible survey responses applicable to the Hawkesbury Council Local Government Area.

A breakdown of the eligible survey responses for the Hawkesbury Council Local Government Area filtered into one of the six focus areas for the WestInvest Program are as follows:

No	Focus Area	Percentage of Responses
1	Quality Green and Open Spaces	37%
2	Community Infrastructure	23%
3	Local Traffic Programs	14%
4	High Street Activation	11%
5	Arts and Cultural Facilities	8%
6	School Modernisation	7%

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Community

- 2.2 Participation in recreational and lifestyle activities is increased - Encourage and enable our community to participate in a healthy lifestyle
 - 2.2.2 Encourage active participation in a range of sporting and recreational pursuits.
- 2.5. Cultural Development and Heritage - Enable broad and rich celebration of our local culture and significant heritage
 - 2.5.2 Provide community and cultural services through a range of affordable and accessible facilities.

Our Assets

- 4.1 Transport infrastructure and connections - Creating an integrated and well maintained transport system is an important local priority
 - 4.1.4 Provide mobility links throughout the City to connect our centres, parks and facilities.
- 4.3 Places and Spaces - Provide the right places and spaces to serve our community
 - 4.3.1 Provide a variety of quality passive recreation spaces including river foreshores, parks, bushland reserves and civic spaces to enhance our community's health and lifestyle.
 - 4.3.2 Provide a variety of quality active recreation spaces including playgrounds, sporting fields, pool, stadium and multipurpose centres to enhance our community's health and lifestyle.
 - 4.3.3 Provide a variety of quality shared spaces including meeting spaces accommodating public art, cultural and environmental amenity to enhance our community's health and lifestyle.

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Our Future

5.7 Tourism and Economic Development - Promote our community as the place to visit, work and invest

5.7.2 Develop Hawkesbury Tourism to enhance and strengthen opportunities within our tourism sector.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS:

AT - 1 WestInvest Program Guidelines - WestInvest Community Project Grants - Competitive Round - *(Distributed under separate cover)*.

AT - 2 WestInvest Program Guidelines - WestInvest Community Project Grants - Local Government Allocation - *(Distributed under separate cover)*.

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INFRASTRUCTURE SERVICES

Item: 084 **IS - Flood Damage Report - Update on Major Road Recovery Projects - (95495)**

Previous Item: 181, Ordinary (29 September 2021)
 231, Ordinary (23 November 2021)
 038, Ordinary (22 February 2022)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide Council with an update on road infrastructure recovery projects as a result of the March 2021 Flood and the more recent flooding, storm and tempest event of March and April 2022.

EXECUTIVE SUMMARY:

The March 2021 Flood resulted in damage to various roads assets and the damage sustained, and consequently the repair work required, varied significantly in extent across the road network. Substantial repairs to the road network were undertaken as the flood unfolded and in the immediate days as flood waters receded. At the commencement of the 2022 Flood event, in early March, the more major and complex works had more or less been at the point of commencement.

The two Flood events in 2022 have resulted in additional sites being damaged, increasing the overall recovery program and have also seen an increase in the scale and nature of damage to those sites that had not yet been repaired from the 2021 event.

The majority of the impacted road network has now been surveyed and locations of damage recorded. At the time of writing this report, from the 2022 Flood events, there are in the order of 350 individual items of damage, ranging from scouring of table drains through to complete pavement failure and landslides impacting on roads.

These projects are currently in the review stage and an overall list similar to the 2021 projects will be provided in a future update. Claims for these projects are currently being processed and will be submitted to various State Government Agencies.

RECOMMENDATION:

That Council note the Flood Damage Report – Update on Major Road Recovery Projects.

BACKGROUND

An update on major road projects resulting from the March 2021 Flood was reported to Council at its meeting on 22 February 2022. In considering the report, Council resolved the following:

“That Council:

1. *Note the Flood Damage Report – Update on Major Road Projects.*
2. Endorse the community consultation process outlined in the report.

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3. Write to the various funding bodies, to seek an update on the timing of approval and payments of claims lodged by Council in regard to the March 2021 Flood.
4. Receive an update on road infrastructure recovery projects in a form of a report to Council at least every two months.

Since this report confirmation of acceptance for the three large projects, Cornwallis Road, Greens Road and Upper Colo Bridge, had been received as well as other projects, from Transport for NSW just prior to the onset of the March 2022 Flood event.

The current status of the March 2021 Flood projects is listed in Attachment 1.

DISCUSSION

Funding for disaster recovery are governed by the Disaster Recovery Funding Arrangements (DRFA), an agreement between the Commonwealth and State and Territory Governments. Within NSW, the NSW Government extends these arrangements to Councils of Local Government Areas, effectively incorporating this third layer of government into the arrangement with the Federal Government.

Relevant to this report, the DRFA creates a number of categories of claims related to a group of public infrastructure assets known as essential public assets. These categories are: Emergency Works, Immediate Reconstruction Works and Essential Public Asset Reconstruction Works.

The following table outlines the estimated values of each of these claim categories for the two events. Note that the values for 2022 remain subject to change as claims are finalised with Transport for NSW.

Claim Category	March 2021 Event	March/April 2022 Event
Emergency Works	\$1,236,146.56	\$1,415,723.00**
Immediate Reconstruction Works	\$769,747.72	\$1,800,000.00**
Essential Public Asset Reconstruction Works	\$35,787,425.00*	\$60,000,000.00**

*Subject to final restoration costs

** Preliminary estimates and subject to investigation, design and scope finalisation

An overview of some of the major projects within the Essential Public Asset Reconstruction Works is listed below:

Road Localities:

A complete list of impacted roads, as have been documented in detail, is included at Attachment 1.

Major asset damage has occurred at:

- Greens Road - March 2021 event – minor extension of damage from 2022 event
- Upper Colo Bridge - March 2021 event – no further damage from 2022 event
- Cornwallis Road and Drain – March 2021 event – major extension of damage from 2022 event
- Upper Colo Road – March 2022 event
- Settlers Road – March 2022 event

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Greens Road

The contract for the works at Greens Road has been awarded to Delaney Civil.

As a result of the impacts experienced from the March 2022 flood, NSW Public Works Advisory (PWA) and Delaney Civil have identified additional embankment works at Site 1 where the existing road is narrowest, which has been agreed to by Council's consulting geotechnical engineers. The undertaking of the additional work will help to ensure the safe use of the road for local traffic and the contractor's construction plant and vehicles.

Site 2 will remain closed and will continue to be closed at the advice of geotechnical engineers from PSM. Activities on Site 1 commenced 28 April and are scheduled to take approximately 4 weeks, followed by Site 2 (approximately 20 weeks duration) and then Site 1 (approximately 20 weeks duration).

Maintenance of the alternate route, along Wheelbarrow Ridge Trail commenced on 22 April 2022 and has been completed. These and future works are subject to an approval granted by NPWS which constricts plant that can be used to undertake these activities.

Upper Colo Bridge

The contract for the works for the Bridge has been awarded to Menai Civil.

Contractor is undertaking the necessary preparation including a program of works. Details of this program will be shared with the community when it is available. Works are expected to commence late April – early May 2022 with an anticipated completion by late 2022 – early 2023.

The Heritage Interpretation Strategy and Plan has been completed. The Plan has been formulated to recognise the importance of the original timber bridge. This involves salvaging the remaining timbers to be used as interpretive devices as well as signage. It is anticipated that community consultation will be undertaken during May 2022.

Cornwallis Road and Drain

Council had entered into a contract for the permanent restoration of Cornwallis Road and Drain at the onset of flooding in March 2022.

The 2022 event resulted in a major extension of the damage and materially impacted the scale and character of the restoration works, resulting in the Contract being terminated and Public Works Advisory engaged to provide specialist river bank and flood mitigation structural advice on both Stage 1 and Stage 2 of the works, temporary and permanent works respectively.

At the time of writing this report, a preferred option for Stage 1 has been selected and option-specific investigations have commenced, including geophysical and suitability of the sediment material deposited on lands adjoining the site.

The timeline for the completion of Stage 1 has not yet been finalised, however it is anticipated that it will be in the order of five to six months, allowing for a further five weeks for investigation and detailed design and a three month construction window.

The Cornwallis Drain Restoration Advisory Committee, a community-based group, has been established to provide a community voice into the project's engagement strategy and the Stage 2 (permanent) design options.

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Upper Colo Road

Upper Colo Road is currently closed to the public but is open to residents to access their properties. Council is working to clear the roads and better understand the extent of damage and the potential for further failures. There are significant embankment and road slips as well as landslides which have impacted on the structural integrity of the road formation. Council has engaged geotechnical engineers who have commenced their investigations into the temporary and permanent repair works

Settlers Road

Settlers Road, between the Thomas James Bridge and Wisemans Ferry Road, suffered extensive damage through landslides and the failure of the convict-built retaining wall on the southern approach to the Thomas James Bridge. This resulted in approximately 25,000t of rock, soil and debris falling onto the road and 60m² of road subsidence respectively.

The boundary between Hawkesbury City Council and Central Coast Council is located in proximity to Settlers Road, with the exact location being the subject of some uncertainty; three separate Parish Maps identify it in three different locations. This confusion over the exact location of the boundary has not prevented or delayed the response to the Emergency Works, with Hawkesbury City Council and Central Coast Council teams working closely and collaboratively on shared responsibility and scope for restoring temporary access, which was reinstated on 28 April 2022.

The Essential Public Asset Restoration Works will be complex and will require extensive investigation and design to account for the geotechnical and heritage constraints of the location.

COMMUNITY ENGAGEMENT

Community consultation has been undertaken in accordance with Council's Community Engagement Policy.

A range of communication methods have been employed to reach the affected communities:

- 'All Flood Related Information' banner featuring prominently on the Council website
- Weekly roads update on the Council website and additional website updates as required
- Regular email updates to the communities of Cornwallis, Greens Road and Upper Colo. Email updates now provide a link to the Council website which acts as a centralised location for the latest information on the status of the roads
- A weekly roads update Facebook post with a link to the Council website
- Online public meetings for Greens Road and Upper Colo
- In person public meetings for Cornwallis
- Mayor updates on local radio
- Council Newsletter sent to all residents with the Rates Notice
- 'Important Flood Information' letter sent to all Hawkesbury residents in April 2022 providing them with all the latest important flood information, links, phone numbers and opportunities to access information
- Discussions on the telephone and in person through Council's Customer Service Centre, Recovery Centres and Community Hubs.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Assets

4.1 Transport infrastructure and connections - Creating an integrated and well maintained transport system is an important local priority

4.1.1 Our roads and other transport infrastructure will be planned and provided to ensure connected, efficient and safe movement for all modes of transport.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The expenditure applicable is not provided for in the current Operational Plan. An application was made by Council under the Natural Disaster Funding arrangements to fully fund these projects. The capital costs have been approved however it should be noted that there has been an impact on existing staff resources to manage the projects and these costs are not claimable.

Council has requested, via Transport for NSW, the forward funding of 75% of the estimated cost of Emergency and Immediate Restoration Works, amounting to \$2,411,792, in order to ease the impact on Council's cash position. At the time of writing this report the request has not formally been approved.

ATTACHMENTS:

AT - 1 Road Location Summary of Damage and Project Comments and Status Information.

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AT - 1 Road Location Summary of Damage and Project Comments and Status Information

Location	Description	Estimated Reconstruction Cost	Project Comments and Status
Colo Heights Bridge	Colo Heights Road near Upper Colo Road, Upper Colo	\$3,419,537	<p>Contract has been awarded. Works to commence late April – early May 2022 with an anticipated completion in January 2023.</p> <p>The heritage interpretation strategy and plan has been completed. The Plan has been formulated to recognise the importance of the original timber bridge. This involves salvaging the remaining timbers to be used as interpretive devices as well as signage. It is anticipated that community consultation will be undertaken during May 2022.</p> <p>Construction for the project was planned to commence during March 2022 with anticipated completion by the end of June 2022.</p>
Cornwallis Road Flood Mitigation Structure	Damaged flood mitigation pipe Near No. 442 Cornwallis Road, Cornwallis	\$10,058,052	<p>The site has suffered extensively due to the recent flooding. This has resulted in the overall scope of the works being reviewed and redesigned.</p> <p>Council had entered into a contract for the permanent restoration of Cornwallis Road and Drain at the onset of flooding in March 2022. The 2022 event resulted in a major extension of the damage and materially impacted the scale and character of the restoration works, resulting in the Contract being terminated.</p> <p>Council has approached the Department of Public Works (Public Works Advisory – PWA) to project manage the works. This will include the following tasks:</p> <ul style="list-style-type: none"> • PWA to assess the advantages and disadvantages for four options for the Stage 1 works (isolation of the site from the Hawkesbury River). • Work with Council on selecting a preferred option for Stage 1. • Undertake a survey which includes a drone and hydro survey. • This is scheduled for mid to late April 2022. • Provide the design model and cost estimate for the preferred option based on the site assessment.
Cornwallis Road Section 1	Failed road section Near No. 380 Cornwallis Road, Cornwallis	\$270,000	Pavement Investigation completed. Planning of permanent restoration works in progress.

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Location	Description	Estimated Reconstruction Cost	Project Comments and Status
Cornwallis Road Section 2	Failed road section Near No. 582 Cornwallis Road, Cornwallis	\$247,500	Pavement Investigation completed. Planning of permanent restoration works in progress.
Cornwallis Road Section 3	Failed road section Near No. 166 Cornwallis Road, Cornwallis	\$64,800	Pavement Investigation completed. Planning of permanent restoration works in progress.
Bensons Lane	Full length damage from Francis Street to Cornwells Lane	\$990,000	Pavement Investigation completed. Planning of permanent restoration works in progress.
Greens Road	Site 1 adjacent to No. 125 Greens Road and Site 2 adjacent to No. 389 Greens Road	\$16,501,701	Contract has been awarded.
			The March 2022 flood has delayed the overall start time for the project. The contractor has taken possession of Site 1 and Site 2. Works at Site 2 will commence during April 2022. Anticipated duration of works at each site is 16 weeks with anticipated completion by the end of 2022. Both sites experienced additional damage as a result of the March 2022 flood. The contractor has been engaged to undertake additional remediation works at Site 1 to improve safety and serviceability. Site 1 provides a vital link for the residents as well as the contractor. The remediation works at Site 1 will not have an impact on the overall delivery time of the project.
Cupitts Lane	Full length damage from Dight Street to Cornwallis Road	\$1,485,000	Pavement Investigation completed. Planning of permanent restoration works in progress.
Pitt Town Bottoms Road	Multiple failed sections starting at 3.8 km from Bathurst Street	\$720,000	Pavement Investigation completed. Planning of permanent restoration works in progress.
Grose Vale Road	Landslip located 700 m from Bowen Mountain Road towards Westbury Road	\$220,000	Additional sites along this road have been identified as a result of the March 2022 flood. Investigation and scoping in progress as part of the geotechnical assessment.
Percival Street	Failed embankment near Hawkesbury Valley Way	\$65,000	Restoration works is being carried out by RAAF. Council to recover the cost from TfNSW under the DRFA – AGRN 1012.
Mount Lagoon Road	Gravel washout located 500 m from Sarns Way towards Comleroy Road	\$60,000	Works currently in progress.

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Location	Description	Estimated Reconstruction Cost	Project Comments and Status
Colo Heights Road	Landslip located 3.1 km from Putty Road	\$24,000	Works currently in progress.
Tizzana Road	landslip near No. 685 Tizzana Road	\$400,200	Works currently in progress.
West Portland Road	Multiple failed sections starting at 2.2 km from Sackville Road	\$455,000	Pavement Investigation completed. Planning of permanent restoration works in progress. Additional sites along this road have been identified as a result of the March 2022 flood.
Grono Farm Road	Multiple failed section-near No. 241 Grono Farm Road, Wilberforce	\$203,125	Pavement Investigation completed. Planning of permanent restoration works in progress. Additional sites along this road have been identified as a result of the March 2022 flood.
Wollombi Road	Landslip failure located 21 km towards north from Esple Street, St Albans	\$168,000	Works currently in progress.
Sackville Road	Multiple failed sections near West Portland Road	\$254,000	Pavement Investigation completed. Planning of permanent restoration works in progress.
Webbs Creek Road	Gravel washout starting at Doyle's Creek Road up to a 6.6 km section	\$49,500	Works currently in progress.
Cornwells Lane	350 m of failed section near Bensons Lane	\$132,000	Pavement Investigation completed. Planning of permanent restoration works in progress.
Total		\$35,787,415	

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Item: 085 **IS - Upper Colo Reserves - (95495)**

Previous Item: 181, Ordinary 28 September 2021
 295, Ordinary (23 November 2021)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide information regarding long-term solutions for the management of the reserves that adjoin the Colo River including a potential Plan of Management.

EXECUTIVE SUMMARY:

This report looks at the management of the Council reserves and road reserves that adjoin the Colo River at Upper Colo.

The report explores the management and ownership of these sites, the provision of a permanent toilet at the low level bridge and how the ongoing servicing of this facility could be funded.

RECOMMENDATION:

That:

1. Council locate a permanent toilet facility on the western side of Upper Colo Bridge following the completion of the Upper Colo Bridge reconstruction.
 2. The current funding allocated for the caretaker's cottage at Upper Colo Reserve be restricted for future funding of the permanent toilet facility at the Upper Colo Bridge site.
 3. The shortfall in capital funding for the permanent toilet facility be considered for inclusion in the 2023/2024 capital works program or through grant opportunities.
 4. The relevant fees and charges for camping at Upper Colo Reserve be reviewed for 2023/2024 to achieve cost recovery for the future operational and maintenance costs for the toilet facility and the final management model implemented for the Reserve.
-

BACKGROUND

Council at its meeting on 23 November 2021 considered a report regarding the Upper Colo Bridge Replacement project. Council resolved, in part, as follows:

"That Council:

1. *Keep Upper Colo Reserve closed in the short term.*
2. *Discuss the need for grading of local roads with affected residents.*
3. *Provide at least two Portaloos at Upper Colo Bridge.*
4. *Empty the garbage bins at least weekly.*

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5. *Increase signage telling visitors to take their waste with them.*
6. *Investigate using local residents on a contractor basis to clean and maintain facilities at the site.*
7. *Be provided with a further report with long-term solutions including a potential Plan of Management."*

In accordance with the resolution, Upper Colo Reserve has been kept closed. Subsequent flooding has further impacted the road network and access to the site. Two portaloos had been placed at the bridge site and these and the bins were/are cleaned and/or emptied twice a week. These toilets were removed prior to the first flood in March 2022 and will be returned to the site shortly. Additional signage has also been added to the site to encourage visitors to put their rubbish within the bins provided. With the contract for the replacement of the Upper Colo Bridge having now been let, the operation of the bins and toilets will be managed in response to the needs of the contractor, having regard to safe site access, material storage and site facilities.

