



Hawkesbury City Council

ordinary  
meeting  
business  
paper

date of meeting: 11 August 2020

location: by audio-visual link

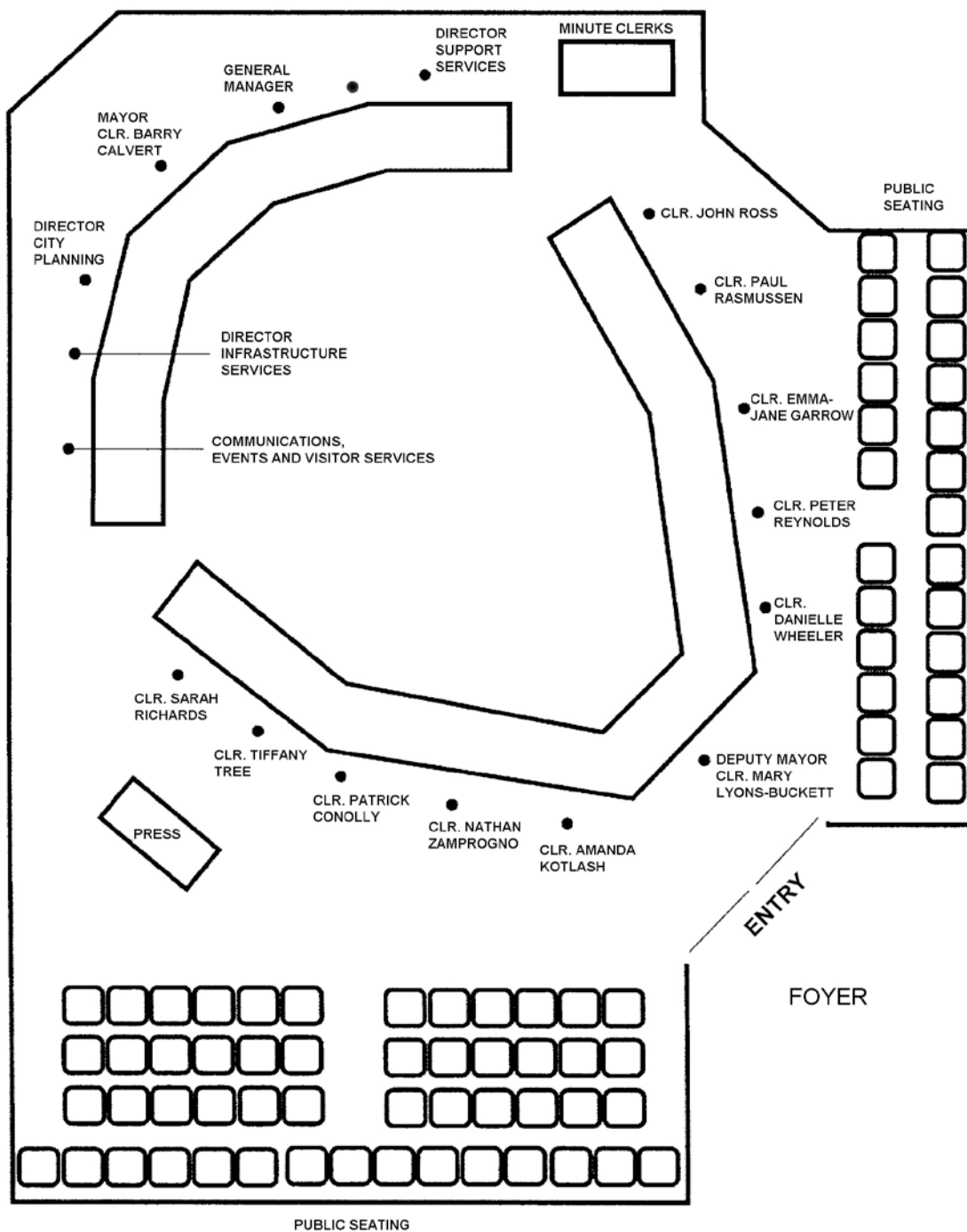
time: 6:30 p.m.



# mission statement

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

# Hawkesbury City Council





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**ORDINARY MEETING**

**Minutes:** 11 August 2020

**ORDINARY MEETING**  
**Procedural Matters**  
**Meeting Date: 11 August 2020**

**PROCEDURAL MATTERS**

**Welcome**

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

The General Manager will address the Council meeting, mentioning:

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

**Attendance**

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

**Apologies and Leave of Absence**

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

**Declaration of Interest**

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

**Acknowledgement of Official Visitors to the Council**

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

**ORDINARY MEETING**

**Procedural Matters**

**Meeting Date:** 11 August 2020



ordinary

section 1

confirmation of minutes

**ORDINARY MEETING**

**SECTION 1 - Confirmation of Minutes**

**Meeting Date:** 11 August 2020

**SECTION 1 - Confirmation of Minutes**



# Hawkesbury City Council

## ordinary meeting minutes

date of meeting: 28 July 2020

location: by audio-visual link

Scheduled commencement: 6:30 p.m.



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**Meeting Date:** 28 July 2020

## ORDINARY MEETING

Minutes: 28 July 2020

Minutes of the Ordinary Meeting held by audio-visual link, Windsor, on 28 July 2020, commencing at 6:53pm.

### Welcome

The Mayor, Councillor Barry Calvert acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

### ATTENDANCE

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

**ALSO PRESENT:** General Manager - Peter Conroy, Director City Planning - Linda Perrine, Director Infrastructure Services - Jeff Organ, Director Support Services - Laurie Mifsud, Strategic Planning Manager - Andrew Kearns, Chief Financial Officer - Emma Galea, Manager Communications, Events and Visitor Services - Suzanne Stuart, City Design and Economic Development Manager - Amanda Kearney, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

### APOLOGIES AND LEAVE OF ABSENCE

An apology for absence was received from Councillor Tree.

### 164 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Lyons-Buckett that the apology be accepted.

### DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

### Acknowledgement of Official Visitors to the Council

There were no official visitors to the Council.

### Saved by the Bell Event - Old Windsor Bridge

The Mayor, Councillor Barry Calvert mentioned the Saved by the Bell event at Thompson Square last week had to be cancelled due to COVID considerations and that the Bell has been set up at Museum. The Community and Councillors are invited to come along to ring the bell and sign the petition calling for the saving of the Old Windsor Bridge while maintaining safe distancing.

## **ORDINARY MEETING**

**Minutes:** 28 July 2020

### **SECTION 1 - Confirmation of Minutes**

#### **165 RESOLUTION:**

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Zamprogno.

That the Minutes of the Ordinary Meeting held on Tuesday, 14 July 2020, be confirmed, subject to Resolution 155 being amended to read that the motion was moved by Councillor Lyons-Buckett.



## ORDINARY MEETING

Minutes: 28 July 2020

### SECTION 3 – Reports for Determination

#### PLANNING DECISIONS

**Item: 134** CP - Draft Voluntary Planning Agreement for Lot 2 DP 1177011, 377 Bells Line of Road, Kurmond - (95498, 124414)

**Previous Item:** 205, Ordinary (28 October 2014)  
041, Ordinary (27 February 2018)  
168, Ordinary (10 September 2019)

**Directorate:** City Planning

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#### **MOTION:**

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

*Refer to RESOLUTION*

#### **166 RESOLUTION:**

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

That Council:

1. Note the outcome of public exhibition of the Draft Voluntary Planning Agreement for Lot 2 DP 1177011, 377 Bells Line of Road, Kurmond.
2. Endorse the Voluntary Planning Agreement and the Explanatory Note regarding Lot 2 DP1177011, 377 Bells Line of Road, Kurmond, and provide delegation to the Mayor and General Manager to execute the Voluntary Planning Agreement 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 Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Reynolds, Richards, Ross, Wheeler and Zamprogno.

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

### CITY PLANNING

**Item: 135**                      **CP - Western Parkland City Liveability Program - (95498, 79351)**

**Previous Item:**            205, Ordinary (28 August 2018)

**Directorate:**                City Planning

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#### **MOTION:**

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

***Refer to RESOLUTION***

#### **167 RESOLUTION:**

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

That:

1. Council place the Draft Masterplan and Public Domain Plan Report on public exhibition.
2. A report be submitted to Council following the public exhibition.

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

**Against the Motion:**      Nil.

**Absent:**                        Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

**Item: 136**                      **CP - NSW Housing Strategy Discussion Paper - (95498, 124414)**

**Directorate:**                City Planning

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### **MOTION:**

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

*Refer to RESOLUTION*

### **168 RESOLUTION:**

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

That Council:

1. Receive and note the NSW Government's "A Housing Strategy for NSW" – Discussion Paper.
2. Note the key points in the Draft Submission in relation to:
  - Approach to flooding
  - Diversity in housing types
  - Need for resilience in housing
  - Housing needs of ageing population
  - Mismatch between housing size and dwelling type/size
  - Impacts on agricultural lands.
  - Reliance on low density development and urban form
  - Housing affordability
  - Social, affordable housing and homelessness
  - Housing targets/population projections
  - Strategic Transport Routes and Metropolitan Rural Area context
  - Peri-Urban/semi-rural location
  - Permissibility of Detached Dual Occupancies and Secondary Dwellings
  - Design excellence provisions
  - Assessment of costs to upgrade existing housing stock
  - Design led solutions to housing.
3. Endorse the draft submission on the Discussion Paper included as Attachment 2 to this report.
4. Request the State Government to increase the supply of public housing noting the value of this, as an economic stimulus. Further request that WSROC advocate for this.
5. Within the section of the submission regarding Detached Dual Occupancies and Secondary Dwellings highlight the need for a place-based approach to such development.

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

**Against the Motion:**        Councillors Conolly, Richards and Ross.

**Absent:**                            Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

**Item: 137**                      **CP - Exhibition of Draft Voluntary Planning Agreement Policy - Post Exhibition Report - (95498, 124414)**

**Previous Item:**              233, Ordinary (10 December 2019)

**Directorate:**                City Planning

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

That Council:

1. Note the outcome of public exhibition of the Draft Voluntary Planning Agreement Policy.
2. Adopt the Voluntary Planning Agreement Policy, attached as Attachment 1 to this report.

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

That:

1. Council note the outcome of public exhibition of the Draft Voluntary Planning Agreement Policy.
2. Council note that adoption by Council of this policy document now, may pre-empt work on the "Developer Contributions" assignment currently being conducted by the Internal Audit Committee (commencement early 2018).
3. The Committee meeting of 3 June 2020 received a staff update indicating twelve related tasks were in progress, with an expected completion by December 2020.
4. This report be tabled for further consideration by the Internal Audit Committee in September 2020.

**For the Amendment:**        Councillors Conolly, Garrow, Kotlash, Reynolds, Richards, Ross and Zamprogno.

**Against the Amendment:**   Councillors Calvert, Lyons-Buckett, Rasmussen and Wheeler.

**Absent:**                        Councillor Tree.

The amendment was carried.

## ORDINARY MEETING

Minutes: 28 July 2020

A Further AMENDMENT was moved by Councillor Wheeler, seconded by Councillor Conolly.

That:

1. Council note the outcome of public exhibition of the Draft Voluntary Planning Agreement Policy.
2. The Policy be tabled for further consideration by the Internal Audit Committee in September 2020 and it be referred to the next Council Meeting.

**For the Amendment:** Councillors Calvert, Lyons-Buckett, Conolly, Garrow, Kotlash, Rasmussen, Reynolds, Richards, Wheeler and Zamprogo.

**Against the Amendment:** Councillor Ross.

**Absent:** Councillor Tree.

The amendment was carried.

### MOTION:

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

***Refer to RESOLUTION***

### 169 RESOLUTION:

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

That:

1. Council note the outcome of public exhibition of the Draft Voluntary Planning Agreement Policy.
2. The Policy be tabled for further consideration by the Internal Audit Committee in September 2020 and it be referred to the next Council Meeting.

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

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

### INFRASTRUCTURE SERVICES

**Item: 138**                      **IS - Deerubbin Park Masterplan - (95495, 79354)**

**Previous Item:**            135, (Ordinary) 30 July 2019

**Directorate:**                Infrastructure Services

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#### **MOTION:**

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

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

#### **170 RESOLUTION:**

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

That Council adopt the Deerubbin Park Masterplan attached as Attachment 1 to this report.

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

**Against the Motion:**        Nil.

**Absent:**                        Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

### SUPPORT SERVICES

**Item: 139**                      **SS - Investment Report - June 2020 - (95496, 96332)**

**Previous Item:**            150, Ordinary (10 March 2020)

**Directorate:**               Support Services

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#### **MOTION:**

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

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

#### **171 RESOLUTION:**

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

That:

1. The Monthly Investments Report for June 2020 be received and noted.
2. Future Monthly Investments Reports identify the proportion of the total investments made up of:
  - a) Western Parkland City Livability Program funding
  - b) State and Federal Government grant funding for fire and flood.

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

**Against the Motion:**       Nil.

**Absent:**                      Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

**Item: 140**                      **SS - Hardship, Pensioner Concessions and Debt Recovery Policy - (95496)**

**Previous Item:**            073, Ordinary (28 April 2020)

**Directorate:**                Support Services

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### **MOTION:**

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

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

### **172 RESOLUTION:**

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

That the Hardship, Pensioner Concession and Debt Recovery Policy, attached as Attachment 1 to this report be adopted.

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

**Against the Motion:**        Nil.

**Absent:**                        Councillor Tree.



## ORDINARY MEETING

Minutes: 28 July 2020

### SECTION 4 – Reports of Committees

Item: 141                      ROC - Floodplain Risk Management Advisory Committee - 25 June 2020

Directorate:                  City Planning

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#### MOTION:

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

#### *Refer to RESOLUTION*

#### 173 RESOLUTION:

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

That in relation to the Minutes of the Floodplain Risk Management Advisory Committee Meeting held on 25 June 2020:

1. Council receive and note the Floodplain Risk Management Advisory Committee Minutes in respect to Item Numbers 4, and General Business Items A and B and Additional General Business Points 1,2,3,4 and 5.
2. Council note that the Committee Recommendations in respect of Item 1 were included as part of Council's Submission to the Flood Prone Land Package.
3. Council note the Committee Recommendation in respect of Item 2, and receive a separate report on the Draft Development on Flood Liable Land Policy 2020 following a Councillor Briefing.
4. Council note the Committee Recommendation in respect to Item 3, and receive a separate report on the Draft Amended Policy Number PEL0005Z Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy following a Councillor Briefing.
5. Council endorse the Committee Recommendation in respect to Item 5 namely:

*"That:*

2. *The Richmond Bridge Duplication Project matter be revisited by the Floodplain Risk Management Advisory Committee, once information regarding Council's work on Strategic Transport routes is available."*

6. Council endorse the Committee Recommendation in respect to Item 6 namely:

*"That:*

2. *That the Floodplain Risk Management Advisory Committee note and thank the representatives from Infrastructure NSW and Department of Planning, Industry and Environment, for their assistance with Council's grant funded projects."*

## ORDINARY MEETING

Minutes: 28 July 2020

7. Council consider the Committee Recommendation in respect to Item 7 as part of the 2021/2022 Operational Plan/budget process, namely:

*"That:*

2. *That the Floodplain Risk Management Advisory Committee recommend Council consider including community representatives from the Committee as participants in the 2021 Floodplain Management Australia National Conference to be held in Sydney."*

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

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

**Item: 142**                      **ROC - Local Traffic Committee - 13 July 2020 - (80245, 95495)**

**Directorate:** Infrastructure Services

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### **MOTION:**

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

***Refer to RESOLUTION***

### **174 RESOLUTION:**

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

That the Minutes of the Local Traffic Committee meeting held on 13 July 2020 be received and noted.

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

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

### SECTION 5 – Notices of Motion

**Item: 143**                      **NM - Wetlands in the Hawkesbury Local Government Area - (125612)**

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Ms Sharyn Simmich addressed Council speaking for the recommendation.

**MOTION:**

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

*Refer to RESOLUTION*

**175 RESOLUTION:**

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

That:

1. Council provide an update on work being done to protect Wetlands in the Hawkesbury Local Government Area.
2. Council investigate ways to encourage and educate people about assisting to look after the wetland wildlife and environs, by working with the Hawkesbury Environment Network and similar groups. This could include reviewing the signage message and locations, ensuring signs contain contact numbers for wildlife rescue organisations, addressing the issues of herbicide spraying of grasses near waterways, the presence of fishing line and fish hooks, and providing plantings for wildlife habitat, to aid in water cleaning and for foraging.
3. Council's Environmental Sustainability Coordinator meet with the Hawkesbury Environment Network and the Wetland Working Group and then report back to the Environmental Sustainability Advisory Committee.

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

**Against the Motion:** Nil.

**Absent:** Councillor Tree.

## ORDINARY MEETING

Minutes: 28 July 2020

### CONFIDENTIAL REPORTS

#### 176 RESOLUTION:

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

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 meeting during consideration of the following items:

**Item: 144 SS - Lease of Shop 9, Glossodia Shopping Village - (95496, 112106, 73792)**

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act, 1993 as it relates to details concerning the leasing of 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 of 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.

#### 177 RESOLUTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Ross that open meeting be resumed.

## ORDINARY MEETING

Minutes: 28 July 2020

**Item: 144**                      **SS - Lease of Shop 9, Glossodia Shopping Village - (95496, 112106, 73792)**  
**CONFIDENTIAL**

**Directorate:**                Support Services

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### **MOTION:**

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

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

### **178 RESOLUTION:**

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

That:

1. Council agree to enter into a new lease with Jeanette James and Veronica Thompson for the property known as Shop 9, Glossodia Shopping Village, as outlined in the report.
2. Authority be given for the lease and any other relevant documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the proposed Lessees, together with the advice that Council, is not and will not, be bound by the terms of its resolution, until such time as appropriate legal documentation to put such a resolution into effect has been agreed to and executed by all parties.

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

**Against the Motion:**        Nil.

**Absent:**                        Councillor Tree.

The meeting terminated at 9:46pm.

Submitted to and confirmed at the Ordinary meeting held on 11 August 2020.

.....  
Mayor



ordinary

section 2

mayoral minutes

**ORDINARY MEETING**  
**SECTION 2 – Mayoral Minute**  
**Meeting Date: 11 August 2020**

**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:** 11 August 2020

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 11 August 2020**

**SECTION 3 – Reports for Determination**

**GENERAL MANAGER**

**Item: 145**                      **GM - 2020 Local Government NSW Annual Conference (79351, 79633)**

**Directorate:**                General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to consider the nomination and attendance of Councillors at the 2020 Local Government NSW Annual Conference to be held from 22 to 24 November 2020 and whether any motions by Council will be submitted to the Conference for consideration.

**EXECUTIVE SUMMARY:**

Due to the Conference topic and its relevance to Council's business, Council may wish to consider representation at the Conference. In addition Council may wish to submit motions for consideration at the Conference.

**RECOMMENDATION:**

That:

1. The report be received and noted.
  2. Attendance of nominated Councillors and staff as considered by the General Manager, at the 2020 Local Government NSW Annual Conference at an approximate cost of \$2,350 plus travel expenses per delegate be considered.
  3. The nomination of five Councillor voting delegates, for voting on Conference motions be considered.
  4. Council consider whether to submit any motions to the 2020 Local Government NSW Annual Conference.
  5. 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**

The Local Government NSW Annual Conference is the annual policy-making event for NSW councils and an opportunity for councillors to come together to share ideas and debate issues that shape the way councils govern.

The 2020 Local Government NSW Annual Conference will be held in the Hunter Valley from 22 to 24 November, 2020. This may change given the ongoing uncertainty associated with COVID-19 Pandemic. Cost of attendance at the Annual Conference will be approximately \$2,350, plus travel expenses per delegate.

