



Extraordinary Meeting

Date of meeting: 15 March 2022
Location: By audio-visual link
Time: 6:30 p.m.

MINUTES

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EXTRAORDINARY MEETING

Minutes: 08 March 2022

Minutes of the Extraordinary Meeting held by Audio-Visual Link, on 15 March 2022, commencing at 6:33pm.

Welcome

The Mayor, Councillor Patrick Conolly acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

- Recording of the Council Meeting
- Statement regarding people addressing the Meeting

ATTENDANCE

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

ALSO PRESENT: General Manager - Elizabeth Richardson, Director City Planning - Linda Perrine, Director Infrastructure Services - Will Barton, Director Support Services - Laurie Mifsud, Manager Corporate Communications, Events and Services - Suzanne Stuart, Manager Design and Mapping Services - Christopher Amit, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE

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

DECLARATIONS OF INTEREST

Councillor Lyons-Buckett declared an interest on Item 51.

Councillor Richards declared interests on Items 52, 58 and 61.

Councillor Wheeler declared an interest on Item 55.

Acknowledgement of Official Visitors to the Council

There were no official visitors to the Council.

EXTRAORDINARY MEETING

Minutes: 08 March 2022

SECTION 1 - Confirmation of Minutes

56 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Zamprogno that the Minutes of the Extraordinary Meeting held on the 17 February 2022, be confirmed.

57 RESOLUTION:

RESOLVED on the motion of Councillor Kotlash and seconded by Councillor Lyons-Buckett that the Minutes of the Ordinary Meeting held on the 22 February 2022, be confirmed.

A PROCEDURAL MOTION was moved by the Mayor, Councillor Conolly that Item: 061 - 2022 Flood Emergency be brought forward in the agenda to be dealt with.

The Procedural Motion was carried.

EXTRAORDINARY MEETING

Minutes: 08 March 2022

SUPPLEMENTARY

SECTION 2 - Mayoral Minutes

Item: 061 **MM - 2022 Flood Emergency - (125610, 79351)**

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as it relates to Federal Funding and she is a Federal Candidate for Macquarie. She left the Meeting and did not take part in voting or discussion on the matter.

MOTION:

RESOLVED on the motion of the Mayor, Councillor Conolly.

Refer to RESOLUTION

58 RESOLUTION:

RESOLVED on the motion of the Mayor, Councillor Conolly.

That Council:

1. Request that the NSW Government provide its operational and financial assistance for flood waste removal until the 31 August 2022.
2. Request additional support from the NSW Government in the form of funding for dedicated Infrastructure Recovery staff for the next year.
3. Request that the Local Emergency Management Committee adopt suitable protocols for the provision of sandbags and/or sandbag supplies on previously agreed trigger points.
4. Extend the existing waivers of development application fees for flood affected properties until 30 June 2023.
5. If needed, make an appropriate adjustment in the March 2022 Quarterly Budget Review.
6. Request that the NSW Government provide the streamlined process that was promised a year ago for the approval of applications for riverbank restoration.
7. Hold an event to thank the volunteers and emergency services personnel for their efforts in dealing with the Bushfires, COVID-19 Pandemic and Floods over the past three years.

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

Against the Motion: Nil.

Absent: Councillor Richards.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

SECTION 3 - Reports for Determination

GENERAL MANAGER

Item: 051 **GM - 2021/2022 Event Sponsorship - Round 1 - (79351)**

Directorate: General Manager

Councillor Lyons-Buckett declared a less than significant non-pecuniary conflict of interest in this matter as she is a public officer of an applicant and no further action is required.

MOTION:

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

Refer to RESOLUTION

59 RESOLUTION:

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

That Council:

1. Under the 2021/2022 Event Sponsorship Program, agree to support the following organisations and individuals at the following levels:

1.	Hawkesbury 120	\$3,500
2.	Hawkesbury Canoe Classic	\$3,000
3.	Collectors Plant Fair	\$5,000
4.	Hawkesbury Home Show	\$4,500
5.	Hawkesbury Show	\$5,000
6.	Hawkesbury Spotlight	\$5,000
7.	Music in the Park	\$4,000
8.	Richmond Good Food Markets	\$5,000
2. Approve the execution of Council's standard Sponsorship Agreement for the applications numbered 1 to 8 as identified in Table 1 and Attachment 1 of this report.
3. Require all event organisers to prepare a COVID Safe Plan for sponsored events.
4. Approve the funds distributed for the 2020/2021 sponsored events that were cancelled due to COVID-19 to be used for their 2022 events.
5. Advise applicants numbered 9 and 10 as identified in Table 1 that their applications were not successful in accordance with the Event Sponsorship Assessment Criteria Matrix.