This report relates to part 7 of the resolution covering the long-term solutions including a potential Plan of Management.

Location Plan

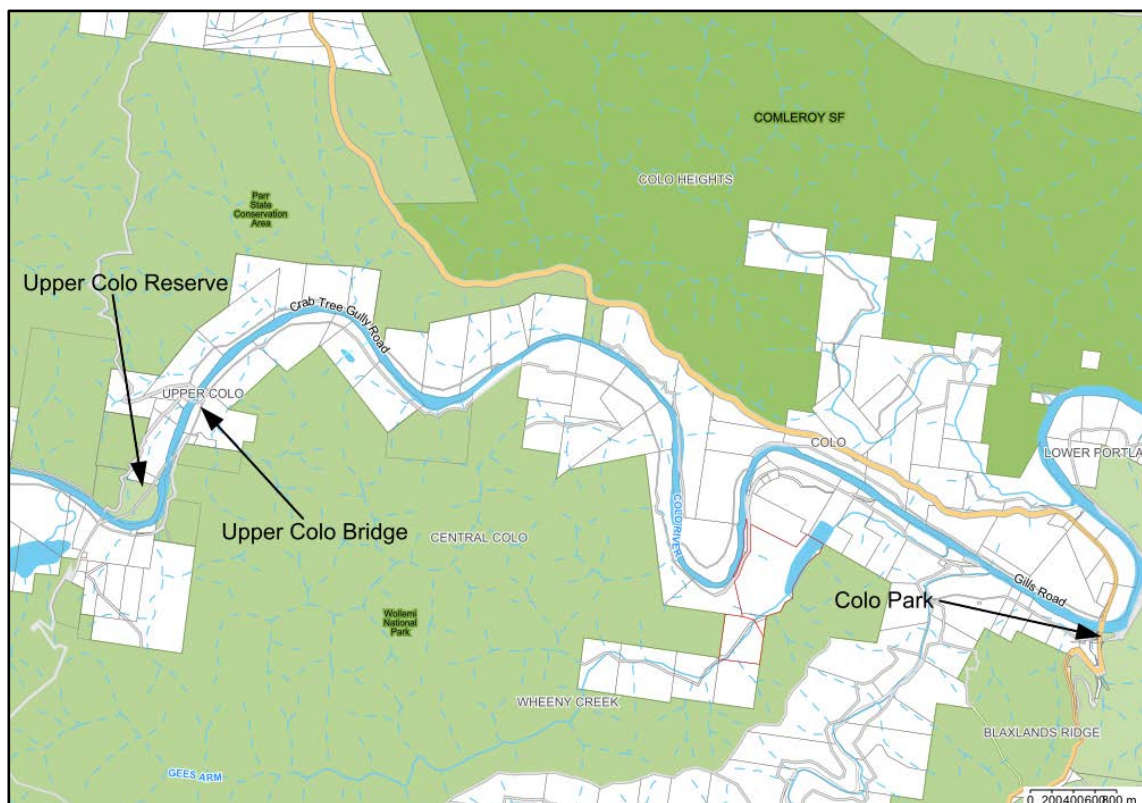


Figure 1: Locality Plan

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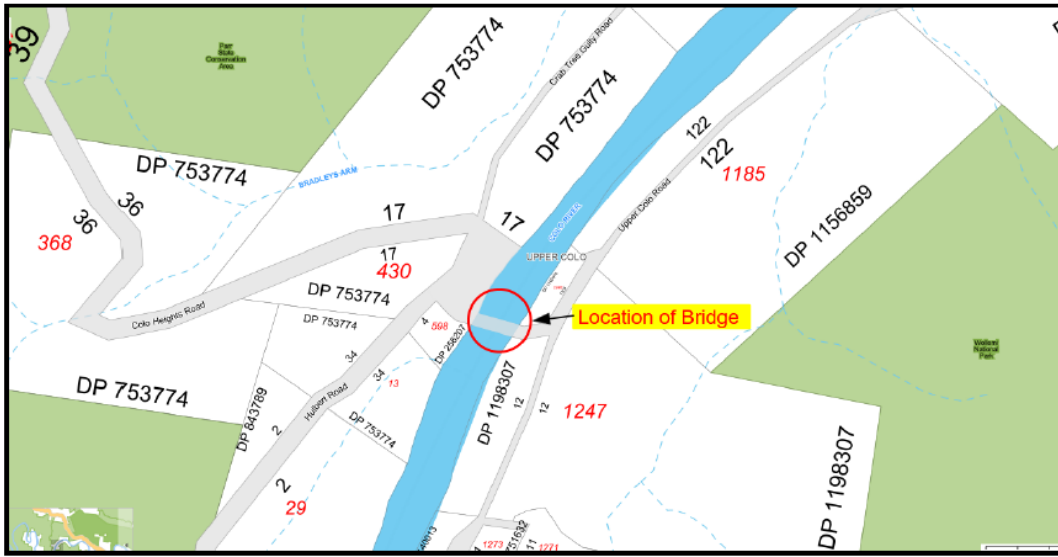


Figure 2: Site/Location of the Upper Colo Bridge Replacement and surrounding areas

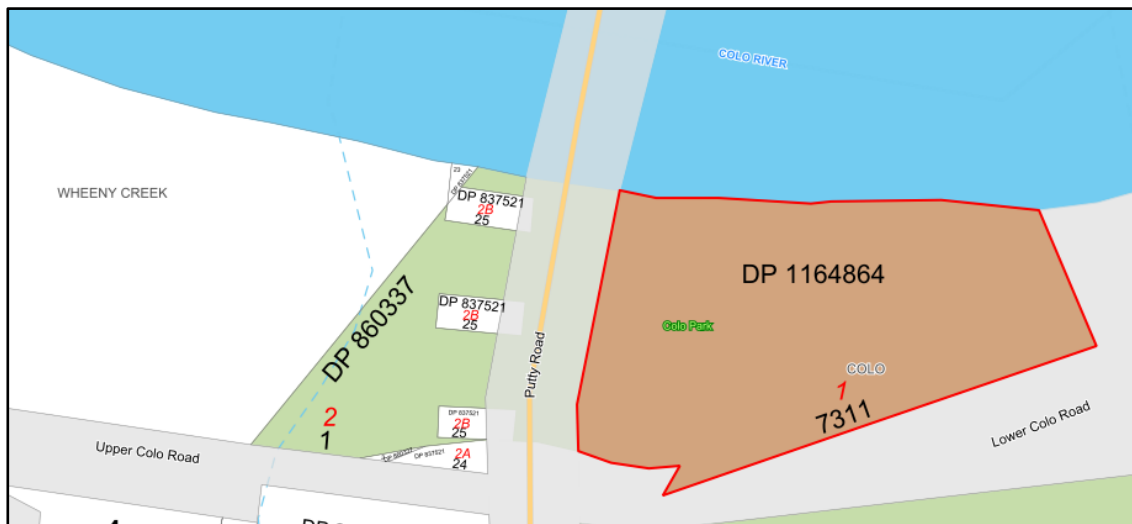


Figure 3: Site/Location of the Colo Park

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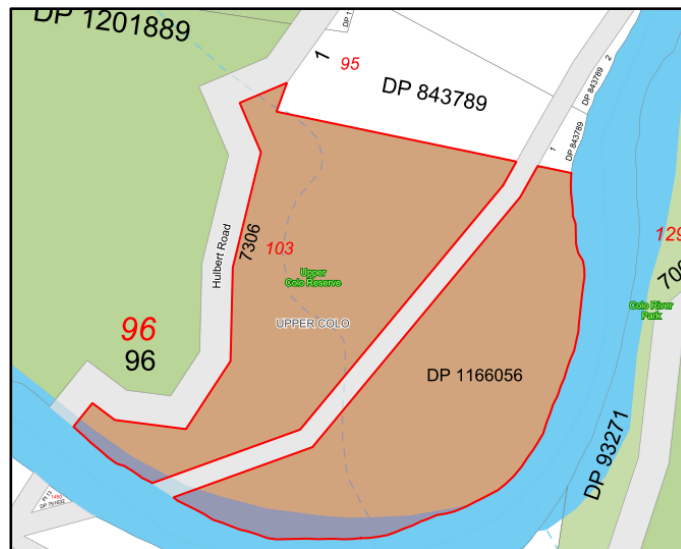


Figure 4: Site/Location of the Upper Colo Reserve

DISCUSSION

The Colo River is very popular with locals as well as visitors to the Hawkesbury. With only three public access points to the River between Putty Road and Upper Colo Reserve, these areas can get very busy especially on hot days. It must be noted that the visitation rates drop dramatically in the cooler months, with Upper Colo Reserve being closed from June to September each year.

Colo Park and Upper Colo Reserve are both Crown Land reserves (Figures 3 and 4). Council is the Crown Land Manager for Colo Park however, Upper Colo Reserve was not identified as Crown Land under Council's care and control. Staff have put in a request to Crown Lands for Council to be made Crown Land Manager of this Reserve however, staff are still awaiting confirmation from the Crown. This does limit what can be done at Upper Colo Reserve until the matter of care and control is resolved.

The land adjoining the low level bridge on the eastern side is Crown Land but not under Council's care and control (Figure 2). The land on the western side is road reserve is under Council ownership.

Long Term Management

Parks Management

Following changes to Crown Land legislation in 2016, all Council Crown Land Managers are required to develop plans of management for all Crown reserves under their management by June 2024. Plans of management can be either an individual plan (required for complex sites or areas of historic significance) or covered under a generic plan of management. Council staff are proposing to include these Crown Land Reserves (Upper Colo Reserve and Colo Park) within its generic plans of management. These plans identify the types of usage allowed within the reserves, leases and licences and any future upgrades. They do not examine or address maintenance regimes and/or service level agreements.

The area near the low level bridge is road reserve and therefore does not required to have a Plan of Management.

Reserve Supervision

Council previously used to engage a caretaker to live on site at Upper Colo Reserve, however there has not been a caretaker engaged since 2017. The role of the caretaker was to check on the campers, collect payments, manage issues as well as clean the amenities building. In the early stages the caretaker also

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included the management and mowing of the Colo Park and the Low level Bridge (Western Side) however these were removed due to stricter guidelines in work health and safety requirements.

Historically, caretakers had to provide their own accommodation (kitchen, shower) however upon review, it was determined that Council would need to provide a caretaker cottage onsite prior to another caretaker being engaged to meet its various responsibilities and obligations. To build such a facility is estimated at around \$100,000 and the Reserve only generates approximately this much income each year. Funding was provided over several years for the construction of a facility and there is presently \$98,564 in this year's Capital Works Program.

Whilst there has not been a formal caretaker for the Reserve at the site for five years, staff have successfully been undertaking these caretaking tasks. Council staff attend the Reserve to check on campers at Upper Colo Reserve as well as clean and maintain at the low level bridge (Western side) and Colo Park. Staff have increased the frequency of cleaning these sites to twice a week with additional cleans on weekends when they checked on the campers.

Whilst having a caretaker live at the Reserve would offer a greater service to visitors, frequency of cleaning as well as the management of any issues as they arise, this particular service model does have its limitations, including implications for industrial relations issues which would need to be further examined.

There are two alternative models:

1. Continue with the servicing of the Reserve by staff, as has been the practice for the previous five years. This does not deliver the same level of service and lacks the near-permanent presence, however it does provide considerable benefits of both a financial and non-financial nature.
2. A local supplier model, whereby a suitably experienced person or entity is engaged to provide the service or part of the service on a contractual basis. Owing to the distances involved in travelling to the reserve, this would only be viable if a local person or entity were both willing and met the necessary requirements with respect to experience, skills and equipment.

Many National Parks camp grounds are managed by staff only turning up to clean and check on the campers as needed. By staff undertaking this role directly, we have reduced the cost of a caretaker from an estimated \$30,000 per annum down to \$10,000 per annum, dependent on the characteristics of the season.

The alternate model, at point 2 above, would need further investigation and refinement to determine a reasonable estimate of cost, however for the sake of this report, it is expected that the cost would be less than a caretaker at approximately \$20,000 per annum.

Toilets

Both Colo Park and Upper Colo Reserve have permanent toilet facilities however the low level bridge does not. Staff have placed two portaloos at the low level bridge recently, as per Council's resolution, at a cost of \$190 per week (not including delivery). These represent an ongoing cost of, allowing these for 40 weeks, from September to May, of \$8,200 per year.

There are several options for toilet facilities at the Upper Colo Bridge:

- Do nothing
- Retain the seasonal use of Portaloos
- Permanent toilet facility – composting
- Permanent toilet facility – pump out

Both options for permanent toilet facilities would be located on the western side of the Bridge, on land under Council's care and control (road reserve).

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Do nothing

Council has not previously provided toilet facilities at the Bridge and to do so as an ongoing service delivery ought to be considered an expansion of the service and consequently will have a financial impact. There is the option to do nothing and return to the previous state.

This option fails to address the concerns of local residents, who have outlined in detail their experience with increasing instances of visitors toileting at the site, degrading the environment and the locality.

Seasonal Portaloos

The seasonal provision of portaloos represent the least cost for the provision of toilets at this location, but also the lowest level of service.

There are additional benefits insofar as the flexibility to expand, contract or indeed remove them in response to the prevailing environment and demand (flood, fire, heat etc).

Permanent toilet facility – composting

Composting toilets represent the highest level of service, however also require the greatest investment with respect to the capital purchase; a typical facility to service this location is estimated to cost \$160,000 and this price may increase in response to the requirements to withstand flood impacts.

There is also considerable doubt as to the resilience against flooding of the composting process and as such this is not a preferred option for this location.

Operational costs, excluding depreciation, would be able to be absorbed within current budgets.

Permanent toilet facility – pump out

A pump out toilet facility would be the most appropriate permanent facility and Council has used this approach in other flood-prone reserves, such as Yarramundi Reserve. The estimated capital cost for such a facility is \$180,000 and operational costs, excluding depreciation, would not be able to be incorporated into current budgets. Additionally, there is a risk of service continuity, with initial investigations revealing that there is only one service provider willing to consider offering the pump out service at this location, potentially resulting in Council finding itself in a position of being a price taker.

The toilets at Upper Colo Reserve, Colo Park and the portaloos at the Bridge are already cleaned by Council staff, either as part of their normal runs or when staff attended the camp ground to check on campers. These staff would add the cleaning of any permanent toilet facilities at the Bridge to their run, should Council determine to build such a facility. This cost could be absorbed into the maintenance budget.

Should the Council determine to prioritise the building of toilets on the Road Reserve, it is further recommended that the funding that has been allocated for the caretaker's cottage (\$98,564) be redirected towards a toilet block at the Bridge in the short term. Dependent on the option, there may still be a shortfall of around \$80,000.

Car Parking

Due to the topography and site conditions, car parking at these sites are limited and thus at a premium. The current areas where visitors park are informal parking areas. Consequently signage and parking controls have not been implemented to date on any of the sites and it has been observed that the informal nature of parking results in an efficiency loss. That is to say, formalising the carpark will provide a greater capacity without increasing the area of the carpark.

Remedial works are proposed along the road shoulder in the vicinity of Colo Heights Road that will allow for additional on-road parking. It is proposed that at the completion of the Upper Colo Bridge Replacement project, after a review of the boundaries, the parking area can be remediated to improve the surface and advisory signage can be posted. The cost of these works is not anticipated to exceed \$10,000 and could be considered for funding from the road works budgets at that time. It is noted that these actions would not formalise the parking area. To formalise this parking area, a design of the sites at both ends of the Bridge will be required, as well as the construction of the pavements with line marking. Formal enforceable

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signage could then be posted. These works would cost in the vicinity of \$225,000, and are not currently included in Council's Long Term Financial Plan.

Note that increasing car parking would lead to additional patronage on sites that are already at full capacity on hot days. This could lead to impacts to that natural area and therefore it is not recommended.

COMMUNITY ENGAGEMENT

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

Engagement with the community on the changes proposed will be undertaken through the development of Council's future Operational Plans and Fees and Charges, at the time of development.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Assets

4.3 Places and Spaces - Provide the right places and spaces to serve our community

4.3.1 Provide a variety of quality passive recreation spaces including river foreshores, parks, bushland reserves and civic spaces to enhance our community's health and lifestyle.

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.

1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications.

If Council were to implement all the options as recommended, recurrent costs would increase by approximately \$30,000.

The Reserve generated \$121,493 in revenue for the 2018/2019 financial year (the most recent period unaffected by natural disaster or Covid-19 Pandemic). Expenses, including depreciation for that year, were \$38,621 leaving council with a positive \$82,872 result. This income contributes to Council's overall parks maintenance budget and so the increased recurrent costs would need to be covered either through raising revenue via fees and charges, or reducing levels of service elsewhere.

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The table below shows the income and expenditure since 2015/2016.

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Natural Account	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Income	242	(108,089)	(26,327)	(121,493)	(110,180)	(101,437)	(91,455)
Expenditure	24,038	41,141	28,841	38,621	33,690	49,961	59,687
Total	24,280	(66,948)	2,514	(82,872)	(76,490)	(51,476)	(31,768)

The fees and charges for the Reserve for 2021/2022 are \$13.00 per adult and/or child for those that have pre-booked, \$20.00 per adult and/or child who have not pre booked and a family of four costs \$39.00. Based on annual patronage of 5,000 adults: 1,800 children and 1,000 families, Council could earn \$127,400 per year. A modest increase to the fees of \$2 per person, Adults and Children to \$15.00 each and families to \$45.00 for pre-booked, (and an equal pro rata increase for those who have not pre-booked) Council could increase the income by an additional \$20,000 and with a \$4 increase, approximately \$40,000.

With bushfires, COVID and floods, the Reserve has not been open a full season for over two years. It may be slow to build numbers up again so any raising of fees would need to be carefully considered. If the fee was raised too high, it may impact on customers returning to the campground.

Looking at other bush camping sites (considered primitive without hot showers), some charge up to \$17.50 per adult but this tends to be peak season only and children from 5 to 16 are a lot lower from \$5 to \$9. By charging children at the same rate as an adult, this provides Council with a greater income and also removes the issue of having to guess the age of a child which can be subjective and lead to disagreements.

Raising fees will help cover the recurrent costs but are unlikely to solve the capital cost shortfall to build a new toilet facility. Any shortfall would therefore need to be considered in a future capital works program.