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 11 August 2020**

Total Budget for Financial Year 2020/2021	\$30,000
Expenditure to date	\$Nil
Outstanding Commitments	\$Nil
Budget balance as at 30 July 2020 (approx. including outstanding commitments)	\$30,000

**Voting Delegates**

The Council is entitled to have five Voting Delegates at the Conference and Voting Delegates must be registered to attend the Conference.

It should be noted that should the necessity arise, the Constitution of Local Government NSW enables the nominated voting delegates to be changed both before and during the Conference, subject to written notification by the Mayor or General Manager.

**Motions**

The Local Government NSW has called for motions to be considered at the Conference. Local Government NSW have requested councils to submit any motions by 12:00 midnight on Monday, 28 September 2020.

The Board has resolved that motions will be included in the Business Paper for the Conference only where they:

1. Are consistent with the objects of the Local Government NSW (see Rule 4 of the Local Government NSW rules);
2. Relate to Local Government in NSW and/or across Australia;
3. Concern or are likely to concern Local Government as a sector;
4. Seek to advance the Local Government policy agenda of the Local Government NSW and/or improve governance of the Association;
5. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. Are clearly worded and unambiguous in nature;
7. Do not express preference for one or several members over one or several other members.

Council has not resolved for any motions to be submitted to the 2020 Local Government NSW Conference as yet. However in the past Council has raised the following matters:

**2019**

In relation to:

- The timing of announcements of Grant Funding by NSW Local Government and the Grants Commission
- Opposition to the proposed increase in Local Government Election charges as recommended by IPART.
- The need for improved communication and teamwork between Local Government and the State Government and its agencies

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- The need for the Independent Pricing and Regulatory Tribunal (IPART) to have consistent and transparent sources of data in their assessment of various Developer Contribution Plans.
- The development of a long term Waste Strategy for Metropolitan Sydney.
- Recognition of Local Government in the Australian Constitution

**2018**

In relation to:

- The need for improved Community Engagement by the NSW State Government in relation to Infrastructure Projects
- The future of the IPART Report on 'Review of Local Government Rating System'

**2017**

In relation to:

- The proposed Fire and Emergency Services Levy
- The Future of the Independent Pricing and Regulatory Tribunal Report on 'Review of Local Government Rating System'
- The Cost of Local Government External Audit Arrangements
- The NSW Audit Office's Management of the Value of Land Under Roads and Community Land
- Independent Hearing and Assessment Panels
- The Commencement Date for Mandatory Independent Hearing and Assessment Panels
- Pensioner Concession Rebates on Rates and Domestic Waste Charges

Councillors also have the option of proposing motions during the Council meeting. Motions conforming with the abovementioned criteria, together with related general rationale, need to be submitted by Tuesday, 18 August 2020 to the Manager Corporate Services and Governance, to enable motions to be considered at the Ordinary meeting on Tuesday, 25 August 2020.

**Relevant Legislation**

The Policy regarding payment of Expenses and Provision of Facilities to Councillors should be considered as part of this report.

**DISCUSSION**

Consideration should be given in regard to the relevance of Conference to Council's business and available budget to cover costs of attendance. Consideration is also required on whether Council submit any motions to the Conference.

Where relevant, after returning from 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**

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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, Directions and Strategies within the CSP.

Our Leadership

- 1.1 Local Leadership and effective governance - Provide representative, responsive and accountable governance.
- 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.
  - 1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.
- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
  - 1.4.1 Foster positive relationships with all tiers of government and peak bodies to ensure a thorough understanding of the challenges and local requirements of the Hawkesbury.

**FINANCIAL IMPACT**

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2020/2021 Adopted Operational Plan.

**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

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

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

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**CITY PLANNING**

**Item: 146**                      **CP - Reference Group - Hawkesbury Local Environmental Plan and Development Control Plan Review - (95498, 124414)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to seek Council's endorsement to establish a Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group and Terms of Reference.

**EXECUTIVE SUMMARY:**

In order to implement the Environmental Planning and Assessment Act 1979 amendments, specifically, Sections 3.8 and 3.9 as part of the Local Strategic Planning Statement work, Council is undertaking a review of its Local Environmental Plan 2012 and Development Control Plan 2002.

In accordance with the Greater Sydney Commission Local Environmental Plan Road Map, Hawkesbury City Council falls within the three year Local Environmental Plan update process and has until June 2021 to finalise its draft Local Environmental Plan and Development Control Plan.

To support Council in the review process, it is recommended that Council establish a Local Environmental Plan and Development Control Plan Review Reference Group of between 10-15 members from a range of backgrounds and interests. The members of the Reference Group will comprise of end users of the documents. The Reference Group will assist Council Officers to identify issues with the current Local Environmental Plan and Development Control Plan. Additionally, the Reference Group will provide input and feedback in terms of proposed amendments to the Local Environmental Plan and Development Control Plan for Council to consider.

Discussion on the Objectives, Participation Principles and Target Audience of the Reference Group is detailed in the Discussion Section of this report.

Terms of Reference have been prepared for this proposed Local Environmental Plan and Development Control Plan Review Reference Group to guide the selected members. The Terms of Reference are included as Attachment 1 to the report and detail the Objectives, Roles and Responsibilities, Term, Structure and Membership, Appointment of Members and Procedures.

**RECOMMENDATION:**

That Council:

1.     Endorse the establishment of a Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group and the Terms of Reference contained within Attachment 1.
  2.     Invite Expressions of Interest for membership of the Reference Group to be considered by Council prior to appointment.
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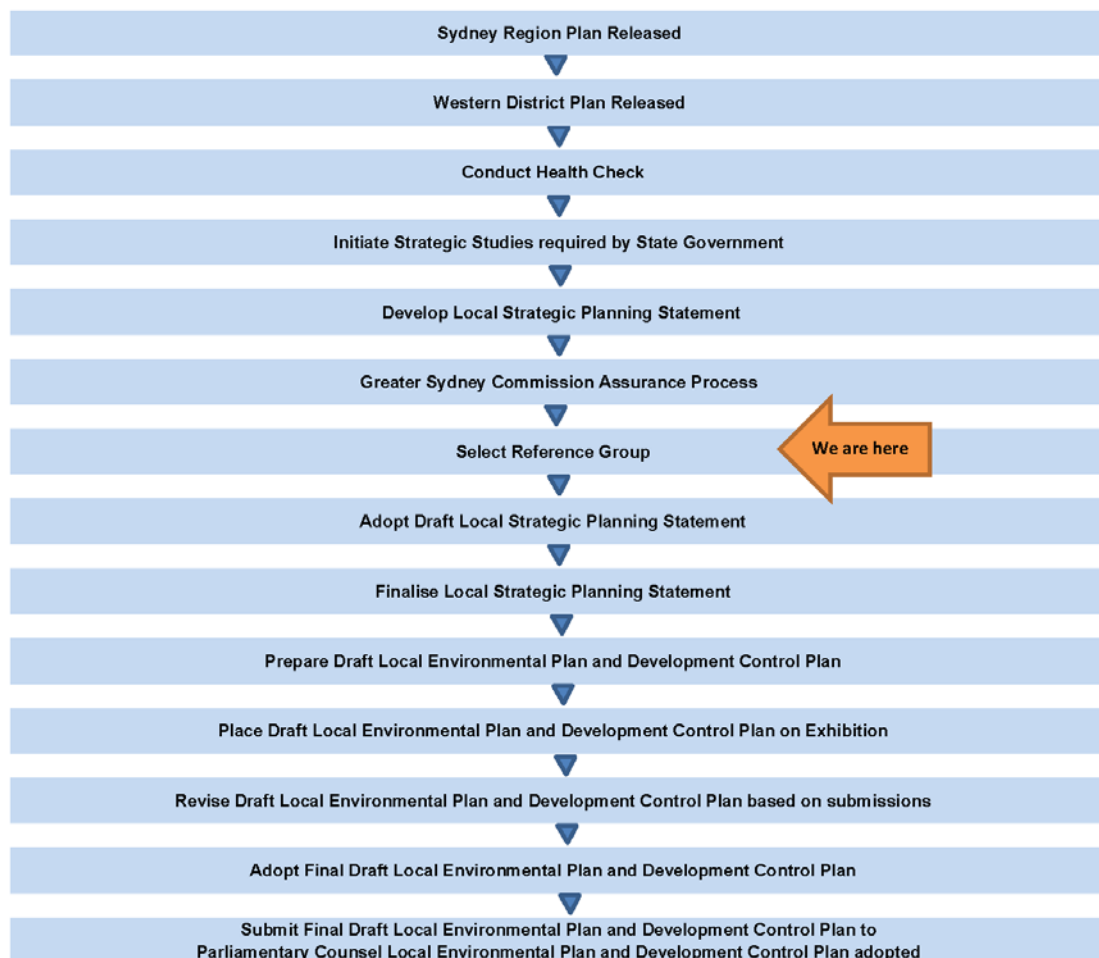
## BACKGROUND

The Environmental Planning and Assessment Act 1979 is the principle planning and development assessment legislation in New South Wales. The Environmental Planning and Assessment Act 1979 was amended in November 2017, coming into effect in March 2018, with the release of the Sydney Region Plan - A Metropolis of Three Cities and Five District Plans.

The amendment of the Environmental Planning and Assessment Act 1979 embedded a statutory requirement for Council's to review and amend their Local Environmental Plans. The amendment to the Environmental Planning and Assessment Act 1979 is evidence of planning in NSW shifting from a regulatory planning focus to a strategic-led planning framework. The Local Environmental Plan Review process is aimed at ensuring that the Local Environmental Plan aligns with the Western City District Plan.

Hawkesbury City Council together with other Metropolitan Sydney Councils has been involved in implementing the Environmental Planning and Assessment Act 1979 amendment, specifically Sections 3.8 and 3.9. This work commenced from June 2018, subsequent to which Council's Strategic Planning staff attended a number of technical Reference Group sessions coordinated by the Greater Sydney Commission and the Department of Planning, Industry and Environment. This was followed by the Hawkesbury Local Environmental Plan Health Check to identify the gaps between the Sydney Region Plan - A Metropolis of Three Cities and the Western City District Plan.

In accordance with the Local Environmental Plan Road Map time frame, Hawkesbury City Council had three years from June 2018 to finalise its Local Environmental Plan review and update. By June 2021, Council should have a draft Local Environmental Plan and Development Control Plan completed. Figure 1 outlines the timing associated with preparation of the Local Strategic Planning Statement and Local Environmental Plan Review process.



**Figure 1 – Local Strategic Planning Statement and Local Environmental Plan Review Process**



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To date, Council has completed the Health Check, prepared the Draft Hawkesbury Local Strategic Planning Statement 2040, and undertaken background strategic studies (as required by the State Government) to support the Local Strategic Planning Statement. During this time a number of Councillor Briefings and Workshops have been undertaken in order to obtain input and feedback.

The Draft Hawkesbury Local Strategic Planning Statement has been submitted to the Greater Sydney Commission for Assurance. The Assurance process involves the Greater Sydney Commission and Department of Planning reviewing all Metropolitan Sydney Council Local Strategic Planning Statements for consistency with:

- Sydney Region Plan
- Western City District Plan

The Greater Sydney Commission only provide Assurance when it is considered that the Local Strategic Planning Statement is consistent with State led Plans.

Council needs to commence a review and update of the Hawkesbury Local Environmental Plan 2012 and Development Control Plan 2002. The recommendations of the strategic studies, including Local Housing Strategy, Employment Lands Strategy and Rural Lands Strategy will inform the Local Environmental Plan and Development Control Plan review.

Hawkesbury Development Control Plan 2002 is 18 years old and no major review or amendment has been undertaken to ensure that the Development Control Plan is consistent with the Local Environmental Plan. It is essential that the Development Control Plan is reviewed and brought to a level which ensures its consistency with the Local Environmental Plan.

The Local Environmental Plan and Development Control Plan review and update will occur concurrently to ensure that the draft version is completed, reported to Council and lodged for Gateway by June 2021.

In order to ensure a clear, concise and contemporary standard Local Environmental Plan and Development Control Plan is prepared, it is considered essential that a Reference Group is formed which should consist of a wide range of end users of these documents such as local architects, designers, planners, builders, certifiers, heritage consultants, urban designers, landscape architects, environmental planners and other relevant stakeholders.

It is anticipated that Reference Group Members will:

- Have used the Hawkesbury Local Environmental Plan and Development Control Plan through previous projects
- Be familiar with examples of “better practice” from other similarly placed Local Government areas
- Be able to identify with evidence what planning controls have worked well and what needs to be rectified in order to ensure good land use planning outcomes for the community.

#### **Location Plan**

The Local Environmental Plan and Development Control Plan review affects the whole Hawkesbury Local Government Area except for the Vineyard Precinct Stage 1, which is a Growth Centres Precinct regulated by the SEPP – Growth Centres 2009.

#### **Relevant Legislation**

Part 3 Planning Instruments; Division 3.1, 3.2, 3.3, 3.4, 3.5 and 3.6 of the Environmental Planning and Assessment Act 1979. Specifically, sections 3.3, 3.4, 3.8 and 3.9 dictates the Local Environmental Plan Road Map and Local Strategic Planning Statement work undertaken by Council to date.

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## **DISCUSSION**

There has been a shift in the NSW planning system towards a strategic-led planning framework. The focus of this shift is to provide a clear line-of-sight between the key strategic priorities identified in the regional or district spatial scales and the finer-grained planning at local, centre and neighbourhood scales. The following outlines the key State and Local considerations.

### State

The Greater Sydney Region Plan has been prepared by the Greater Sydney Commission and sets out the vision for Sydney to 2056. The plan was the culmination of a 12 month research, data collection and community engagement process. The resulting plan for Greater Sydney is built upon a vision of a metropolis of three cities where most residents live within 30 minutes of jobs, education, health facilities, services and great places. It seeks to rebalance opportunities and deliver economic and social benefits more equitably across the metropolitan area.

The Western District Plan is a 20 year plan to manage growth in the context of economic, social and environmental matters; working to achieve the 40 year vision of Greater Sydney. It is a guide for implementing the Greater Sydney Region Plan at a district level and is a bridge between regional and local planning.

Following the release of the Greater Sydney Commission's Greater Sydney Region Plan (A Metropolis of Three Cities) and Western City District Plan, Council has a legal obligation under the Environmental Planning and Assessment Act 1979 to review its Local Environmental Plan to ensure that it aligns with the objectives and planning priorities listed in these plans.

All Councils who are not part of the Accelerated program (including Hawkesbury City Council) have until June 2021 to complete review of Local Environmental Plan and Development Control Plan

### Local Strategic Planning Statement

The Local Strategic Planning Statement links the Regional and District Plans to council's Community Strategic Plan 2017-2036 to guide how we will use our land to achieve the community's broader goals.

The draft Hawkesbury Local Strategic Planning Statement sets out a 20 year vision for land use in the Hawkesbury Local Government Area. The draft Hawkesbury Local Strategic Planning Statement identifies the special characteristics of the Hawkesbury Area which contribute to its identity, the shared community values which are to be maintained and enhanced, and how growth and change will be managed into the future.

The draft Hawkesbury Local Strategic Planning Statement is a pivotal tool for local strategic planning in the Hawkesbury Local Government Area. The draft Hawkesbury Local Strategic Planning Statement is an evolving document that will direct the future refinement of the Hawkesbury Local Environmental Plan 2012 and Hawkesbury Development Control Plan.

### Local Environmental Plan

The current Hawkesbury Local Environmental Plan 2012 was based on a translation of the previous Local Environmental Plan 1989 into the Standard Instrument template, as directed by the then State Government. Local Environmental Plan 2021 will be made through a planning proposal process which will be assessed through the Gateway Determination by Parliamentary Counsel and the Department of Planning, Industry and Environment.

### Development Control Plan

The Hawkesbury Development Control Plan is a policy which will be endorsed and adopted by the Council once it has been publicly exhibited and all submissions are evaluated, considered and reported to Council.

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The Hawkesbury Development Control Plan was made and adopted in 2002, which is 18 years old and requires a substantial review to ensure its consistency with the Hawkesbury Local Strategic Planning Statement and Hawkesbury Local Environmental Plan in the context of the NSW strategic-led Planning framework.

Process

Amendments to the Local Environmental Plan will be largely based on the recommendations of the strategic studies undertaken to support the Draft Local Strategic Planning Statement. The Development Control Plan will be amended to reflect the revised Local Environmental Plan, correct any issues in the current Development Control Plan and to ensure that there is consistency between the Planning controls in the Local Environmental Plan and Development Control Plan.

Reference Group

In order to progress the review of the Hawkesbury Local Environmental Plan and Development Control Plan, it is considered essential that a Reference Group be formed, ideally comprised of a wide range of end users. Such end users include local architects, designers, planners, builders, certifiers, heritage consultants, urban designers, landscape architects, environmental planners and other relevant stakeholders. It is considered essential to seek expressions of interest from a range of professionals or representatives of the development industry so that there is broad representation on the Reference Group, and not dominated by a single profession.

Having the ability to have robust and transparent discussions with these stakeholders will highlight the current issues with the Local Environmental Plan and Development Control Plan, and more importantly provide feedback in terms of proposed amendments.

Rationale

A draft Terms of Reference for the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group has been prepared in order to guide the members about their responsibilities towards the Local Environmental Plan and Development Control Review Project. The Terms of Reference are attached as Attachment 1 to the report and detail the Objectives, Roles and Responsibilities, Term, Structure and membership, Appointment of Members and Procedures.

The key elements of the work of the Reference Group outlined within the draft terms of reference can be summarised as follows:

Objectives

- To examine what is working well in the current Local Environmental Plan and Development Control Plan
- To understand what is not working and make recommended changes
- To collaborate with the community and other stakeholders to identify and where possible address ideas, priorities and concerns
- Undertake community and stakeholder engagement that meets the Principles of the Community Participation Plan

Community Participation Plan Principles

- Open and inclusive
- Easy
- Relevant
- Timely
- Meaningful
- Transparent

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Target audience

- Consultants, planners, surveyors , architects, designers
- Community – residents, businesses, property owners
- Councillors
- Staff

Proposed key steps for the Development Control Plan Review Reference Group

Task	When
Report to Council to undertake expression of interest to participate in a Reference Group. Looking for 12-15 people from a range of backgrounds such as planning, surveyor, architects, designers, heritage	August 2020
Undertake expression of interest	August / September 2020
Report to Council to determine members of the reference group Reference Group to meet approximately six times to: <ul style="list-style-type: none"> <li>- Workshop what is working well in the current Local Environmental Plan and DCP and understand what is not working well</li> <li>- Outline recommendations from the various background studies (eg. housing, rural lands, employment lands, town centres masterplans) and how best to translate these recommendations into LEP/DCP provisions</li> <li>- Review chapters of the DCP. Please note that Draft DCP chapters will be provided ahead of meetings to enable informed discussion.</li> <li>- Provide insight and identify issues with the LEP and DCP, noting we must work within the LEP template</li> </ul>	September 2020 and March 2021
Councillor engagement <ul style="list-style-type: none"> <li>- Utilise feedback provided to date by Councillors</li> <li>- Brief Councillors on Reference Group agenda</li> <li>- Brief Councillors on outcomes of each Reference Group Meeting to discuss proposed recommendations</li> </ul>	October 2020 to April 2021
Community and business engagement  It is proposed to use a range of tools to engage with the community and businesses including: <ul style="list-style-type: none"> <li>- Your Hawkesbury Your Say</li> <li>- Business Hub and newsletter</li> <li>- Council's committees</li> <li>- Surveys</li> </ul>	November 2020 to March 2021

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**COMMUNITY ENGAGEMENT**

Community and Stakeholder engagement will occur throughout the process via the Reference Group and other engagement tools such as:

- Your Hawkesbury-Your Say
- Business Hub and newsletter
- Council's Committees
- Surveys

In addition, the Local Environmental Plan review will be processed through the Gateway process, and once the Gateway Determination is received, it will be publicly exhibited in accordance with Council's Community Participation Plan with submissions welcomed by Council.

**CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

Given the Local Environmental Plan and Development Control Plan cover multiple Focus Areas, Directions and Strategies within the CSP, these have not all been detailed.

**FINANCIAL IMPACT**

The Reference Group will have no financial impact. The Local Environmental Plan and Development Control Plan review will be managed in-house, there is no other major financial impact as a result of this work. The review will be supported through networking with other Councils across the Western Parkland City, and review of best practice in terms of Development Control Plans.

**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

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

**ATTACHMENTS:**

**AT - 1** Draft Terms of Reference for the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group.

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**AT - 1 Draft Terms of Reference for the Hawkesbury Local Environmental Plan and  
Development Control Plan Review Reference Group**

**1. Name:**

Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group

**2. Objectives:**

- a) To act as a reference group to review the Local Environmental Plan and Development Control Plan and identify issues with existing and proposed planning controls.
- b) To provide advice to Hawkesbury City Council staff on consultative strategies for inviting submissions and comments in relation to the preparation and public exhibition of the draft Development Control Plan.
- c) To develop a framework for testing the draft Development Control Plan.

**3. Roles and Responsibilities:**

- a) The Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall have the following responsibilities:
  - i. To ensure compliance with relevant Acts, Regulations and Guidelines
  - ii. To reflect better practices in planning controls, applications, assessment
  - iii. To cater for both traditional and emerging digital practices in relation to the preparation, lodgement and assessment of applications
  - iv. To ensure that the resulting documents are in Plain English and easy to follow
  - v. To assist Council staff in identifying issues with the Local Environmental Plan and Development Control Plan and identifying planning controls which are not working in order to achieve better land use outcomes;
  - vi. To assist Council staff in creating new planning controls to rectify the issues of the current planning controls;
  - vii. To develop a framework for testing the draft Development Control Plan in a methodical and sensible manner encouraging active participation and involvement by the community.
  - viii. To assist Council staff in analysing new planning controls and chapters within the Development Control Plan.
  - ix. To assist Council staff in analysing the recommendations of the strategic studies to amend the Hawkesbury Local Environmental Plan 2012.
  - x. To assist Council staff in considering proposed zone amendments within the Hawkesbury Local Environmental Plan.
  - xi. To assist Council in considering new Local Environmental Plan clauses as a result of zone change and Local Environmental Plan amendment to ensure its consistency with the NSW Planning Framework , specifically, “A Metropolis of Three Cities” and the “Western City District Plan”.
- b) Council staff retains the responsibility for all meeting and workshop agendas.
- c) Council retains the responsibility for all budgetary considerations.

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**4. Term:**

The Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group will be a temporary Reference Group and shall dissolve in July 2021, following the completion of the Draft Local Environmental Plan and Development Control Plan.

**5. Structure and Membership:**

- a) The Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall comprise of at least ten (10) members, but no more than fifteen (15) members excluding Council staff. Reference Group members should be the end users of the Hawkesbury Local Environmental Plan and Development Control Plan in their professional capacity, with expertise and or knowledge of the Hawkesbury Local Environmental Plan and Development Control Plan, who have used the document previously to undertake their duties and can identify issues with the documents and suggest improvements that will ensure high standard community land use developments.
- b) The Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group may co-opt additional members from time to time, at its discretion, to provide specialist advice or assistance, but such co-opted members shall only serve on the Reference Group for the period of time required.

**6. Appointment of Members**

- a) The Council shall invite nominations from a wide range of end users of the Local Environmental Plan and Development Control Plan for membership to the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group.
- b) The Council shall select the nominations and appoint the members to the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group.
- c) Members of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall cease to hold office:
  - (i) if the Reference Group is dissolved by Council
  - (ii) upon written resignation or death
  - (iii) if the Council by resolution determines that the member has breached Hawkesbury City Council's Code of Conduct (as it is in force from time to time).
- d) The Code of Conduct is to be taken to apply to all members of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group in the same way as the Code of Conduct applies to Councillors.

**7. Procedures and General**

- a) Meetings of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall be held no less than four times until June 2021.
- b) The Manager, Strategic Planning shall be the Executive Officer to the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group, and will be responsible for preparation of specialist reports, and any and all correspondence associated with the Reference Group.

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- c) The Council will provide a Minute Clerk for the purpose of recording the Minutes of the Reference Group and for the distribution of Minutes following meetings of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group.
- d) No meeting of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall be held unless three clear days' notice has been given to all members.
- e) The rules governing meetings and the procedures of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall, so far as they apply, be those covered by the Hawkesbury City Council's Code of Meeting Practice, as may be altered from time to time by resolution of the Council.
- f) A quorum of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall be constituted by four members being present at meetings.
- g) Any members having a pecuniary interest in any matters being discussed by the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall declare such interest at the meeting of the Reference Group and refrain from discussion thereon.
- h) The requirements applying to pecuniary interests for members shall apply equally to any other appointed or invited observers or co-opted members, and also to the Executive Officer/Secretary.
- i) Any recommendations of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group shall, as far as adopted by the Council, be resolutions of the Council, provided that recommendations or reports of the Reference Group shall not have effect unless adopted by the Council.
- j) It shall be competent for the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group to appoint a sub-committee or specific work groups comprised of members or non-members to exercise and carry out specific investigations for the Reference Group, and then to report back to the Reference Group. These appointed sub-committees or work groups may be dissolved by the Reference Group at any time.
- k) Any appointed sub-committees or work groups have no power to make any decisions whatsoever on behalf of the Hawkesbury Local Environmental Plan and Development Control Plan Review Reference Group and any recommendations of any sub-committee or work group will only have effect once adopted by the Reference Group, or by the Council, as the case may be.

**oooO END OF REPORT Oooo**



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**Item: 147**                      **CP - Draft Works in Kind Policy - (95498, 124414)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Draft Works in Kind Policy, and to seek Council's endorsement to place the Draft Policy on public exhibition.

**EXECUTIVE SUMMARY:**

The Internal Audit Report - Developer Contributions Review identified a number of required actions, in relation to Developer Contributions, Voluntary Planning Agreements and Works in Kind.

The purpose of the Draft Works in Kind Policy is to establish a framework for Works in Kind Agreements in accordance with the provisions of the Environmental Planning and Assessment Act 1979.

Once finalised, the Policy will be supported by internal Works In Kind Procedures.

This report provides a Draft Works in Kind Policy which has taken into consideration best practice, provides for good governance in terms of such matters, and provides for greater transparency.

Following the public exhibition of the Draft Works in Kind Policy, a further report will be prepared for Council's consideration of any public submissions.

**RECOMMENDATION:**

That Council place the Draft Works in Kind Policy attached as Attachment 1 to the report on public exhibition.

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**BACKGROUND**

New development creates the need for additional public amenities and public services. Section 7.11 of the Environmental Planning and Assessment Act 1979 provides that where a consent authority is satisfied that a proposed development will require the provision of, or increase the demand for, public amenities and public services, it may grant Development Consent subject to a condition requiring a reasonable dedication of land or the payment of reasonable monetary contributions towards the extension or augmentation of those amenities or services.

Section 7.11(5) of the Environmental Planning and Assessment Act 1979 specifically provides that a consent authority may accept the provision of a material public benefit in satisfaction of a condition requiring the dedication of land or payment of a monetary contribution towards the provision of public services and amenities.

A developer may seek to construct or provide public infrastructure or amenities in whole or part in lieu of making a monetary contribution – this is known as Works in Kind. Such Agreements can provide opportunities for developers to deliver infrastructure for the community earlier than Council would be able to achieve, as they are already constructing works on site.

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Council has sole discretion to decide whether it will accept Works in Kind. However, it is intended that Council and all persons dealing with Council in relation to Works in Kind will follow this Policy and Procedure to the fullest extent possible.

#### **Council's Internal Audits**

The Internal Audit Report - Developer Contributions Review identified a number of required actions, including the following relevant to this matter:

- 2.1.1 Prepare a Contributions, Voluntary Planning Agreements and a Works in Kind Agreement Policy and associated OMS considering the matters raised and suggestions made within this review.

Council's Audit Committee has previously considered the Draft Delegations Policy and the following is an excerpt from the minutes of the meeting held 4 December 2019:

*"Discussions were also held in regard to the merit of Council policies being referred to the Audit Committee prior to being referred to Council. The Committee were of the opinion that there is no need for Council policies to be referred to the Audit Committee and that Council policies required Council approval and not the Audit Committee's approval. The Committee also indicated that Council policies that were required to be prepared following an internal audit such as the Delegations Policy could be monitored by the Committee through the outstanding Management Action reports that are submitted to the Committee.*

*The Director Support Services advised the Committee that when a Council Policy has been endorsed by Council the Audit Committee could, if it wished, have the Policy tabled at a subsequent Audit Committee meeting. He further noted that all endorsed policies are on Council's website.*

*The General Manager also confirmed that documents could be available for "sighting" by the Audit Committee when an associated management action was being considered by the Committee. Committee members also had the option of asking for a copy of the document.*

*The Chief Financial Officer noted that Operational Management Standards provide direction to Council staff on the operational approach to be taken in relation to a particular issue. The Standards are approved internally by either the General Manager or the relevant Director."*

The minutes of the Audit Committee Meeting held on 4 December 2019 were subsequently:

- Received and noted by Council at its meeting on 18 February 2020
- Confirmed by the Audit Committee Meeting on 4 March 2020.

#### **Location Plan**

The Draft Works in Kind Policy will apply to the whole of the Hawkesbury Local Government Area.

#### **Relevant Legislation**

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2000
- Local Government Act 1993.

#### **DISCUSSION**

This Policy is intended to fit within the legislative framework established under the Environmental Planning and Assessment Act 1979 for the consideration of material public benefits associated with development. This policy addresses material public benefits that are offered:

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- a) In satisfaction of existing conditions requiring payment of Development Contributions (under Section 7.11(5) of the Environmental Planning and Assessment Act 1979);
- b) In conjunction with proposed development (so that the offset can be considered under Section 7.11(5) of the Environmental Planning and Assessment Act 1979); or
- c) In return for a 'credit' against future contributions that would otherwise be payable (under Section 7.11(6) of the Environmental Planning and Assessment Act 1979).

In developing the draft policy, and to ensure that it is best practice, Officers have reviewed documents of a number of other Council's and noted the following common features:

- Clearly defined terms
- Identifies relevant legislative provisions
- Outlines a procedure for the consideration of such agreements, including:
  - Identification of need for agreement
  - Outlines the application process
  - Clear and transparent assessment and determination of the offer to undertake works on behalf of Council
  - Clear process for acceptance of the offer
  - Security provisions (separate irrevocable and unconditional bank guarantees)
  - Insurance provisions
  - Clearly defined responsibilities to obtain approvals
  - Process to verify construction works
- Process to formalise settlement of works in kind credit
- Ensures consistency and transparency regarding the value and quality of works carried out by third parties on behalf of Council.

#### **COMMUNITY ENGAGEMENT**

It is proposed that the Draft Policy be placed on exhibition in accordance with Council's Community Participation Plan 2019. This will include a range of methods to inform and consult the community, including:

- Your Hawkesbury-Your Say
- Public Notices
- Social Media Releases

#### **CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

The proposal is consistent with the following Focus Areas, Directions, Strategies within the Community Strategic Plan.

##### Our Leadership

- 1.2 Communication and engagement - Encourage an informed community and enable meaningful engagement.
  - 1.2.1 Provide open and clear lines of communication with the community that use the most current forms of digital technology.
  - 1.2.2 Council's communication will be enhanced to ensure community awareness and understanding of the role Council plays in everyday life in the Hawkesbury.

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Our Future

5.1 Strategic Planning Governance - Encourage informed planning, balanced growth and community engagement

5.1.1 Council's planning is integrated and long term.

5.1.2 Council's decision making on all matters is transparent, accessible and accountable.

5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.

5.1.4 Encourage increased community participation in planning and policy development.

5.1.5 The needs of our community will be reflected in Local, State and Regional Plans.

**FINANCIAL IMPACT**

There are no financial implications of this proposed Draft Works in Kind Policy and associated Procedure.

**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

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

**ATTACHMENTS:**

**AT - 1** Draft Works in Kind Policy - *(Distributed under separate cover)*.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 11 August 2020**

**Item: 148**                      **CP - Draft Flood Policy 2020 - (95498, 124414)**

**Previous Item:**            MM1, Ordinary (13 December 2016)

**Directorate:**              City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this Report is to present the Draft Flood Policy 2020, and to seek Council's endorsement to place the Draft Policy on public exhibition.

**EXECUTIVE SUMMARY:**

The Draft Flood Policy 2020 has been prepared following a review of Council's:

- Current Development of Flood Liable Land Policy 2012
- Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011

The objective of the review is to provide up-to-date, relevant, and best practice controls to meet the requirements of Clause 6.3 - Flood planning of Hawkesbury Local Environmental Plan 2012, and to clearly express how a proposed development's suitability is assessed in relation to the impacts of flooding.

The Draft Flood Policy 2020 provides development controls in relation to development on land at or below the 1 in 100 year flood level in accordance with Clause 6.3 of Hawkesbury Local Environmental Plan 2012.

The controls within the Draft Flood Policy 2020 are based on the Hazard Category in which a development will be situated. The Draft Policy also provides appropriate controls dependant on whether the proposal is:

- New development, or
- Is for the purposes of additions, alterations, intensification, rebuilding or redevelopment of an existing use, or
- If an existing use, whether or not it is within a compatible or incompatible Hazard Category.

The Draft Policy is an interim measure until the NSW State Government completes its review of flood related legislation, and Council finalises a new Development Control Plan Chapter relating to flooding through the review of the Hawkesbury Floodplain Risk Management Study and Plan.

The Draft Flood Policy 2020 has considered input at the Floodplain Risk Management Advisory Committee Meetings on 16 April, 2020 and 25 June 2020 with respect to the existing policies.

**RECOMMENDATION:**

That Council place the Draft Flood Policy 2020, attached as Attachment 3 to the report, on public exhibition.

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**ORDINARY MEETING**  
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**BACKGROUND**

In terms of flood planning, between Council and the NSW State Government, there are a number of moving parts including:

*NSW State Government*

- Floodplain Development Manual (Under Review)
- NSW State Government Proposed Flood Package of legislative amendments (Under Development)

*Regional*







- Resilient Valley/Resilient Communities Regional Flood Strategy
- Regional Flood Study (2D)
- New Regional Flood Study (3D) (Under Development)
- Strategic Land Use Framework for Hawkesbury Nepean Valley (Under Development)
- Strategic Road Planning – Flood Evacuation (Under Development)

*Hawkesbury City Council*

- Hawkesbury Floodplain Risk Management Study and Plan 2012 (Under Review)
- Hawkesbury Local Environmental Plan 2012 (Under Review)
- Hawkesbury Development Control Plan 2002 – Flood Chapter (Under Development)
- Development on Flood Liable Land Policy 2012 (Under Review)
- Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011 (Under Review)

Figure 1 highlights all of the different moving parts relating to flood planning. It also highlights that given the complexity of flood planning, that it will take a considerable period of time for all of the various moving parts on a State and Regional basis to be finalised and aligned. Once this has occurred local planning provisions associated with flood planning can be finalised.

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	<b>FLOOD STUDIES AND STRATEGIES</b>	<b>Informs</b> 	<b>LAND USE PLANNING</b>
<b>STATE</b>	Floodplain Development Manual <b>(Under Review)</b>	<b>Informs</b> 	Proposed Flood Package of Amendments <b>(Under Development)</b>
	<b>Informs</b> 		
<b>REGIONAL</b>	Resilient Valley/Resilient Communities Regional Flood Strategy  Regional Flood Study (2D)  New Regional Flood Study (3D) <b>(Under Development)</b>	<b>Informs</b> 	Strategic Land Use Framework <b>(Under Development)</b>  Strategic Road Planning (Evacuation) <b>(Under Development)</b>
	<b>Informs</b> 		
<b>LOCAL</b>	Hawkesbury Floodplain Risk Management Study and Plan 2012 <b>(Under Review)</b>  Macdonald River and Colo River Flood Study and Floodplain Risk Management Study and Plan <b>(Under Development)</b>	<b>Informs</b> 	Hawkesbury Local Environmental Plan 2012 <b>(Under Review)</b>  Hawkesbury Development Control Plan <b>(Under Development - New Flood Chapter)</b>  Development on Flood Liable Land Policy <b>(Under Review)</b>  Policy on Regional Mitigation <b>(Under Review)</b>

**Figure 1 – Various Elements of Flood Planning in the Hawkesbury Nepean Valley**

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**Review of Policies**

Following the consideration of a Mayoral Minute, on 13 December 2016, Council resolved:

*"That:*

1. *As a matter of priority, a report be prepared for Council consideration on the implementation of Item 4 – Town Planning of the Hawkesbury Floodplain Risk Management Study and Plan December 2012. This report is to address the timeframe for implementation and the implications of implementing the Town Planning and Land Use actions recommended in that Plan.*
2. *As an interim action to point one, Council immediately commence a review of the Development of Flood Liable Land Policy of Council with a view to update the Policy so that it more adequately addresses a broad range of development types and more clearly expresses suitable and unsuitable development on flood liable land."*

Council has also considered reports on the Review of Policies. A report to Council on 30 July 2019 proposed the focus of the review to:

- Confirm the various types of policies that existed, ranging from one sentence or paragraph to multi page very detailed documents
- Confirm the overlap and duplication that potentially existed between existing Policies
- Outline an approach in terms of reviewing existing policies, and highlighted that where possible, existing policies should be rationalised.

Relevant to flood planning, Council currently has two policies, being:

- Development on Flood Liable Land Policy 2012 (Attachment 1)
- Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011 (Attachment 2)

**Need for Action**

Whilst it may be considered that given Council is preparing a Flood Chapter of the new Development Control Plan that it would be better to wait for that stage, there are a number of reasons why amending the current policies is considered to be necessary at this stage, including:

- The current Development of Flood Liable Land Policy 2012 does not address the suitability of land use types in relation to the impacts of flooding. There is a reliance on meeting the controls of the Policy for permissibility, without consideration to the vulnerability of those using the development, or the scale or density of the development and impacts on the need for increased evacuation.
- There have also been a number of difficulties in the interpretation and application of the current Development of Flood Liable Land Policy 2012. In particular, Sub clause 4 to the Policy, which relates to considerations of the flood liability of access to and from land, is ambiguous and difficult to apply, especially in areas such as the MacDonald and Colo Valleys where the only access into the area is via low lying roads which are cut off early in a flood.
- The Draft Flood Policy 2020 has been prepared following a review of Council's current Development of Flood Liable Land Policy in order to provide up-to-date and relevant, best practice controls to meet the requirements of Clause 6.3 – Flood planning of Hawkesbury Local Environmental Plan 2012, and to clearly express how a proposed development's suitability is assessed in relation to the impacts of flooding.

Given that there are two existing policies that deal with flood related matters, it is considered appropriate through the review of these policies to consider the rationalising of these existing policies into a single Flood Policy.



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**DISCUSSION**

Advice from Hawkesbury Floodplain Risk Management Advisory Committee – Development of Flood Liable Land Policy 2012

The Floodplain Risk Management Advisory Committee have provided advice to Council with respect to amendments to the Development of Flood Liable Land Policy 2012.