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

Against the Motion: Nil.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

Item: 052 **GM - 2022 National General Assembly of Local Government - Proposed Motions and Attendance - (79351, 80426)**

Previous Item: 35, Ordinary (22 February 2022)

Directorate: General Manger

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as it relates to Federal Funding and she is a Federal Candidate for Macquarie. She left the Meeting and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

60 RESOLUTION:

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

That:

1. Council approve submitting to the 2022 National General Assembly of Local Government a motion concerning Federal Disaster Recovery Fund as set out in the report.
2. Staff as considered appropriate by the General Manager and the following Councillors be nominated to attend the 2021 National General Assembly of Local Government from 19 to 22 June 2022:
 - a) Mayor, Councillor Conolly and Councillor Zamprogno attend the National General Assembly of Local Government.
 - b) Councillor Lyons-Buckett attend the Specialised Forum on Regional Issues on Sunday, 19 June 2022.
3. After participating in the 2022 National General Assembly, delegates provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the Assembly relevant to Council business and/or the local community.
4. Council request additional support from the NSW Government in the form of funding for dedicated Infrastructure Recovery staff for the next year.

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

Against the Motion: Nil.

Absent: Councillor Richards.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

Item: 053 **GM - Ordinary Council Meetings - (79351)**

Previous Item: 204, Ordinary (26 October 2021)

Directorate: General Manager

MOTION:

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

Refer to RESOLUTION

61 RESOLUTION:

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

That:

1. Council set dates for the holding of ordinary meetings of Council for the months of April to December 2022, in accordance with Attachment 2 (One meeting a month, second Tuesday of every month) to the report.
2. The set ordinary meetings for the months of April to December 2022 commence at 6.30pm and take place in the Council Chambers, or by audio-visual link to the extent permitted by law.

For the Motion: Councillors Conolly, Calvert, Kotlash, Reardon, Richards and Veigel.

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

Absent: Nil.

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

EXTRAORDINARY MEETING

Minutes: 15 March 2022

CITY PLANNING

Item: 054 **CP - Progress Report on the 2021/2022 Operational Plan for Period 1 July to 31 December 2021 - (95498)**

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

62 RESOLUTION:

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

That Council receive and note the Six-Month Progress Update on the 2021/2022 Operational Plan.

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

Against the Motion: Nil.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

INFRASTRUCTURE SERVICES

Item: 055 **IS - Heavy Vehicle Movement Increase in the Hawkesbury Local Government Area - (95495, 79346)**

Previous Item: 038, Ordinary (27 February 2018)

Directorate: Infrastructure Services

Councillor Wheeler declared a less than significant non-pecuniary conflict of interest in this matter as her she resides in a property in King Road, Wilberforce which is a road of discussion and no further action is required.

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

The information as contained in this report regarding heavy vehicles in the Hawkesbury Local Government Area be received and noted.

An AMENDMENT was moved by Councillor Calvert, seconded by Councillor Kotlash.

That:

1. The information as contained in this report regarding heavy vehicles in the Hawkesbury Local Government Area be received and noted.
2. This matter be forwarded to the Innovation and Partnerships Committee for consideration and further report back to Council.

For the Amendment: Councillors Calvert, Djuric, Kotlash, Reardon, Richards, Veigel, Wheeler and Zamprogno.

Against the Amendment: Councillors Conolly, Dogramaci, Lyons-Buckett and Sheather.

Absent: Nil.

The Amendment was carried.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

MOTION:

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

Refer to RESOLUTION

63 RESOLUTION:

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

That:

1. The information as contained in this report regarding heavy vehicles in the Hawkesbury Local Government Area be received and noted.
2. This matter be forwarded to the Innovation and Partnerships Committee for consideration and further report back to Council.

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

Against the Motion: Nil.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

SUPPORT SERVICES

Item: 056 **SS - Audit Risk and Improvement Committee (ARIC) - (95496)**

Directorate: Support Services

Mr John Ross addressed Council, speaking against the recommendation in the business paper.

MOTION:

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

Refer to RESOLUTION

64 RESOLUTION:

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

That Council:

1. Endorse the establishment of an Audit, Risk and Improvement Committee (ARIC) with three voting members comprising of one independent chair, two independent members and one non-voting Councillor member.
2. Endorse the Draft Terms of Reference for Council Audit, Risk and Improvement Committees, attached as Attachment 2 to this report, with an amendment to the effect that a non-voting Councillor member of the Audit, Risk and Improvement Committee cannot be the Mayor.
3. Endorse the fees payable per meeting to the external independent members as outlined in the report.
4. Commence the process for seeking expressions of interest for external independent members of the Audit Risk and Improvement Committee.
5. Consider nominations for a non-voting Councillor member of the Audit, Risk and Improvement Committee when the response to the expressions of interest for external independent members is reported to Council.

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

Item: 057 **SS - Pecuniary Interest Returns - Designated Person - (95496, 96333)**

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

65 RESOLUTION:

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

That the Clause 4.21(a) Pecuniary Interest Return be received and noted.