The funding that has been allocated for the caretaker's cottage (\$98,564) could be redirected towards a toilet block however there would still be a shortfall of around \$80,000 to have this built.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 086 **SS - March 2022 Quarterly Budget Review Statement - (95496)**

Previous Item: 118, Ordinary (29 June 2021)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to inform Council of its financial position as at 31 March 2022 and to seek adoption of proposed changes required to the Budget within the 2021/2022 Adopted Operational Plan.

EXECUTIVE SUMMARY:

Council is required to review its progress in achieving the financial objectives set out in its Operational Plan, within two months of the end of each quarter. The Responsible Accounting Officer must submit to Council a budget review statement that shows the revised estimate of the income and expenditure for that year, referencing the estimate of income and expenditure included in the Adopted Operational Plan.

The Responsible Accounting Officer has revised Council's income and expenditure for the 2021/2022 financial year and recommends revising estimates in line with Council's financial performance as at the end of March 2022, and as projected for the remainder of the financial year. This report and the relevant attachment provide information on Council's financial performance and financial position for:

- The third quarter of the 2021/2022 financial year; and
- The resulting financial position including the Budget variations proposed.

The Quarterly Budget Review Statement - March 2022 (the Statement) recommends budget adjustments that result in an overall balanced adjustment for the Quarter.

RECOMMENDATION:

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

BACKGROUND

Clause 203 of the Local Government (General) Regulation 2021 stipulates that the Responsible Accounting Officer of a council must prepare and submit to the Council a Budget Review Statement within two months after the end of each quarter (except the June quarter).

The Integrated Planning and Reporting (IP&R) Framework outlines that Councils are required to present a summary of the Council's financial position at the end of each quarter. It is the mechanism whereby councillors and the community are informed of the Council's progress against the Original Budget and the last revised budget along with recommended changes and reasons for major variances.

The Quarterly Budget Review Statement is the mechanism stipulated by the Local Government Regulations 2021 for councils to revise the adopted Operational Plan for the year to reflect the actual financial performance as at the end of each Quarter and projected to the end of the financial year. This review ensures Council's Budget remains current and relevant throughout the financial year and provides early indication of progress in achieving financial targets.

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In revising estimates, a conservative approach has been taken. Unfavourable trends relating to income outside Council's control are proposed to be adjusted to reflect the anticipated performance up to the 30 June 2022. Unfavourable trends relating to expenditure outside Council's control are also proposed to be adjusted for the same period.

While some adjustments have been made in relation to the impacts of the March 2021 Flood event, this situation is on-going in nature. The impacts of the Flood events in March and April 2022 are still being assessed and adjustments will continue to be included in future Quarterly Budget Review Statements as required.

The Statement recommends budget adjustments that result in an overall balanced adjustment for the Quarter.

Variations proposed are necessary to ensure appropriate budget allocations are available to deliver Council's Adopted Operational Plan. Refer to Attachment 1 to this report.

Relevant Legislation

Local Government Act, 1993
Local Government (General) Regulation, 2021

DISCUSSION

Financial Position

The Statement recommends budget adjustments that result in an overall balanced adjustment for the Quarter.

In the opinion of the Responsible Accounting Officer, Council is in a satisfactory short term financial position taking into consideration the projected income and expenditure.

Attachment 1 to this report includes an executive summary of Council's financial performance as at the end of the third quarter of 2021/2022 and provides further details within financial reports provided.

The Attachment also details all the major budget variations proposed. Adjustments include variations that are minor or not operationally significant in nature and adjustments to the phasing of budgets. These latter adjustments have no impact on Council's overall Budget position or Operating Performance Ratio.

The more significant items of the March 2022 Quarterly Budget Review Statement include:

1. Favourable Adjustments:

- *Review of Capital Works Program (\$1.1M)* – As a result of recent natural disasters and the COVID-19 Pandemic, significant delays have been encountered in the delivery of Council's Capital Works Program. A review has been undertaken as to what can realistically be delivered during the rest of 2021/2022 and some works have already been moved across to the 2022/2023 Draft Operational Plan, currently on exhibition. Some works have also been deferred to enable prioritisation of works arising from damage occurring from floods and heavy rain.
- *Loan Borrowing Costs (\$195K)* – The 2021/2022 Adopted Operational Plan includes provision for the repayment of borrowing costs and capital based on a \$10M external loan to undertake infrastructure works. Council will draw down this loan before the end of the financial year to take advantage of the current low loan rates. The timing of the draw down of the loan has changed from the Original Budget, reducing the borrowing costs to be incurred in this financial year.

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- *Fixed Component of Retirement Scheme Superannuation Contribution (\$77K)* – In line from advice from Active Super, Council's contribution towards the recovery of the Retirement Scheme deficit has been recalculated, resulting in a reduction.

2. Unfavourable Adjustments:

- *Car-parking Infringement Income (\$290K)* – There are several factors that have contributed to a lower than budgeted income for 2021/2022, including staff vacancies, payment arrangements provided by NSW Revenue, waiving of infringements due to hardship by NSW Government, and delays in actual payment to NSW Revenue. Council only receives the income once it has been remitted to NSW Revenue and not at the time of fining.
- *Sewer Dividend to General Fund (\$218K)* – A dividend to be paid from Sewer Fund to General Fund is permitted to be paid, providing an operating surplus for Sewer has been generated for three consecutive years. It was projected that this dividend would be able to be paid as part of the Original Budget for 2021/2022. Rising Main C, a sewer infrastructure asset experienced a significant failure in the latter part of 2021, requiring significant operating expenditure. This additional expenditure will result in an operating loss for Sewer and subsequently, the dividend is no longer able to be paid.
- *Hawkesbury Oasis Aquatic and Fitness Centre Subsidy (\$200K)* – As a result of the closure of the facility arising from NSW Public Health restrictions for the COVID-19 Pandemic and the March 2022 Flood, projected income to be earned from the facility is projected to be lower than budgeted, requiring an increased subsidy by Council.
- *Building Control Income (\$133K)* – As a result of measures taken to ensure public safety during the COVID-19 Pandemic, staff vacancies, lower development activity over the last two years, and access issues arising from the March 2022 Flood, income arising from building control activities is projected to be less.
- *Building Compliance Income (\$98K)* – As a result of measures taken to ensure public safety during the COVID-19 Pandemic, staff vacancies, and diversion of resources towards riverbank matters, fewer fines have been issued, reducing total income projected.
- *Septic Tank Inspection Income (\$92K)* – As at the end of March 2022 income from septic tank inspections was less than anticipated due to less inspections being undertaken, due to continued wet weather. Inspections cannot be undertaken when the ground is too sodden, as system failures cannot be ruled out.
- *Animal Control Infringement Income (\$91K)* – Infringements issued relating to Companion Animals is less than projected predominantly arising to a reduction in the number of animals escaping properties because of owners being at home during the COVID-19 Pandemic.
- *Investment Income (\$90K)* – The Original Budget was developed based on assumed cash levels and assumed investment rates, based on available information at the time. The cash levels are lower than projected as a result of utilizing Council's own cash in lieu of external borrowings. Interest rates have been lower than projected, resulting in lower income earned. It is to be noted that the income lost has been covered by the savings in loan borrowings.
- *Companion Animal Impounding Income (\$67K)* – As a result of people working from home, fewer animals have required to be impounded at the Hawkesbury Companion Animal Shelter, resulting in a reduction in income from both impounding and animal sales.
- *Development Services Resourcing (\$57K)* – Additional resourcing was required to support development assessment processes, requiring an additional \$57K.

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3. Adjustments with Nil Impact on Council's Overall Budget position

- *Thank You Event* – Council will be holding a Thank You Event for the community's volunteers and Emergency Services personnel for their contributions during recent natural disasters. It is projected that this event will cost \$75K and is being funded from savings arising from the cancellation / reduction in other events due to the COVID-19 Pandemic and flooding.
- *Rehabilitation of Old East Kurrajong Road* – As a result of further deterioration arising from weather conditions, it has been determined that an additional \$80K is required to rehabilitate a section of Old East Kurrajong Road. This will be funded by the deferral of funds allocated to the rehabilitation of Bensons Lane, which is now likely to be covered by Disaster Recovery Funding Arrangements.

4. Grants – Additional Works and Programs - \$462K

Several adjustments relating to grant funding successfully secured by Council, are included in this Statement. These adjustments have a nil effect on the Budget position, as amounts included for income have a corresponding amount for expenditure. The securing of grant funding assists Council to undertake works otherwise not funded through Council's available funds.

There are several major adjustments relating to grant funding, as outlined below:

- *Redbank Creek Flood Study (\$74K)* – Council was successful in its application for funding under the Floodplain Management Program to undertake a floodplain risk management plan and study at Redbank Creek.
- *Contribution to Tamplin Field Amenities (\$100K)* – The Hawkesbury Sports Council will contribute \$100K towards the works currently being undertaken for Tamplin Field Amenities.
- *Shade Shelters at Playgrounds (\$78K)* – As part of the Black Summer Bushfire Recovery Program, Council will install shade shelters over playgrounds at St Albans, Bilpin and Colo Heights.
- *Community Recovery Officer – Flood (\$210K)* – Council has been provided with funding under the NSW 2021 Storm and Flood Recovery Package by Resilience NSW to undertake a community recovery program. An amount of \$30K is projected to be spent in 2021/2022, with the remainder in 2022/2023.

Council also received a \$1M as part of the Local Government Recovery Grants Program. in relation to the March 2022 Flood. A recovery program is currently being developed to build community resilience and assist with recovery efforts. Once the program has been developed the necessary budgetary adjustments will be incorporated into a future Quarterly Review.

Adjustments have also been made due to reviewing delivery timeframes relating to grant funded expenditure. Many grants can only be claimed once expenditure has been incurred and recovered once milestones have been reached. The following grants have been adjusted, as are now likely in 2022/2023:

- Liveability Program (Town Centre Revitalisation) \$3.5M
- Hawkesbury Community Hubs \$299K

Adjustments to reinstate these grants will be made in Quarterly Reviews during 2022/2023, being a timing difference.

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5. Reserve Funded Adjustments

The following major adjustments are within internally or externally restricted funds, and consequently have nil impact on Council's overall position:

- *Section 64 Drainage Reserve* – A net reduction of \$299K is required, as developer contributions for Pitt Town are no longer expected this financial year.
- *Section 7.11 Contributions Reserve* – A net \$6.5M reduction is required, with the main adjustments including:
 - Removal of projected developer contributions for Vineyard of \$6.7M; and
 - Reviewed timing of the delivery of Fernadell Park of \$133K.
- *Section 7.12 Contributions Reserve* – A net \$214K increase is required, with the main adjustments including:
 - Reduced projected income based of \$193K;
 - Reviewed timing of the delivery of North Richmond Community Precinct works of \$100K; and
 - Reviewed timing of the delivery of Deerubbin Park of \$305K.
- *Vineyard Infrastructure Loan Reserve* – A net increase of \$7.6M is required, due to reviewed timing of the delivery of infrastructure works.
- *Infrastructure Borrowings Reserve* – A net increase of \$4.8M is required, with a \$143K reduction in borrowing costs and due to the review of the Capital Works Program, including the following projects:
 - Suspended Slab works at Wilberforce Depot
 - Douglas Road, North Richmond – sealing gravel road
 - Greens Road, North Richmond – sealing gravel road
 - Packer Road, Blaxlands Ridge – sealing gravel road
 - Colbee Park
 - Colonial Reserve.
- *Multi-year Reserve* – A net increase of \$967K is required, due to the review of the Capital Works Program, including the following projects:
 - Suspended Slab works at Wilberforce Depot
 - Bligh Park Reserve Drainage Works
 - Upper Colo Road, Upper Colo Drainage Works
 - Tizzana Road, Ebenezer Drainage Works
 - Parks Plans of Management
 - Ham Common Carpark
 - Caretaker Facilities for Upper Colo Reserve.
- *Stormwater Management Charge Reserve* – A net increase of \$570K is required, due to reviewed timing of the delivery of Ian Street, Glossodia drainage works.
- *Information Technology Reserve* – A net decrease of \$176K is required, mostly resulting from the conversion of Council's Technology One platform to Software as a Service facility.

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- *Waste Management Reserve* – A net increase of \$736K to this Reserve is required, with the main adjustments including:
 - Reduction in operating costs of \$296K
 - Deferral of the Long-Term Waste Strategy to 2022/2023 of \$100K
 - Reviewed timing of delivery of the construction of Cell 6 of \$374K.
- *Sewer Reserve* – A net reduction of \$1.9M to this Reserve is required, with the main adjustments including:
 - Removal of the dividend payment to General Fund of \$218K;
 - Reduction of sewer pipe relining program in line with schedule of \$207K;
 - Re-instatement of the budget for the solar farm installation of \$315K;
 - Reviewed timing of delivery of Nutrient Offset Works of \$3.3M
 - Reduction of cost to refurbish Rising Main D in line with tender of \$1.4M; and
 - Cost of clean up and restoration associated with Rising Main C of \$4.1M.

Impact of Floods

As resolved at the Ordinary Meeting on 27 April 2021, Council noted the ongoing work being undertaken to restore public assets and infrastructure; and to receive updates regarding the financial impact outside the adopted Budget as part of Quarterly Budget Review Statements. This has now been impacted by the recent floods in March and April 2022.

During this financial year, Council has incurred a total of \$6.1M of expenditure associated with flood recovery activities, of which \$0.4M has been covered insurance received during 2020/2021, \$2.1M from NSW and Federal Government funding, and \$0.4M has been funded by the Sewer Reserve, while awaiting confirmation from Council's insurers. Claims to recover costs incurred since the flood have been lodged with a range of State Agencies, some of which have been approved and some requiring review to encompass damage incurred during the floods in March and April 2022.

7. Staff Establishment

As reported to Council at its Ordinary Meeting 22 February 2022, Council's staffing numbers in terms of Full Time Equivalents (FTE) as at the 31 December 2021 was 335.44. There has been no further increase to Council's FTE as of 31 March 2022.

It is to be noted that throughout the year, reviews are undertaken to ensure the optimal resource mix between staff and contractors and that sufficient resourcing is available to delivery Council's services and works programs.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

1.3 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.

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FINANCIAL IMPACT

The matters raised in this report have direct financial implications. If adopted, the budget proposed will be added to the current 2021/2022 Budget.

Performance against Financial Sustainability Benchmarks

Table 1 provides an update of Council's performance against the Financial Sustainability Benchmarks.

Table 1

Financial Sustainability Ratio	Benchmark	Original Budget 21/22	Amended Budget 21/22 After Dec QBRS	Amended Budget 21/22 After Mar QBRS
Operating Performance	≥ 0	-0.06	0.012	-0.039
Own Source Revenue	$> 60\%$	80.0%	68.1%	75.4%
Asset Renewal	$> 100\%$	84.1%	181.2%	139.35%
Infrastructure Backlog	$< 2\%$	1.7%	0.6%	1.37%
Asset Maintenance	$> 100\%$	108.5%	95.9%	94.75%
Debt Service	0%-20%	4.1%	2.79%	2.73%

As shown above, there has been a deterioration in the Operating Performance Ratio and the Asset Maintenance Ratio since the December Quarterly Budget Review. The reasons for this are outlined below:

- a) The Operating Performance Ratio was projected to be -0.06 when developing the Original Budget, and improved to 0.012 as a result of operating grants added in the September 2021 and December 2021 Quarterly Reviews. The ratio deteriorated in the March 2022 Quarterly Budget Review mainly due to adjustments resulting in a reduction in operating grants. It is to be noted that the level of grant income recognised at the end of the financial year is dependent upon the level of expenditure relevant to the grant spent.
- b) The Asset Maintenance Ratio has deteriorated slightly since the December Quarterly Review, due to continuing focus on asset renewal works in light of the March 2021 and March 2022 Floods.

ATTACHMENTS:

AT - 1 The Quarterly Budget Review Statement - March 2022 - *(Distributed under separate cover)*.

oooO END OF REPORT Oooo

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Item: 087 **SS - Investment Report - March 2022 - (95496, 96332)**

Previous Item: 097, Ordinary (25 May 2021)

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 \$71.88 million in investments as at 31 March 2022 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION:

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

BACKGROUND

Council held \$71.88 million in investments as at 31 March 2022. Details on the composition of the Investment Portfolio, and its compliance with Council's Investment Policy are provided below. Details include the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, the percentage of the total portfolio, exposure to credit ratings bands and the spread of maturities.

1. Composition of Investment portfolio

Tables 1 to 3 below provide details regarding the \$71.88 million in investments held as at 31 March 2022.