A Draft Development on Flood Liable Land Policy 2020 was initially presented to the Floodplain Risk Management Advisory Committee on 16 April, 2020. At that Meeting the Committee resolved that:

1. *Committee members provide written feedback to Council Officers regarding the Draft Development on Flood Liable Land Policy 2020.*
2. *The Draft Policy be amended and presented at the next Floodplain Risk Management Advisory Committee Meeting on 25 June 2020.*

Feedback provided by the Committee included:

- Single Residential Uses should not be permitted within Hazard Category H4.
- Hazard Vulnerability Category H1 description sends conflicting message in relation to not driving through floodwaters.
- Evacuation of Sensitive Uses.
- Limitation on the amount of cut and fill permitted.
- Inclusion of map in the Policy to identify where the Policy applies
- Use of consistent terminology throughout the policy; in particular the words 'category', and classification'.
- Suggest use of the 'flood risk' definition from the Floodplain Development Manual.
- The relocation of 'boarding house' and 'hostel' to 'Sensitive Uses and Facilities' in Table 2 of the Policy.
- 'Sewage treatment plant' and 'biosolid treatment facilities' suitable within Hazard Category H1 subject to appropriate controls.
- Control relating to undercroft areas being enclosed needs to be clarified.
- Clarify that alterations, additions, rebuilding and redevelopment for existing development is for lawful uses and not in relation to changes to unapproved buildings and structures, by inserting the word 'lawful' where applicable.
- In relation to Emergency Management and the requirements for 'sheltering in place', the distance between a development and a community provided refuge needs to be a consideration.
- Clarify in the development controls and in Section 8 – Information Required who can prepare the engineering report.
- Clarify in Section 8 – Information Required who can prepare a flood study.
- Use of undercroft for parking and maximum height for raised construction.
- Include controls relating to uses listed as Earthworks to minimise impacts on the floodplain as the result of changes to topography
- Include clearer controls in relation to additions to, and expansion of, caravan parks.

The feedback received from Committee members was considered and an amended draft Policy based on that feedback was presented to the Floodplain Risk Management Advisory Committee Meeting on 25 June, 2020.

At that Meeting, it was resolved that the Floodplain Risk Management Advisory Committee:

1. *Receive and note the information within this Report; and*
2. *Recommend that Council endorse the Draft Development on Flood Liable Land Policy 2020 for the purposes of public exhibition.*

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Advice from Hawkesbury Floodplain Risk Management Advisory Committee – Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011

The Floodplain Risk Management Advisory Committee have provided advice to Council with respect to amendments to the Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011.

At the Floodplain Risk Management Advisory Committee on 27 February 2020, during consideration of an update on the progress of the revised 'Development of Flood Liable Lands Policy', Committee members highlighted that another Policy, being the Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy - policy number PEL0005Z, located on Council's website appears to be incorrect and outdated and should be removed.

Subsequently, at the Floodplain Risk Management Advisory Committee on 16 April 2020 following further consideration of whether the Policy should be removed from Council's policy register, the Committee resolved:

*"That the Floodplain Risk Management Advisory Committee:*

- 1. Rescind the previous resolution that recommended the removal of Policy Number PEL0005Z Policy for Regional Flood Mitigation in the Hawkesbury-Nepean Valley.*
- 2. Recommend that Council prepare an update to the Regional Flood Mitigation Policy that incorporates the existing Policy for Regional Flood Mitigation in the Hawkesbury-Nepean Valley and other relevant documents.*
- 3. This Draft Updated Policy be included in the next Floodplain Risk Management Advisory Committee Meeting Agenda on 25 June 2020 for review."*

A report and Draft Amended Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy was prepared for the Committee's consideration at its 25 June 2020 Meeting ahead of the matter being reported to Council for consideration.

Following consideration of the matter, the Floodplain Risk Management Advisory Committee recommended that:

- 1. Council endorse the amended Policy Number PEL0005Z Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy included as Attachment 2 for the purpose of public exhibition, with the following amendments:*  
  
*Extend the nine points within the Policy regarding the key outcomes of the Resilient Valley, Resilient Communities – the Hawkesbury-Nepean Valley Flood Risk Management Strategy 2017 and include a statement noting the actions that Council is undertaking as part of those particular points.*

Since the existing Policy was adopted in 2011 there have been a number of other policies and studies completed, including:

- Hawkesbury Floodplain Risk Management Study and Plan 2012 – Council
- Resilient Valley, Resilient Communities – Hawkesbury-Nepean Valley Flood Risk Management Strategy 2017 – Infrastructure NSW

The Resilient Valley, Resilient Communities Strategy prepared by Infrastructure NSW in particular states that:

*"Resilient Valley, Resilient Communities – the Hawkesbury-Nepean Valley Flood Risk Management Strategy is a comprehensive long-term framework for the NSW Government, local councils, businesses and the community to work together to reduce and manage the flood risk in the Hawkesbury-Nepean Valley."*

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The Resilient Valley, Resilient Communities Strategy includes nine key outcomes, including:

- Coordinated flood risk management across the Valley
- Reduced flood risk in the Valley by raising Warragamba Dam Wall
- Strategic and integrated land use and road planning
- Accessible contemporary flood risk information
- An aware, prepared and responsive community
- Improved weather and flood predictions
- Best practice emergency response and recovery
- Adequate local roads for evacuation
- Ongoing monitoring and evaluation, reporting and improvement of the Flood Strategy.

During discussion of the matter in the Floodplain Risk Management Advisory Committee, members expressed the importance of implementing the Draft Amended Policy sooner rather than later, for the purpose of assisting with potential Federal and State Government funding opportunities. It was agreed that the Draft Amended Policy could be expanded to include information relating to the current projects Council is undertaking in relation to flood mitigation in order to demonstrate Council's commitment to a partnership approach.

Committee members highlighted that the Draft Amended Policy could be used to guide budget considerations if it were fleshed out a bit more. It also provides an opportunity to highlight what Council is doing.

Committee members stressed the importance of letting the community know what Council's position is on such matters.

A recommendation was made to endorse the Draft Amended Policy, with further detail to be included on the Draft regarding the projects being undertaken by Council.

### **Best Practice**

Preparation of the Draft Flood Policy 2020 has considered best practice in the form of the Australian Disaster Resilience Handbook Collection prepared by the Australian Institute for Disaster Resilience, including:

- Handbook 7 – Managing the Floodplain: A Guide to Best Practice in Flood Risk Management in Australia; and
- Handbook 7-3 Flood Hazard.

### **Draft Flood Policy 2020**

The Draft Flood Policy 2020 (included as Attachment 3) has been prepared in order to:

- highlight Council's position in respect of the need for a collaborative approach across all levels of government to respond to issues associated with floodplain management across the Hawkesbury-Nepean Valley, and
- set the information and development controls to be used for the preparation and assessment of Development Applications for land affected by the 1 in 100 year flood event to address the requirements of Clause 6.3 Flood planning of Hawkesbury Local Environmental Plan 2012.

The Draft Flood Policy 2020 has been prepared based on feedback from the Floodplain Risk Management Advisory Committee on the two existing flood related policies.

The Draft Flood Policy 2020 includes a Schedule of Flood related Development Controls in relation to development on land at or below the 1 in 100 year flood level in accordance with Clause 6.3 of Hawkesbury Local Environmental Plan 2012. This Schedule has been included as Attachment 4.

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These controls are based on the Hazard Category in which a development will be situated. The Draft Policy also provides appropriate controls dependant on whether the proposal is:

- New development, or
- Is for the purposes of additions, alterations, intensification, rebuilding or redevelopment of an existing use, or
- If an existing use, whether or not it is within a compatible or incompatible Hazard Category.

The Draft Policy is an interim measure until Council finalises a new Flood Chapter of the Development Control Plan following the review of the Hawkesbury Floodplain Risk Management Study and Plan 2012.

### **COMMUNITY ENGAGEMENT**

Community engagement/consultation in accordance with Council's Community Participation Plan 2019 is required as part of the process of exhibiting the Draft Flood Policy 2020. This will include a range of methods to inform and consult the community, including:

- Your Hawkesbury-Your Say
- Public Notices
- Social Media Releases

### **CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

It is considered that the proposal is inconsistent with the following Focus Area, Directions and Strategies within the Community Strategic Plan.

#### Our Community

##### **2.1 Community safety is improved**

- 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.

##### **2.3 Community partnerships continue to evolve**

- 2.3.1 Encourage and facilitate community partnerships.

### **FINANCIAL IMPACT**

The matters raised in this report have indirect financial implications. Expenditure in the form of resources will be incurred in association with these matters.

### **FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal will enable Council to sustainably manage community assets in accordance with the scheduled program of works in the Long-Term Financial Plan.

### **ATTACHMENTS:**

- AT - 1** Existing Development of Flood Liable Land Policy 2012.
- AT - 2** Existing Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011.
- AT - 3** Draft Flood Policy 2020 (*Distributed under separate cover*).
- AT - 4** Schedule of Flood Related Development Control (*Distributed under separate cover*).

ORDINARY MEETING  
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**AT – 1 Existing Development of Flood Liable Land Policy 2012**  
(NOTE: blank pages have been removed from this attachment)

Hawkesbury City Council  
Policy

Development of Flood  
Liable Land Policy  
(Version 1)

Adopted: 31 July 2012



Hawkesbury City Council

**ORDINARY MEETING**  
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**HAWKESBURY CITY COUNCIL POLICY**  
**Development of Flood Liable Land Policy**

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**HAWKESBURY CITY COUNCIL POLICY**  
**Development of Flood Liable Land Policy**

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**1.0 PURPOSE**

To set the Council controls to be used for the assessment of development applications for land affected by the discharge of a 1:100 ARI (average recurrent interval) flood event.

**2.0 SCOPE**

This clause applies to all development applications for any development on land subject to the discharge of a 1:100 ARI (average recurrent interval) flood event.

**3.0 POLICY STATEMENT**

The following matters are to be applied when assessing an application on flood affected land or to which Clause 6.3 – Flood Planning, of the Hawkesbury Local Environmental Plan 2012 applies.

1. A building shall not be erected on any land lying at a level lower than 3 metres below the 1:100 ARI (average recurrent interval) flood event level for the area in which the land is situated, except as provided by subclauses (3) and (5).
2. Each habitable room in a building situated on any land to which this Policy applies shall have a floor level no lower than the 1:100 ARI (average recurrent interval) flood event level for the area in which the land is located.
3. Notwithstanding subclauses (1), (2), (7) and (8), a building that was lawfully situated on any land at 30 June 1997 may be extended, altered, added to or replaced if the floor level of the building, after the building work has been carried out, is not more than 3 metres below the floor height standard for the land immediately before the commencement day.
4. The assessment of a development application must consider the flood liability of access to the land and, if the land is within a floodway area, the effect of isolation of the land by flooding, notwithstanding whether other aspects of this Policy have been satisfied. In this regard the access to, and egress from, the land should not result in a travel path through areas of higher flood hazard risk and the development should not result in the occupants/users of the development being isolated and requiring rescue.
5. Minor (Non-Habitable) structures such as Farm Buildings, Outbuildings, Sheds, Garages and other Ancillary Structures may be erected on land below the 1:100 ARI (average recurrent interval) flood event level. However, the assessment of a development application for such a structure must consider the likely frequency of flooding, the potential flood damage (to both the subject structure and to other surrounding property should the structure be washed away) and measures to be taken for the evacuation of the property. In this regard the access to, and egress from, the land should not result in a travel path through areas of higher flood hazard risk.
6. Any part of a building below the 1:100 ARI (average recurrent interval) flood event level is to be constructed of flood compatible materials.
7. Despite subclauses (1) and (2) but subject to subclause (3), a dwelling must not be erected on land lying below the 1:100 ARI (average recurrent interval) flood event level if the allotment of land on which it is to be erected was created by a subdivision approved under clause 11 of Hawkesbury Local Environmental Plan 1989 on or after the commencement day.
8. Despite subclauses (1) and (2) but subject to subclause (3), a dwelling must not be erected on land lying below the floor height standard for the land immediately before the commencement day if the allotment of land on which it is to be erected was created by a subdivision approved under clause 11 of Hawkesbury Local Environmental Plan 1989 before the commencement day.
9. All proposed variations to this Policy, greater than 10% are to be reported to, and determined by, Council.

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**HAWKESBURY CITY COUNCIL POLICY**  
**Development of Flood Liable Land Policy**

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**4.0 DEFINITIONS**

**Commencement Day**

Means the day on which Hawkesbury Local Environmental Plan 1989 (Amendment No 86) commenced, being 22 January 1999.

**Flood Compatible Materials**

Means building materials and surface finishes capable of withstanding prolonged immersion in water.

**Floodway Area**

Those areas of the floodplain where a significant discharge of water occurs during floods. They are often aligned with naturally defined channels. Floodways are areas that, even if only partially blocked, would cause a significant redistribution of flood flow, or a significant increase in flood levels.

**Land Heights**

When this Policy refers to "land levels", "land heights" or where there is reference to natural surface the reference is to the natural surface level of the land or an area of land that has been filled with the consent of the Council and not to land that has been altered without the appropriate consent having been obtained and in place.



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**AT - 2 Existing Regional Flood Mitigation in the Hawkesbury-Nepean Valley Policy 2011**  
(NOTE: blank pages have been removed from this attachment)

Hawkesbury City Council  
Policy

Regional Flood  
Mitigation in the  
Hawkesbury-Nepean  
Valley  
Policy

Adopted by Council at the  
Ordinary Meeting Held on  
13 December 2011



Hawkesbury City Council

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**HAWKESBURY CITY COUNCIL POLICY**  
**ADOPTED Regional Flood Mitigation in the Hawkesbury-Nepean Valley**

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Hawkesbury City Council supports and encourages the need for regional flood mitigation measures in the Hawkesbury-Nepean Valley to be investigated and implemented by the Commonwealth and NSW State Governments and other relevant Authorities to ensure that the flood risks experienced by existing and future residents in the valley are reduced. These regional measures are too great a burden for one Council to carry and there is a need for a committed regional approach, by all relevant Authorities, to address these existing risks.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
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**Meeting Date: 11 August 2020**

**Item: 149**                      **CP - Draft Hawkesbury Employment Lands Strategy - (95498, 124414)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to advise Council of the finalisation of the Draft Hawkesbury Employment Lands Strategy, and to seek Council's endorsement to place the Draft Strategy on public exhibition.

**EXECUTIVE SUMMARY:**

Preparation of the Draft Hawkesbury Employment Lands Strategy has been undertaken in order to address the Sydney Region Plan and Western City District Plan, and inform the Local Strategic Planning Statement and subsequent review of the Local Environmental Plan and Development Control Plan.

The objectives of the Draft Hawkesbury Employment Lands Strategy are to:

- Identify and review the existing employment lands in the local government area and allocate employment lands to be retained for future employment purposes.
- Identify and address challenges and opportunities for all employment lands, including tourism, business and industrial.
- Identify mechanisms to optimise constrained industrial precincts to transition to new uses.
- Investigate the opportunity for an agglomerated precinct at Clarendon.
- Prepare an Employment Lands Strategy as a guiding document for future land use planning, investment and management.

The key considerations to emerge from research associated with the Draft Hawkesbury Employment Lands Strategy include:

- Planning policy overview
- High level employment structure
- High level demographics
- Industry sectors and economic anchors
- Industry trends and emerging business opportunities.

The Draft Hawkesbury Employment Lands Strategy identified the following opportunities in Key Industry Sectors and Economic Anchors:

- Agriculture
- Freight network
- Education
- Defence/RAAF Base Richmond
- Equine
- Tourism

Key Recommendations of the Draft Hawkesbury Employment Lands Strategy include:

- Agribusiness: working with stakeholders in Clarendon to progress the agricultural strength of the local government area and developing new research, development, employment and career pathways for local residents and students, particularly in relation to sustainable fresh produce processing. The Draft Hawkesbury Rural Lands Strategy provides further detail with respect to the wider local government area opportunities associated with agribusiness.

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- Supermarket, hospitality and bulky good floor space: as population projections and retail spending analysis indicates these types of commodity goods will be in the most demand in the future
- Small scale healthcare providers: to support the local population as it ages
- Small scale commercial services: such as local accounting and law firms, that provide a 'population serving commercial role' in centres
- Light industry and urban services: given the wealth of industrial lands in the local government area the focus should be towards developing a diversity of lots and attracting smaller operators in order to be in a position to address the competition from other industrial lands in Western Sydney that are better connected,
- Tourism: given the existing strategic intent in planning documents to grow this industry and the wealth of assets (nature/fresh produce/heritage) that already exist in the local government area.

**RECOMMENDATION:**

That Council:

1. Endorse the Draft Hawkesbury Employment Lands Strategy attached as Attachment 1 to this report to be placed on public exhibition in accordance with Council's Community Engagement Framework and Community Participation Plan.
2. Receive a post exhibition report with a summary of issues raised through submissions.

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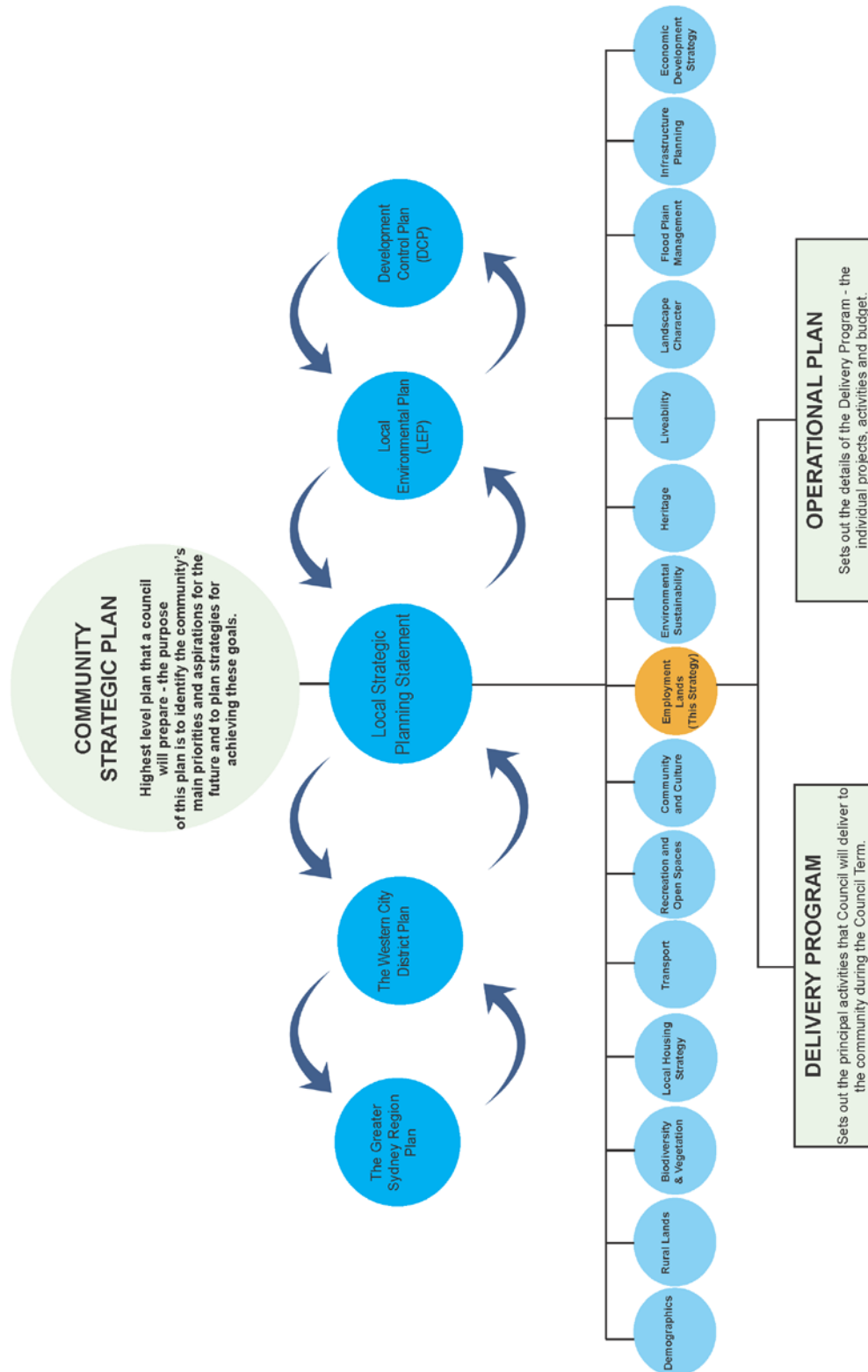
**BACKGROUND**

Preparation of the Hawkesbury Employment Lands Strategy has been undertaken in order to address the Sydney Region Plan and Western City District Plan, and inform the Local Strategic Planning Statement and subsequent review of the Local Environmental Plan and Development Control Plan.