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 08 March 2022

SECTION 4 - Reports of Committees

Item: 058 **ROC - Local Traffic Committee - 14 February 2022 - (80245)**

Directorate: Infrastructure Services

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as her partner's business is within the coverage area of the Liveability Program. She left the Meeting and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

66 RESOLUTION:

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

That Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Traffic Committee meeting held on 14 February 2022.

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

Against the Motion: Councillor Dogramaci.

Absent: Councillor Richards.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

SECTION 5 - Notices of Motion

Item: 059 **NM - Establishment of a Disaster and Emergency Sub-Committee - (125612, 79351)**

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

That:

1. Council establish of a Floodplain Risk Management Working Group under the Disaster and Emergency Committee.
2. The composition of the Working Group would be as outlined in the Draft Flood Risk Management Manual, including:
 - Elected members of Council
 - Council staff involved in Flood Risk Management including Engineering, Emergency Management, Land use Planning, Community Development and Environment disciplines.
 - Representatives of Local Community. This may include local flood affected landholders (residential and business), relevant industry bodies (e.g Chambers of Commerce) and environment groups
 - Other key stakeholders such as owners or managers of infrastructure or land that may influence flood behaviour
 - Government representatives/technical experts from lead agencies for Floodplain Risk Management, SES and other emergency management agencies
 - Specialist consultants, on occasions if required to address FRM Committee.
3. The Working Group report to the bi-monthly Disaster and Emergency Committee.

An AMENDMENT was moved by Councillor Kotlash, seconded by Councillor Calvert.

That:

1. The Disaster and Emergency Committee meet as soon as possible. This meeting should be solely about flooding and involve all relevant Council staff and all other agencies involved in floodplain risk management (e.g. SES, Infrastructure NSW, Resilience NSW).
2. The local community (including but not limited to - flood affected residents, businesses, Chambers of Commerce, relevant industry bodies, owners or managers of infrastructure or land that may influence flood behaviour) be invited to attend or send written submissions to the meeting.
3. At this meeting the formation of working groups should be addressed. A working group should only be set up to address a particular issue and have a start and an end date.

For the Amendment: Councillors Conolly, Calvert, Kotlash, Reardon, Richards, Sheather and Veigel.

Against the Amendment: Councillors Djuric, Dogramaci, Lyons-Buckett, Wheeler and Zamprogno.

Absent: Nil.

The Amendment was carried.

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A PROCEDURAL MOTION was moved by Councillor Wheeler, seconded by Councillor Zamprogno that this item be dealt with in seriatim.

The Procedural Motion to deal with in seriatim was lost.

MOTION:

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

Refer to RESOLUTION

67 RESOLUTION:

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

That:

1. The Disaster and Emergency Committee meet as soon as possible. This meeting should be solely about flooding and involve all relevant Council staff and all other agencies involved in floodplain risk management (e.g. SES, Infrastructure NSW, Resilience NSW).
2. The local community (including but not limited to - flood affected residents, businesses, Chambers of Commerce, relevant industry bodies, owners or managers of infrastructure or land that may influence flood behaviour) be invited to attend or send written submissions to the meeting.
3. At this meeting the formation of working groups should be addressed. A working group should only be set up to address a particular issue and have a start and an end date.

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

Against the Motion: Councillors Lyons-Buckett and Wheeler.

Absent: Nil.

EXTRAORDINARY MEETING

Minutes: 15 March 2022

CONFIDENTIAL REPORTS

68 RESOLUTION:

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

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: 060 SS - Licence Agreements - Old Hawkesbury Hospital - 6 Christie Street, Windsor - (95496, 112106)

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

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.

69 RESOLUTION:

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

EXTRAORDINARY MEETING

Minutes: 15 March 2022

Item: 060 **SS - Licence Agreements - Old Hawkesbury Hospital - 6 Christie Street, Windsor - (95496, 112106) CONFIDENTIAL**

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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

MOTION:

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

Refer to RESOLUTION

70 RESOLUTION:

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

That:

1. Council agree to enter into new licence agreements with existing tenants of the property known as the Old Hawkesbury Hospital, 6 Christie Street, Windsor, as outlined in this report, as well as any new tenants that are secured.
2. The General Manager be authorised to approve minor amendments to the licence agreements, if necessary.
3. Authority be given for the licence agreements and any other relevant documentation in association with this matter to be executed under the Seal of Council.
4. Details of Council's resolution be conveyed to the proposed tenants, together with the advice that Council, is not and will not be bound by the terms of its resolution, until such time as appropriate legal documentation to put such resolution into effect has been agreed to and executed by all parties.

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

The meeting terminated at 9:41pm.

Submitted to and confirmed at the Ordinary meeting held on 29 March 2022.

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Mayor