Table 1 – Summary of Council's Investment Portfolio as at 31 March 2022

Product Type	Face Value	% of Total
At Call Deposits	\$4,802,258	6.7%
Term Deposits - Fixed Rate	\$65,000,000	90.4%
NSWTCorp Cash Fund	\$1,132,646	1.6%
NSWTCorp Long Term Growth Fund	\$943,111	1.3%
Grand Total	\$71,878,015	100.0%

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

Long Term Credit Rating	Face Value	% of Total
AA-	\$65,302,258	90.8%
BBB+	\$4,500,000	6.3%
NSWTCorp Managed Funds	\$2,075,757	2.9%
Grand Total	\$71,878,015	100.0%

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Table 3 – Fixed Term Deposits

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Bank of Queensland	BBB+	A-2	04-Mar-24	1.70%	\$2,000,000
ME Bank (part of Bank of Queensland)	BBB+	A-2	03-Jun-22	0.50%	\$1,500,000
			09-Dec-22	0.70%	\$1,000,000
			07-Apr-22	0.40%	\$2,000,000
Commonwealth Bank	AA-	A-1+	21-Apr-22	0.42%	\$500,000
			27-Jun-22	0.34%	\$1,000,000
			21-Jul-22	0.41%	**\$2,000,000
			29-Sep-22	0.52%	\$1,000,000
			28-Nov-22	0.46%	\$2,000,000
			08-Dec-22	0.46%	\$1,000,000
			22-Feb-23	0.50%	\$2,000,000
			02-Mar-23	0.85%	\$2,000,000
			20-Nov-23	0.65%	\$1,000,000
			11-May-22	0.45%	\$2,000,000
			03-Jun-22	0.36%	\$3,500,000
National Australia Bank	AA-	A-1+	27-Jun-22	0.32%	\$2,000,000
			07-Jul-22	0.35%	\$1,000,000
			22-Sep-22	0.35%	\$2,000,000
			29-Dec-22	0.45%	\$3,000,000
			08-Mar-23	0.50%	\$1,000,000
			08-Sep-23	0.60%	\$1,000,000
			19-Aug-24	0.75%	\$3,000,000
			10-Sep-24	0.80%	\$1,000,000
			19-Nov-24	0.75%	\$1,000,000
			15-Jan-25	0.80%	\$500,000
			05-Mar-25	1.05%	\$1,500,000
			03-Nov-25	0.95%	\$500,000
			19-Nov-25	0.90%	\$500,000
			13-Jan-26	1.00%	\$500,000
			04-Mar-26	1.30%	\$1,500,000
			28-Apr-22	0.36%	**\$1,000,000
Westpac	AA-	A-1+	28-Apr-22	0.32%	\$2,000,000
			05-May-22	0.35%	**\$1,000,000
			05-May-22	0.33%	\$1,000,000
			22-Jun-22	0.35%	\$3,500,000
			07-Jul-22	0.35%	\$2,000,000
			30-Sep-22	0.34%	\$3,000,000
			11-Jan-23	0.79%	**\$3,000,000
			10-Feb-23	0.88%	**\$2,000,000
			09-Jun-23	0.90%	**\$1,000,000
			10-Nov-23	1.11%	**\$1,000,000
Grand Total					\$65,000,000

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

2. Environmental, Social and Governance (ESG) Investments

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

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Table 4 – ESG Investments

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Commonwealth Bank	AA-	A-1+	21-Jul-22	0.41%	\$2,000,000
Westpac	AA-	A-1+	28-Apr-22	0.36%	\$1,000,000
			05-May-22	0.35%	\$1,000,000
			11-Jan-23	0.79%	\$3,000,000
			10-Feb-23	0.88%	\$2,000,000
			07-Jun-23	0.90%	\$1,000,000
			10-Nov-23	1.11%	\$1,000,000
Grand Total					\$11,000,000

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

Product Type	Face Value	% of Total
Environmental, Social and Governance (ESG)	\$11,000,000	16.9%
Other	\$54,000,000	83.1%
Grand Total	\$65,000,000	100.0%

3. Compliance to Investment Policy

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

Table 6 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	Exposure of Entire Portfolio		
	Actual	Maximum	Compliant
AAA to AA- or Major Bank and below	97.1%	100%	Yes
A+ to A- and below	6.3%	50%	Yes
BBB+ to BBB and below	6.3%	40%	Yes
BBB- and below	0%	10%	Yes
NSWTCorp Funds	2.9%	20%	Yes

Table 7 – Term to Maturity

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

4. Portfolio Return

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

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Table 8 – Portfolio Return

31 March 2022	Weighted Average Monthly Return
Hawkesbury City Council – Investment Portfolio	0.049%
Benchmark – Bloomberg Ausbond Bank Bill Index	0.003%
Performance Relative to Benchmark	0.046%

Based on Council's Investment Advisor, Amicus', advice the running yield is the most appropriate for Council's portfolio. The rationale for this conclusion is that if all investments are purchased at par and mature at par, then the return over the holding period of that investment is simply the running yield.

Relevant Legislation

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

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 2021 and Council's Investment Policy.

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Amicus, has reviewed Council's investments as at 31 March 2022 and has advised as follows:

- *Council's investment portfolio annual return is around 51bps above the Bank Bill index. This return excludes at Call Accounts and NSW TCorp Managed Funds.*
- *Overall, exposures to individual entities and to credit limits have been well managed. Amicus generally recommends its clients operate with "buffers" between policy limit maximums and minimums to provide flexibility and avoid breaches, which is the strategy adopted by Hawkesbury City Council. Council is operating well within these buffers and has capacity within its existing investment policy to expand its range of investments.*
- *To clarify the term "buffers" when used in relation to the difference between the portfolio holding and the maximum limit under the policy, the maximum limit remains the limit and the "buffer" should not be subtracted from this limit. This being said, Amicus advocates that "buffers" should be maintained under the normal course of operation for two main reasons. Firstly, and most importantly, if the portfolio is not close to any of its limits it gives greater flexibility if an attractive investment opportunity arises as this can be easily purchased within policy limits (for example if a particular ADI is running a "special" rate for term deposits). Secondly, if the portfolio holdings are at the maximum limits inadvertent technical breaches of the policy limits are far more likely to occur (particularly if the limit is a percentage one and the overall portfolio size falls).*
- *Progress has been made in investing in ESG investments as part of the overall portfolio. However, to increase current levels, Council will need to aggressively pursue opportunities when they arise as Westpac has now reduced the rates on Westpac "Green" Term Deposits relative to "Non-Green" TDs and so this opportunity may be limited going forward.*

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- *In the current investment environment, Amicus suggests Council pursues the following investment strategies with regards to any excess liquidity:*
 - *Invest in the best Term Deposit rates available within the capacity of Policy limits.*
 - *Consider investing in longer dated fixed rate investments in the current yield curve environment that is relatively steep. While interest rates may rise, taking a limited exposure to longer dated fixed rate investments to enhance current portfolio is prudent so long as these investments are with high quality institutions (major banks and other ADI's rated "A" or above).*
 - *Take limited exposures to issuers outside the Major Banks in short-dated Term Deposits if rates are attractive. No more \$4 million of the total portfolio per entity is recommended based on the assumption the portfolio size will not fall below \$40 million and cause a breach of the 10% limit, i.e. \$4 million / \$65 million = 6.2% (current portfolio size), \$4 million / \$39 million = 10.3%. This is a very low risk strategy given the steps taken by the Reserve Bank of Australia to ensure no Authorised Deposit Taking Institutions will fail due to liquidity reasons in the short-term.*
 - *Consider investing in Bonds and Floating Rate Notes where the yields and risks are attractive relative to Term Deposits. As per prior reports, the relative value of these two instruments varies with market conditions and there are commonly periods where one is more attractive than the other and vice versa. Currently FRNs are offering the more attractive margins.*

Restriction of Funds

Council's total investment portfolio as at 31 March 2022 included funds that are restricted as to what they can be expended on.

Table 9 – Restriction of Funds

Restriction Type	Amount	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$10,344,298	14.39%
External Restrictions - Western Parkland City Liveability Program	\$2,817,567	3.92%
External Restrictions - Bushfire and Flood Grants	\$2,665,222	3.71%
External Restrictions - Other (e.g. domestic waste, sewerage)	\$4,552,930	6.33%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$21,856,225	30.41%
Unrestricted	\$29,641,773	41.24%
Total	\$71,878,015	100.0%

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

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

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

COMMUNITY ENGAGEMENT

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

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.
 - 1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The income applicable is provided for in the 2021/2022 Adopted Operational Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
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Item: 088 **SS - Council Resolution Summary - July 2021 to December 2021 - (95496)**

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

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to:

- Provide Council with a summary of the status of Council resolutions for the period 1 July 2021 to 31 December 2021.
- Provide a summary of the status of Outstanding Council resolutions for the period January 2018 to June 2021.

EXECUTIVE SUMMARY:

Council has been providing six-monthly summary reports on resolutions passed in the previous six months since 2014.

In 2018 Council resolved to include in future reports resolutions outstanding from previous summaries.

This report, and the attachments to the report, summarise the resolutions passed by Council for the period from 1 July 2021 to 31 December 2021 and those resolutions outstanding from previous summaries, excluding resolutions as outlined in the report below.

RECOMMENDATION:

That:

1. The Council Resolution Summary for the period 1 July 2021 to 31 December 2021 attached as Attachment 1 to this report, be received and noted.
 2. The Council Resolution Summary of Outstanding Council resolutions for the period 1 January 2018 to 30 June 2021, attached as Attachment 2 to this report, be received and noted.
-

ORDINARY MEETING
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BACKGROUND

Council at its Meeting on 24 June 2014, gave consideration to a Notice of Motion regarding summarising Council resolutions and resolved as follows:

"That Council prepare a six-monthly report summarising the resolutions passed by Council in the preceding six months, excluding resolutions not requiring action or procedural resolutions, and assigning a status to such resolutions to indicate if the action has commenced, has been completed, or a likely timeframe for completion."

Further to the above, Council at the meeting on 28 August 2018, when considering the report regarding the Council Resolutions for the period from 1 January 2018 to 30 June 2018, resolved, in part, as follows:

"That Council:

...

- 2. Include in future such reports, an additional column giving information relating to the outcome or approximate timeframes where applicable for resolutions ongoing.*
- 3. Include in future such reports, those resolutions outstanding from previous summaries."*

Accordingly, Council's Resolution Summary Reports were updated to contain the additional columns showing the action taken to date and outcomes, as well as an estimated completion date for those matters ongoing.

Further, outstanding resolutions pre-dating the most recent six month period were included in a separate document. Resolutions identified in either of the Resolution Summary Reports were able to be included in the future Resolution Summary Reports to Council.

The Resolution Summary Reports are generated using information contained in Council's electronic records management system. This information comes from the notes made against each resolution part after the parts are created in the system after each Council meeting.

DISCUSSION

The summary of the status of Council resolutions for the period 1 July 2021 to 31 December 2021 is contained in Attachment 1 to this report. The summary of the status of the outstanding resolutions for the period 1 January 2018 to 30 June 2021 is contained in Attachment 2 to this report.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

- 1.6 Corporate Services - Support the operation of the organisation through the provision of effective and efficient corporate support services.
 - 1.6.2 Council's workforce, systems and processes will support high performance and optimal service delivery for our community.

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FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS:

- AT - 1** Council Resolution Summary - July 2021 to December 2021 - (*Distributed under separate cover*).
- AT - 2** Council Resolution Summary - Outstanding Resolutions from previous Summaries - January 2018 to June 2021 - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 10 May 2022

Item: 089 **SS - 2022/2023 Remuneration for Mayor and Councillors - (95496)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the Local Government Remuneration Tribunal's Annual Report and Determination and to obtain Council's endorsement of the provision of annual remuneration for the Mayor, Deputy Mayor and Councillors for the 2022/2023 financial year.

EXECUTIVE SUMMARY:

The Local Government Act 1993 (the Act) provides for the payment of fees to mayors and councillors. The minimum and maximum fees are reviewed annually by the Local Government Remuneration Tribunal (the Tribunal). The minimum and maximum fees permitted to be paid to mayors and councillors are determined by the categories of councils determined by the Tribunal.

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

The Tribunal's determination for the 2022/2023 financial year was made 20 April 2022.

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

The Tribunal determined a 2% increase for councillor and mayoral fees for the 2022/2023 financial year. Pursuant to this determination, the following minimum and maximum fees apply to the Regional Centre category and are applicable to Council from the 1 July 2022:

Councillor Annual Fee		Additional Mayor Fee*	
<i>Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>
\$14,380	\$25,310	\$29,920	\$62,510

*15% of the additional Mayoral fee has previously been paid to the Deputy Mayor

RECOMMENDATION:

That:

1. The annual fee for Councillors for 2022/2023 be set at \$25,310.
 2. The additional annual fee for the Mayor be set at \$62,510 and the Deputy Mayor's additional annual fee be set at \$9,376.50, to be deducted from the Mayor's \$62,510 annual fee.
-

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BACKGROUND

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

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

The Tribunal released its Annual Report and Determination on 20 April 2022.

Review of Categories

The last review of categories initiated by the Tribunal commenced in 2019 and outcome of the review was the creation of two new categories, one being 'Regional Centre'. In the Tribunal's 2020 determination, Council was placed into this category.

In October 2021, the Tribunal advised councils of the commencement of their review for the 2022 annual determination.

The Tribunal is required to review the categories every three years. The next review of the categories is to take place in 2023. The Tribunal received nine submissions from councils for recategorisation but no changes were made to categories in the Tribunal's 2022 determination.

Review of Fees

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

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

For the 2020/2021 financial year, when Council was re-categorised as a Regional Centre, the annual fees payable to the Councillors and Mayor as a result of this change were greater than those that applied to Council's previously nominated category.

At the Council Meeting held on 14 July 2020, Council resolved to adopt the maximum fees applicable to the Regional Centre category. Council resolved as follows:

"That:

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

At the Council Meeting held on 8 June 2021, Council resolved as follows:

"That the annual fees for Councillors, the Mayor and the Deputy Mayor for 2021/2022 be set at the same fees as applicable for 2020/2021."

During the 2022 review of the fees applicable to mayors and councillors, the Tribunal considered submissions which sought an increase in fees of 2.5% being the maximum increase available to the

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Tribunal. These submissions raised issues such as comparative remuneration, cost of living and increasing workloads, and the need to attract a higher standard of candidates to council roles.

DISCUSSION

In its fee determination for 2022/2023, the Tribunal determined a 2% increase to the minimum and maximum fees applicable to each category. The fees are effective on and from 1 July 2022 and are set out in Table 1.

Table 1 - Minimum and maximum fees for Councillors and Mayors 2022/2023

Category		Councillor/Member Annual Fee (\$)		Mayor/Chairperson Additional Fee* (\$)	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	28,190	41,340	172,480	226,960
	Major CBD	18,800	34,820	39,940	112,520
	Metropolitan Large	18,800	31,020	39,940	90,370
	Metropolitan Medium	14,100	26,310	29,950	69,900
	Metropolitan Small	9,370	20,690	19,970	45,110
General Purpose Councils - Non-Metropolitan	Major Regional City	18,800	32,680	39,940	101,800
	Major Strategic Area	18,800	32,680	39,940	101,800
	Regional Strategic Area	18,800	31,020	39,940	90,370
	Regional Centre	14,380	25,310	29,920	62,510**
	Regional Rural	9,370	20,690	19,970	45,140
	Rural	9,370	12,400	9,980	27,060
County Councils	Water	1,860	10,340	4,000	16,990
	Other	1,860	6,180	4,000	11,280

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

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

The difference between the 2021/2022 adopted Councillor and Mayor fees, and the Tribunal's 2022/2023 fees with the 2% increase are set out in Table 2.

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Table 2 - Tribunal fee increase 2021/2022 to 2022/2023 and Council resolution 2021/2022

Financial Year	Category	Minimum Councillor Fee (\$)	Maximum Councillor Fee (\$)	Minimum Mayor Fee (\$)	Maximum Mayor Fee (\$)
2021/2022 (Tribunal)	Regional Centre	14,100	24,810	29,330	61,280
2021/2022 (Council)	Regional Centre		24,320		60,080
2022/2023	Regional Centre	14,380	25,310	29,920	62,510

If Council resolves to apply the maximum fees permitted by the Tribunal's determination, the 2022/2023 fees would be as follows (assuming 15% of the Mayor's fee being part of the Deputy Mayor):

- Councillors - Ten Councillors at \$25,310 each, totaling \$253,100
- Mayor - Councillor fee of \$25,310 plus the additional Mayor's fee of \$62,510 (minus the Deputy Mayor's fee of \$9,376.50) totaling \$78,443.50
- Deputy Mayor - Councillor fee of \$25,310, plus \$9,376.50 (deducted from the Mayor's additional fee), totaling \$34,686.50
- Total fees payable - \$366,230.

In 2021 the Local Government Act 1993 was amended to provide for the payment of superannuation contributions to Councillors from 1 July 2022.

The payment of superannuation contributions to Councillors is the subject of a separate report to Council. Superannuation contributions can be made to Councillors only if Council has resolved to that effect. The amount of the superannuation contribution payment is 10.5% for 2022/2023, unless a Councillor agreed in writing to forgo or reduce the payment.

The recommendation in this report is for Council to set the maximum fee for Councillors and the Mayor, given Council has budgeted in the Draft 2022/2023 Operational Plan for an increase in Councillor fees of 2.5%.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

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

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FINANCIAL IMPACT

The matters raised in this report have direct financial implications. In the Draft 2022/2023 Operational Plan the amount budgeted for annual fees for Councillors, the Mayor and Deputy Mayor is \$366,139.

ATTACHMENTS:

There are no attachments for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
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Item: 090 **SS - Superannuation Contributions for Councillors - (95496)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to:

- Advise Council of the amendment to the Local Government Act 1993 to introduce superannuation contributions to mayors and councillors.
- Obtain Council's endorsement of the provision of superannuation contributions for the Mayor, Deputy Mayor and Councillors commencing from the 2022/2023 financial year.

EXECUTIVE SUMMARY:

In 2021 the Local Government Act 1993 was amended to provide for the payment of superannuation contributions to councillors from 1 July 2022.

Under the legislation, Council may make a superannuation contribution payment to a superannuation account nominated by a Councillor.

Council must not make a superannuation contribution payment:

- Unless Council has resolved to make superannuation contribution payments to Councillors; or
- If a Councillor does not nominate a superannuation account for the payment before the end of the month to which the payment relates; or
- If a Councillor has agreed in writing to forgo or reduce the payment.

Superannuation contribution payments are based on the annual fees determined by the Local Government Remuneration Tribunal to be paid to mayors and councillors.

If Council resolves to make superannuation contribution payments, the payments must be in accordance with the contribution rates set by the Superannuation Guarantee (Administration) Act 1992. From 1 July 2022, the rate is 10.5%.

RECOMMENDATION:

That Council make superannuation contribution payments for Councillors from 1 July 2022 in the amount Council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if Councillors were employees of Council.

BACKGROUND

The Local Government Act 1993 (the Act) provides for the payment of fees to mayors and councillors, with the fees permitted to be paid to mayors and councillors being determined by the Local Government Remuneration Tribunal (the Tribunal).

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The Tribunal's determination for 2022/2023 was made on 20 April 2022 and released on 28 April 2022. The determination provides for an increase in Councillor remuneration of 2%. The Tribunal's determination for 2022/2023 is the subject of a separate report to Council.

In May 2021, the Act was amended to give councils the option to make superannuation contribution payments for councillors. The amendment was made following a long period of lobbying by councillors and the peak body for NSW councils, Local Government NSW.

Section 254B of the Act says:

“254B Payment for superannuation contributions for councillors

- (1) A council may make a payment (a **superannuation contribution payment**) as a contribution to a superannuation account nominated by a councillor, starting from the financial year commencing 1 July 2022.*
- (2) The amount of a superannuation contribution payment is the amount the council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the councillor were an employee of the council.*
- (3) A superannuation contribution payment is payable with, and at the same intervals as, the annual fee is payable to the councillor.*
- (4) A council is not permitted to make a superannuation contribution payment—*
 - (a) unless the council has previously passed a resolution at an open meeting to make superannuation contribution payments to its councillors, or*
 - (b) if the councillor does not nominate a superannuation account for the payment before the end of the month to which the payment relates, or*
 - (c) to the extent the councillor has agreed in writing to forgo or reduce the payment.*
- (5) The Remuneration Tribunal may not take superannuation contribution payments into account in determining annual fees or other remuneration payable to a mayor or other councillor.*
- (6) A person is not, for the purposes of any Act, taken to be an employee of a council and is not disqualified from holding civic office merely because the person is paid a superannuation contribution payment.*
- (7) A superannuation contribution payment does not constitute salary for the purposes of any Act.*
- (8) Sections 248A and 254A apply in relation to a superannuation contribution payment in the same way as they apply in relation to an annual fee.*
- (9) In this section—*

Commonwealth superannuation legislation means the Superannuation Guarantee (Administration) Act 1992 of the Commonwealth.

superannuation account means an account for superannuation or retirement benefits from a scheme or fund to which the Commonwealth superannuation legislation

The legislation gives Council the discretion to make superannuation contribution payments for its Councillors, provided Council does not make payments contrary to the criteria in the subsection 254(B)(4).