There are clear linkages between this Draft Strategy and other Strategy work being undertaken by Council in terms of economic development and liveability. This Draft Hawkesbury Employment Lands Strategy specifically deals with land use related matters whereas the:

- Economic Development Strategy – outlines the role that Council will play in driving economic growth in the Hawkesbury
- Liveability Program - identifies a range of opportunities and recommendations to revitalise Richmond, Windsor and South Windsor to create more active and vibrant settings for residents, workers, student and visitors.

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Council commissioned SGS Economics and Planning Pty Ltd to prepare the Hawkesbury Employment Lands Strategy in order to support the Draft Local Strategic Planning Statement 2040. The current Employment Lands Strategy 2008 is almost 12 years old.

The objectives of the Employment Lands Strategy are to:

- Identify and review the existing employment lands in the local government area and allocate employment lands to be retained for future employment purposes.
- Identify and address challenges and opportunities for all employment lands, including tourism, business and industrial.
- Identify mechanisms to optimise constrained industrial precincts to transition to new uses.
- Investigate the opportunity for an agglomerated precinct at Clarendon.
- Prepare an Employment Lands Strategy as a guiding document for future land use planning, investment and management.

Structure of Strategy

The Structure of the Hawkesbury Employment Lands Strategy is as follows:

1. Introduction
2. Planning and policy context – a high-level overview of relevant national, state and local policy documents.
3. Hawkesbury profile – includes key socio-economic profile data and analysis of key industries in the local government area.
4. Strategic considerations – includes an overview of current employment land zonings, a summary of the employment floor space gap analysis, and emerging business and industrial trends.
5. Strategic framework – includes vision, planning principles and place-based recommendations for Hawkesbury employment lands.

The appendices within the study contain full versions of the qualitative and quantitative analysis completed as part of the employment lands study.

**DISCUSSION**

The Draft Hawkesbury Employment Lands Strategy reviews the current Hawkesbury Employment Lands Strategy 2008. It also provides an opportunity to bridge any gaps and aligns with the NSW Planning Framework, including the Sydney Region Plan - 'A Metropolis of Three Cities' and the 'Western City District Plan', and enables Council to deliver these objectives and actions at a local level.

The recommendations of the Draft Hawkesbury Employment Lands Strategy will assist Council to guide its future employment land use planning by embedding recommendations as actions in the Draft Local Strategic Planning Statement 2040.

The aim of the Draft Hawkesbury Employment Lands Strategy is to identify opportunities for employment lands within the Hawkesbury local government area to ensure continued support for job creation, investment, business and industrial expansion for the future. The strategy recognises the importance of industrial and business lands and the nature of change the economic sector is experiencing due to emerging technology and new industries with different requirements.

In developing the Hawkesbury Employment Lands Strategy future employment lands to be retained for employment purposes were identified, mechanisms to review methods to optimise and manage the current employment lands was considered. Additionally, growth opportunities for local and village centres within the local government area were explored, ensuring that people have access to a large number and range

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of jobs and services. The Draft Hawkesbury Employment Lands Strategy also explores tourism opportunities.

Overarching planning principles

A number of overarching planning principles have been identified to guide future planning for the employment lands of the Hawkesbury local government area. These principles aim to protect and celebrate the unique attributes of centres in the Hawkesbury, as well as ensuring good quality amenity and access to services for local residents and visitors:

- PP1 Ensure public domain improvements are high quality: permeability/connectivity of the urban form should be encouraged allowing for the ease of movement. Fine grain-built form should also be encouraged to help make centres more interesting and attractive places for people to spend time and shop.
- PP2 Ensure the public domain is sensitive to the needs and mobility of local residents: urban design features could include wide and flush pavements; appropriate lighting features; shaded areas with seating to rest; accessible and safe connections to modes of public transport; communal and green spaces to socialise and interact; and passive surveillance measures (for example, highly visible pathways, permeable fencing).
- PP3 Encourage well-designed mixed use that protects the character and heritage of high streets: encourage landowners and businesses to maintain and celebrate any heritage value in their properties and the built form. It is a valuable asset for the local government area that could attract visitors.
- PP4 Support the 'greening' of the centres: Increased 'greening' of the centre will have multiple positive impacts. It will help combat the effects of climate change and rising temperatures, contribute to the Greater Sydney urban tree canopy, as well as improve the amenity of the town centre and may also help to attract local shoppers back to the high streets.
- PP5 Retain and manage the industrial and urban services lands: recognising the important role industrial and urban services land plays for Greater Sydney, the IN1 and IN2 zones should be safe-guarded. Consider expansion of industrial lands as appropriate to meet demand.
- PP6 Reinforce the tourism brand/program in the character of the key centres: build the tourism brand into the key centres of the Hawkesbury and leverage the economic development potential. For example, attractive features in the centres landscape could reflect the agricultural/food systems/nature theme, and linking business opportunities with the theme, such as farm-to-plate cafes and restaurants.
- PP7 Any development around the tourism economy in the Hawkesbury should minimise impact on the natural setting of the Hawkesbury and rural lands: given its importance to the local community and State policy designation to protect and enhance Metropolitan Rural Area.

**Key Findings of the Draft Hawkesbury Employment Lands Strategy**

High-level employment structure:

- Hawkesbury's employment precincts contained approximately 20,900 jobs in 2016. Population-serving jobs were the most significant, accounting for about 39% of total jobs and are well represented in most employment centres across the local government area. This was then followed by Health and Education (23%), Industrial (20%) and Knowledge Intensive (18%) jobs.
- There has been a contraction of industrial employment in the local government area in the last Census period which reflects a broader trend in the Greater Sydney economy. Comparative

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proportional change in industrial employment for residents between 2006 and 2016 suggests a fall of approximately - 5.5%. Knowledge Intensive employment for residents declined by approximately - 1.5%, while Population Serving employment rose by just over 4% for the same period. The decline in industrial employment has implications for future land use profiles in traditional industrial areas.

- The fall in knowledge related employment, against the background of strong performance in this sector in Greater Sydney, suggests a response is needed to improve the commercial land offering in Hawkesbury's centres. Much of this activity in the Hawkesbury will still be classed as 'population-serving commercial' activity (for example, local accountancy and law firms).
- Population Serving industries throughout the local government area should continue to be nurtured to support the growing tourism industry and to provide for the changing resident profile (for example, provision of smaller health services in centres; and cafes and restaurants that link to tourism branding).
- A significant number of residents live and work in the local government area. Across all broad industry categories (Knowledge Intensive, Health and Education, Population Serving and Industrial), more locals worked in the Hawkesbury local government area than any other local government area in Greater Sydney. Given a significant number of residents live and work within the local government area, strategy recommendations should support improved connectivity and amenity in town centres for local residents.

High level demographics:

SGS Economics and Planning have also undertaken a Hawkesbury Demographics Study to inform the Local Strategic Planning Statement and background studies.

The Hawkesbury local government area is a community that is growing slowly. Over the past ten years, the population has increased by an additional 4,034 people (compound average growth rate of 3.28%), lower than Greater Sydney's compound average annual rate of growth which is 8.47%.

Hawkesbury has an ageing population profile that is broadly in line with most of Greater Sydney. However, Hawkesbury has a larger proportion of Retirees and Mature Adults compared to Greater Sydney and the Western District and inter-census change indicates a more pronounced ageing trend. While still slightly lower, the local government area does have comparable proportions in the 'Youth' and 'Children' categories compared to Western Sydney.

With an ageing profile, recommendations should ensure town centre development supports mobility and access to social and essential services (access to food, health and administration services). Furthermore, recommendations that support the development of co-working spaces; support the building of Science Technology Engineering Mathematics and agribusiness research; and curating industrial lands that are relevant to the needs of local workers will assist in retaining or attracting a younger population to live/work/study in the area.

Industry sectors and 'economic anchors'

- Agriculture. When compared to Greater Sydney, industry specialisation analysis (location quotient) highlights the strong specialisation of Agricultural, Forestry and Fishing for the local government area. The local government area's Agricultural activity is a defining feature of the area and one of the pillars of the local economy which should continue to be supported by strategic planning.

Agriculture is a key industry for the Hawkesbury local government area economy with an estimated value of production of \$158.7 million (2016). This equates to 19.7% of Sydney's peri-urban food bowl (second only to the Central Coast region) and 1.2% of the NSW value of production.



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The Metropolitan Rural Area (MRA) policy indicates that more productive uses of these lands should be considered as long as environmental, social and economic values are maintained. The greatest challenge will be managing land use conflicts between agriculture and rural-residential uses in the region. Maintaining buffer areas will be key to avoid such conflicts.

Opportunities to support the growth of the agribusiness industry; grow fresh food processing capabilities and develop tourism centred on agriculture/food/nature exist for the Hawkesbury local government area. These opportunities would be more sensitive to the MRA while being relevant to the economic, social and environmental values of the land.

- The freight network. A liveable city is one that has an efficient freight system embedded within it. High domestic population growth rates, new technologies, global sourcing, increasing import substitution, and changing consumer habits and expectations are driving big changes in demand for freight in Australia and across the world.

Access to transport infrastructure generates a range of benefits to the agriculture sector and related food manufacturing businesses in relation to exports of goods or products. Freight and logistics businesses value close proximity to motorways and major highways to lower transportation cost of goods across Australia.

In the next few decades, major infrastructure projects will impact Greater Sydney and change the way freight moves in, around and out of the city. The following transport projects create an opportunity for Hawkesbury to efficiently move fresh food produce in and out of the local government area and to Western Sydney Airport for export:

- Outer Sydney Orbital
- 1951 corridor for the Bells Line of Road Castlereagh Connections
- Western Sydney Airport and the Aerotropolis
- Ports (Port Botany, Port Kembla and Port of Newcastle) and connection to Inland Rail.

For the Hawkesbury local government area, this could result in growth of agricultural industries requiring good transport access and export access at Western Sydney Airport. This would support more jobs opportunities in the local government area.

There will be potential for industrial land in the local government area to be used for logistics and storage of fresh food freight (local or regional). There may also be opportunities for a new industry focus for fresh agricultural food processing - preparing the produce for domestic and international consumption.

- Education. The Hawkesbury Campus of Western Sydney University (WSU) contributes significantly to the local economy. As of 2016, the tertiary education industry accounted for 547 jobs in the local government area. The Hawkesbury campus attracts approximately 2,610 students which was about 5.4% of the total student population in 2018.

In the future, the WSU indicated they are seeking to develop Hawkesbury's position as a leading peri-urban centre in economic sustainable regional development and allow agricultural-related businesses to grow, creating new economic opportunities. Developing an agri-knowledge precinct and fostering strategic partnerships with local stakeholders in the Clarendon area are key aspirations.

The TAFE has a focus in horticulture, agriculture, veterinary science, floristry, equine industry (certificate III in horse racing). The TAFE has a strong focus on community and community industry and creates a clear education pathway from the agricultural high school.

The NSW Government has announced that it is investing in the development of agricultural education pathways for students. For Richmond High School it is anticipated that students will be able to apply for entry to an agricultural education speciality stream in 2021.

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Education entities in Clarendon are focussed on developing clear career pathways for students into agriculture and agribusiness. Council can support this work and facilitate high-level collaboration to ensure co-ordination of strategies, ensure a flow of information and to provide clarity around the future direction of Clarendon.

- RAAF Base - Richmond. The Royal Australian Air Force (RAAF) Base Richmond is the centre for logistics support for the Australian Defence Force (ADF). The Base includes several units which support and provide education, training and defence services. Alongside RAAF defence personnel, there are other aerospace entities at the Base. As of 2016, the defence industry accounted for 601 jobs in the Hawkesbury Local Government Area.

The RAAF has a number of local linkages where local suppliers and trades people provide repairs on the Base and on defence housing when a national supplier is not required.

Defence housing is scattered in a 25km radius around the Base. With the defence force living in the local government area, many interact with local business. The RAAF also runs a number of job experience days and school camps to encourage a career pathway in the Airforce with the youth.

The RAAF is a unique presence in the Hawkesbury local government area that is aiming to support the growth of STEM capabilities in the local government area and through the consultation process it was indicated by RAAF that they are considering the provision of a heritage museum on RAAF land. Future planning actions should support these ventures.

- Equine. There are three major thoroughbred training facilities in the Western Sydney region (Warwick Farm, Rosehill and Hawkesbury). Approximately 26% of all thoroughbred training activity for NSW is located at one of these three facilities. The value of the racing industry (thoroughbred, harness, greyhound) in Western Sydney is substantial at \$454.9 million, a contribution of 13.5% of the NSW total.

The equine industry in Hawkesbury is supported by a network of local infrastructure entities. Engaging and investigating the needs of this industry and how they can work with other stakeholders in the Clarendon precinct will be an area of work for Council as part of ongoing economic development activity.

- Tourism. Tourism plays an important role in the NSW economy. Greater Sydney welcomes approximately 3.75 million international visitors who spend \$9.03 billion a year. In 2018, there were 722 tourist related businesses listed in the Hawkesbury Local Government Area.

Nature-based and food and wine tourism are strongly represented in the NSW tourism economy. Hawkesbury local government area has strengths in agriculture, fresh food production and benefits from its natural setting. With existing directives in strategic plans that support the development of tourism in the region, Hawkesbury also has an opportunity to also contribute to nature-based and food and wine tourism.

- Employment floorspace - gap analysis. Employment land uses (retail, commercial and industrial) are concentrated in the south-eastern portion of the Hawkesbury local government area. Most activity occurs throughout the Strategic Centre of Richmond-Windsor.

Floorspace demand modelling suggests there is no projected capacity shortage for future provision of retail, commercial or industrial floorspace in Hawkesbury local government area under permissible or practical scenarios out to 2036. In light of these projections, recommendations in the Strategic Framework section focus on the monitoring of activity and planning for small additions (in the medium to long term) for additional floorspace.

For retail floorspace, additions will also be dependent on changes or growth of the tourism industry. These will have the potential to accelerate floorspace demand and should be monitored. For industrial floorspace, any additions to floorspace will be dependent on growth of the agribusiness/food manufacturing industry that may create more demand.

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Target industry sectors and employment targets

As part of the employment lands study, qualitative and quantitative analysis indicated that the following industry sectors should be targets to help grow employment in the local government area, and support the needs of local residents:

- Agribusiness: working with stakeholders in Clarendon to progress the agricultural strength of the local government area and developing new research, development, employment and career pathways for local residents and students, particularly in relation to sustainable fresh produce processing. The Hawkesbury Rural Lands Strategy provides further detail with respect to opportunities.
- Supermarket, hospitality and bulky good floorspace: as population projections and retail spending analysis indicates these types of commodity goods will be in the most demand in the future.
- Small scale healthcare providers: to support the local population as it ages.
- Small scale commercial services: such as local accounting and law firms, that provide a 'population serving commercial role' in centres.
- Light industry and urban services: given the wealth of industrial lands in the local government area but the competition from other industrial lands in Western Sydney that are better connected, focus should be towards developing a diversity of lots and attracting smaller operators.
- Tourism: given the existing strategic intent in planning documents to grow this industry and the wealth of assets (nature/fresh produce/heritage) that already exist in the local government area that can be leveraged.
- Employment growth projections indicate an additional 5,166 jobs are expected in the local government area by 2036. This means the baseline job target in the Western City District Plan would be achieved (i.e. beyond the additional +1,700 jobs). To achieve the higher job target (+6,200), there would be a need for additional floorspace (+7,846 sqm), beyond the provision in current planning controls. To cater to additional floorspace needs, recommendations include consideration of shop top built form in retail and commercial centres, particularly along high streets with appropriate setbacks and maintenance of heritage features, and expansion of the B zone around Windsor Station. Expansion areas for industrial lands in Mulgrave have also been included for consideration.

Place-based planning recommendations

Based on the analysis conducted as part of the employment lands study and the overarching planning principles for the local government area, a series of place-based recommendations have been detailed in the Draft Hawkesbury Employment Lands Strategy for key employment centres, including Richmond, Windsor, South Windsor, Clarendon and Mulgrave.

**COMMUNITY ENGAGEMENT**

Once endorsed, the Draft Hawkesbury Employment Lands Strategy will be publicly exhibited in accordance with Council's Community Participation Plan 2019. This will include a range of methods to inform and consult the community, including:

- Your Hawkesbury-Your Say
- Public Notices
- Social Media Releases

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A report will be presented to Council on the outcomes of public exhibition prior to Council's consideration of adopting the Hawkesbury Employment Lands Strategy.

**CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

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

Our Leadership

- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
- 1.5 Regulation and Compliance:

Our Assets

- 4.2 Utilities - Facilitate the delivery of infrastructure through relevant agencies and Council's own works
- 4.3 Places and Spaces - Provide the right places and spaces to serve our community

Our Future

- 5.1 Strategic Planning Governance - Encourage informed planning, balanced growth and community engagement
  - 5.1.1 Council's planning is integrated and long term.
  - 5.1.2 Council's decision making on all matters is transparent, accessible and accountable.
  - 5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.
  - 5.1.4 Encourage increased community participation in planning and policy development.
  - 5.1.5 The needs of our community will be reflected in Local, State and Regional Plans.
- 5.2 Management of Aboriginal and Non Aboriginal and the Built Environment - Value, protect and enhance our built environment as well as our relationship to Aboriginal and Non Aboriginal history
  - 5.2.1 Our planning and actions will ensure that Aboriginal and Non Aboriginal heritage are integral to our City.
  - 5.2.2 Encourage and implement progressive urban design, sensitive to environment and heritage issues.
  - 5.2.3 Sympathetic adaptive and creative uses for heritage sites and buildings across the City will be encouraged and promoted.
  - 5.2.4 As a community, we will identify ways to become better connected with our Aboriginal people, their history and culture.
- 5.3 Shaping our Growth - Respond proactively to planning and the development of the right local infrastructure
  - 5.3.1 Growth and change in the Hawkesbury will be identified, planned for and valued by the community.
  - 5.3.2 The diverse housing needs of our community will be met through research, active partnerships and planned development.
  - 5.3.3 Plan for a balance of agriculture, natural environment and housing that delivers viable rural production and maintains rural character.

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- 5.4 Celebrating our Rivers - Protect, enhance and celebrate our rivers
  - 5.4.1 Celebrate and use our rivers for a range of recreation, leisure, tourism and event activities.
  - 5.4.2 Develop active partnerships and implement programs designed to improve the health of our rivers and river banks.
  - 5.4.3 Encourage agricultural production, vegetation conservation, tourism, recreation and leisure uses within our floodplains
- 5.5 Reinforcing our dynamic places - Support the revitalisation of our town centres and growth of our business community
  - 5.5.1 Revitalise and enhance our two significant town centres of Windsor and Richmond, to create thriving centres each with its own character that attracts residents, visitors and businesses.
  - 5.5.2 Create active partnerships to develop a network of vibrant centres, creating opportunities for business growth and community connection.
  - 5.5.3 Assist our town and village centres to become vibrant local hubs
- 5.6 Instigating Place Making Programs - Celebrate our creativity and cultural expression
  - 5.6.1 Foster and promote an annual program of events, festivals, sporting and cultural activities that allows our communities to connect and celebrate with one another.
  - 5.6.2 Master-planning processes will be prepared in consultation with the community, key stakeholders and partners to establish the specific strategies for town and village centres.
- 5.7 Tourism and Economic Development - Promote our community as the place to visit, work and invest
  - 5.7.1 Working in partnership we will actively market our City and our capabilities to existing and potential businesses, visitors and investors.
  - 5.7.2 Develop Hawkesbury Tourism to enhance and strengthen opportunities within our tourism sector.
  - 5.7.3 Businesses are encouraged and up-skilled to adopt more ethical and sustainable practices.
- 5.8 Industry - Increase the range of local industry opportunities and provide effective support to continued growth
  - 5.8.1 Plan for a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.
  - 5.8.2 Increase the focus on jobs and innovation to build on our strengths and achieve a diverse industry base.
  - 5.8.3 Actively support the retention of the Richmond Royal Australian Airforce Base and enhanced aviation related industry, building on existing facilities.
  - 5.8.4 Work towards ensuring that all people in our community have access to safe, nutritious, affordable and sustainably produced food.
  - 5.8.5 Plan for the continuance and growth of agricultural industry uses within the Hawkesbury.

**FINANCIAL IMPACT**

The preparation of the Hawkesbury Local Housing Strategy is an Operational Plan action and has been budgeted for accordingly.

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**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

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

**ATTACHMENTS:**

**AT - 1** Draft Hawkesbury Employment Lands Strategy (*Distributed under separate cover*).

**oooO END OF REPORT Oooo**

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**Item: 150**                      **CP - Draft Hawkesbury Local Housing Strategy - (95498, 124414)**

**Previous Item:**            94, Ordinary (26 May 2020)

**Directorate:**              City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to advise Council of the finalisation of the Draft Hawkesbury Local Housing Strategy, and to seek Council's endorsement to place the Draft Strategy on public exhibition.

**EXECUTIVE SUMMARY:**

The Draft Hawkesbury Local Housing Strategy has been prepared in order to set a clear plan for housing in the Hawkesbury Local Government Area for the next 10 and 20 years.

Preparation of a Local Housing Strategy is a State Government requirement of all councils in Metropolitan Sydney. Local Housing Strategies must address the Sydney Region Plan and Western City District Plan, including housing targets. They must also align housing growth with the necessary supporting infrastructure and social services. Strategic studies such as this are required to inform the development of the Local Strategic Planning Statement.

Council considered the Draft Hawkesbury Local Housing Strategy at its Ordinary Meeting on 26 May 2020 where it resolved:

*"That Council:*

- 1. Receive and note the Draft Hawkesbury Local Housing Report and the contribution it makes to addressing Steps 1 and 2 of the State Government's Guidelines.*
- 2. Staff arrange a workshop with Councillors to develop the next steps, in particular to:*
  - a) Confirm Council's Vision*
  - b) Confirm Council's Housing Objectives*
  - c) Consider and confirm Council's preferred options and other implementation mechanisms for increasing the range and supply of housing in Hawkesbury."*

That workshop has been undertaken and the Amended Draft Hawkesbury Local Housing Strategy incorporating the outcome of discussion at the workshop is included as Attachment 1 to this report.

It should be noted that the Draft Hawkesbury Local Housing Strategy presented to Council on 26 May 2020 had been based on population projections prepared in 2016 by the Department of Planning, Industry and Environment which projected a Hawkesbury Local Government Area population of 85,050 people by 2036 (increase of approximately 18,000 from the 2016 population of 67,083). Council has now been provided revised population projections from the Department of Planning, Industry and Environment which has revised the projected population down to 77,048 (increase of approximately 10,000 from the 2016 population of 67,083). It is considered that these projections should be considered further given the following considerations:

- The designation of much of the City within the Greater Sydney Commission's Metropolitan Rural Area
- Infrastructure NSW - Resilient Valley, Resilient Communities Hawkesbury Nepean Flood Strategy and the implications of incorporating the Probable Maximum Flood into planning strategies

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- Deferral by the NSW State Government of consideration of the Outer Sydney Orbital Corridor through the Hawkesbury Local Government Area
- Level of significant constraints (bushfire, RAAF ANEF Noise Contours, significant areas of high biodiversity, significant cultural heritage)

The key issues to emerge from housing research associated with the Draft Hawkesbury Local Housing Strategy include:

- Need to accommodate steady growth – five year target of 1,150 dwellings and growth to continue to 2036
- Limited diversity in the housing stock
- Emerging mismatch between household size and dwelling type/size
- Pockets of housing stress and a growing need for more affordable housing
- Significant constraints are a major barrier to development (flooding, bushfire risk, ANEF aircraft contours, biodiversity/vegetation, heritage considerations).

Key recommendations of the Draft Hawkesbury Local Housing Strategy include:

- Focus new housing growth in urban release areas and encourage some smaller dwellings in these areas to increase housing diversity
- Maximise the potential of existing urban lands
- Increase the supply of smaller dwellings in both established and new areas
- Continue to expand affordable housing options and further enhance Council's existing Affordable Housing Policy, including Council's involvement with the preparation of the Western City Affordable Housing Strategy
- Maintain a long term supply of residential land by investigating potential new urban areas
- Develop a program to monitor housing land supply and housing delivery
- Address homelessness through continued implementation and updates to Homelessness Action Plan.
- Consideration of the provision of Detached Dual Occupancies and Secondary Dwellings through a place based approach that considers the recommendations of the Hawkesbury Rural Lands Strategy

#### RECOMMENDATION:

That Council:

1. Receive and note the Draft Hawkesbury Local Housing Strategy.
2. Consider reviewing its current housing targets based on the current uncertainty associated with the Metropolitan Rural Area, incorporating the Probable Maximum Flood into planning strategies, the Outer Sydney Orbital Corridor, the ongoing threat of bushfire, the RAAF ANEF Noise Contours, the significant areas of high biodiversity, the significant cultural heritage of the City.
3. Endorse the Draft Hawkesbury Local Housing Strategy attached as Attachment 1 to this report to be placed on public exhibition in accordance with Council's Community Participation Plan.
4. Receive a post exhibition report with a:
  - a) Summary of issues raised through submissions
  - b) Any other matters Council believe are relevant.



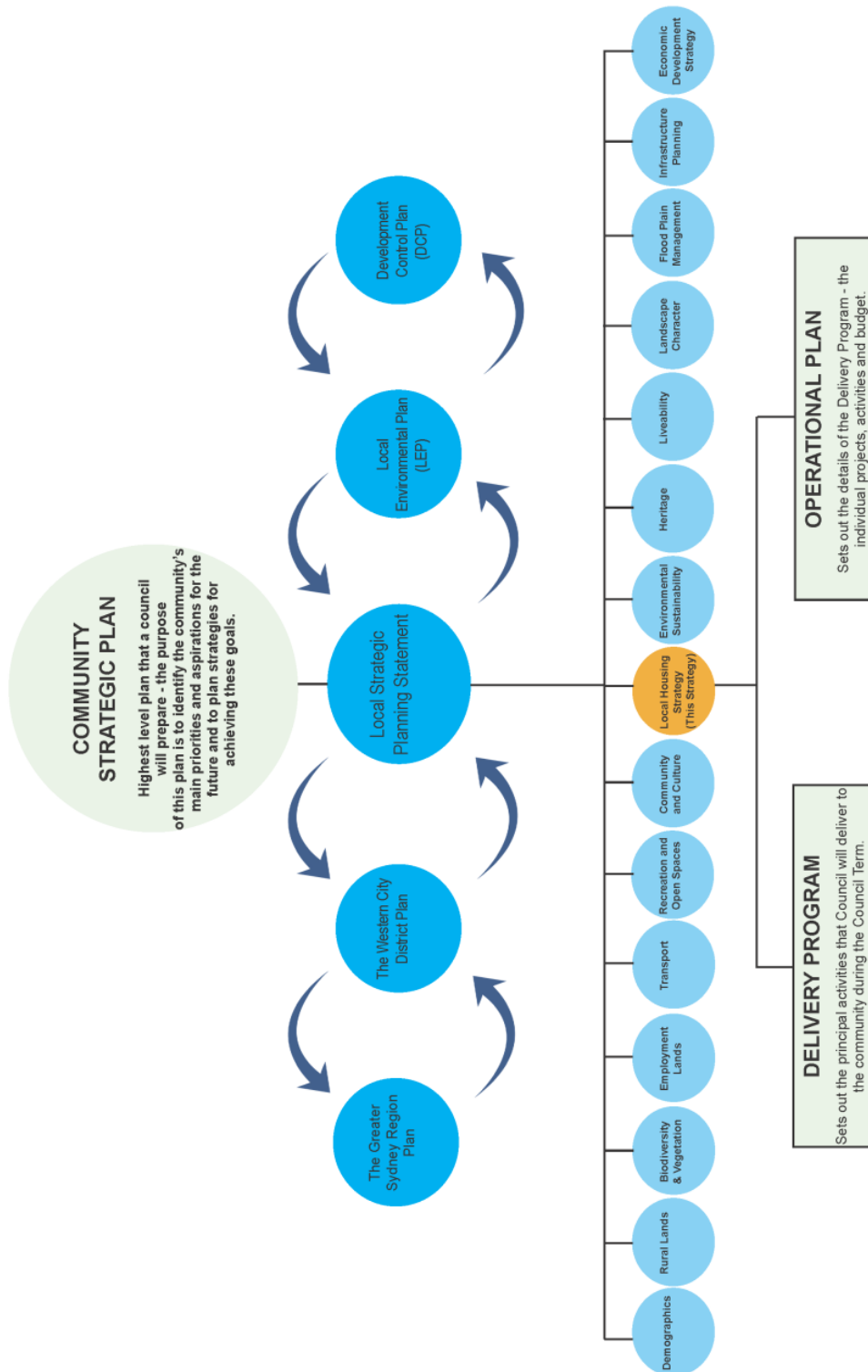
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**BACKGROUND**

The current strategy that guides residential land use in the Local Government Area is the Hawkesbury Residential Land Strategy which was adopted in May 2011. Now nine years old, the Hawkesbury Residential Land Strategy was prepared under a previous State Government Planning Framework. However, given the NSW State Government released the new planning framework in March 2018, preparation of a new strategy is necessary to ensure alignment of information with the Sydney Region Plan – A Metropolis of Three Cities objectives and also with the objectives of the Western City District Plan. Council commissioned Hill PDA Consulting to undertake the Hawkesbury Local Housing Strategy.

A local housing strategy establishes the council's vision for providing housing in a local government area and links that with housing objectives and targets of the NSW Government and Greater Sydney Commission strategic plans, including regional and district plans. Figure 1 indicates the relationship between state and local strategic plans and subsequent actions through Council's Delivery Program, and Operational Plan. It should be noted that the full impacts of the current COVID-19 pandemic on housing demand and supply are still unknown, and as such may need to be considered further as these impacts are more fully understood.

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**Figure 1 – Relationship of State and Local Strategic Plans**

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The Draft Hawkesbury Local Housing Strategy has been prepared following consideration of demographic factors, local housing supply and demand, and local land-use opportunities and constraints. This report recommends that Council place the Draft on public exhibition in order to seek wider community views.

The Draft Hawkesbury Local Housing Strategy has identified areas of cultural, environmental, heritage or local character significance through consideration of constraints and opportunities.

***Objectives and Aims***

The Hawkesbury Local Housing Strategy has been prepared in order to:

- Set a clear plan for housing in the Local Government Area for the next 10 and 20 years;
- Forecast anticipated housing growth for the next 20 years in five year intervals;
- Identify the economic, environmental and social factors, relevant to the Local Government Area to provide additional housing opportunities;
- Identify opportunities for affordable and local housing and present Council's response for housing and how the housing components of the Western City District Plan and A Metropolis of Three Cities can be delivered locally;
- Identify market trends of where people want to live in the Local Government Area and housing types required to meet the future housing demand of the changing demographics;
- Identify the amount and housing types required to address particular needs including affordable housing, adaptable housing for seniors and people with disability, local workers housing and student housing;
- Identify infrastructure needed to support the anticipated housing demand in the Local Government Area;
- Consider the urban structure of the Local Government Area and its role in the District and Region, including any cross boundary issues and opportunities;
- Identify opportunities to integrate local level planning for housing with broader state and Regional infrastructure, employment, open space and other elements of the built and natural environment;
- Identify areas within the Local Government Area that are able to accommodate further future developments due to its location, environmental amenity and infrastructure capacity;
- Identify areas within the Local Government Area that are to be conserved for reasons of cultural, environmental, heritage, flooding or local character significance;
- Provide recommendations to accommodate future growth and unprecedented potential spikes in growth.

***Methodology***

The Department of Planning and Environment created a "Local Housing Strategy Guideline", which provides a step-by-step process for producing a Local Housing Strategy. Figure 2 below illustrates the steps to producing a Local Housing Strategy contained within the guideline.

**Step 1** is focused on the local context and background, and analysing the evidence base to inform the next steps in the strategic planning process.

The focus of this step is:

- The planning and policy context;
- The Local Government Area snap shot; and
- An analysis of the evidence base.

**Step 2** will identify Council's housing vision, the priorities for Council's stakeholders and its community and identifying and evaluating the options for delivering new housing.

**Step 3** the template provided should be used to create the Hawkesbury Local Housing Strategy.

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**Step 4** creates a monitoring and reporting process for the purposes of informing reviews of the Hawkesbury Local Housing Strategy.

Figure 2 outlines the steps to producing a Local Housing Strategy.

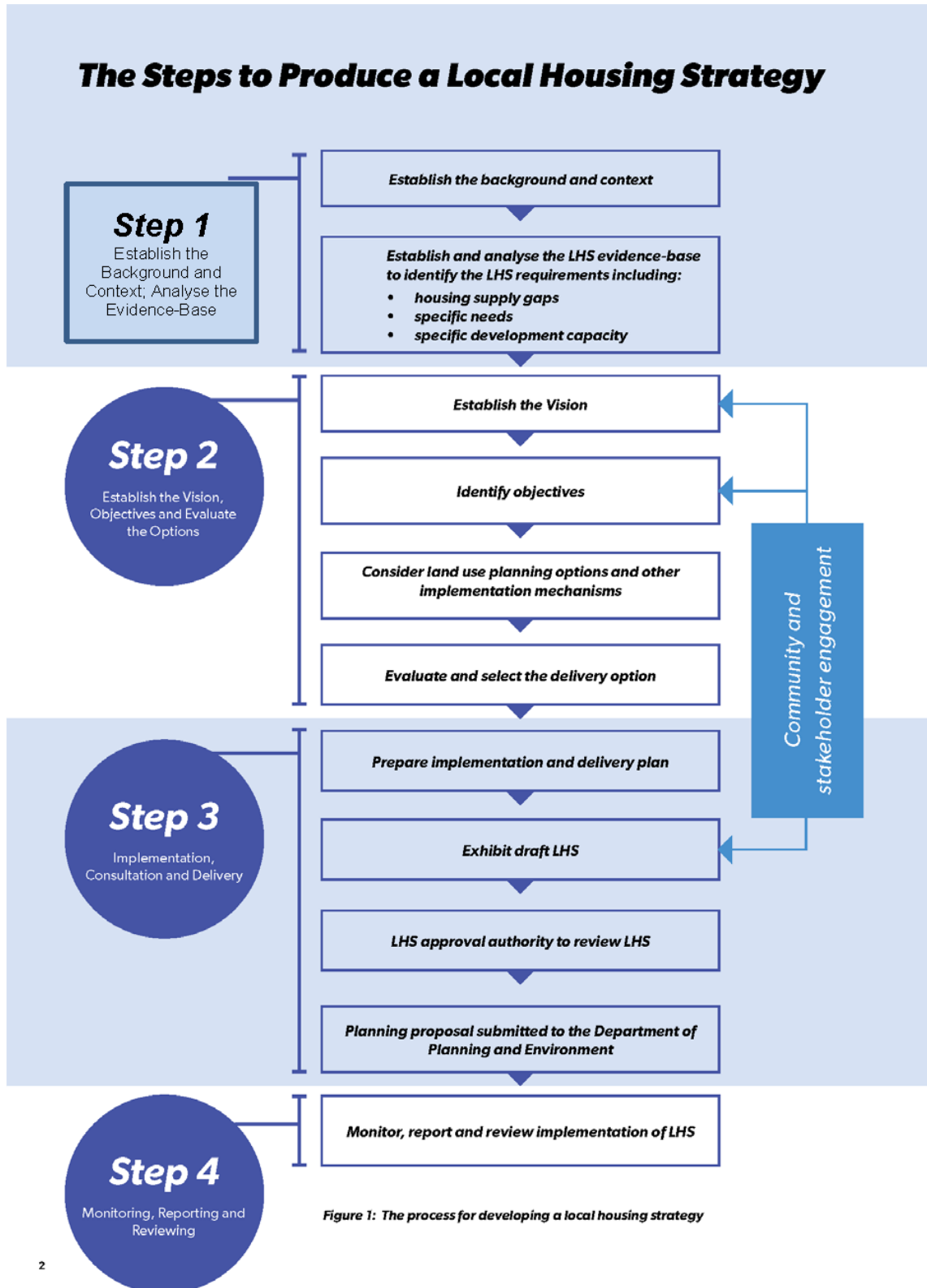


Figure 1: The process for developing a local housing strategy

Figure 2: Steps to producing a Local Housing Strategy

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***Structure of Strategy***

The Strategy has been structured as follows:

Section 1	Introduction
Section 2	Policy Context
Section 3	Analysis of housing needs
Section 4	Constraints to future housing development
Section 5	Capacity within existing land supply
Section 6	Planning considerations
Section 7	Strategic directions

***Key Findings of the Draft Hawkesbury Local Housing Strategy***

The key findings of the Draft Hawkesbury Local Housing Strategy are:

- The population of the Hawkesbury Local Government Area is estimated to be 67,083 (2018) living in predominantly detached, single dwellings, with only 13% of the Local Government Areas housing being medium or high density.
- The population of the Local Government Area has seen a gradual increase, but this has varied across the Local Government Area with some areas declining such as Windsor Downs. In contrast, Pitt Town has registered a significant increase at a rate of 5.6 per cent per annum. The remainder of the Local Government Area had average growth or stable populations.
- The Hawkesbury Local Government Area median household income is \$1,663 which is below that of Greater Sydney (\$1,745). An examination of differences in household income levels between the Hawkesbury Local Government Area and Greater Sydney demonstrates that there are higher proportions of lower-income households (those earning less than \$650 per week), and lower proportions of higher-income households, particularly over \$3,500 per week.
- In 2016, around 10.5% of Hawkesbury Local Government Area households were experiencing housing stress, compared with 11.8% in Greater Sydney. Whilst Hawkesbury had a lower proportion of housing stress than Greater Sydney, it is important to note that this is significantly varied across the Local Government Area with pockets of high housing stress in South Windsor and Wilberforce.
- Discussions with local agents indicated that the market is starting to slow, with sale prices dropping over the last 18 months. Combined with the banks tightening of lending, this has started to increase housing stress in the Local Government Area. Agents suggest a strong need for a variety of smaller and mid-range development suited to both the young professionals with young families and the over 55-year-olds who are looking to downsize near activated village areas.
- The demand for housing is likely to increase. The NSW Department of Planning Industry and Environment forecast that the annual population growth rate is expected to increase steadily from 0.9% (2016-2021) to 1.4% to (2031-36). In terms of total population forecasts, the Local Government Area is forecasted to have 74,800 persons in 2026, 79,400 in 2031 and 85,050 in 2036.
- The capability of the existing urban area to accommodate additional dwellings has been assessed on a theoretical basis. This work has focused on the potential for additional housing in walking distance of centres. Lots with relatively fewer development constraints have been identified and the maximum extent of development has been estimated based on current planning controls. The maximum extent of development has been assumed to mean detached dwellings on R2 zoned land, medium density housing on R3 zoned land and residential flats on R1 zoned land (calculated to the maximum permissible height).