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DISCUSSION

Councillors are not employees, and that is why superannuation payments are not compulsory.

The amount of a superannuation contribution payment made by Council is to be the amount Council would be required to contribute under the Commonwealth Superannuation Guarantee (Administration) Act 1992 (the Superannuation Act).

As of 1 July 2022, the superannuation guarantee rate will be 10.5%, with the rate increasing by half a percent each year until 1 July 2025 when it reaches 12 percent.

The superannuation contribution payment is to be paid at the same intervals as the annual fee paid to Councillors, that is, monthly.

To receive a superannuation contribution payment, each Councillor must nominate a superannuation account for the payment before the end of the month to which the payment relates.

The superannuation account nominated by Councillors must be an account for superannuation or retirement benefits from a scheme or fund to which the Superannuation Act applies.

Therefore, Councillors who wished to receive a superannuation contribution payment would need to nominate a complying superannuation account before 31 July 2022, being the first month to which the payment relates.

If Council resolves to make superannuation contribution payments, individual Councillors may opt out of receiving them or may opt to receive reduced payments. This must be done in writing.

Council must not make superannuation contribution payments to a Councillor during any period in which they are suspended or absent under provisions of the Act.

If Council resolves to make superannuation contribution payments for Councillors, the amounts payable will be calculated on remuneration payable to the Mayor, Deputy Mayor and Councillors as resolved separately by Council in accordance with the determination of Tribunal for 2022/2023.

If Council resolved to apply the maximum fees permitted by the Tribunal's determination, the 2022/2023 fees would be as follows:

- Councillors - Ten Councillors at \$25,310 each, totaling \$253,100
- Mayor - Councillor fee of \$25,310 plus the additional Mayor's fee of \$62,510 (minus the Deputy Mayor's fee of \$9,376.50) totaling \$78,443.50
- Deputy Mayor - Councillor fee of \$25,310, plus \$9,376.50 (deducted from the Mayor's additional fee), totaling \$34,686.50
- Total fees payable - \$366,230
- Total Superannuation for all Councillors - \$38,454.

COMMUNITY ENGAGEMENT

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

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

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

1.1.1 Council's elected leaders will actively connect and collaborate with the community.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. There is currently no allocation in the 2022/2023 Draft Operational Plan for superannuation contributions to the Mayor, Deputy Mayor and Councillors.

On 20 April 2022 made its determination for 2022/2023, increasing Councillor remuneration by 2%.

If:

- Council resolved to pay the maximum remuneration payable to Councillors, the Mayor and the Deputy Mayor, pursuant to the determination of the Tribunal; and
- Council resolved to make superannuation contribution payments to Councillors; and
- No Councillors opted out of the superannuation contribution payments,

then the total cost to Council for Councillor superannuation contribution payments for the 2022/2023 financial year would be up to \$38,454, dependent on whether all Councillors opted into the superannuation contribution payments.

Additional expenditure not already budgeted at the commencement of the financial year would need to be the subject of adjustment through quarterly budget reviews.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Ordinary

Section **4**

Reports
of committees

ORDINARY MEETING

SECTION 4 – Reports of Committees

Meeting Date: 10 May 2022

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

Item: 091 **ROC - Local Traffic Committee - 11 April 2022 - (80245)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 11 April 2022.

EXECUTIVE SUMMARY:

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

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

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

RECOMMENDATION:

That Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Traffic Committee meeting held on 11 April 2022.

DISCUSSION

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

- Special Event Update – Cancellation / Rescheduling of 2022 Special Events
- General Traffic Matter – Proposed Roundabout at the Intersection of Grose Vale Road and Grose River Road – Redbank, North Richmond DA0498/18
- General Traffic Matter – Proposed Removal of a Section of the 1 Hour Parking Restriction along George Street between Hawkesbury Valley Way and Brabyn Street, Windsor
- General Traffic Matter – Proposed Turn Restrictions at the Intersection of George Street and Thorley Street, South Windsor DA0381/19
- General Traffic Matter – Proposed Signposting and Line Marking for Fairey Road, South Windsor DA0137/19
- Special Event Matter – Hawkesbury Thank you Parade and Festival Event 2022

ATTACHMENTS:

AT - 1 Minutes of the Local Traffic Committee held on 11 April 2022.

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AT - 1 Minutes of the Local Traffic Committee held on 11 April 2022

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 11 April 2022 commencing at 3pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett, Hawkesbury City Council
Ms Dina Hanna, Transport for NSW
Mr Louis Todd, Transport for NSW
Ms Thea Hobbs, representing Ms Robyn Preston MP (Member for Hawkesbury)

Apologies: Senior Constable Damien Mitchell, NSW Police
Inspector Mark Harvey, NSW Police
Mr Steve Grady, Busways

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

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

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the Motion of Councillor Lyons-Buckett, seconded by Ms Thera Hobbs, that the Minutes from the previous meeting held on Monday, 14 March 2022 be confirmed.

Item 1.2 Business Arising

There was no Business Arising.

SECTION 2 - Reports for Determination

Item: 2.1 LTC - Cancellation/Rescheduling of 2022 Special Events (Hawkesbury) - (80245)

REPORT:

Several Events planned to be undertaken during the early part of 2022 within the Hawkesbury Local Government Area have been impacted by the recent weather events and flooding during February and March 2022. The following events have been postponed/rescheduled:

1. Mountain Lagoon Endurance Ride Weekend 2022 event: The event was approved for Saturday, 26 and Sunday, 27 March 2022. **The Event has been postponed and to be rescheduled.** The conditions of approval (affecting the traffic management of the event) granted for the original event dates are to apply to the rescheduled event dates should the event be undertaken within the 2022 calendar year.
2. Hawkesbury 120 Ski Classic event: The event was originally approved for Saturday, 16 and Sunday, 17 October 2021 and due to COVID was rescheduled to Saturday, 26 and Sunday, 27 March 2022. The Event has been postponed and to be rescheduled. The conditions of approval (affecting the traffic management of the event) granted for the original event dates are to apply to the rescheduled event dates should the event be undertaken within the 2022 calendar year.

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Other events requesting change of dates are mainly due to rescheduling needs. The following event is being rescheduled:

1. Parramatta Cycling Club Road Cycling Races 2022 - Oakville Events: The cycling events approved include races on 13 separate Saturdays and 1 Sunday, during the period of 09 April 2022 to 24 September 2022. Due to changes in the State and National racing schedule - The event scheduled for Sunday 19 June 2022 has been rescheduled to Sunday 17 July 2022. The conditions of approval (affecting the traffic management of the event) granted for the original event date is to apply to the rescheduled event date.

RECOMMENDATION TO COMMITTEE:

That the information be received.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That the information be received.

Item: 2.2 LTC - Proposed Roundabout at the Intersection of Grose Vale Road and Grose River Road - Redbank, North Richmond DA0498/18 - (Hawkesbury) - (80245, 73621, 123265, 112157, 146425)

REPORT:

Development Consent DA0498/18 (S960022/21) involves the construction of a new roundabout at the intersection of Grose Vale Road and Grose River Road, North Richmond. The proposed works are part of the Voluntary Planning Agreement for the site whereby the developer is providing the intersection treatment at this intersection. The site is within the Southern Heights component of the overall Redbank Development of approximately 1,400 lots in North Richmond.

The existing intersection is a T-Junction intersection with Grose Vale Road having the priority through movement and Grose River Road being the controlled movement with a Giveaway control. Grose Vale Road is a Regional Road with Grose River Road being a local road. The intersection is located in an area with a mix of residential and rural primary production zonings.

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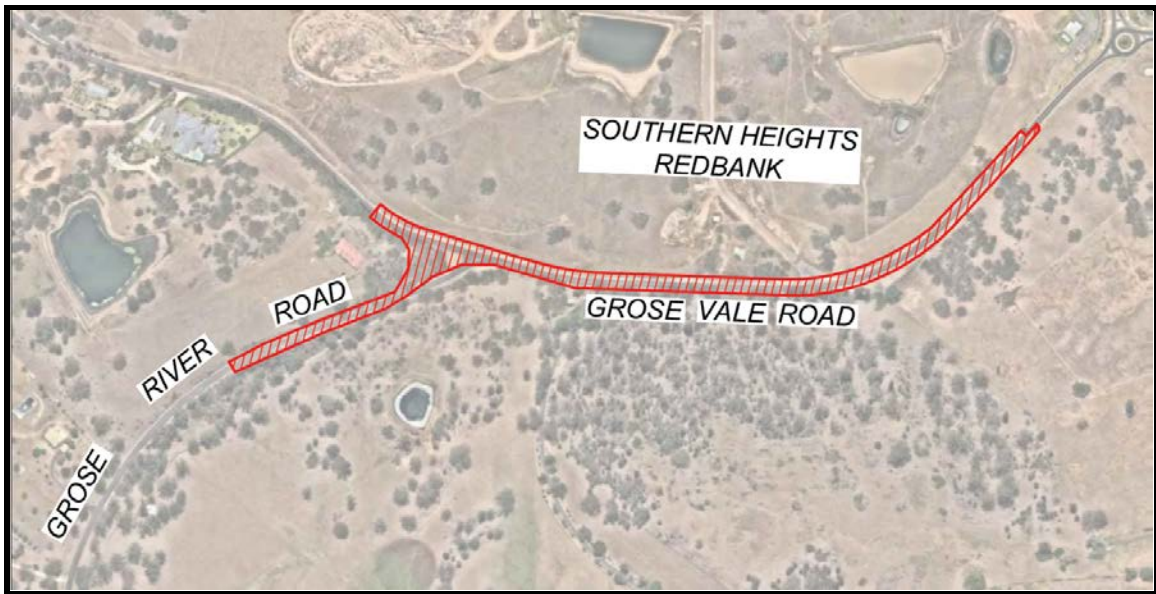


Figure 1: Site of Proposed Roundabout, North Richmond

Grose Vale Road provides a connection between North Richmond and Kurrajong, with Grose River Road providing access to the Grose Wold and Grose Vale areas and connects with Grose Wold Road that loops back to Grose Vale Road further west.

The upgrade to this intersection is part of future works with a Bridge crossing the Grose River, whereby Grose River Road will extend further south from its current terminating point at Ashtons Road, crossing the Grose River and connecting with Springwood Road to the south.

The speed limits along Grose Vale Road and Grose River Road are 70km/h and 80km/h respectively.

The design for the single lane roundabout has been undertaken taking into account a range of vehicles that will negotiate this intersection. These vehicles include the passenger car, single unit truck (12.5m) and the prime mover truck (19m). The roundabout will provide for traffic calming, pedestrian access, line marking, lighting and signage. As part of the design process a road safety audit has also been undertaken and provided as Attachment 14.

The topography of the site necessitates the requirement of safety barriers along the southern side of the intersection connecting Grose Vale Road-east and Grose River Road. The safety barrier is to protect any errant vehicle negotiating the roundabout. The provision of a continuous safety barrier along this section of the road is required to ensure the safety barrier functions to design requirements.

To ensure a continuity of the safety barrier along the southern side of the intersection connecting Grose Vale Road-east and Grose River Road, and not having a gap in the safety barrier, a crossing point at the Grose River Road approach has not been provided. The roundabout allows for pedestrians to cross the road only at the two approaches to Grose Vale Road. Pedestrians will be directed to cross Grose Vale Road with the provision of pedestrian directional barriers. The barriers will prohibit pedestrians accessing the southern side of Grose River Road due to the limited space available. Pedestrians will be able to utilise the northern side of Grose River Road. In the current environment, it is anticipated that pedestrian activity at the intersection will be minimal.

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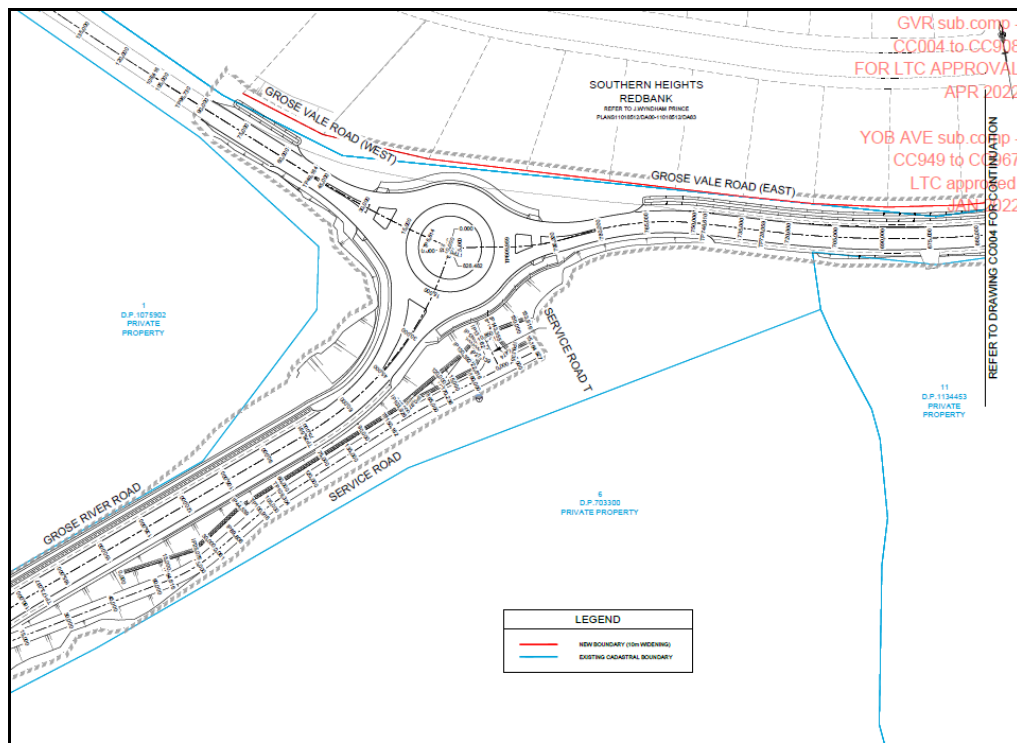


Figure 2: General Layout of proposed Roundabout, North Richmond

Details of the proposed works includes the roundabout details, signage, line marking and swept/turning paths outlined in the plans prepared by J.Wyndham Price - Project 110185-12 and included in attachments 1 to 13. The design is also in accordance with the Road Safety Audit prepared by BTE Consulting Pty Ltd – Report – BTE-220008-DOC-RSA_DD_GVR_EAST_REPORT_FINAL_Rev 3 and included in Attachment 14.

The design plans undertaken by J. Wyndham Prince (Project 110185-12) have been submitted to the Local Traffic Committee for its concurrence and approval in accordance with the Development Consent conditions.

Summary:

It is proposed that the installation of a single lane roundabout, which includes the provision of traffic calming, pedestrian access, linemarking, signage and lighting, at the intersection of Grose Vale Road and Grose River Road, North Richmond, as outlined in the plans prepared by J.Wyndham Price (Project 110185-12) and the Road Safety Audit prepared by BTE Consulting as contained within Attachments 1 to 14 associated with the Development Application DA0498/18 be implemented.

COMMITTEE DISCUSSION:

Mr Amit advised the Committee that revised plans have been submitted by the developer and circulated to the members prior to the meeting. These revisions do not affect the overall design or functionality of the roundabout. They relate more to changes with the Guide signs on approach to the roundabout, the number of No Stopping signs, changes to the splitter Islands and pedestrian access for the intersection treatment.

The plans as updated included Attachments 1 to 13 with particular reference to the details outlined in attachments 1 to 4:

- **AT - 1** Roundabout Plan – Grose Vale Road Roundabout, North Richmond - Sheet No. CC300 - Revision H.

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- **AT - 2** Signage and Linemarking Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC800 - Revision F.
- **AT - 3** Signage and Linemarking Plan: Sheet 2 – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801 - Revision I.
- **AT - 4** Linemarking Setout Plan - Grose Vale Road Roundabout, North Richmond - Sheet No. CC802 - Revision H

Transport for NSW raised several concerns regarding the updated plans and the Road Safety Audit document as well as other matters relating to this proposal and provided the following comments:

TfNSW Comments:

General Comments:

- Road Safety Audit Document needs detailed responses to align with the plans updated. The comments in the Client Response Section should be updated to outline the actions taken to close each of the Corrective Actions (CAR).
- The safety audit raised, on page 39, issues about the roundabout geometric design which is not clearly shown how it will be addressed.
- Pedestrians are not catered for in the set of plans provided. The removal of the pedestrian ramps and not having the gaps in the splitter Islands is not catering for Active Transport requirements. The site is adjacent to a residential development and likely that there will be pedestrian movements along Grose Vale Road.
- The safety audit raised, on page 39, issues about Swept Paths conflicting with traffic facilities which is not clearly shown how it will be addressed.
- Overall the Road Safety Audit (RSA) has not been updated in the 'Client Response' section to close off on the updates undertaken to the plans to address the Corrective Actions (CAR) contained in the RSA. Currently the CARs have not been closed off and references to actions taken not demonstrated in the RSA (Attachment 14).

Specific Comments:

CC800 F

Speed signs shown on this plan do not exist, speed zone signposting is not a matter for LTC.

CC801 I

- The RFS sign presents a hazard to motorists, relocate the sign to a more suitable location away from the roundabout.
- The plan includes speed limit 80km/h to 70km/h signs. The speed limit signs, are not a matter for LTC. The notes on the plan to include that the relocation of the existing speed limit signs need written authorisation from TfNSW.
- Several guide signs are being removed as part of this project. Consider the need to guide motorists around the network and how additional signage may be required. Consider a guidance scheme for the intersection. Original plans provided this detail.
- The Keep Left Signs are a long way along the roundabout splitter islands, Use a R2-3 AA closer to the front of the island.
- Confirm the requirement for the Curve Warning sign on Gross River Road.

The Committee discussed the matters raised and considered the option of deferring the matter or alternatively amending the recommendation to reflect the requirements addressed by TfNSW. which include the following:

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- a. The Road Safety Audit Document as contained in Attachment 14 be updated with a more detailed response to align with the plans updated. The comments in the Client Response Section be updated to outline the actions taken to close each of the Corrective Actions (CAR).
- b. Active Transport requirements at the roundabout (pathway, kerb ramps and gaps in the slitters Islands) have not been addressed which takes into account the residential development adjacent to the intersection and pedestrian movements along Grose Vale Road and the future connection with the Bridge over the Grose River.
- c. Details outlined in the report as part of the Committee Discussion such as various signs.

The Committee decision was that the item be Deferred until all the matters raised in the Committee Discussion is addressed by the Developer/Applicant.

RECOMMENDATION TO COMMITTEE:

That the installation of a single lane roundabout, which includes the provision of traffic calming, pedestrian access, linemarking, signage and lighting, at the intersection of Grose Vale Road and Grose River Road, North Richmond, as outlined in the plans prepared by J.Wyndham Price (Project 110185-12) and the Road Safety Audit prepared by BTE Consulting as contained within Attachments 1 to 14 associated with the Development Application DA0498/18 be implemented.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That this item be Deferred and the Developer/Applicant be requested to address the comments raised by Transport for NSW in the Committee Discussion contained in the report, regarding the installation of a single lane roundabout, which includes the provision of traffic calming, pedestrian access, linemarking, signage and lighting, at the intersection of Grose Vale Road and Grose River Road, North Richmond, as outlined in the plans prepared by J.Wyndham Price (Project 110185-12) and the Road Safety Audit prepared by BTE Consulting as contained within Attachments 1 to 14 associated with the Development Application DA0498/18.

Item: 2.3 LTC - Proposed Removal of a Section of the 1 Hour Parking Restriction along George Street between Hawkesbury Valley Way and Brabyn Street, Windsor - (Hawkesbury) - (80245)

REPORT:

Background:

Representations have been received requesting a review of the current 1 Hour time restriction applicable to the kerb side parking along the southern side of George Street between Hawkesbury Valley Way and Brabyn Street, Windsor. The northern side of George Street is not time restricted.

Generally a 1 Hour parking restriction is imposed for parking turn around such as adjacent to businesses and shopping areas. The land use in this vicinity is a mix of residential and commercial. The current 1 Hour Parking restriction is applicable during the following period of 8.30am to 6.00pm Monday - Friday, and 8.30am to 12.30pm Saturday.

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The 1 hour parking zone along the southern side of George Street between Hawkesbury Valley Way and Brabyn Street has been in place for a long period of time. The parking restriction currently provides a balance for the residential properties and commercial properties with a mix of 1 Hour parking and all day parking. This also takes into account the close proximity of Windsor Railway Station, with the existing 1 hour parking potentially restricting the use for commuters. Commuters utilising Windsor Station generally park in the commuter car park accessed from Cox Street with the close proximity of the car park to the Station requiring a short walk to catch the train. Upon observation, it does not appear that commuters are parking along this section of George Street.

With respect to a resident parking scheme, such schemes require the approval of TfNSW and compliance with their guidelines. The guidelines are quite prescriptive in the criteria which must be met, which includes criteria such as an absence of any off-street parking being available to residents and little or no unrestricted on-street parking nearby.

Consultation:

The removal of the time restriction will assist the residents in having additional parking options along their frontage. In considering this option, community consultation was undertaken during January/February 2022 with the relevant stakeholders, which included properties along both sides of George Street between Hawkesbury Valley Way and Brabyn Street.

3 responses were received with 1 in support and 2 objecting. Comments received from the community consultation are summarised below:

- Support = 1:
 - Do not want time restriction outside their home as they have to move their vehicle every hour due to the limited parking in their property. Support the removal of the time restriction.
- Object = 2:
 - Prefer to retain the time restriction as it allows for parking turnover in the street. Part removal of the restriction would be supported.
 - Allows for deliveries to be provided outside their home and also have concerns that the removal of the time restriction will result in less parking being available.

Based on the feedback received from the initial consultation, a revised proposal was provided for comment during February/March 2022. The revised proposal was to split the existing 1 Hour parking restriction by retaining part of it and removing the remainder as listed below:

- Retain the existing 1 Hour parking restriction along the southern side of George Street from the existing No Stopping zone at Hawkesbury Valley Way to the property boundary of No. 396 and No. 398 George Street.
- Remove the existing 1 Hour time restriction along the southern side of George Street from the property boundary of No. 396 and No. 398 George Street to the existing No Stopping zone at Brabyn Street.

This proposal did not result in any objections as it appears to have found the balance required by the surrounding residence.

Summary:

Based on the results of the second round of community consultation it is proposed to remove a section of the 1 Hour (1P) parking time restriction applicable to the southern side of George Street between Brabyn Street and Hawkesbury Valley Way as listed below and outlined in Attachment 1:

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- Retain the existing 1 Hour parking restriction along the southern side of George Street from the existing No Stopping zone at Hawkesbury Valley Way to the property boundary of No. 396 and No. 398 George Street.
- Remove the existing 1 Hour time restriction along the southern side of George Street from the property boundary of No. 396 and No. 398 George Street to the existing No Stopping zone at Brabyn Street.

Other parking restrictions in the vicinity of the two intersections with George Street are to remain in place.

RECOMMENDATION TO COMMITTEE:

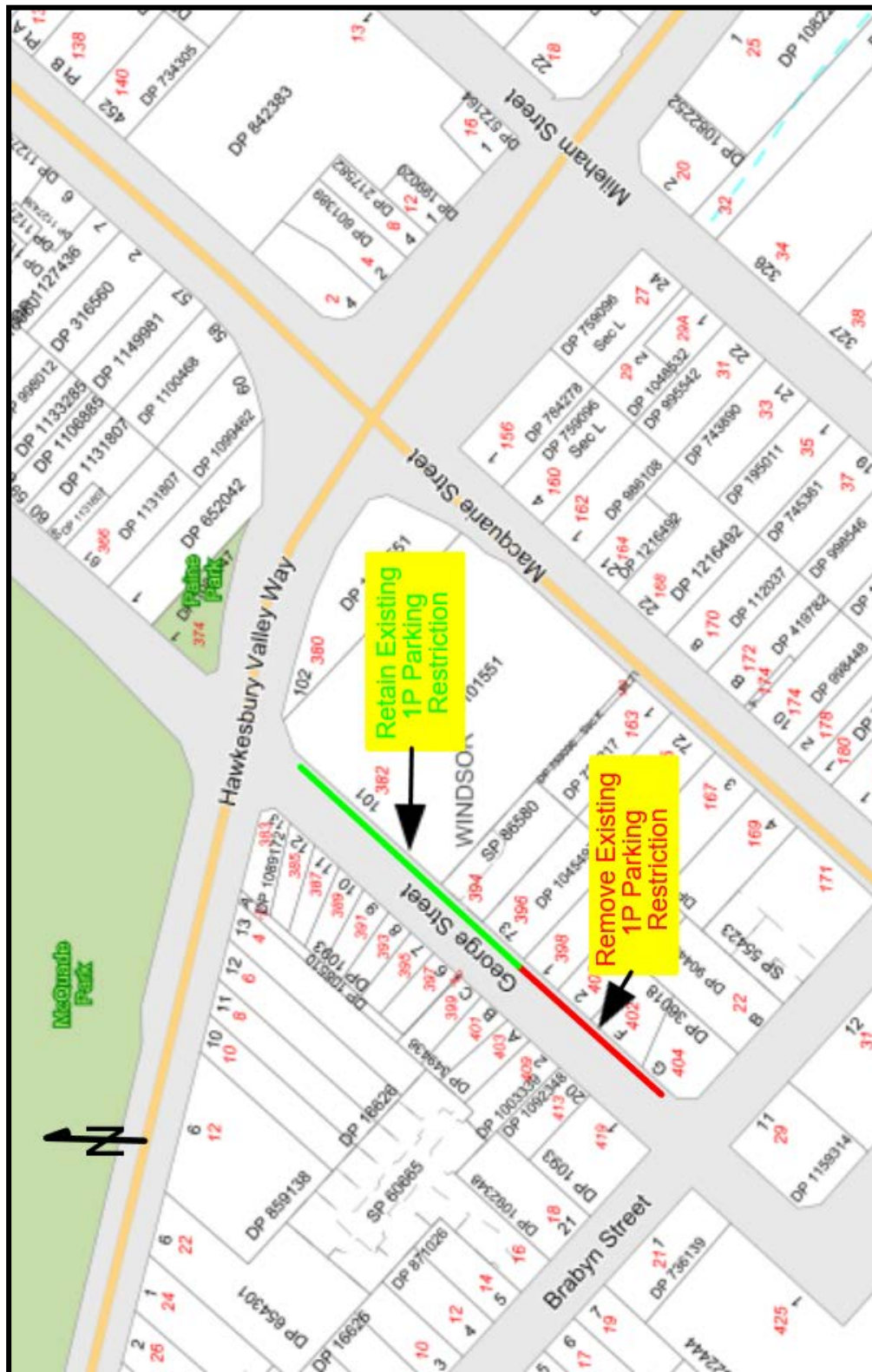
That a section of the 1 Hour (1P) parking time restriction be removed, currently applicable to the southern side of George Street, Windsor, from the property boundary of No. 396 and No. 398 George Street to the existing No Stopping zone at Brabyn Street whilst retaining the existing 1 Hour parking restriction along the southern side of George Street from the existing No Stopping zone at Hawkesbury Valley Way to the property boundary of No. 396 and No. 398 George Street as outlined in Attachment 1.

ATTACHMENTS:

AT - 1 George Street proposed changes to existing 1 Hour (1P) Parking Restriction

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AT - 1 George Street proposed changes to existing 1 Hour (1P) Parking Restriction



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COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That a section of the 1 Hour (1P) parking time restriction be removed, currently applicable to the southern side of George Street, Windsor, from the property boundary of No. 396 and No. 398 George Street to the existing No Stopping zone at Brabyn Street whilst retaining the existing 1 Hour parking restriction along the southern side of George Street from the existing No Stopping zone at Hawkesbury Valley Way to the property boundary of No. 396 and No. 398 George Street as outlined in Attachment 1.

Item: 2.4 LTC - Proposed Turn Restrictions at the Intersection of George Street and Thorley Street, South Windsor DA0381/19 - (Hawkesbury) - (80245, 73621, 123265)

REPORT:

Development Consent No. DA0381/18 has been granted for a development at No. 22 Thorley Street, South Windsor. The development is for a bulk landscape supplies facility replacing the previous bus depot. Activities involved in the change in operation include handling, blending and dispatch of bulk growing media.

The bulk ingredients such as composted pine bark, coir, peat, organic humate, sand, sawdust and wood chip will be delivered to the site to be stored in the on-site material storage bins. The site is primarily for storage and distribution without a retail outlet.

Thorley Street is a No Through road that provides access to a limited number of properties as well as the adjacent Reserves. The Rural Fire Service is located at No. 1 Thorley Street. The owners of the subject development site at 22 Thorley Street also own the vacant property on the corner of George Street and Thorley Street (No. 740 George Street).

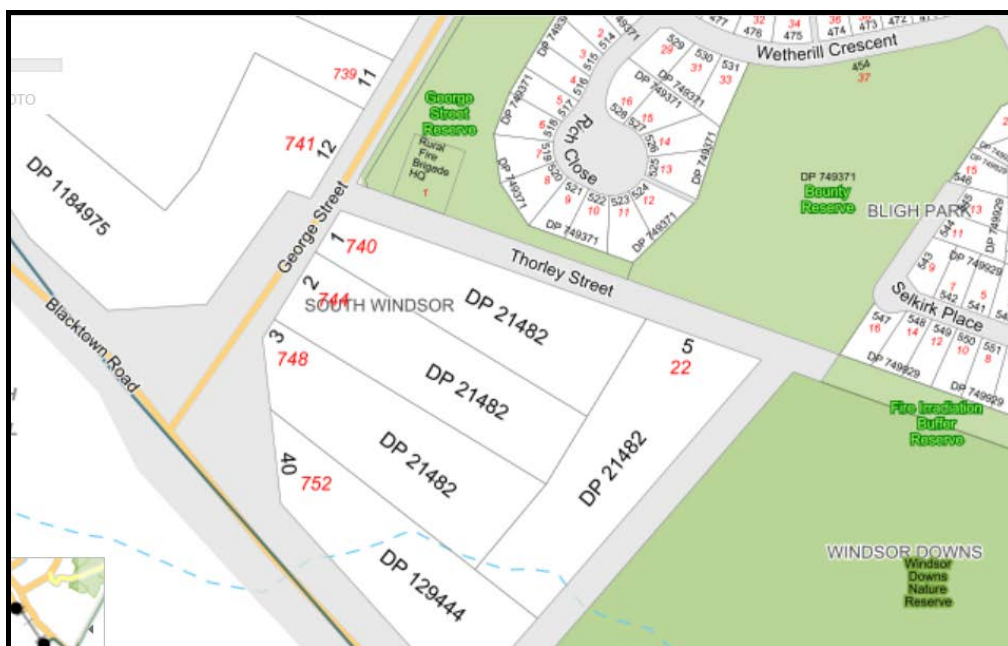


Figure 1: Site of proposed development – 22 Thorley Street, South Windsor

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George Street is State Road with Thorley Street being a Local Road. The Development Application was referred to Transport for NSW (TfNSW) for comment in accordance with the Infrastructure SEPP 2007. Whilst TfNSW raised no objection to the application, the following comments (as listed below in part) were provided to Council for its consideration in determining the application:

1. *Council may consider implementing right turn restrictions, with emergency vehicles being exempt from the restriction, at the intersection of George Street and Thorley Street to address safety concerns.*
2. *TfNSW notes that the largest vehicle accessing the site has been reduced to 12.5 metres. This is following discussions around the extent of works that would be required to provide safe access at the intersection of George Street and Thorley Street for a larger vehicle. Pending Council support, TfNSW would be supportive of the restriction of the longest vehicle to 12.5 metres to achieve simultaneous entry/exit at the intersection of Thorley Street and George Street*
3. *If the applicant wishes increase vehicle sizes to 19 metres or above, the widening of Thorley Street including intersection works as per previous discussions will be required. The extent of widening on Thorley Street is to be decided after discussion with Hawkesbury City Council, this will entail pavement design and investigation suitable for heavy trucks and will be required to be undertaken and submitted by the applicant for review.*

The conditions of consent relating to access for the site was based on the comments provided by TfNSW, with consent conditions 16 and 89 listed below. The conditions of consent limit vehicles entering and leaving the site to a maximum of a 12.5m Heavy Rigid Vehicle:

16. Vehicle Movements

Dimensions of commercial vehicles entering and exiting the development site are to be restricted to vehicles that are no larger than a standard Heavy Rigid Vehicle (HRV) as defined in Australian Standards AS2890.

All vehicles exiting Thorley Street are to be restricted from turning right onto George Street, with emergency vehicles being exempt from the above restriction. Appropriate sign postings and line markings are to be installed/implemented by the Developer at no cost to Council.

Sign postings and line markings are to be designed and installed/implemented in accordance with the relevant Australian Standards, Council's engineering requirements and Transport for NSW specifications.

All sign postings and line markings at the Thorley Street / George Street intersection must be designed and installed/implemented to the satisfaction of Transport for NSW. All requirements of Transport for NSW must be complied with.

89. Heavy Vehicle Delivery Route

All heavy vehicle deliveries to the site and from the site are to be restricted to vehicles no larger than the standard Heavy Rigid Vehicle (HRV) as defined in Australian Standards AS2890.

All heavy vehicles entering George Street are to be restricted to left-turn only from Thorley Street onto George Street at all times.

The Operational Traffic Management Plan developed for the site is to restrict heavy vehicle movements to comply with the above requirements.

The applicant has undertaken a Traffic Management Plan (TMP) (Attachment 2) in accordance with the template and requirements set out by TfNSW (previously RTA – Procedures for the use in the preparation of a TMP). The TMP is proposing turn restrictions at the intersection of George Street and Thorley Street in

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relation to the 12.5m HRV. Access for the Rural Fire Service vehicles will not be restricted at the intersection and signposted accordingly to cover emergency vehicles. Impact to other vehicles is considered minor as Thorley Street is a low traffic road. This is evident by the traffic count data undertaken as outlined in the TMP.

All heavy vehicle deliveries to and from the site will be restricted to vehicles no larger than a 12.5metre HRV. Access for the 12.5metre vehicle at the intersection of George Street and Thorley Street will be restricted to left in and left out at Thorley Street. The intersection will be signposted as outlined in Attachment 1.



Figure 2: Vehicle Access Route for 12.5metre Vehicle to and from No. 22 Thorley Street, South Windsor

The turn restrictions at the intersection of George Street and Thorley Street are for the longer vehicles (12.5m HRV) and will not impact on standard vehicles or smaller truck movements. The roundabouts at the intersection of George Street at Colonial Drive and George Street at Blacktown Road can be used by the large trucks as a turn around point as outlined in Figure 2.

Summary:

To facilitate the development site at No. 22 Thorley Street and to satisfy the Conditions of Consent which also covers the requirements from TfNSW, the TMP prepared by Traffic & Safety Solutions titled "Traffic Management Plan – Turn Restrictions from George Street into Thorley Street, South Windsor – Revision D dated 21/03/2022" satisfies these requirements.

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It is proposed that the turn restrictions at the intersection of George Street and Thorley Street, South Windsor relating to the 12.5m HRV (Attachment 1) be implemented in accordance with the requirements of DA0381/19 for No. 22 Thorley Street, South Windsor and the TMP prepared by Traffic & Safety Solutions Pty Ltd (Attachment 2).

RECOMMENDATION TO COMMITTEE:

The turn restrictions and associated works at the intersection of George Street and Thorley Street, South Windsor relating to the 12.5m HRV (Attachment 1) be implemented in accordance with the requirements of DA0381/19 for No. 22 Thorley Street, South Windsor and the TMP prepared by Traffic & Safety Solutions Pty Ltd (Attachment 2).

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

The turn restrictions and associated works at the intersection of George Street and Thorley Street, South Windsor relating to the 12.5m HRV (Attachment 1) be implemented in accordance with the requirements of DA0381/19 for No. 22 Thorley Street, South Windsor and the TMP prepared by Traffic & Safety Solutions Pty Ltd (Attachment 2), and the applicant submit the TMP to TfNSW for approval.