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Estimated development capacity in existing centres

Centre	Estimated capacity
Windsor	150 additional dwellings
South Windsor	1,600 additional dwellings
Richmond	720 additional dwellings
Hobartville	1,320 additional dwellings
North Richmond	730 additional dwellings

Source: HillPDA

**Figure 3: Existing Zoned Land Development Capacities**

The Greater Sydney Commission has set housing targets for Hawkesbury Local Government Area. The Local Government Area currently appears to be tracking slightly below the 2016-2021 targets. However, market commentators generally predict housing market conditions to improve in 2021.

Timeframe	District Plan target	Status
0-5 years (2016–2021)	1,150 dwellings	Dwellings completed 2016- 2019: 659 dwellings* Dwellings in pipeline 2019 to 2021: 385 dwellings**
20 years	No target stated	Suggested target of around 4,000 additional dwelling 2016- 2036 based on an average completion of 200 dwellings per annum.

Source: \*DPIE housing activity database 1 July 2016- 30 June 2019; \*\*Cordell Connect projects with completion dates listed 1 July 2019- 30 June 2019

**Figure 4: Housing Target**

The estimated development capacity in centres and Greenfield release areas is considered to be adequate for the short to medium term. However, additional housing opportunities will need to be identified for growth beyond 2031.

Projected capacity arising from release areas

Release area	Total dwelling yield
Vineyard (Stage 1)	2,400 additional net dwellings
Redbank	1,400 additional net dwellings (excl. existing seniors living facility)
Jacaranda Ponds	570 dwellings

Source: HillPDA

**Figure 5: Housing Target Meeting Capacities Through Greenfield Developments**

### ***Development Opportunities and Constraints***

Initially, these investigations focussed on existing centres to maximise the benefits of good access to jobs, infrastructure and services. Small-scale opportunities for up-zonings and infill development have been identified. However, there are very limited opportunities within the centres due to the extensive constraints that apply. In particular, flooding and the limited capacity of flood evacuation routes discourage any significant increase in population in the 1:100 ARI. The severely restricts growth opportunities in the major centres of Windsor, Richmond and North Richmond. The ANEF zones of the RAAF Base Richmond also prohibits increased housing densities in key locations.

Heritage and the community's desire to balance growth with the importance of maintaining character are also important considerations. Regardless, this strategy supports small scale infill development near

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centres, provided that character and safety are not compromised. Selected sites for rezoning in or adjacent to existing centres have been identified for detailed investigation and, if appropriate, rezoning in the forthcoming amendment to the Hawkesbury Local Environmental Plan 2012.

An area that has emerged as an opportunity for further investigation includes:

- The Stage 2 Vineyard release area – planning for this area is advancing, however, the route of the proposed Outer Sydney Orbital may impact on development potential. Monitoring of the planning for the Orbital is required to determine the potential impact on the development potential of the release area.

Given existing zonings and capacity to deliver housing, it is considered that there is not a need at this stage to identify additional investigation areas. It is recommended that Investigation Areas can be considered further when the Strategy is next reviewed and there is greater certainty around planning for Strategic Transport Routes and the Metropolitan Rural Area context is clearer.

## **DISCUSSION**

The Draft Hawkesbury Local Housing Strategy reviews the current Hawkesbury Residential Land Strategy which was adopted in May 2011. It also provides an opportunity to bridge any gaps and aligns with the NSW Planning Frameworks, the Sydney Region Plan and Western City District Plan objectives.

The aim of the Hawkesbury Local Housing Strategy is to set a clear plan for housing in the LGA for the next 10 and 20 years. The Strategy will tie Council's vision for housing with the State Government led strategic plans. The Strategy will present Council's response for housing and how the housing components of the 'Western City District Plan' and 'A Metropolis of Three Cities' will be delivered locally.

In developing the Hawkesbury Local Housing Strategy, consideration was given to the evidence base including demographic factors, the supply and demand for housing and local land use opportunities and constraints among other factors.

The Hawkesbury Local Housing Strategy aligned the anticipated housing growth with supporting and necessary infrastructure and social services such as educational facilities, health facilities, open spaces and public transport. The Strategy identified opportunities for growth in the right places to support a growing population, ageing community and a change in household structure. The Strategy provides an implementation strategy for the delivery of new housing and related infrastructure.

The Hawkesbury Local Housing Strategy recognises the background, constraints and opportunities, heritage values, rural character, flood impacts and history of the Hawkesbury Local Government Area and incorporates the community's vision and aspirations for the future development of land use in the Local Government Area.

The Strategy integrates local level planning with broader State and Regional Plans for infrastructure, employment, open space and other elements of the built and natural environments.

The recommendations of the strategy will assist Council to guide its future residential land use planning by embedding actions in the Draft Local Strategic Planning Statement 2040.

The Hawkesbury Local Housing Strategy has identified the following strategic directions to guide the development of future housing:

- New growth should continue to be primarily focused within the state identified release areas and managed through the growth centres planning process
- Maximise the potential of existing urban areas which are well serviced by existing infrastructure (transport, health, education and other urban services)

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- Increase the supply of smaller dwellings including dwellings that are suited to older persons in locations within walkable access to shops, health services and community facilities
- Continue to expand affordable housing through implementation mechanisms that encourage the provision of affordable housing
- Accommodate continued incremental growth in rural villages, whilst maintaining the local character and respecting environmental constraints
- Establish a program to annually monitor development approvals and the supply of zoned and serviced land to inform future decisions on land release and servicing.

The Draft Hawkesbury Local Housing Strategy commissioned by Council to support the Draft Hawkesbury Local Strategic Planning Statement 2040 has been finalised and is presented to Council seeking endorsement to place it on public exhibition and present a post exhibition report to Council upon completion of the exhibition period.

Essentially, the Strategy will replace the existing Hawkesbury Residential Lands Strategy 2011. It also provides an opportunity to bridge any gaps and align with the NSW Planning Frameworks, the Sydney Region Plan and Western City District Plan objectives.

The recommendations of the Strategy will assist Council to guide its future residential land use planning by embedding actions in the Draft Local Strategic Planning Statement 2040.

#### Housing Targets

The Draft Hawkesbury Local Housing Strategy presented to Council on 26 May 2020 had been based on population projections prepared in 2016 by the Department of Planning, Industry and Environment which projected a Hawkesbury Local Government Area population of 85,050 people by 2036 (increase of approximately 18,000 from the 2016 population of 67,083). Council has now been provided revised population projections from the Department of Planning, Industry and Environment which has revised the projected population down to 77,048 (increase of approximately 10,000 from the 2016 population of 67,083). These projections plus the associated targets may warrant further analysis given the:

- Designation of much of the City within the Greater Sydney Commissions Metropolitan Rural Area
- Infrastructure NSW Resilient Valley, Resilient Communities Hawkesbury Nepean Flood Strategy and the implications of incorporating the Probable Maximum Flood into planning strategies
- Deferral by the NSW State Government of consideration of the Outer Sydney Orbital Corridor through the Hawkesbury Local Government Area
- Level of significant constraints (bushfire, RAAF ANEF Noise Contours, significant areas of high biodiversity, significant cultural heritage)

Therefore, Council may wish to consider reviewing its current housing targets based on the current uncertainty associated with the:

- Metropolitan Rural Area,
- Incorporating the Probable Maximum Flood into planning strategies
- Outer Sydney Orbital Corridor
- Ongoing threat of bushfire
- RAAF ANEF Noise Contours
- City's significant areas of high biodiversity
- City's significant cultural heritage assets.

#### **COMMUNITY ENGAGEMENT**

Once endorsed, the Draft Hawkesbury Local Housing Strategy will be publicly exhibited in accordance with Council's Community Participation Plan and a report presented to Council on the outcomes of public



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exhibition prior to Council's consideration of adopting the Hawkesbury Local Housing Strategy. Engagement and responses from the community will be encouraged via Council's engagement platforms.

**CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

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

Our Leadership

- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
- 1.5 Regulation and Compliance:

Our Assets

- 4.2 Utilities - Facilitate the delivery of infrastructure through relevant agencies and Council's own works
- 4.3 Places and Spaces - Provide the right places and spaces to serve our community

Our Future

- 5.1 Strategic Planning Governance
- 5.2 Management of Aboriginal and Non Aboriginal and the Built Environment - Value, protect and enhance our built environment as well as our relationship to Aboriginal and Non Aboriginal history
- 5.3 Shaping our Growth - Respond proactively to planning and the development of the right local infrastructure

**FINANCIAL IMPACT**

The preparation of the Hawkesbury Local Housing Strategy is an Operational Plan action and has been budgeted for accordingly.

**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

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

**ATTACHMENTS:**

- AT - 1** Draft Hawkesbury Local Housing Strategy (*Distributed under separate cover*).

**oooO END OF REPORT Oooo**

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**INFRASTRUCTURE SERVICES**

**Item: 151**                      **IS - 2020 Commonwealth Local Road and Community Infrastructure Stimulus Package - (95495)**

**Directorate:**                Infrastructure Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the \$1,080,629 Stage 1 Commonwealth Stimulus Package Projects to Council for its endorsement.

**EXECUTIVE SUMMARY:**

On 22 May 2020 the Commonwealth Government announced a \$500 million Local Road and Community Infrastructure Program to assist Councils to deliver priority projects that:

- Focus on local road and community infrastructure upgrades and maintenance
- Involve construction, maintenance and/or improvement to council owned assets and that are accessible to the public.
- Support jobs, businesses and resilience in local economies.

By correspondence dated 3 July 2020 Council was formally advised that it would:

- Receive \$1,087,629 in funding and that the funding had been calculated in a similar way to the Road to Recovery program.
- Be able to choose the projects to be funded in accordance with local priorities that create the greatest benefit for the community.

Council staff have reviewed options to initiate a program of activities over the coming 12 months that:

- Can be commenced straight away
- Will distribute the benefits of the stimulus package across the city
- Will not duplicate other activities already being progressed, for example the bushfire recovery proposals in relation to Bilpin, Colo Heights and St Albans
- Will provide for the delivery of both:
  - Stage 1 shorter term more immediate projects
  - Stage 2 longer term more strategic projects, to take advantage of the “one off” nature of this funding.

The projects have been evaluated for their economic benefits, the results of which have confirmed that the projects will contribute to the stimulation of broader economic conditions.

The Stage 1 shorter term projects to the value of \$1,087,629 comprise footpath and road projects located at:

- North Richmond
- Freemans Reach
- Hobartville
- Richmond
- Windsor
- McGraths Hill
- Mulgrave
- Pitt Town

The confirmation of the Stage 2 longer term strategic projects is yet to be completed.

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**RECOMMENDATION:**

That:

1. The report be received and noted.
2. Council endorse the \$1,080,629 Stage 1 Program of Projects.
3. Council Officers progress the finalisation of the Stage 2 longer term strategic projects as a matter of priority, so as to allow for their commencement in July 2021, or sooner.

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**BACKGROUND**

On 22 May 2020 the Commonwealth Government announced a \$500 million Local Road and Community Infrastructure Program. The program is a funding package to assist councils to deliver priority projects that:

- Focus on local road and community infrastructure upgrades and maintenance
- Involve construction, maintenance and/or improvement to council owned assets and that are accessible to the public.
- Support jobs, businesses and resilience in local economies.

By way of correspondence dated 3 July 2020 Council was formally advised that:

- It would receive \$1,087,629 in funding
- The funding allocation had been calculated in a similar way to the Road to Recovery program.
- It could choose the projects to be funded in accordance with local priorities that create the greatest benefit for the community.

**Preferred Approach**

Councillors have determined that they would like to use this unique “one off” funding opportunity to:

- Benefit as many areas as practicable
- Stimulate the economy
- Pursue some longer term strategic benefits that this funding opportunity can provide.

Council staff have now reviewed options to initiate a program of activities over the coming 12 months that:

- Can be commenced in the near future
- Will distribute the benefits of the stimulus package across the city
- Will not duplicate other bushfire recovery activities already being progressed in relation to Bilpin, Colo Heights and St Albans
- Will facilitate the delivery of both:
  - Stage 1 shorter term more immediate projects
  - Stage 2 longer term strategic projects, to take advantage of the “one off” nature of this funding.

The following are the Stage 1 Short Term Projects have a combined value of \$1,080,629 and can be commenced straight away:

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Ref	Suburb	Project
1	North Richmond	Charles Street footpath – east side from school to Bells Line of Road
2	North Richmond	Riverview Street, south side from Pitt Lane to Grose Vale Road
3	North Richmond	William Street – south side from Charles Street to Grose Vale Road
4	Hobartville	Hereford Street – south side from Laurence Street to Castlereagh Road
5	Hobartville	Lawrence Street – east side between roundabout and Harold Avenue
6	Hobartville	Minchin Avenue – north side between Luttrell Street and Lawrence Street
7	Hobartville	Thompson Avenue – south side between Douglas Street and Valder Avenue
8	Richmond	Windsor Street – between Hobart Street and Pitt Street
9	Windsor	Arndell Street – south side between George Street and Court Street
10	Windsor	Court Street – both sides between Pitt Street and Arndell Street
11	Pitt Town	Bathurst Street – north side between Buckingham Street and Eldon Street
12	Pitt Town	Chatham Street – missing section between service station Garage and Eldon Street Shops
13	Pitt Town	Eldon Street – south side between Somerset Street and Chatham Street
14	McGraths Hill	Andrew Thompson Drive – from McGrath Road to Red House Crescent
15	Freemans Reach	Kurmond Road Freemans reach road rehabilitation and resealing
16	Mulgrave	Cuneen Street – rehabilitate section north of Curtis Road

## DISCUSSION

The projects have been evaluated using Council's Remplan economic modelling software (<https://www.remplan.com.au/>). The results of the analysis confirmed that the proposed projects will contribute to the stimulation of broader economic conditions. Council does not have access to any additional software or information that will break down the impacts of the proposed expenditure in any further detail. These projects will be carried out using existing contractors.

Once Council has confirmed the Stage 1 projects, staff can continue the process of identifying the strategic project/s to be developed over the balance of this financial year, with a view to commencing implementation/construction in July 2021 or sooner.

The attributes of the potential Strategic Projects mentioned to date, include:

- Projects that are unique and will leave an enduring legacy.** Staff are working on a number of options at the moment that have the potential to deliver unique and long term outcomes. However they will require community consultation and therefore cannot be commenced until 2021.
- Projects that will use local businesses.** Once the project/s have been selected, Council we can start communicating with relevant local businesses about the upcoming opportunity. This will ensure that interested businesses will be ready to participate in any procurement process. In addition, Council staff have liaised with other Council's and attended forums with Local Government Procurement and other procurement specialists. The objective of this work has been to examine options to to refine Council's current procurement practices to provide greater support and opportunities for local business

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3. **Projects that will assist sectors of the economy that have been significantly impacted.**  
Well considered projects developed with the active involvement and support of the local community, have the potential to deliver something unique and inspirational. Something that is not only representative of Hawkesbury's heritage, geography and culture, but also incorporating the input of local designers, fabricators, manufacturers and artists.

**COMMUNITY ENGAGEMENT**

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

The Stage 1 short term projects have been transferred from Council's future works program. These have already been the subject of community consultation.

As stated previously, the Stage 2 strategic projects will require community consultation before they can be finalized and implemented. Where possible, this consultation will involve a combination of traditional face to face approaches plus on line opportunities.

**CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036**

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.
- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
  - 1.4.1 Foster positive relationships with all tiers of government and peak bodies to ensure a thorough understanding of the challenges and local requirements of the Hawkesbury.
  - 1.4.2 Achieve higher strategic capacity through strategic alliances and partnerships.

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.

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.
  - 4.1.2 Establish and maintain relationships with transport providers and other levels of government to improve and extend public transport services.
  - 4.1.3 Have a comprehensive transport system of well maintained local and regional linkages that are financially and environmentally sustainable and respond to community safety, priorities and expectations.
  - 4.1.4 Provide mobility links throughout the City to connect our centres, parks and facilities.

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**FINANCIAL IMPACT**

The proposed Stage 1 Projects will be funded by way of the recently confirmed Commonwealth Grant. This is additional funding not anticipated during the budget process for the current 2020/2021 Financial Year. As such it will impact on our operating performance result and asset renewal ratios.

**FIT FOR THE FUTURE STRATEGY CONSIDERATIONS**

The proposal is aligned with Council's long term plan to maintain its assets. The proposal will enable Council to continue to provide and maintain service levels, to maintain assets and to meet established community expectations as allowed for in the Long-Term Financial Plan.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

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section 4

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of committees

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**SECTION 4 – Reports of Committees**

**Item: 152**                      **ROC - Human Services Advisory Committee - 11 June 2020 - 123486, 124414, 95498)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Human Services Advisory Committee, held on 11 June 2020.

**EXECUTIVE SUMMARY:**

One matter – Item 2, contained within the minutes of the Human Services Advisory Committee has policy or financial implications to Council. This item therefore requires specific consideration by Council, the details of which are discussed in the report below.

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

**RECOMMENDATION:**

That in relation to the Minutes of the Human Services Advisory Committee Meeting held on the 11 June 2020:

1. Council receive and note the Minutes of the Human Services Advisory Committee in respect to Item 1 and General Business.
2. Council endorse the Committee Recommendations in respect of Item 2, namely:

*"Council staff investigate the following, and report findings to the next committee meeting;*

- a) *Which areas within the Hawkesbury Local Government Area permit a second dwelling without the need of submitting a Development Application*
  - i. *Provide Mapping*
  - ii. *List of suburbs*
- b) *Create a fact sheet outlining Tiny Homes criteria."*

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**DISCUSSION**

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

**Item 2 – Tiny Homes**

Officers and Committee Members provided an update in terms of further discussion that had occurred with respect to Tiny Homes, including:

- Outline of meetings with Tiny Homes Collective

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- Discussion of Potential Options
  - Consideration of funding to complete Secret Garden
  - Tiny Home to use for education/ awareness/promotion of Tiny Homes (windows and fitout)
  - Targeted program – Hobartville (suburb or street by street?)
  - Connections and awareness – schools/WSU, community housing providers
- Preparation of package to educate/raise awareness and promote:
  - Why Tiny Homes?
  - Social Housing Story – community connections
  - Benefits of Tiny Homes
  - Financing Considerations
  - Practicalities and Rules (Legislation)
  - Frequently Asked Questions
- Do I Need Approval?
- Do I have to pay Development Contributions?
- Can I or a member of my family live in my tiny house?

Following consideration of the matter, the Committee resolved:

- "1. Council staff investigate the following, and report findings to the next committee meeting;*
- a) Which areas within the Hawkesbury Local Government Area permit a second dwelling without the need of submitting a Development Application*
    - i. Provide Mapping*
    - ii. List of suburbs*
  - b) Create a fact sheet outlining Tiny Homes criteria."*

**Officer Comment**

The provision of clear and consistent information to assist residents is considered to have numerous benefits, including providing greater certainty and facilitating the provision of Tiny Homes. To this end, Council Officers have also made some preliminary investigations regarding "exempt development". However, as large areas of the City are flood affected, it limits the application of the "exempt development" provisions without first preparing a flood study. This is a potential barrier in terms of the cost of the study and the potential outcome of the flood study.

Subsequent to the meeting, Council received correspondence from the Australian Tiny Homes Association which was able to be considered by the Committee at its following meeting. The correspondence included guidelines and responses to frequently asked questions which are able to inform the preparation of relevant information by Council.

**ATTACHMENTS:**

**AT - 1** Minutes of the Human Services Advisory Committee Meeting held on 11 June 2020.

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**AT - 1 Minutes of the Human Services Advisory Committee Meeting held on 11 June 2020**

Minutes of the Meeting of the Human Services Advisory Committee held in Council Committee Rooms, Windsor, on 11 June 2020, commencing at 9:32am.

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<b>Present:</b>	Councillor Barry Calvert, Hawkesbury City Council Councillor Sarah Richards, Hawkesbury City Council Mr Strephon Billingham, Community Representative Mr Simon Griffin, Community Representative Mr Ben Jackson, Community Representative Ms Vickie Shackley, Community Representative Ms Birgit Walter, Community Representative Mr Peter Webb, Community Representative Ms Kerry Dolaghan, Wentworth Housing
<b>Apologies:</b>	Councillor Emma-Jane Garrow, Hawkesbury City Council
<b>In Attendance:</b>	Mr Andrew Kearns, Hawkesbury City Council Ms Megan Ang, Hawkesbury City Council Ms Tracey Easterbrook - Minute Taker, Hawkesbury City Council

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**RESOLVED** on the motion of Mr Simon Griffin and seconded by Mr Ben Jackson that the apology be accepted.

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Mr Simon Griffin and seconded by Mr Ben Jackson that the Minutes of the Human Services Advisory Committee held on the 20 February 2020, be confirmed.

**SECTION 2 - Reports for Information**

**Item: 1                      HSAC - Resilience Projects - (123486, 124414, 95498)**

**Directorate:**              City Planning

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Presentations were provided on a range of matters, including:

- Recovery Update
  - COVID-19 Update
  - Resilience NSW
  - Community Resilience Networks
  - My Health Connector
  - Hawkesbury Disaster and Emergency Dashboard
  - Floodplain Management Grants
  - Update on Street Connect Project
  - Western Sydney Suicide Prevention
-

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## **DISCUSSION**

### **Recovery Update**

Local recovery initiatives:

- Community Recovery Meetings
- Regional Committees – coordinate access to information, outreach, map needs
- 28 Feb – Anne Leadbeater Workshops – GIVIT, Blue Mountains Health and Wellbeing, Infrastructure NSW – Flood Preparedness – Community representative speakers
- Community Recovery Roles – new agencies in the area include
  - Red Cross
  - Step by Step
  - Salvation Army
- Two new Council positions coming on board – 1 Resilience NSW funded 1 x Federal / Council Community Development role
- Council has allocated \$50,000 of the Federal funds to be administered for grassroots recovery initiatives

### **COVID-19 Update**

Initial

- Closedown of community centres
- Childcare continued
- Council provided support for essential services supported to maintain service provision – Hawkesbury's Helping Hands, The Women's Cottage
- Council amenities opened to offer access to showers

Significant increase of people coming to the community centres for support and the closure has deprived the community of getting together when they needed to focus on the community since the fire and floods.

### **Resilience NSW**

- From 1 May 2020 Resilience NSW was established to lead the whole-of-government prevention, preparedness and recovery effort
- emergency management policy
- service delivery
- all aspects of disaster recovery at a state, national and international level
- public service agency related to the Department of Premier and Cabinet, and it will have functions and powers under:
  - the State Emergency and Rescue Management Act 1989: this will give the Head of Resilience NSW broad powers to co-ordinate government action in relation to “emergencies due to an actual or imminent occurrence” (such as fire, flood, storm, earthquake, explosion, terrorist act, accident, epidemic or warlike action) which give rise to any of several kinds of threat or harm; and
  - the Community Welfare Act 1987: this will give the Head of Resilience NSW powers to administer welfare assistance for disaster relief and for various programs more broadly

### **Community Resilience Networks**

- Inner City Voice leading Get Ready for Flood - Social Housing Project
- 12 month extension on project – purpose is to deliver place-based projects for purpose of developing strategies to address vulnerabilities and issues identified in first phase of project.

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- Meetings held between key agencies, social housing providers with engagement to commence directly with community members
- Action research being undertaken on project to assist in developing community continuity framework
- Council working through community networks to engage community services in the project and has connected researchers to agencies and working to support access to vulnerable persons data (through organisations, National Disability Insurance Scheme, Regional Aged Care Assessment Service)

**My Health Connector**

- Nepean Blue Mountains Primary Health Network project
- Health Connectors work one-to-one with patients and carers on practical and achievable, person centred social network mapping, planning and goal setting. They act as a bridge between formal health care providers (GPS, aged, community and other services) and informal care networks (families, neighbours, colleagues, social and support groups etc.)
- They help people develop their social support networks, especially those who are isolated, vulnerable and at risk of "falling through the cracks". This is a free service, administered through practice nurses in GP clinics
- Local clinics are
  - Hawkesbury Family Practice
  - Bligh Park Family Practice
  - McGraths Hill Medical Centre
  - MyHealth – Kable and North Richmond
  - North Richmond Family Practice Dr Warwick Mackay

It was reported that hospitals have seen a significant uplift of mental health issues being presented and people with increased levels of anxiety.

The Community Partnerships section of Council were congratulated on the way they have interacted with community groups.

The Hospital indicated that they would be able to share relevant data with Council in a coded form.

The Committee discussed communication with the aged, an particularly with over 85's and that this shouldn't be via website or emails.

**Hawkesbury Disaster and Emergency Dashboard**

- QIT Pty Ltd engaged to prepare Dashboard
- Expected to take 1 month to finalise
- Engaging with a number of internal and external stakeholders (state agencies)
- Education, Awareness, Preparation and Recovery Sections of Dashboard - Opportunity to include valuable resources for use by the community

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**Floodplain Management Grants**

- Recently submitted number of applications to the NSW State Government under Floodplain Management Program
- Relevant to Human Services Advisory Committee:
  1. Secondary flooding impacts and resilience planning in the Hawkesbury LGA.
  2. Flood risk management policy and regulation for caravan parks of the Hawkesbury LGA.

**Update on Street Connect Project**

Community led resilience project – previously heard from Amanda Howard at last meeting (Research Paper not available yet)

Stage 2 Funding of program received

**Western Sydney Suicide Prevention**

\$200,000 funding received for program.

Resolution of Committee – Receive and note

**Item: 2                      HSAC - Tiny Homes - (123486, 124414, 95498)**

**Directorate:**              City Planning

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Presentations were provided on a range of matters, including:

**Update on Tiny Homes**

Outline of meetings with Tiny Homes Collective

Discussion of Potential Options

- Consideration of funding to complete Secret Garden
- Tiny Home to use for education/ awareness/promotion of Tiny Homes (windows and fitout)
- Targeted program – Hobartville (suburb or street by street)
- Connections and awareness – schools/WSU,              community housing providers

Preparation of package to educate/raise awareness and promote:

- Why Tiny Homes?
- Social Housing Story – community connections
- Benefits of Tiny Homes
- Financing Considerations
- Practicalities and Rules (Legislation)
- Frequently Asked Questions
  - Do I Need Approval?
  - Do I have to pay Development Contributions?
  - Can I or a member of my family live in my tiny house?

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

**COMMITTEE RECOMMENDATION:**

1. Council staff investigate the following, and report findings to the next committee meeting;
  - a) Which areas within the Hawkesbury Local Government Area permit a second dwelling without the need of submitting a Development Application
    - i. Provide Mapping
    - ii. List of suburbs
  - b) Create a fact sheet outlining Tiny Homes criteria.

**MOVED** by Mr Griffin and seconded by Mr Webb.

**SECTION 3 - General Business**

Western Sydney Suicide Prevention

**Discussion:**

\$200k in funding;

- Bereavement more and more of the focus
- Suicide rates within the Hawkesbury are unknown statistics are based off national figures.
- Interested to find out if suicides have increased since COVID-19 began in March 2020.
- Six support groups have been set up in Windsor with the potential to grow
- A new website has been launched, facilitators have new groups operating out of the North Richmond Community Centre on a Monday nights
- Facilitators of these groups will continue to have ongoing training

The Chair provided support and thanked Mr Webb for the update and that since the funds have come through they have been put to good use on the ground.

The meeting terminated at 11:37am

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

**Item: 153**                      **ROC - Waste Management Advisory Committee - 15 July 2020 - (95249, 124414)**

**Directorate:**              City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Waste Management Advisory Committee, held on 15 July 2020.

**EXECUTIVE SUMMARY:**

One matter – Item 1 contained within the minutes of the Waste Management Advisory Committee has policy or financial implications to Council. This item therefore requires specific consideration by Council, the details of which are discussed in the report below.

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

**RECOMMENDATION:**

That in relation to the Minutes of the Waste Management Advisory Committee Meeting held on 15 July 2020:

1. Council receive and note the Minutes on the Waste Management Advisory Committee in respect to General Business Items A to G.
2. Council endorse the Committee Recommendation in respect of Item 1, namely:

*"That Council publicise the reasons why the Domestic Waste Kerbside Audit is undertaken and the results, particularly to emphasise the positive results achieved which can serve as an educational opportunity."*

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**DISCUSSION**

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

**Item 1 - Domestic Waste Kerbside Audit 2020**

Officers provided an overview of the findings from the Domestic Waste Kerbside Audit, conducted between 11 to 24 March 2020. It was noted that kerbside audits are conducted every three years. Officers highlighted that the data collected from this current audit will be used to inform the Draft Waste Strategy.

Officers highlighted that the Hawkesbury Local Government Area is comparatively better than other surrounding local government areas in terms of recycling contamination rates, with a 10.3% rate.

Following discussion on the matter, the Committee resolved:

*That the Waste Management Advisory Committee:*



**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

1. *Receive and note the information.*
2. *Recommend that Council publicise the reasons why the Domestic Waste Kerbside Audit is undertaken and the results, particularly to emphasise the positive results achieved which can serve as an educational opportunity.*

**Officer Comment**

The Committee's recommendation will provide greater awareness within the community in terms of the reasons why the Domestic Waste Kerbside Audit is undertaken, and highlight the positive results. It will also provide an opportunity for greater awareness of the various waste education initiatives and programs that Council undertakes.

**ATTACHMENTS:**

**AT - 1** Minutes of the Waste Management Advisory Committee held on 15 July 2020.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

**AT - 1 Minutes of the Waste Management Advisory Committee Meeting held on 15 July 2020**

Minutes of the Meeting of the Waste Management Advisory Committee held by Audio-Visual link, on 15 July 2020, commencing at 5:04pm.

**ATTENDANCE**

**Present:** Councillor Mary Lyons-Buckett, Chairperson  
Councillor Danielle Wheeler, Deputy Chairperson  
Councillor Paul Rasmussen, Hawkesbury City Council  
Councillor John Ross, Hawkesbury City Council  
Mr Eric Brocken, Community Representative  
Mr William Sneddon, Community Representative  
Ms Courtney McGregor, Community Representative  
Prof. Basant Maheshwari, Western Sydney University

**Apologies:** Ms Sally-Ann Eather, Western Sydney University Representative

**In Attendance:** Mr Jeff Organ, Hawkesbury City Council  
Mr Andrew Kearns, Hawkesbury City Council  
Mr Ramiz Younan, Hawkesbury City Council  
Mr Justin Murphy, Hawkesbury City Council  
Ms Adriana Genova, Hawkesbury City Council  
Ms Megan Berrell, Hawkesbury City Council

**RESOLVED** on the motion of Councillor Ross and seconded by Ms McGregor that the apology be accepted.

Member	2/10/2019	26/02/2020	15/07/2020
Councillor Mary Lyons-Buckett	✓	✓	✓
Councillor Danielle Wheeler	✓	✓	✓
Councillor Paul Rasmussen	A	✓	✓
Councillor John Ross	✓	✓	✓
Mr Bill Sneddon	✓	✓	✓
Mr Eric Brocken	✓	✓	✓
Prof. Basant Maheshwari	✓	A	✓
Ms Sally-Ann Eather	✓	✓	A
Ms Courtney McGregor	✓	✓	✓

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Mr Sneddon and seconded by Mr Brocken that the Minutes of the Waste Management Advisory Committee held on the 26 February 2020, be confirmed.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

**SECTION 2 - Reports for Information**

**Item: 1**                                      **WMAC - Domestic Waste Kerbside Audit 2020 - (95249, 124414)**

**Previous Item:**                      5, ESAC (4 October 2017)

**Directorate:**                      City Planning

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**DISCUSSION:**

- Officers provided an overview of the findings from the Domestic Waste Kerbside Audit, conducted between 11 to 24 March 2020. It was noted that kerbside audits are conducted every three years. Officers highlighted that the data collected from this current audit will be used to inform the Draft Waste Strategy.
- Officers highlighted that the Hawkesbury Local Government Area is comparatively better in terms of recycling contamination rates, with a 10.3% rate, compared to Penrith Council's recorded rate of 19%.
- Committee members discussed the value of organic waste and enquired about incentives for the community to segregate their waste. Officers advised that an increase in domestic waste charges could have a negative impact, and that Council is looking towards a user pays service instead.
- Officers noted that to a degree, a financial incentive already happens, given the cost of a 140 litre general waste bin saves residents around \$200 per year, compared to a 240 litre general waste bin.
- Committee members stated that an increase to domestic waste charges would need to be a gradual transition and noted the importance of promoting positive programs to emphasise the benefits of correct waste disposal to the community and individuals.
- Committee members enquired about the availability of a contract wood chipper for residents and Officers advised that this has been previously investigated and that a report can be presented to the Waste Management Advisory Committee on this matter.
- The Committee discussed the increasing market for a high quality composting product and the potential to utilise green waste to produce this.
- It was noted that anecdotally many rural properties in the Hawkesbury tend to burn off their green waste, as it is considered untidy or a fire risk. A better outcome would be for green waste on rural properties to be collected and reused as compost.
- Committee members discussed the possibility of Food Organics Garden Organics (FOGO) bins in the Hawkesbury. It was noted that there is some confusion as to what can actually be placed in these particular bins, as it varies between each Local Government Area. Officers advised that Council is working towards a trial of FOGO bins in the Hawkesbury.
- An example of a composting program from Young (YLAD) was highlighted by a Committee member, and details would be circulated after the meeting.

**OFFICER'S RECOMMENDATION:**

That the information be received and noted.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 11 August 2020**

**COMMITTEE RECOMMENDATION:**

**RESOLVED** on the motion of Councillor Lyons-Buckett and seconded by Councillor Rasmussen.

That the Waste Management Advisory Committee:

1. Receive and note the information.
2. Recommend that Council publicise the reasons why the Domestic Waste Kerbside Audit is undertaken and the results, particularly to emphasise the positive results achieved which can serve as an educational opportunity.

*Mr Brocken left the meeting at 6:05pm.*

**SECTION 3 - General Business**

**A. Western Sydney Waste Avoidance and Resource Recovery Strategy 2017-2021**

- Officers provided an overview of the Western Sydney Organisation of Councils (WSROC) Regional Waste Strategy which is funded through the NSW EPA.

**B. Waste Strategy Update**

- Officers advised that Council's consultant, Arcadis, is expanding on the Draft Waste Strategy by looking particularly at the Waste Management Facility and the future of waste within the Hawkesbury including food organics and garden organics (FOGO).
- It was highlighted that the Draft Waste Strategy is nearing completion, pending the finalisation and will be provided to Waste Management Advisory Committee members.

**C. Working Group – FOGO Trial**

- Officers advised that as part of the consultant's work being completed for the Draft Waste Strategy, Arcadis is investigating the options of implementing a food organics and garden organics bins (FOGO) trial in the Hawkesbury.
- The Chairperson requested a summary of the options compiled by Arcadis to be made available at the next Working Group meeting.

**D. Waste Education Updates**

- **Council Website Review**
  - Officers advised that Council is currently developing a new website, which will incorporate a new structure for the waste and recycling content to make it easier to navigate once launched.
- **Plastic Free July**
  - Officers advised that Council has signed up for the International Plastic Free July campaign through the Western Sydney Regional Organisation of Councils (WSROC) and will be running two workshops in relation to this, along with posts on Council's social media to promote this campaign.

**ORDINARY MEETING**  
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- **War on Waste Workshop Series – Online**

- Officers advised that the 'Plastic Free Living' online workshop held on 8 July 2020 was a success with over 50 registrations, and that there are five more workshops scheduled to be held prior to the end of September 2020. It was highlighted that the 'Meal Planning – Eat Better and Avoid Food Waste' workshop had already received over 100 registrations. The workshops may continue to be held online in the future as this is a more convenient way for people to attend.

- **Hawkesbury Fest Online Event – 'Councils Do'**

- Officers advised that as part of the Hawkesbury Fest online event, there will be a focus on environment and sustainability. The Community will receive information about Council's net zero emissions work, compost revolution and the winners of the Waste to Art Competition will be announced. Council will also be running a survey to inform the net zero emissions and water efficiency strategy.

- **Chemical CleanOut**

- Officers advised that the annual Chemical CleanOut event will be held on 9 August 2020 at the Hawkesbury Showground during Local Government Week. Due to circumstances surrounding COVID-19, people in attendance will be required to stay in their vehicles for this event.

- **Remote Area Recycling Collection Events**

- Officers highlighted that following the success of the Remote Area Recycling Collection Event held in St Albans in October 2019, additional events have been scheduled, including St Albans 22 August 2020, Colo Heights 5 September 2020 and Bilpin 19 September 2020.
  - It was noted that Council will be creating media releases for these events, and that it would be appreciated if Committee members could share these event details with their various networks.

**E. EPA 20 Year Waste Strategy – Council Submission – Mayoral Minute**

- The Chairperson advised that the Mayor, Deputy Mayor and General Manager had met with the Environment Minister. The meeting was to discuss the potential for re-classification of the Hawkesbury from paying the Metropolitan Waste Levy fees to the Regional Waste Levy fees. The Minister advised that a case could be made and forwarded along with corresponding data so that it could be considered.
- Officers confirmed that a submission is currently being compiled.

**F. Net Zero Emissions and Water Efficiency Strategy**

- Prior to the Committee meeting, members from the Waste Management Advisory Committee and Environmental Sustainability Advisory Committee took part in an online workshop with Council's consultant, Kinesis, regarding the Hawkesbury Net Zero Emissions and Water Efficiency Strategy. It was highlighted that further workshops will be scheduled in relation to this matter.

**G. Waste and Recycling Education Videos**

- Officers advised that Council has been working with its waste and recycling consultant EnviroCom to develop a video package to cover the most relevant waste and recycling topics and provide clear and easy to understand tips to increase recycling, reduce contamination and reduce waste to landfill.

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

**Meeting Date:** 11 August 2020

It was noted that the videos vary in length; the shorter videos are designed for social media use and longer videos for school programs. Officers encouraged Committee members to share these videos with their various networks when these are made available.

The meeting terminated at 6:45pm.

**oooO END OF REPORT Oooo**

ordinary

section 5

notices of motion

**ORDINARY MEETING**  
**SECTION 5 – Notices of Motion**  
**Meeting Date:** 11 August 2020

**SECTION 5 – Notices of Motion**

No Notices of Motion.





ordinary  
meeting

end of  
business  
paper

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