**Item: 2.5 LTC - Proposed Signposting and Line Marking for Fairey Road, South Windsor
DA0137/19 - (Hawkesbury) - (80245, 73621, 123265)**

REPORT:

Development Consent No. DA0137/19 has been granted for the construction of an Industrial Unit Complex comprising of 25 Factory Units, associated Car Parking, Landscaped areas and half-width road widening of Fairey Road at No. 54 Fairey Road (Lot 1 DP 264159), South Windsor

The site is bounded by Fairey Road, Sydney Train's Rail Corridor on the Northern side and undeveloped land (No. 66 Fairey Road) to the south as outlined in Figure 1.

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Figure 1: Site of Proposed Development – No. 54 Faurey Road, South Windsor

The development site fronts Faurey Road with access to the site being from Faurey Road. The eastern side of Faurey Road consists of a gravel shoulder and table drain, with the western side consisting of a sealed shoulder and kerb and gutter along the existing industrial properties. The proposed works will include widening Faurey Road with the provision of kerb and gutter along the eastern table drain and to provide an overall 13metre wide road between kerbs.

The development site will consist of a separate entry and exit driveway. Entry to the site will be from the southern driveway (Access Road 02) and exit from the northern driveway (Access Road 01) as outlined in Figure 2. The separate entry and exit points are to satisfy the requirements of Sydney Trains due to the close proximity of the development site to the railway level-crossing in Faurey Road.

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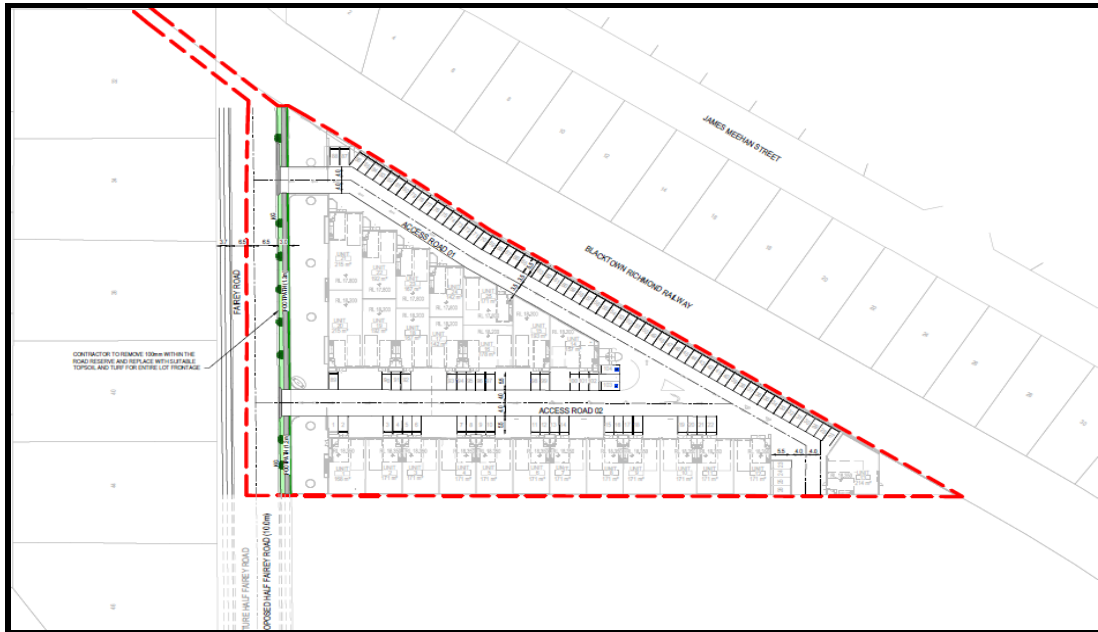


Figure 2: Site Layout of Proposed Development – No. 54 Fairey Road, South Windsor

Sydney Trains have conditioned their concurrence of the development, in part, requesting that the entry point to the development be placed at the furthest point possible from the railway level-crossing to ensure that there is no traffic impact at the level-crossing. Sydney Trains are concerned that vehicles (southbound) turning into the development site and queuing along Fairey Road may also queue across the level-crossing. To mitigate this, Sydney Trains has requested that the eastern kerb lane be available for vehicles south bound to use to enter the site and not be subject to traffic movements or hold ups in the main travelling lane.

To satisfy the requirement of Sydney Trains, development consent conditions 49 and 57 request that the new kerb lane (eastern kerb line) allows for a left turn slip lane type arrangement to avoid a potential traffic blockage impact queueing onto the railway level-crossing due to the left turning traffic from Fairey Road into the development site. The full width of the development site will be controlled with a No Stopping zone along the eastern kerb line. To assist with vehicles turning right out of the development site, the western kerb side opposite the exit driveway will be sign posted with a No Stopping zone. There will be no loss of parking along the western side of Fairey Road as this section of kerb side is taken up with three driveways. The No Stopping zone will ensure clear passage along this section of road.

Details of the proposed treatments including the Signage and Linemarking is outlined in Attachment 1 within the plan prepared by Group Development Services Pty Ltd.

Summary:

To facilitate the development site at No. 54 Fairey Road and to satisfy the Conditions of Consent aligned with the requirements from Sydney Trains, the plan prepared by Group Development Services Pty Ltd Drawing Number P00454-CI-CC-1351– Revision 3 satisfies these requirements.

It is proposed that the traffic treatments along Fairey Road, South Windsor adjacent to No. 54 Fairey Road, which includes signage and linemarking outlined in the plan prepared by Group Development Services Pty Ltd Drawing Number P00454-CI-CC-1351 – Revision 3 and associated with the Development Application DA0137/19 be implemented.

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COMMITTEE DISCUSSION:

Transport for NSW raised some concerns regarding the proposed development and requested further information including:

- a. Details of the northern section of the road and how this ties into the proposed works
- b. Correct the direction of the Chevron and show how this ties into the existing site conditions.
- c. The overall road layout existing and how the proposed works tie into this such as the lead-in and lead-out along Fairey Road south of the railway line. This includes the pavement transition to the south of the development site as well as the proposed linemarking
- d. Linemarking on western side refers to E1 but showing C1

RECOMMENDATION TO COMMITTEE:

The traffic treatments along Fairey Road, South Windsor adjacent to No. 54 Fairey Road, which includes signage and linemarking outlined in the plan prepared by Group Development Services Pty Ltd Drawing Number P00454-CI-CC-1351 – Revision 3 and associated with the Development Application DA0137/19 be implemented.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Ms Thera Hobbs

Support for the Recommendation: Unanimous support

The Matter be deferred and the Developer is requested to update the plan in line with the comments outlined in the report from the Committee discussion and provide the updated documents to address those matters.

Item: 2.6 LTC - Hawkesbury Thank You Parade and Festival Event 2022 - Governor Phillip Park, Windsor - (Hawkesbury) - (80245, 79341)

REPORT:

Introduction

An application has been received seeking approval (in traffic management terms) for Hawkesbury City Council to conduct the Hawkesbury Thank You Parade and Festival event 2022 along George Street and within Governor Phillip Park, Windsor, on Sunday, 29 May 2022.

The event organiser is proceeding with the event based on the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW).

The event organiser has advised:

- This is the first time this event is being held.
- The event is to celebrate the emergency services and community groups that have assisted the Hawkesbury Community during the fires, floods and the Covid pandemic.
- The event will be conducted between 11am and 3:30pm. The set up and pack down times are between 6am and 6pm.
- The event will be held initially with a Parade/March along George Street from the intersection of Palmer Street (entry to Governor Phillip Park) and then progressing into Governor Phillip Park

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located at the northern end of George Street, Windsor. The Parade will take place between 11am and 12:30pm.

- Following the Parade, a small Festival will be held in Governor Phillip Park.
- The event is expected to attract approximately 5,000 spectators.
- There will be an increase to traffic flow on roads surrounding Governor Phillip Park and there may be considerable impacts on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road.
- It is expected that residents on George Street, Palmer Street, North Street, Arndell Street and Court Street may be affected due to the increased traffic flow.
- Parking will be at Governor Phillip Park, with access to the Event Parking area provided from Palmer Street.
- Traffic controllers will manage the entry into the event car parking in Palmer Street and to manage event patrons crossing the internal access road within the park.
- George Street will be closed at Palmer Street with access into Governor Phillip Park and access to the Boat Ramp not permitted between 6am to 4pm on Sunday, 29 May 2022.
- Vehicles can approach the access point into the Event Parking area from the direction of either George Street or Court Street.
- With the completion of the new Windsor Bridge and the upgrade of the intersection of Bridge Street and George Street from a roundabout to traffic signals, access for traffic to Governor Phillip Park has changed.
- With the installation of the new traffic signals, to maintain traffic flow in Bridge Street, the right turn from Bridge Street (northbound) into George Street (eastbound) is now prohibited and all traffic is required to turn right at Court Street at the uncontrolled intersection.
- As Bridge Street is effectively one lane at Court Street, allowing event traffic to turn right at this location has the potential to increase congestion and as such it is proposed to ban the right turn into and out of Court Street at Bridge Street between 9:30am and 4:30pm on Sunday 29 May 2022.
- Traffic that would normally turn right into Court Street will be detoured over the Windsor Bridge to perform a U-turn at the new roundabout at Freemans Reach Road, return back over the Bridge and then turn left into George Street.
- Traffic turning right out of Court Street will be detoured to the traffic signals at George Street.
- All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.
- A detour route will be signposted to direct vehicles travelling from the south to continue north along Bridge Street over the new Windsor Bridge and perform a U-turn at the roundabout on the northern side of the bridge at Freemans Reach Road to travel south along the Bridge and turn left into George Street.
- Vehicles travelling from the west along Macquarie Street will turn right into Bridge Street and then left into Court Street.

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- VMS signs will be used to inform traffic and detour routes signposted. A VMS plan with four VMS boards located at key locations and detour plan that guides event traffic and local road network traffic has been prepared.
- Some on-street parking along George Street near its intersection with Palmer Street may be taken out to allow safe vehicular movements in this vicinity. The adjoining property owners will be advised of this proposal.
- Advance warning with VMS shall be installed 2 weeks prior to the event and will be located at;
 - Windsor Road, McGraths Hill - near Pitt Town Road,
 - Macquarie Street, Windsor - near Hawkesbury Valley Way,
 - Hawkesbury Valley Way, Windsor – near Moses Street,
 - Wilberforce Road, Freemans Reach - near Freemans Reach Road.
- Approval for use of Governor Phillip Park has been sought to utilise for the event.

Discussion

The participants/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.

George Street will be closed at Palmer Street with access into Governor Phillip Park and access to the Boat Ramp not permitted between 6am to 4pm on Sunday, 29 May 2022.

With the completion of the new Windsor Bridge and the upgrade of the intersection of Bridge Street and George Street from a roundabout to traffic signals, access for traffic to Governor Phillip Park has changed. The Management measures proposed have been previously discussed between Police, TfNSW and Council to ensure that traffic movement is not compromised in particular at the intersection of Bridge Street and Court Street.

A summary of the traffic management measures is listed below:

- Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9:30am and 4:30pm on Sunday 29 May 2022.
- All traffic movements in Court Street will be restricted to left in/left out at Bridge Street (State Road) to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.
- A traffic control vehicle will be parked in the centre of Court Street with barrier boards and traffic cones used to delineate and enforce the No Right Turn restrictions.
- A detour route will be signposted to direct vehicles travelling from the south to travel north along Bridge Street over the new Windsor Bridge and perform a U-turn at the roundabout on the northern side of the bridge at Freemans Reach Road and then travel south along Bridge Street to turn left into George Street at the new traffic signals.
- Traffic turning right out of Court Street will be detoured to the traffic signals at George Street via either Arndell Street or Palmer Street.
- Vehicles travelling from the west along Macquarie Street will turn right and then left into Court Street.
- VMS signs will be used to inform traffic and all detour routes signposted.

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

The event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.

The event organiser has submitted the following items in relation to the event: Attachment 4 (ECM Document Set ID No: 7916484):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
4. Special Event Traffic Management Plan and Traffic Control Plan,
5. Copy of Insurance Policy which is valid to 31 October 2022.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council’s web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury Thank You Parade and Festival 2022 event along George Street and within Governor Phillip Park, Windsor, on Sunday, 29 May 2022 be classified as a “Class 2” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following traffic control measures
 - George Street closed at Palmer Street with access into Governor Phillip Park and access to the Boat Ramp not permitted between 6am to 4pm on Sunday, 29 May 2022.
 - Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9:30am and 4:30pm on Sunday 29 May 2022. All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.

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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 the event. The event organiser must have a risk assessment that includes COVID-19 risk and must have a COVID-19 Safety Plan developed.
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) due to the traffic movements and restrictions along Bridge Street (State Road) and its intersections with George Street and Court Street, Windsor and the proposed turn restrictions at the intersection of Bridge Street and Court Street between 9:30am and 4:30pm on Sunday 29 May 2022 where all traffic movements in Court Street will be restricted to left in/left out at Bridge Street; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. 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;
- 4f. 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;
- 4g. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Governor Phillip Park;
- 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 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;

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- 4j. 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;
- 4k. 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:

- 4l. access is to be maintained for businesses, residents and their visitors;
- 4m. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4n. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4o. 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 Transport for NSW – TfNSW (formerly RTA/RMS);
- 4p. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4q. 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.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury Thank You Parade and Festival 2022 event along George Street and within Governor Phillip Park, Windsor, on Sunday, 29 May 2022 be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.

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4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following traffic control measures
- George Street closed at Palmer Street with access into Governor Phillip Park and access to the Boat Ramp not permitted between 6am to 4pm on Sunday, 29 May 2022.
 - Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9:30am and 4:30pm on Sunday 29 May 2022. All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.

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 the event. The event organiser must have a risk assessment that includes COVID-19 risk and must have a COVID-19 Safety Plan developed.
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) due to the traffic movements and restrictions along Bridge Street (State Road) and its intersections with George Street and Court Street, Windsor and the proposed turn restrictions at the intersection of Bridge Street and Court Street between 9:30am and 4:30pm on Sunday 29 May 2022 where all traffic movements in Court Street will be restricted to left in/left out at Bridge Street; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. 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;
- 4f. 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;
- 4g. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Governor Phillip Park;

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- 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 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;
- 4j. 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;
- 4k. 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:

- 4l. access is to be maintained for businesses, residents and their visitors;
- 4m. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4n. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4o. 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 Transport for NSW – TfNSW (formerly RTA/RMS);
- 4p. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4q. 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.

SECTION 3 - Reports for Information

There were no Reports for Information.

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

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The next Local Traffic Committee meeting will be held on Monday, 9 May 2022 at 3pm in the Small Committee Room.

The meeting terminated at 4pm.

oooO END OF REPORT Oooo

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Item: 092 **ROC - Environment Committee - 26 April 2022 - (95498, 151938)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Environment Committee, held on 26 April 2022.

EXECUTIVE SUMMARY:

Four matters – Items 2, 3, 4 and 5, contained within the minutes of the Environment Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

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

RECOMMENDATION:

That in relation to the Minutes of the Environment Committee Meeting held on the 26 April 2022:

1. Council receive and note the Environment Committee Minutes in respect to Item 1.
2. Council endorse the Committee Recommendations in respect of Item 2 (Cool Burning Cultural Burning), namely:
 - a) Council refer this matter to the Hawkesbury Bushfire Management Committee, Local Land Services, Rural Fire Service and NSW Fire and Rescue to determine how Cool Burning practices may be implemented in partnership with Council.
 - b) Council work with Local Land Services and First Nations people to identify Council controlled land that should be managed by cultural burning and report back to the Environment Committee.
3. Council endorse the Committee Recommendations in respect of Item 3 (Zero Litter to River – Community Consultation), namely:

That staff investigate and report back to the Environment Committee on the following matters:

- a) Setting up clean up volunteers with hivi vests when collecting rubbish.
- b) Provision of additional shelters and bins at Bilpin Oval.
- c) Work with Blue Mountains City Council regarding rubbish bins at Mount Tomah.
- d) Holding additional Clean up Australia Day events at specific locations throughout the year.
- e) Advocate for an increase in return and earn vending machines within the Hawkesbury Local Government Area.
- f) Undertaking Schools Clean Up Australia Day Events.
- g) Explore the offer from Hawkesbury Environment Network to partner with schools in potential film making campaigns.

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- h) Explore drainage signage.
 - i) Council review its use of single use plastics, disposal of masks and partners with high schools to engage local businesses about avoiding the use of single use plastics as a trial.
4. Council endorse the Committee Recommendations in respect of Item 4 (Hawkesbury City Council Electric Vehicle Scoping Paper), namely:

That Council:

- 1. Adopt the Hawkesbury City Council Electric Vehicle Scoping Paper, whilst noting that staff are already working on projects that are addressing this transition within the Hawkesbury Local Government Area within current resources.
 - 2. Council staff continue to review the opportunities available to transition Council fleet to electric vehicles.
 - 3. Council staff consider public electric vehicle charging infrastructure as part of the Hawkesbury Town and Village Place Plans.
 - 4. Council staff pursue opportunities that meet Council's requirements and resourcing capacity, to assist in the facilitation of this transition.
5. Council endorse the Committee Recommendation in respect of Item 5 (Increasing Tree Canopy), namely:

That the Environment Committee be consulted before the brief for the Urban Forest Strategy has gone out to the market and that the brief include, provision for community engagement as part of the list of requirements to the preparation of this strategy.

DISCUSSION

The Environment 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 2 – Cool Burning Cultural Burning

That the Environment Committee recommend that:

- 1. *Council refer this matter to the Hawkesbury Bushfire Management Committee, Local Land Services, Rural Fire Service and NSW Fire and Rescue to determine how Cool Burning practices may be implemented in partnership with Council.*
- 2. *Council work with Local Land Services and First Nations people to identify Council controlled land that should be managed by cultural burning and report back to the Environment Committee.*

The Committee considered the report prepared by staff, and Mr Brad Moore, Senior Land Services Officer Aboriginal Communities, Greater Sydney Local Land Services was also in attendance at the Committee Meeting to outline Local Land Services experiences with Cultural Burning.

Staff will work with Local Land Services and First Nations people to identify Council controlled land that should be managed by cultural burning and report back to the Environment Committee.

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Item 3 – Zero Litter to River – Community Consultation

That the Environment Committee ask for further advice from staff on a number of matters, including:

- 1. Setting up clean up volunteers with hivi vests when collecting rubbish.*
- 2. Provision of additional shelters and bins at Bilpin Oval.*
- 3. Work with Blue Mountains City Council regarding rubbish bins at Mount Tomah.*
- 4. Holding additional Clean up Australia Day events at specific locations throughout the year.*
- 5. Advocate for an increase in return and earn vending machines within the Hawkesbury Local Government Area.*
- 6. Undertaking Schools Clean Up Australia Day Events.*
- 7. Explore the offer from Hawkesbury Environment Network to partner with schools in potential film making campaigns.*
- 8. Explore drainage signage.*
- 9. Council review its use of single use plastics, disposal of masks and partners with high schools to engage local businesses about avoiding the use of single use plastics as a trial.*

These various matters can be investigated, including engagement with relevant external stakeholders and reported back to the Environment Committee.

Item 4 – Hawkesbury City Council Electric Vehicle Scoping Paper

That the Environment Committee recommend that Council:

- 1. Adopt the Hawkesbury City Council Electric Vehicle Scoping Paper, whilst noting that staff are already working on projects that are addressing this transition within the Hawkesbury Local Government Area within current resources.*
- 2. Council staff continue to review the opportunities available to transition Council fleet to electric vehicles.*
- 3. Council staff consider public electric vehicle charging infrastructure as part of the Hawkesbury Town and Village Place Plans.*
- 4. Council staff pursue opportunities that meet Council's requirements and resourcing capacity, to assist in the facilitation of this transition.*

The Scoping Paper provides direction for Council in terms of a transition towards electric vehicles and assessment of where and what types of charging infrastructure should be provided. Staff will continue to review opportunities with respect to the transitioning of the fleet and charging infrastructure.

Item 5 – Increasing Tree Canopy

That the Environment Committee:

Be consulted before the brief for the Urban Forest Strategy has gone out to the market and that the brief include, provision for community engagement as part of the list of requirements to the preparation of this strategy.

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The draft brief for the Request for Quotations will be distributed to the Environment Committee for input prior to finalising and being sent to consultants for quotations. The brief will include provision for community engagement, noting that the Strategy will be high level document.

ATTACHMENTS:

AT - 1 Minutes of the Environment Committee Meeting held on 26 April 2022.

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Meeting Date: 10 May 2022

AT - 1 Minutes of the Environment Committee Meeting held on 26 April 2022

Minutes of the Meeting of the Environment Committee held in the Council Chambers, on 26 April 2022, commencing at 4:08pm.

ATTENDANCE

Present: Councillor Amanda Kotlash, Hawkesbury City Council (Chairperson)
Councillor Patrick Conolly Hawkesbury City Council (Mayor)
Councillor Jill Reardon, Hawkesbury City Council
Councillor Danielle Wheeler, Hawkesbury City Council

Apologies: Councillor Mary Lyons-Buckett

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Mr Justin Murphy, Hawkesbury City Council
Ms Linda Perrine, Hawkesbury City Council
Ms Charlotte Weaver, Hawkesbury City Council
Ms Suzanne Stuart, Hawkesbury City Council
Ms Tracey Easterbrook - Hawkesbury City Council
Ms Amy Birks, Minute Secretary - Hawkesbury City Council

Attendance Register of Environment Committee

Member	26/04/2022
Councillor Patrick Conolly (Mayor)	✓
Councillor Amanda Kotlash (Chairperson)	✓
Councillor Jill Reardon	✓
Councillor Mary Lyons-Buckett	A
Councillor Danielle Wheeler	✓

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

APOLOGIES AND LEAVE OF ABSENCE

An apology for absence was received from Councillor Mary Lyons-Buckett.

Clr Wheeler arrived at the meeting at 4:30pm.

DECLARATIONS OF INTEREST

There were no Declarations of Interests made.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Kotlash that the minutes of the Environment Committee held on 6 July 2021, be confirmed.

ORDINARY MEETING

SECTION 4 – Reports of Committees

Meeting Date: 10 May 2022

SECTION 2 - Reports for Determination

Item: 1 EC - Election of Chairperson - (79351, 151938)

Directorate: General Manager

OFFICER'S RECOMMENDATION:

That a Chairperson of the Environment Committee for the period from April 2022 to April 2023, be determined.

COMMITTEE RECOMMENDATION:

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

That a Chairperson of the Environment Committee for the period from April 2022 to April 2023, be determined.

For the Motion: Councillors Conolly, Kotlash, Reardon and Wheeler.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

DISCUSSION:

The Manager Strategic Planning, Mr Andrew Kearns, called for nominations for the position of Chairperson. One nomination was received, being:

Councillor Amanda Kotlash Nominated by Mayor, Councillor Conolly
Seconded by Councillor Reardon

There being one nomination, Councillor Kotlash was elected as Chairperson of the Environment Committee from April 2022 to April 2023.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 10 May 2022

Item: 2 **EC - Cool Burning Cultural Burning - (151938, 80093)**

Directorate: City Planning

Mr Brad Moore, Senior Land Services Officer Aboriginal Communities, Greater Sydney Local Land Services addressed the meeting and discussed the Local Land Services experience and learnings with respect to undertaking cultural burning with the Hawkesbury Local Government Area.

OFFICER'S RECOMMENDATION:

That the Environment Committee recommend that:

1. Council refer this matter to the Hawkesbury Bushfire Management Committee, Local Land Services, Rural Fire Service and NSW Fire and Rescue to determine how Cool Burning practices may be implemented in partnership with Council.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee recommend that:

1. Council refer this matter to the Hawkesbury Bushfire Management Committee, Local Land Services, Rural Fire Service and NSW Fire and Rescue to determine how Cool Burning practices may be implemented in partnership with Council.
2. Council work with Local Land Services and First Nations people to identify Council controlled land that should be managed by cultural burning and report back to the Environment Committee.

For the Motion: Councillors Conolly, Kotlash, Reardon and Wheeler.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 10 May 2022

Item: 3 **EC - Zero Litter to River - Community Consultation - (151938, 80093)**

Previous Item: 004, EC (13 April 2021)
 002, EC (6 July 2021)

Directorate: City Planning

Mr Roger Griffiths and Ms Matilda Julian addressed the committee, speaking for the recommendation in the business paper.

OFFICER'S RECOMMENDATION:

That the Environment Committee:

1. Consider the submissions received from high schools and the community with respect to this matter.
2. Seek funding opportunities should new Commonwealth and/ or NSW State Government funding become available in the future.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee:

Ask for further advice from staff on a number of matters, including:

1. Setting up clean up volunteers with hivi vests when collecting rubbish.
2. Provision of additional shelters and bins at Bilpin Oval.
3. Work with Blue Mountains City Council regarding rubbish bins at Mount Tomah.
4. Holding additional Clean up Australia Day events at specific locations throughout the year.
5. Advocate for an increase in return and earn vending machines within the Hawkesbury Local Government Area.
6. Undertaking Schools Clean Up Australia Day Events.
7. Explore the offer from Hawkesbury Environment Network to partner with schools in potential film making campaigns.
8. Explore drainage signage.
9. Council review its use of single use plastics, disposal of masks and partners with high schools to engage local businesses about avoiding the use of single use plastics as a trial.

For the Motion: Councillors Conolly, Kotlash, Reardon and Wheeler.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 10 May 2022

Item: 4 **EC - Hawkesbury City Council Electric Vehicle Scoping Paper- (151938, 80093)**

Previous Item: 4, EC (13 April 2021)
 2, EC (6 July 2021)

Directorate: City Planning

Mr William Sneddon addressed the Committee speaking for the recommendation in the business paper.

OFFICER'S RECOMMENDATION:

That the Environment Committee recommend that:

1. Council adopt the Hawkesbury City Council Electric Vehicle Scoping Paper, whilst noting that staff are already working on projects that are addressing this transition within the Hawkesbury Local Government Area within current resources.
2. Council staff continue to review the opportunities available to transition Council fleet to electric vehicles.
3. Council staff consider public electric vehicle charging infrastructure as part of the Hawkesbury Town and Village Place Plans.
4. Council staff pursue opportunities that meet Council's requirements and resourcing capacity, to assist in the facilitation of this transition.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee recommend that Council:

1. Adopt the Hawkesbury City Council Electric Vehicle Scoping Paper, whilst noting that staff are already working on projects that are addressing this transition within the Hawkesbury Local Government Area within current resources.
2. Council staff continue to review the opportunities available to transition Council fleet to electric vehicles.
3. Council staff consider public electric vehicle charging infrastructure as part of the Hawkesbury Town and Village Place Plans.
4. Council staff pursue opportunities that meet Council's requirements and resourcing capacity, to assist in the facilitation of this transition.

For the Motion: Councillors Conolly, Kotlash, Reardon and Wheeler.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 10 May 2022

Item: 5 **EC - Increasing Tree Canopy - (151938, 80093, 124414, 126363)**

Previous Item: 5 ESAC (10 December 2018)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Environment Committee:

1. Recognise the number of the projects and opportunities already being undertaken and pursued by staff to increase tree canopy within the Hawkesbury local government area.
2. Recommend that Council staff continue to identify opportunities and/or partnerships to increase tree canopy cover within the Hawkesbury local government area in accordance with the actions identified within the adopted Net Zero Emissions and Water Efficiency Strategy, and existing resourcing capabilities.

COMMITTEE RECOMMENDATION:

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

That the Environment Committee recommend that Council:

Be consulted before the brief for the Urban Forest Strategy has gone out to the market and that the brief include, provision for community engagement as part of the list of requirements to the preparation of this strategy.

For the Motion: Councillors Conolly, Kotlash, Reardon and Wheeler.

Against the Motion: Nil.

Absent: Councillor Lyons-Buckett.

The meeting terminated at 6:00 pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

SECTION 4 – Reports of Committees

Meeting Date: 10 May 2022

Ordinary

Section 5

Notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

SECTION 5 – Notices of Motion

Item: 093 **NM1 - Cornwallis Road Drainage Pipes - (155346, 79351)**

Submitted by: Councillor Dogramaci

NOTICE OF MOTION:

That a report be provided to the next Council Meeting, regarding the Cornwallis Road Drainage Pipes addressing the following:

1. Why has there been a delay with the Cornwallis Road drainage pipe installation from the 2021 Flood?
2. What is the intention to do with the remaining pipes?
3. Was the funding allocation from Council's budget or grant funds?
4. Did residents receive any compensation for the storage of pipes on their land?
5. Who was responsible for the delay?

NOTE BY MANAGEMENT

The Cornwallis Drain was damaged in February 2020, March 2021 and then destroyed in March 2022.

The nature of the damage in 2020 was, by comparison to the events that would follow, straight forward to repair and the repair of approximately 20% of the pipe and embankment were undertaken in the months that followed. In March 2021, the damage was significantly greater in both scale and the complexity, with the remaining 80% of pipe compromised, generally through subsidence of the structure which led to the collapse of the river bank between Cornwallis Road and the river.

To ensure the design for the was required , restoration of the drain was adequate, extensive engineering and geotechnical investigation and prior to this occurring, it was necessary to make the site safe and stabilise the active area of failure. This package of works required a degree of planning in its own right to ensure that it achieved what was required and was done so in a safe manner.

During this work and following it, several investigations, surveys and design revisions were made, culminating in the advertisement of a tender for the permanent restoration of the drain. The Contract was let in the first week of March, coinciding with the beginning of the most recent flood event. It was subsequently terminated once the extent of the destruction from the March 2022 event was understood.

Council has now received an options assessment for the temporary works to isolate the drain from the river and each of the options identified use either all or a significant number of the remaining pipes in their construction.

Works and procurement of materials up until the declaration of the most recent natural disaster will be funded from the previous natural disaster under the Disaster Recovery Funding Arrangements (DRFA). Both the temporary repair and permanent repair will similarly be funded by DRFA.

The land upon which the pipes are stored and material stockpiled is currently leased to Council.

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

A number of staff have been involved in the project since February 2020, however the specific details of staff is an operational matter.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

Item: 094 **NM2 - Failure of the Sewer Rising Main C - (155346, 79351)**

Submitted by: Councillor Dogramaci

NOTICE OF MOTION:

That a report be provided to the next Council Meeting, regarding the failure of Sewer Rising Main C, addressing the following:

1. Why did Council experience a failure of the Sewer Rising Main C in March 2022?
2. Can Council provide the maintenance schedule for the period of January 2022 to March 2022?
3. Details of the rising main's maintenance schedule, including the compliance with the required maintenance in the period (January 2022 to March 2022).
4. Whilst the sewer rising main was non-operational, what costs were incurred to utilise tankers? How many tankers were used?
5. What action has Council taken to mitigate against future failures?

NOTE BY MANAGEMENT

The failure of sewer rising main C (SRM C) occurred on or just prior to 17 January 2022. The cause of the failure has not yet been determined and it may indeed be challenging to determine the exact mechanism of failure, depending on the location of where, along the pipeline, it occurred and the cost of uncovering the site of the failure. However, all reasonable attempts will be made to determine the cause.

There was no maintenance undertaken on the sewer rising main in the period identified. The pump station servicing SRM C, was refurbished in 2017 and at that time a condition assessment of SRM C was undertaken, which indicated that it had a useful life of between 14 and 17 years.

Costs associated with the transfer of sewage from the pump station to the treatment plants are estimated to amount to \$3.9m. A range of companies have been utilised throughout the task and in total five companies have been engaged at some point.

The focus has been on repairing the failed main and without knowing the mechanism of failure it is difficult to determine what more could have been done, if anything, to predict the failure, given that the most recent condition assessment had indicated over a decade of life remaining. Council undertakes routine condition assessments of its assets and the scope of this will be reviewed to ensure that it is appropriate.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

Item: 095 **NM3 - Windsor Mall - (155346, 79351)**

Submitted by: Councillor Dogramaci

NOTICE OF MOTION:

That Council be provided with a report as soon as practical outlining:

1. Why plans for the Windsor Mall include replacing tiles with cobblestones?
2. How much money will be coming out of Council's budget and from other grants?
3. Is Council able to change or replace the broken tiles instead of undertaking the replacement project of \$10 million.
4. Could grants be changed to allow the amount/s to be used for other means, such as assisting local farmers and small business owners.

NOTE BY MANAGEMENT

The existing pavers in Windsor Mall were laid for the opening of the Mall in 1984 and over time of increased in maintenance requirements dramatically. The design includes three types of paving which cobblestone is one feature paver to be utilised down the middle of the pedestrian mall which will enhance the heritage feel. The cobblestones are often used in city plazas, parks and pedestrian malls as a stand-out-element. Please note these are not raised cobblestones but flat featured cobblestone.

Council has received funding from State and Federal Governments of \$15 million to revitalise the town centres of Richmond, South Windsor and Windsor as part of the Western Parkland City Liveability Program. Council's contribution to the project is \$3.75 million and this has been captured through existing projects that were being undertaken. Therefore there are no funds coming out of Council's actual budget. Council were successful in receiving \$1,244,000 from the Greening our City Grant to allocate to the costs of establishing the green tree boulevards as part of the Liveability Project.

The total costs for the entire Windsor scope for paving is \$2,758,119. This is for George Street from the Windsor Railway Station through to the Thompson Square end.

On the 25 September 2018 Council resolved to endorse a program of Town Centre improvements, as the priority project to be applied for under the Western Parkland City Liveability Program.

Council submitted an application for Round 1 of the Liveability Program funding in October 2018, where the application outlined the proposed scope of works and the town centres in which the works were to be undertaken. Council was advised that the application was successful for grant funding on 23 January 2019.

The funding provided from the City Deals Liveability Program was established to enable each Council to implement a project to provide infrastructure improvements that will improve the built and natural environments and enable economic and social prosperity, so unfortunately, Council is unable to change the scope of the grant.

There are a number of grants that are available to assist farmers, and small business owners. These grants are shared with the business community through the Hawkesbury Business e-newsletter on a monthly basis and appear on Council's website under the Business tab.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 10 May 2022

Item: 096 **RM - Councillor Attendance and Engagement - (138881, 80093, 125610)**

Submitted by: Councillor Amanda Kotlash
Councillor Barry Calvert
Councillor Patrick Conolly

RESCISSION MOTION:

That Resolution 35 from the Ordinary Meeting of Council on 8 February 2022, being the Resolution from Item 30 NM1 - Reporting on Councillor Attendance and Engagement, be rescinded.

NOTE BY MANAGEMENT:

Resolution 35 from the Ordinary Meeting of Council on 8 February 2022 regarding reporting on Councillor Attendance and Engagement was as follows:

"That:

1. *During each term of Council, that Council collects data on:*
 - a) *The number of formal Council meetings each Councillor has attended.*
 - b) *The number of briefings, workshops, and community engagement sessions each Councillor has attended.*
 - c) *The number of committees each Councillor is a member of.*
 - d) *The number of committee meetings each Councillor has attended (including, where possible, external bodies such as HRCC and WSROC).*
 - e) *The number and cost of conferences, professional development sessions and events Councillors have attended, where such attendance incurs a cost to Council.*
 - f) *The cost of Information Technology expenses.*
2. *Council tabulates that data on a per-Councillor basis and report it in the Annual Report and prior to the Local Government general election.*
3. *Reports of Councillor's attendance at conferences be published."*

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
Questions for Next Meeting
Meeting Date: 10 May 2022

QUESTIONS FOR NEXT MEETING

Item: 097 **Response to Councillor Questions Taken On Notice at Council Meeting - 12 April 2022**

The following questions were raised from a Councillor regarding matters on the Council Meeting Business Paper of 12 April 2022. The questions were taken on notice and the responses are provided below:

#	Councillor	Question	Response
1	Lyons-Buckett	Does a Liquor Accord exist?	The Director Support Services advised a Liquor Accord does exist. Meetings are hosted at Windsor RSL and have not been held during COVID-19 Pandemic restrictions that commenced in 2020. It is anticipated that meetings will recommence in 2022.
2	Lyons-Buckett	Is there a time frame on the works in the North Richmond Community Precinct?	The Director Support Services advised preparation of development application documentation and detailed design work is currently underway. Works are planned to commence by January 2023. However this will be dependent on the timing of development application approval.

oooO END OF REPORT Oooo

ORDINARY MEETING
Confidential Reports
Meeting Date: 10 May 2022

CONFIDENTIAL REPORTS

Item: 098 **CP - Community Representation on Hawkesbury Heritage Committee - (124414, 80242) CONFIDENTIAL**

Directorate: City Planning

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING

Confidential Reports

Meeting Date: 10 May 2022

Item: 099 SS - Assignment of Lease from Britannia Catering to Windalore Pty Ltd -
Deerubbin Centre Cafe, 300 George Street, Windsor - (112106, 95496, 151902)
CONFIDENTIAL

Previous Item: 049, Ordinary (9 March 2021)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the leasing of a Council property 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.

ORDINARY MEETING
Confidential Reports
Meeting Date: 10 May 2022

Item: 100 **SS - Audit Risk and Improvement Committee (ARIC) - (95496, 91369)**
CONFIDENTIAL

Previous Items: 056, Extraordinary (15 March 2022)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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



Ordinary meeting

End of Business Paper

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